



AGENDA

MILIKAPITI LOCAL AUTHORITY MEETING

MONDAY 17 FEBRUARY 2025

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

- Monday 17 February 2025
- in Milikapiti Council 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**

Summary

This report is to table for Council's record, the disclosure of conflicts of interests by Council members and staff members.

Recommendations

That council receives and notes the disclosure of conflict of interest.

Legislative Framework

1. Section 114, s115, s116 and s117 of the *Local Government Act of 2019*.
2. Section 179 of the *Local Government Act of 2019*.
3. Regulation 57 and 58 of the *Local Government (General) Regulation 2021*.

1.6 Confirmation of Previous Minutes

1.6.1 Milikapiti Local Authority Meeting held on 15 October 2024

That the minutes of the Milikapiti Local Authority Meeting held on 15 October 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 15 OCTOBER 2024 AT 10:00 AM

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1 WELCOME & APOLOGIES

1.1 Welcome and Opening of Meeting

The meeting opened at 11.03am.

The Chair welcomed members and Staff.

1.2 Present

Chair	Thomas Puruntatameri
Mayor	Lynette De Santis
Member	Christine Joran
Member	Trevor Wilson
Member	Edwina Moreen
Member	Loretta Cook
Member	Patrick Freddy Puruntatameri
Staff	
Chief Executive Officer	Gina McPharlin
Chief Financial Officer	Jayesh Vasandani
Housing & Asset Manager	Paul O'Connor
Town Services Manager	David Ciosmak
Projects & Grants Manager	Kristy Mills
Governance & Compliance Coordinator	Nyaradzo Musasira
Governance Officer	Kesara Scrymgour
Guests	Nil

1.3 Apologies

Apologies from members who were absent from the meeting

MLA/7 RESOLUTION

Moved: Edwina Moreen

Seconded: Christine Joran

That the Milikapiti Local Authority members accept the apologies from Councillor Pius Tipungwuti, Councillor Jeffrey Simon Ullungura, Roy Farmer and Jed Leach

CARRIED

1.4 Leave of Absence

- Jed Leach has applied for Leave of Absence for today's meeting.
- Mayor Lynette De Santis, Trevor Wilson, Loretta Cook and Patrick Freddy Puruntatameri applied for Leave for the 17 December 2024.

1.5 Declaration of Interest of Members or Staff

Nil



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.

1.6.2 Special Milikapiti Local Authority Meeting held on 3 September 2024

MLA/9 RESOLUTION

Moved: Edwina Moreen

Seconded: Christine Joran

That the minutes of the Special Milikapiti Local Authority meeting held on 3 September 2024 as circulated, be confirmed as a true and correct recording of that meeting.

CARRIED

2 GENERAL BUSINESS

- Mayor Lynette De Santis enquired about the pot holes around the community roads.
- CEO Gina McPharlin gave an update on the Milikapiti Water Park project. Work will commence next year during the dry in April 2025.

3 REPORTS FOR DECISION

3.1 Milikapiti Local Authority Certifications for Project

MLA/10 RESOLUTION

Moved: Edwina Moreen

Seconded: Patrick Freddy Puruntatameri

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.



CARRIED

3.2 Milikapiti Local Authority Project Listing- Sep 2024

MLA/11 RESOLUTION

Moved: Christine Joran

Seconded: Loretta Cook

{resolution}

CARRIED

4 OTHER BUSINESS

TIRC to advertise for 28 days for the Takaringuwi skin group vacancy.

4.1 Other Business - School Holiday Program for Milikapiti

MLA/12 RESOLUTION

Moved: Trevor Wilson

Seconded: Christine Joran

That the Milikapiti Local Authority members allocate \$20,000 for the School Holiday Program for Milikapiti.

CARRIED

5 BUSINESS ARISING

Nil

6 NEXT MEETING

Tuesday 17 December 2024.

7 CLOSURE

The meeting closed at 12.14pm.

2 VISITORS AND PRESENTATIONS

ITEM NUMBER: 2.1
TITLE: Visitors and Presentations - Tiwi Land Council
AUTHOR: Gina McPharlin, Chief Executive Officer

Summary

This report is provided to the Local Authority Meeting for Members to accept the guests from Tiwi Land Council to present on:

1. Tuwurrampila Cultural Committee 2025 projects (Kulama, Tiwi Cultural Festival).
2. Tiwi Leaders Forum and action groups.
3. Senior Policy Officer (TLC policy position moving forward, remote housing, APONT, AHNT etc.)

Recommendation

That Council notes the presentation delivered by Tiwi Land Council.

Attachments

Nil

2 VISITORS AND PRESENTATIONS

ITEM NUMBER: 2.2
TITLE: Visitors and Presentations - NT Health
AUTHOR: Gina McPharlin, Chief Executive Officer

Summary

This report is provided to the Local Authority Meeting for Members to accept the guest from NT Health to present on Community Alcohol Plans and Community Led Solutions.

Recommendation

That Council notes the presentation.

Attachments

Nil

3 REPORTS FOR INFORMATION

ITEM NUMBER: 3.1
TITLE: Local Authority Financial Report - MLA - 31 January 2025
AUTHOR: Jayesh Vasandani, Acting Chief Finance Officer

Summary

This information is provided for information to the Milikapiti Local Authority to report on expenditure incurred by Tiwi Islands Regional Council in the Milikapiti Region during 1 July 2024 to 31 January 2025.

Recommendation

That the Milikapiti Local Authority notes the Report for Information.

Background

Council's finance section has prepared the attached report to be presented to the Council every month and to each 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.

Attachments

1. MLA Finance Report Jan 2025 [3.1.1 - 6 pages]

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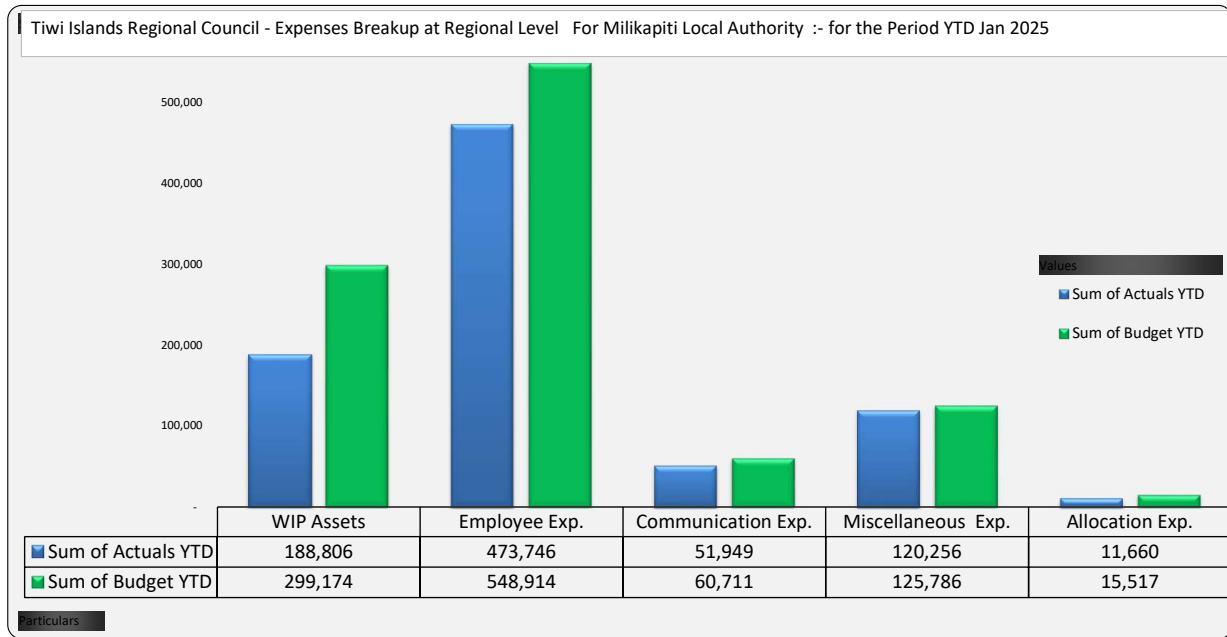
Expense by Local Authority Area - Milikapiti Region Jan 2025
as at 31-Jan-2025

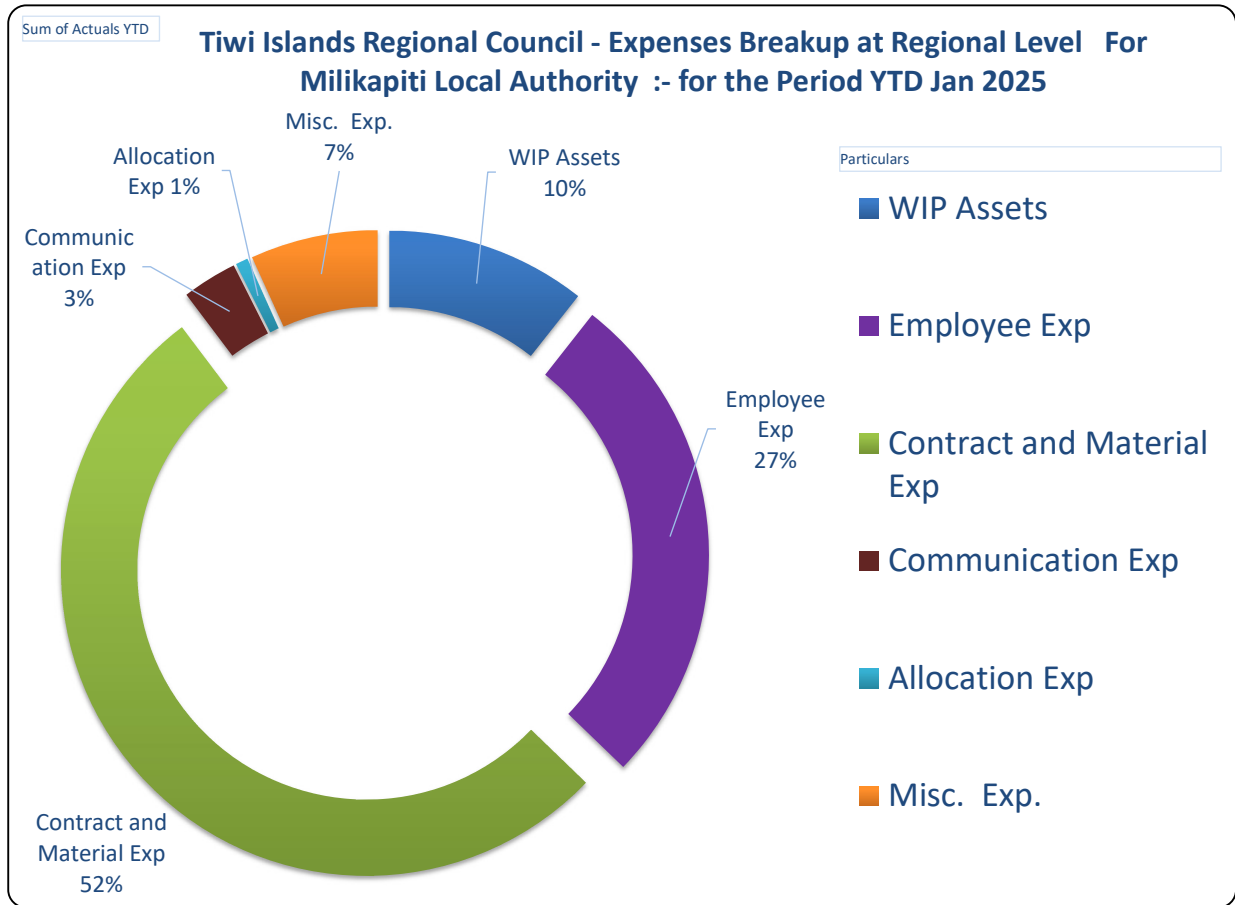


Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
Expense by Account Category INCLUDING Allocations and Capital Expense						
Milikapiti	2,057,351	1,779,901	277,450	13%		3,472,700
WIP Assets	299,174	188,806	110,368	37%	<<	760,348
Employee Expenses	548,914	473,746	75,168	14%	<<	903,852
Contract and Material Expenses	1,007,249	933,484	73,765	7%	<<	1,459,463
Communication Expenses	60,711	51,949	8,762	14%		102,202
Miscellaneous Expenses	125,786	120,256	5,530	4%		221,092
Allocation Expense	15,517	11,660	3,857	25%		25,743
Total INCLUDING Allocations & CapEx	2,057,351	1,779,901	277,450	13%		3,472,700

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Detailed Listing of Expense by Local Authority Area - Milikapiti Region Jan 2025
as at 31-Jan-2025



Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
Expense by Account Category INCLUDING Allocations and Capital Expense						
Milikapiti	2,057,351	1,779,901	277,450	13%		3,472,700
WIP Assets	299,174	188,806	110,368	37%		760,348
120803 (Tied) - Community Safety - Milikapiti	66,337	66,337	0	0%		62,000
147803 (Tied) - Local Authority Project Funding - Mi	56,000	55,813	187	0%	Milli Water Park BBQ & Play Area .	56,000
164503 (Tied) - Milikapiti Oval Upgrade - Round 2	30,479	30,479	0	0%		0
176103 (Tied) - Milikapiti Water Play- Comm. Infra C	140,000	29,818	110,182	79%	Filteration Equip. Invoice of 108K Paid Feb 25	253,000
176203 (Tied) - MILIKAPIT WATER PARK- NIAA	6,358	6,358	0	0%		389,348
Employee Expenses	548,914	473,746	75,168	14%		903,852
120803 (Tied) - Community Safety - Milikapiti	36,073	29,913	6,160	17%		61,840
121703 (Tied) - Remote Indegenous Broadcast Serv	17,640	13,461	4,180	24%		30,240
108803 (Untied) - Town Services Milikapiti	166,135	111,715	54,420	33%		284,803
119003 (Untied) - Centrelink Milikapiti	33,052	37,349	(4,297)	(13%)		56,661
119303 (Untied) - Civil Works Milikapiti	101,914	92,209	9,705	10%		174,710
119603 (Untied) - Airport Inspection Milikapiti	18,191	25,682	(7,491)	(41%)		31,185
119703 (Untied) - Mechanical Workshops Milikapiti	35,032	25,586	9,446	27%		60,055
146403 (Untied) - Administration Service Milikapiti	88,876	84,857	4,019	5%		152,358
147103 (Untied) - Regional Council & Elected Memb	52,000	52,974	(974)	(2%)		52,000
Contract and Material Expenses	1,007,249	933,484	73,765	7%		1,459,463
120803 (Tied) - Community Safety - Milikapiti	7,000	8,523	(1,523)	(22%)		12,000
121503 (Tied) - Library Milikapiti	2,100	3,493	(1,393)	(66%)		3,600
147803 (Tied) - Local Authority Project Funding - Mi	30,625	1,677	28,948	95%	Project Expenses of Mili LA in pipeline	52,500
162703 (Tied) - R2R - Milikapiti	4,050	4,050	0	0%		4,050
165503 (Tied) - Milikapiti Mural - AAI 289	12,976	12,976	(0)	(0%)		12,976
165603 (Tied) - Local Roads and Community Infrast	571,648	571,708	(60)	(0%)		724,881
168003 (Tied) - Public Library Funding 2023-2028- N	3,500	2,620	880	25%		6,000
176103 (Tied) - Milikapiti Water Play- Comm. Infra C	0	1,605	(1,605)	(100%)		0
103903 (Untied) - Commercail Facilities - Milikapiti	13,533	22,594	(9,061)	(67%)		23,200
104503 (Untied) - ICT Milikapiti	0	297	(297)	(100%)		0
108803 (Untied) - Town Services Milikapiti	30,625	21,704	8,921	29%		52,500
111503 (Untied) - Street Lighting Milikapiti	10,500	952	9,548	91%		18,000
116003 (Untied) - Fuel - Milikapiti	196,788	158,900	37,887	19%	Fuel Trading is lower than the projections.	337,350
119003 (Untied) - Centrelink Milikapiti	1,568	1,542	26	2%		2,688
119303 (Untied) - Civil Works Milikapiti	9,625	6,630	2,995	31%		16,500
119503 (Untied) - Airport Maintenance Milikapiti	0	793	(793)	(100%)		0
119703 (Untied) - Mechanical Workshops Milikapiti	56,583	54,154	2,430	4%		97,000
119803 (Untied) - Staff Housing - Milikapiti	29,750	25,127	4,623	16%		51,000
120203 (Untied) - Recreation Hall Milikapiti	6,078	8,900	(2,822)	(46%)		10,419

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Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
120303 (Untied) - Oval - Milikapiti	0	679	(679)	(100%)		0
122203 (Untied) - Transit Accommodation - Milikapiti	4,607	3,966	640	14%		7,897
129603 (Untied) - Airport Landing Fees Milikapiti	0	344	(344)	(100%)		0
131103 (Untied) - Commercial Building Services Milil	7,003	8,105	(1,102)	(16%)		12,005
146403 (Untied) - Administration Service Milikapiti	7,523	10,682	(3,159)	(42%)		12,897
147003 (Untied) - Local Authority Milikapiti	583	383	200	34%		1,000
147103 (Untied) - Regional Council & Elected Memb	583	423	161	28%		1,000
167003 (Untied) - X - Mas Celebration - TIRC Milikapiti	0	655	(655)	(100%)		0
Communication Expenses	60,711	51,949	8,762	14%		102,202
147803 (Tied) - Local Authority Project Funding - Mi	4,667	2,548	2,118	45%		8,000
162703 (Tied) - R2R - Milikapiti	2,200	0	2,200	100%		2,200
165503 (Tied) - Milikapiti Mural - AAI 289	423	423	(0)	(0%)		423
103903 (Untied) - Commercail Facilities - Milikapiti	0	809	(809)	(100%)		0
104503 (Untied) - ICT Milikapiti	0	27	(27)	(100%)		0
108803 (Untied) - Town Services Milikapiti	4,667	2,130	2,537	54%		8,000
116003 (Untied) - Fuel - Milikapiti	39,129	32,368	6,762	17%	Fuel Trading is lower than the projections.	67,079
119303 (Untied) - Civil Works Milikapiti	1,750	1,599	151	9%		3,000
119503 (Untied) - Airport Maintenance Milikapiti	0	56	(56)	(100%)		0
119703 (Untied) - Mechanical Workshops Milikapiti	5,833	9,281	(3,447)	(59%)		10,000
119803 (Untied) - Staff Housing - Milikapiti	1,167	618	549	47%		2,000
131103 (Untied) - Commercial Building Services Milil	0	444	(444)	(100%)		0
146403 (Untied) - Administration Service Milikapiti	583	1,389	(805)	(138%)		1,000
147103 (Untied) - Regional Council & Elected Memb	292	130	161	55%		500
167003 (Untied) - X - Mas Celebration - TIRC Milikapiti	0	127	(127)	(100%)		0
Miscellaneous Expenses	125,786	120,256	5,530	4%		221,092
120803 (Tied) - Community Safety - Milikapiti	0	1,145	(1,145)	(100%)		0
121003 (Tied) - Active Remote Communities Sport 8	0	1,200	(1,200)	(100%)		0
165503 (Tied) - Milikapiti Mural - AAI 289	3,159	3,159	(0)	(0%)		3,159
108803 (Untied) - Town Services Milikapiti	875	0	875	100%		1,500
116003 (Untied) - Fuel - Milikapiti	117	3,220	(3,103)	####	Milli Fuel Cards readers	200
119603 (Untied) - Airport Inspection Milikapiti	0	208	(208)	(100%)		0
119703 (Untied) - Mechanical Workshops Milikapiti	24,667	18,229	6,438	26%		50,000
147003 (Untied) - Local Authority Milikapiti	5,833	4,250	1,583	27%		10,000
147103 (Untied) - Regional Council & Elected Memb	91,136	88,844	2,291	3%		156,233
Allocation Expense	15,517	11,660	3,857	25%	Internal work order booking in progress	25,743
120803 (Tied) - Community Safety - Milikapiti	500	500	0	0%	Night Patrol Fuel allocation	0
121703 (Tied) - Remote Indegenous Broadcast Serv	2,917	0	2,917	100%	Internal work order to be booked_June 25	5,000
108803 (Untied) - Town Services Milikapiti	3,500	2,833	667	19%	Town service Fuel Consumption IWO	6,000
119303 (Untied) - Civil Works Milikapiti	6,500	6,318	182	3%	Civil Works Fuel Consumption IWO	11,143
119703 (Untied) - Mechanical Workshops Milikapiti	1,600	1,736	(136)	(9%)	Mech. Workshop Fuel Consumption IWO	2,743
146403 (Untied) - Administration Service Milikapiti	500	273	227	45%	Admin Office Fuel Consumption IWO	857
Total INCLUDING Allocations & CapEx	2,057,351	1,779,901	277,450	13%		3,472,700

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Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
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3 REPORTS FOR INFORMATION

ITEM NUMBER: 3.2
TITLE: Projects Report -MLA - February 2025
AUTHOR: Salman Samee, Manager Projects and Contracts

Summary

This report is submitted for the Milikapiti Local Authority (MLA) to review and discuss the progress on the status of projects.

Recommendation

That Council notes this report for information.

Background

The MLA currently has 7 active projects. These include:

- Children Crossing Bridge
- Installation of Tap Water at the Barge Landing
- Shed Shelter and BBQ at Ranbu
- Community New Year's Day Barbeque
- Milikapiti Water Park - Barbecue and Play Area
- Vet Visits 2024-25
- School Holiday Program.

Current Situation

The Project Status Report, which provides information regarding the amount of funding, actual expenditure, percentage of project completion, expected completion date, and comments/updates on each project, is attached to the Report for Information.

Risks

General risks include wet season, some of the projects will be put on hold until the dry season.

Attachments

1. Project Status Report MLA February 2025 [3.2.1 - 1 page]

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Name and description of project	Project budget	Actual Expenditure	Percentage of project completed	Estimated Completion Date	Project status	Manager	Notes/Comments
Children Crossing Bridge	\$5,000		0%	30/06/2025	In Progress	David Ciosmak	Bridge needs side rails. Steel ordered and awaiting labour
Installation of Tap Water at the Barge Landing	\$30,000		0%	30/06/2025		David Ciosmak	Need to clear debris to locate bore cap.
Shed Shelter and BBQ at Ranbu	\$10,000		0%	30/06/2025		David Ciosmak	TITEB currently building shelter.
Community New Year's Day Barbeque	\$2,000	\$2,057	100%	31/01/2025	Completed	Bill Toy	
Milikapiti Water Park - Barbecue and Play Area	\$60,000	\$27,400	20%	30/06/2025	In Progress	Salman Samee	Few of the items are being procured. Project construction is expected to start at the start of the dry season 2025.
Vet visits 2024-25	\$3,500			30/06/2025		Bill Toy	
School Holiday Program	\$20,000			30/06/2025		Bill Toy	
Total	\$130,500	\$29,457					

4 REPORTS FOR DECISION

ITEM NUMBER: 4.1
TITLE: Milikapiti Local Authority Project Listing - January 2025
AUTHOR: Jayesh Vasandani, Acting Chief Finance Officer

Summary

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

Recommendation

That the Milikapiti Local Authority:

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

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 \$367,995 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

Attachments

1. LAPF Milikapiti Project Summary 31 01 2025 [4.1.1 - 2 pages]

Milikapiti Local Authority Project Funding A/SDC 147803			
Summary of available funding as at 31/01/2025			
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	
Completed Projects - Expenditure as at 31/01/2025		Expenditure	Budget
(A)	Total for Completed Projects:	\$237,476	\$237,495
Summary of Current Projects - Expenditure as at 31/01/2025		Expenditure	Budget
MLA-22/23-3	Children's Crossing Bridge	-	5,000
MLA-23/24-1	Installation of Tap Water at the Barge Landing	-	30,000
MLA-23/24-2	Shed Shelter and BBQ at Ranbu	-	10,000
MLA-23/24-5	Community New Year's day Barbeque	2,057	2,000
MLA-24/25-2	Milikapiti Water Park - Barbecue and Play Area	27,400	60,000
MLA-24/25-3	Vet Visit 2024-25	-	3,500
MLA-24/25-4	School Holiday Program	-	20,000
(B)	Total for Current Projects:	29,457	130,500
(A+B) = (C)	Total for Completed and Current Projects:	266,932	367,995
Available for new projects:			21,809

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Milikapiti Local Authority Project Funding A/SDC 147803 Current Projects Listing - Expenditure as at 31/01/2025		
MLA-22/23-3	Children's Crossing Bridge	Operations Manager Melville Island Approved budget 5,000 Total Expenditure - 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	Operations Manager Melville Island Approved budget 30,000 Total Expenditure - Balance to be spent <u>30,000</u>
MLA-23/24-2	Shed Shelter and BBQ at Ranbu	Operations Manager Melville Island Approved budget 10,000 Total Expenditure - 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 (2,057) Balance to be spent <u>(57)</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 (27,400) Balance to be spent <u>32,600</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 - Balance to be spent <u>3,500</u>
3/09/2024 Milikapiti Local Authority Approved \$3,500 for Milikapiti Vet Visit 2024-25		
MLA-24/25-4	School Holiday Program	Manager Community Engagement Approved budget 20,000 Total Expenditure - Balance to be spent <u>20,000</u>
15/10/2024 Milikapiti Local Authority Approved \$20,000 for Milikapiti-School Holidays Program .		

5 OTHER BUSINESS

6 QUESTIONS WITH OR WITHOUT NOTICE

ITEM NUMBER: 6.1

TITLE: Questions with or without notice

AUTHOR: Gina McPharlin, Chief Executive Officer

Summary

The purpose of this report is to provide Councillors and the public with a forum to table items for discussion and ask questions that will be documented and addressed at the next meeting.

Recommendation

That the Chairperson:

- 1. Invites questions with or without notice from Councillors.**
- 2. Informs Councillors that they can send emails with questions and the public can ask questions that will be documented and discussed at the next meeting.**

7 NEXT MEETING

8 CLOSURE