



AGENDA

ORDINARY MEETING OF COUNCIL

WEDNESDAY, 16 JUNE 2021

Notice is given that the next Ordinary Meeting of the Roper Gulf Regional Council will be held on:

Wednesday, 16 June 2021 at 8:30AM
The Council Chambers Roper Gulf Regional Council Support Centre
2 Crawford Street, Katherine, NT

Your attendance at the meeting will be appreciated.

Marc GARDNER
ACTING CHIEF EXECUTIVE OFFICER

PLEDGE

“We pledge to work as one towards a better future through effective use of all resources.

We have identified these key values and principles of Honesty, Equality, Accountability, Respect and Trust as being integral in the achievement of our vision, that the Roper Gulf Regional Council is Sustainable, Viable and Vibrant.”

PRAMIS BLA WI

“Mela pramis bla wek gudbalawei bla meigim futja bla wi wanwei, en bla yusim ola gudwan ting bla helpum wi luk lida.

Mela bin luk ol dijlod rul, ebrobodi gada tok trubalawei, wi gada meik so wi gibit firgo en lisiin misalp, abum rispek en trastim misalp bla jinggabat bla luk lida, Roper Galf Rijinul Kaunsul deya maindim en kipbum bla wi pramis, dum wek brabli gudbalawei, en im laibliwan.”

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20 CLOSED SESSION

20.1 Ordinary Meeting of Council - 24 February 2021

The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(iv).

20.2 Remote Airstrip Upgrade Program

The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(i).

20.3 Waste and Resource Management Grant

The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(i).

20.4 Fleet disposal request.

The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(e).

20.5 Tender for Beswick Playground

The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(i).

20.6 Use of Common Seal: Lot 940 Town of Borroloola

The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(b) (e).

- 20.7 Confirmation of Previous Minutes - Special Meeting of Council 26 May 2021
The report will be conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(iv) (e).
- 20.8 Roper Gulf Regional Council Strategic Plan 2022 to 2027
The report will be conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(i) (e).

RESUMPTION OF MEETING

21 CLOSE OF MEETING

BUSINESS ARISING FROM PREVIOUS MINUTES

ITEM NUMBER	7.1
TITLE	Action List
REFERENCE	1175526
AUTHOR	Chloe IRLAM, Governance Engagement Coordinator

RECOMMENDATION

That Council:

- (a) Receives and notes the Action List; and
- (b) Approves the removal of completed items.

BACKGROUND**ORDINARY COUNCIL MEETING ACTION LIST**

CURRENT ACTIONS							
DATE	MEETING	ITEM	DESCRIPTION	COMMENT	STATUS	UPDATE	RESPONSIBLE DIVISION
28 April 21	OMC	14.1	AFL Vouchers	ACEO to organize support for the AFL Big Rivers competition prizes		To be organised.	OCEO
28 April 21	OMC	14.2	Water and a toilet block at the cemetery in Barunga	ACEO to write a report for the June OMC with scope of works and costings for provision of water and a toilet block at the Barunga cemetery		Report in Agenda	OCEO
28 April 21	OMC	14.3	Norforce park and Heritage park at Barunga	ACEO to investigate the water options at Norforce and Heritage park and report back to June OMC		Report in Agenda	OCEO

28 April 21	OMC	14.4	Mataranka Aged Care Facility	ACEI to report to the Mataranka Local Authority 3 August 2021 meeting with scope of works for upgrades to the Mataranka Aged Care facility		Verbal update to be provided at meeting	OCEO
24 Feb 21	OMC	5.1	Barunga Housing Drainage	Lack of adequate drainage in houses. ACEO to write letter to NTG.	COMPLETED	Immediate issues resolved. Letter sent to Minister for Remote Housing and Town Camps. Acknowledgement of issue and study being undertaken by DIPL.	OCEO
24 Feb 21	OMC	11.1	Town Camp Roads in Borrooloola	Road conditions. ACEO to write to Minister C. Paech, and Member for Barkly.	COMPLETED	Letter written to Member for Barkly. Meetings with Minister for Remote Housing and Town Camps. Minister advised \$100,000 funding to be provided to Council for immediate repairs. Minister acknowledged responsibility of issue. Some new subdivision works about to commence. Council to work with NTG and other stakeholders e.g. Mabunji to advocate greater funding requirements for replacement.	OCEO
24 Feb 21	OMC	12.1	Jilkminggan Cemetery Expansion	A.GM. Corporate & Community Services to write to Jilkminggan Community Aboriginal Corporation	COMPLETED	A response letter was received. This is included in the incoming correspondence. Jilkminggan Community Aboriginal Corporation admitted	OCEO

						awareness of the issue and requirement to resolve.	
24 Feb 21	OMC	18.1	Outstanding Rates	Report to be submitted to next OMC regarding rates prior to 14/15.	NOT COMPLETED	Reconciliation of accounts being undertaken prior to reporting to Council. Will provide update at future Council meeting.	CEO
24 Feb 21	OMC	19.4	Local Authority Project Funding Reports	Reports provided to be as up to date as possible before submission to Council.	COMPLETED	Latest round of Local Authority Meetings included up to date information.	OCEO
24 Feb 21	OMC	20.1	Numbulwar Cemetery	ACEO follow up on Section 19 lease agreement with NLC.		Currently investigating status of previous work. Will require further liaison with TO's and LA, submitting and EOI for a S19 lease, AAPA clearance, formal surveying and subdivision, environmental and cemetery act registration. This action may take up to two years to complete.	CEO
24 Feb 21	OMC	20.2	Old Clinic at Numbulwar and Ngukurr	ACEO to write to NTG (health department) for update on the status of old clinics in Numbulwar and Ngukurr.	COMPLETED	Letter written to CEO of NT Health. NTG are demolishing building at Numbulwar. No reply about Ngukurr.	OCEO

24 Jun 20	OMC	19.4	BULMAN ROADS UPGRADES	CEO to work with LA to identify if Council should approach Traditional Owners and custodians about the benefit of obtaining AAPA certificate for undertaking works	Ongoing	Little progress due to LA cancellations. A report has been submitted to OMC 24 Feb 2021. April and May 2021 Bulman LA was cancelled. Weemol Road – application for disaster funding for repair.	OCEO
28 Oct 20	OMC	14.5	URAPUNGA LOOP INTERNAL ROAD	CEO to scope and project estimate to reseal Urapunga loop road. (Urapunga Loop Internal Road will be included in the long term roads planning).	In progress	A report was submitted to the March 2021 roads Committee with cost estimates. The roads committee moved to allocate \$420,000.00 towards this project.	CEO
28 Oct 20	OMC	14.6	URAPUNGA COMMUNITY HALL	Projects team scheduled to do a trip end of January 2021 to do a feasibility study. Cost estimate prepared by 2nd week of February followed by the project plan.	In progress	Project plan to include: <ul style="list-style-type: none"> • Scope of work • Cost estimate • Risk assessment • Timeline for the project. Ongoing. CSM engaged a contractor to carry out the work in the hall. The scope is to secure the area by constructing a mesh wall and a fence.	CEO
28 Oct 20	OMC	14.8	BARUNGA RELOCATION OF NIGHT PATROL	CEO to investigate the opportunity to relocate the Night Patrol Office in Barunga.	In progress	Budget allocated. Contractor to be engaged when other works needed. Possible Jawoyn Contracting/CDP undertake work.	CEO
28 Oct 20	OMC	14.9	BARUNGA TEMPORARY LIBRARY	Requests Council to install veranda/shade	In Progress	SOW has been prepared. Received the cost estimate of \$14,000 without certification as	CEO

						the building categorized as temporary building for Barunga Library. Possible Jawoyn Contracting/CDP undertake work.	
28 Oct 20	OMC	14.11	NUMBULWAR CURSING	Councillor NUNGGUMABJARR to liaise with Numbulwar community members and present options back to Council about cursing and possible signage options.	In Progress	Action delayed due to staff movements and coinciding with LA meetings. Issue still occurring.	COUNCILLOR

ADVOCACY ONLY

DATE	MEETING	ITEM	DESCRIPTION	COMMENT	STATUS	UPDATE	RESPONSIBLE DIVISION
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NIL

Acronyms:

- CEO Chief Executive Officer
- IS&P Infrastructure Services and Planning
- NLC Northern Land Council
- NTG Northern Territory Government
- OCEO Office of the Chief Executive Officer

ATTACHMENTS

INCOMING CORRESPONDENCE

ITEM NUMBER 11.1
TITLE Incoming Correspondence
REFERENCE 1174679
AUTHOR Bhumika ADHIKARI, Executive Administration Support Officer

RECOMMENDATION

That Council accepts the incoming correspondence report.

Item No.	Date Received	Sender	Sent To	Correspondence Details	InfoXpert Number
01	20/04/2021	Maree De LACEY, Executive Director, Local Government and Community Development	Marc GARDNER, Acting Chief Executive Officer	Local Government general Instruction-Extension to Enter Supply Contract up to 5 Years	1181071
02	25/04/2021	Katie PAYNE, Katherine Branch Secretary	Her Worship The Mayor	Mataranka Sports and Rec Grounds	1175535
03	29/04/2021	Rosemary JENNINGS, Ag. Chief Executive Officer	Marc GARDNER, Acting Chief Executive Officer	Mr Trembath-Newly Appointed Alderman with the Katherine Town Council	1180666
04	12/05/2021	David BRAINES-MEAD, Acting Chief Executive Officer, Department of Health	Marc GARDNER, Acting Chief Executive Officer	Decommissioned Clinic Buildings in Ngukurr and Numbulwar	1180291
05	12/05/2021	Travis WURST, Acting Assistant Commissioner	Marc GARDNER, Acting Chief Executive Officer	Letter in regards to Alcohol control measures in Mataranka	1180376
06	13/05/2021	Maree De LACEY, Executive Director, Local Government and Community Development	Marc GARDNER, Acting Chief Executive Officer	Letter to CEO-Exemption request Bitumen at Ngukurr Freight Hub	1180531
07	14/05/2021	Maree De LACEY, Executive Director, Local Government and Community Development	Marc GARDNER, Acting Chief Executive Officer	Request for exemption from compliance with Regulation 29 of the Local Government (Accounting) Regulations 2008	1181069
08	19/05/2021	Chansey PAECH, Minister For Local	Marc GARDNER,	Approved Grants letter for WARM	1182025

		Government	Acting Chief Executive Officer	Program	
09	20/05/2021	Maree De LACEY, Executive Director, Local Government and Community Development	Marc GARDNER, Acting Chief Executive Officer	Concessions on Charges	1182024
10	03/06/2021	CM WEEN, Commander, Royal Australian Navy, Director	Her Worship The Mayor	Royal Australian Navy Arafura Class Ships' Badge Designs- Nuships Arafura and Carpentaria	1183226
11	07/06/2021	Chris BATEMAN, President, Borrooloola Amateur Race Club	Her Worship The Mayor	Seeking sponsorship for the Borrooloola Campdraft, Gymkhana and Rodeo Event	1184454

ATTACHMENTS

OUTGOING CORRESPONDENCE

ITEM NUMBER	12.1
TITLE	Outgoing Correspondence
REFERENCE	1174681
AUTHOR	Bhumika ADHIKARI, Executive Administration Support Officer

RECOMMENDATION

That Council accepts the outgoing correspondence.

Item No.	Date Received	Sender	Sent To	Correspondence Details	InfoXpert Number
01	23/04/2021	Marc GARDNER, Acting Chief Executive Officer	Cecelia GORE, Senior Director, Mental Health, Alcohol and Other Drugs Branch Health System Policy and Strategy Department of Health	Impacts of the extensive alcohol reform measures	1149864
02	30/04/2021	Marc GARDNER, Acting Chief Executive Officer	David BRAINES-MEAD. Acting Chief Executive; Department of Health	Decommissioned Clinic Buildings in Ngukurr and Numbulwar	1174709
03	30/04/2021	Marc GARDNER, Acting Chief Executive Officer	Hon. Chanston PAECH, Minister for Local Government	Victoria Daly Regional Council's Membership with CouncilBiz	1174989
04	05/05/2021	Marc GARDNER, Acting Chief Executive Officer	Gavin MAY, Regional Development Manager Big Rivers- AFLNT	Facility Hire Fees Waiver	1180087
05	07/05/2021	Marc GARDNER, Acting Chief Executive Officer	Department of Housing and Community Development	Local Government (Accounting) Regulations Exemption Request Form	1180000
06	24/05/2021	Marc GARDNER, Acting Chief Executive Officer	The Hon. Nicole MANSION, Minister for Police, Fire and Emergency Services And The Hon. Selina UIBO, Member for Arnhem; Attorney- General and Minister for Justice	Request for immediate increase in police presence in Roper Gulf Region	1181717

ATTACHMENTS

WARD REPORT



ITEM NUMBER	13.1
TITLE	Ward Report
REFERENCE	1184303
AUTHOR	Chloe IRLAM, Governance Engagement Coordinator

RECOMMENDATION

That the Council receives and notes the Ward Report.

BACKGROUND

There are no ward reports available for this Ordinary Meeting of Council due to the authorised minutes from the June Local Authorities not being available before the due date for this Agenda.

The June Local Authority minutes will be available in the July Ordinary Meeting of Council ward reports.

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

There are no attachments for this report.

EXECUTIVE REPORTS

ITEM NUMBER	15.1
TITLE	Local Authority Resignations and Nominations
REFERENCE	1175127
AUTHOR	Chloe IRLAM, Governance Engagement Coordinator

RECOMMENDATION

That the Council receives and notes the Local Authority Resignations and Nominations report.

BACKGROUND

At the 27 April 2021 Ordinary Meeting of Council, it was discussed to present to the council an ongoing report for information regarding Local Authority resignations and nominations. The purpose of this report is to keep council informed where Local Authority Membership vacancies are present in communities and the steps taken to fill those positions.

Resignations can be noted verbally, however a resignation cannot be formalised unless a *written notice of resignation is given to the CEO* as stated in the *Local Government Act 2008* Section 39.

The below table lists Local Authority Member's written resignation dates, nomination periods opening and closing, and when nominations are received for each community. The highlighted rows are most recent.

Community	Member Total	Name	Resignation Received	Nominations Opened	Nominations Closed	Nominations Received	Appointed or Rejected
Barunga	8/8						
Beswick	6/6						
Manyallaluk	6/6						
Bulman	6/6						
Mataranka	7/7						
Jilkminggan	6/7						
Minyerri	5/6						
Ngukurr	5/6						
Urapunga	6/6						
Borrooloola	8/8						
Robinson River	9/10						
Numbulwar	7/7						

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

There are no attachments for this report.

EXECUTIVE REPORTS



ITEM NUMBER	15.2
TITLE	Local Government Election and Caretaker Period
REFERENCE	1181822
AUTHOR	Marc GARDNER, Acting Chief Executive Officer

RECOMMENDATION

That the Council receives and notes the report in relation to the Local Government Elections on the 28 August 2021 and forthcoming caretaker period.

BACKGROUND

Local Government Elections will be held on the 28 August 2021 throughout the Northern Territory. The Council also has a Caretaker Policy that outlines how the Council will operate between the close of nominations on the 5 August up till the confirmation of election results on the 13 September and then the first meeting of the new Council on the 27 September 2021.

The Council has recently received advice from LGANT that the applicability of the caretaker period as attached.

In preparation for this period, the Council needs to consider the need to convene meetings including local authority meetings during this period close to these dates.

ISSUES/OPTIONS/SWOT

Council's Caretaker Policy states a number of restrictions to Councillors and Council decisions during the caretaker period.

The Council has planned to convene a number of meetings during the caretaker period including a round of Local Authorities as well as a Finance Committee on the 25 August 2021. Advice from the Department of Chief Minister (local government) has outlined that these meetings can go ahead. The Local Authorities only make recommendations to Council which will be considered at their meeting on the 27 September 2021.

However, the Caretaker Policy and legislation outlines that Council cannot make any significant decisions or commitments during the caretaker period either. Under the delegated authority provided to the Finance Committee, there are this risk and Council's management will ensure that any reports to the Finance Committee meeting on the 25 August do not contain any major decisions and are mostly 'receive and note' reports.



The Caretaker Policy and legislation also outline that Councillors cannot undertake any campaigning or electioneering during the caretaker period at any Council meetings, events and functions and this will include at the Local Authorities and Finance Committee meetings that will be convened during this time.

If Council considers that these risks are too high during the caretaker period, it can resolved to not convene the Local Authority Meetings or Finance Committee

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

- [1](#)  5 - Caretaker policy.docx
- [2](#)  Email - Caretaker starts 5 August.docx

Council (reference):	decision	
Date to take effect:	1 July 2021 [Recommended to be adopted in early 2021, to commence 1 July 2021]	
Legislative reference:	Section 161(1) of the <i>Local Government Act 2019</i>	
Policy reference:	LGA8.7	
Records number:		
Review date:		

1. Purpose

The purpose of this policy is to set out how council members and staff are to conduct their activities and actions during the local government general elections caretaker period.

2. Definitions

For the purposes of this policy:

Campaigning includes campaigning activity, wearing or displaying campaign material (refer to definitions of 'campaigning activity' and 'campaign material' at sections 268 – 268A of the *Electoral Act 2004*).

Caretaker period means the period that commences on the nomination day for a council general election and ends when the results of the general election are declared in accordance with the *Local Government (Electoral) Regulations 2021*.

Nomination day means the day that nominations close for a local government general election.

3. Principle

Council is committed to act in an economically efficient and transparent manner, to be socially and environmentally responsible and to provide a high standard of service delivery through its term. During a general election caretaker period, the normal operations and programs of the Council are to continue.

4. Application of policy

4.1 Role of the CEO

The CEO will give written notice to all council members and staff prior to the commencement of the caretaker period and that the caretaker principles in this policy will apply.

The CEO will continue to prepare reports and provide information in order for council members to carry out their roles in relation to the day-to-day business of the Council.

4.2 Major decisions

The Council will not make any major decisions during the caretaker period.

Major decisions are those decisions that have a significant impact on council operations and activities, or are otherwise political sensitive, and a reasonable person would not consider the decision to be part of the normal council operations.

Major decisions include:

- (a) entering into any high value contract or lease agreement exceeding \$[Council to decide value that does not conflict with any delegated threshold value under section 40(3)(f) of the *Local Government Act 2019*];
- (b) entering into a new or substantially changed funding agreement, unless there is real risk the eligibility for funding will be lost;
- (c) committing council funds outside the adopted budget;
- (d) amending the Council's caretaker policy;
- (e) amending the Council's delegations; and
- (f) making a decision relating to the employment or remuneration of the CEO or Acting CEO.

However, major decisions do not include:

- (a) a decision that relates to the carrying out of works in response to an emergency or disaster; or
- (b) an urgent matter that cannot wait until a newly elected council makes a decision on that matter; or
- (c) a matter that has the possibility of legal or significant financial repercussions if a decision on the matter is deferred until the new council has been elected; or
- (d) an expenditure or other decision required to be taken under an agreement by which funding is provided to the Council by the Commonwealth or Northern Territory Government or otherwise for the Council to be eligible for funding from the Commonwealth or Northern Territory Government; or
- (e) the signing of an agreement where the majority of the negotiations were undertaken or resolved by Council prior to the caretaker period commencing.

4.3 Council resources

Council resources are not to be used for the purposes of campaigning for a candidate.

Council resources may be used to help with running the general election or to encourage voter participation.

4.4 Community engagement

4.4.1 Communications

Council communication methods – including media, websites, social media and newsletters – will not be used in any way that favours, promotes or criticises any particular council member or candidate.

Council will continue to communicate normal council business relevant to the community.

During the caretaker period, the CEO is the preferred spokesperson for any official communications. However, this does not fetter the discretion of the **[Mayor/President]** to speak on behalf of the Council as the Council's principal representative.

4.4.2 Public consultation

Council will defer any public consultation until after the caretaker period, unless:

- (a) it is mandatory public consultation required under legislation; or
- (b) the consultation cannot reasonably be deferred.

4.4.3 Events and functions

Council members will not use council events and functions held during the caretaker period for campaigning.

No events or functions relating to opening or launching facilities will be held during the caretaker period.

4.4.4 Electoral information

Council will only publish electoral information that is educational or promotional material relating to the election process and voter engagement.

From: Jo Ann Beckwith <JoAnn.Beckwith@lgant.asn.au>
Sent: Wednesday, 19 May 2021 4:15 PM
To: **Council CEOs <CEOs@lgant.asn.au>
Cc: Sean Holden <sean.holden@lgant.asn.au>; Ethan Redshaw <Ethan.Redshaw@nt.gov.au>; Karen Parker <Karen.Parker@nt.gov.au>
Subject: CORRECTION: Caretaker starts 5 August
Importance: High

CEOs,

Earlier today I sent you a message about the dates for the LG election caretaker period. I provided the incorrect date.

LGANT has been advised by Brad Jolly (Senior Director Legislation and Policy LGCD) that the correct start date for the caretaker period is **5 August**.

The caretaker period begins on the day that nominations for a council's general election close and ends when a new council has been elected. Accordingly, the **caretaker period runs from 5 August to 13 September**.

My apologies for any confusion created by the error in the earlier email.

While we are talking about the caretaker period, it is timely to remind councils that they must have a caretaker policy in place. All CEOs would have received back in September 2020 a sample caretaker policy from the LGCD (see attached) which provides guidance for drafting a new caretaker policy for the Local Government Act 2019.

Per Ethan Redshaw's email (please read below), if your council has not already done so, it is recommended that councils adopt this policy early, ahead of the upcoming caretaker period, in accordance with section 161(1) of the 2019 Act.

Kind regards,

Jo Ann

Jo Ann Beckwith | Senior Policy Advisor
Local Government Association of the Northern Territory
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From: Ethan Redshaw <Ethan.Redshaw@nt.gov.au>
Sent: Wednesday, 19 May 2021 2:50 PM
To: Jo Ann Beckwith <JoAnn.Beckwith@lgant.asn.au>
Cc: Bradley Jolly <Bradley.Jolly@nt.gov.au>
Subject: RE: Question about care taker period

Hi Jo Ann,

Thanks for your email.

Please see attached sample caretaker policy that was sent to all council CEOs back in September 2020. This provides guidance for drafting a new caretaker policy for the *Local Government Act 2019* (the 2019 Act).

Councils have been recommended to adopt this policy early, ahead of the upcoming caretaker period, in accordance with section 161(1) of the 2019 Act. Councils are able to adopt this policy prior to commencement in accordance with sections 348(6) and 349(6) of the 2019 Act.

In summary, the 2019 Act will be in effect for the caretaker period, so councils should review their existing caretaker policy and adopt in accordance with the 2019 Act, if possible. I understand that some councils may have already done this as part of their policy review process.

Note: If councils have any issues with reviewing and adopting a caretaker policy prior to the upcoming caretaker period, there is a transitional provision under section 365(4) of the 2019 Act that means that if a council adopted a caretaker policy under section 96A of the 2008 Act, they are taken to have adopted the caretaker policy in accordance with 161 of the 2019 Act.

Hope this helps,

Ethan Redshaw

Manager Legislation and Policy
Local Government and Community Development
Department of the Chief Minister and Cabinet
Northern Territory Government

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<https://hes32-ctp.trendmicro.com/wis/clicktime/v1/query?url=https%3a%2f%2fwww.instagram.com%2fboundlesspossible%2f&umid=c0891a9d-cd67-41e7-9018-fc4d824e9ee5&auth=fd8679a3d6364e5de65e056af7f2d0c0c925530f-db2af27638b4f3609d541107a9ac97a42d6f57f9>

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EXECUTIVE REPORTS



ITEM NUMBER	15.3
TITLE	Funding Variation to Remote Indigenous Broadcasting Service
REFERENCE	1182361
AUTHOR	Josh CHEVALIER-BRINE, Grants Coordinator

RECOMMENDATION

That Council approves the variation to the Remote Indigenous Broadcasting Program in principal and delegate authority to the Acting Chief Executive Officer to sign, date and seal the Deed of Variation on its behalf.

BACKGROUND

The National Indigenous Australians Agency has provided funding of \$398,580 (GST Exclusive) under the Remote Indigenous Broadcasting Service Program to:

- Support a contemporary and flexible Indigenous broadcasting and media sector that delivers broad ranging service delivery models that address diverse community needs; and
- Produce local content that engages, informs, educates and entertains, and encourages and supports engagement with culture, and language where appropriate.

Council commenced delivery of broadcasting services on behalf of the Commonwealth in 2013.

ISSUES/OPTIONS/SWOT

There has been no material change to the activity, key performance indicators or reporting requirements under the variation, which includes employment of five part-time employees at Barunga, Beswick, Bulman, Ngukurr and Numbulwar.

Under the variation Council is required to renew its Service Level Agreement with the Top End Aboriginal Bush Broadcasting Association. The current Agreement expires on 30 June 2021.

FINANCIAL CONSIDERATIONS

The variation provides total funding of \$398,580, or \$199,290 per year across two financial years up to 30 June 2023.

ATTACHMENTS

There are no attachments for this report.

EXECUTIVE REPORTS



ITEM NUMBER	15.4
TITLE	Funding Variation to Indigenous Youth Reconnect Project
REFERENCE	1182375
AUTHOR	Josh CHEVALIER-BRINE, Grants Coordinator

RECOMMENDATION

That Council approves the variation in principal and delegate authority to the Acting Chief Executive Officer to sign, date and seal the Deed of Variation on its behalf.

BACKGROUND

The National Indigenous Australians Agency has provided funding of \$1,493,550 (GST Exclusive) under the Indigenous Youth Reconnect Project to deliver the activities and outcomes outline at Attachment 1.

ISSUES/OPTIONS/SWOT

There has been no material change to the activity, key performance indicators or reporting requirements under the variation, which includes employment of six part-time locally employed Indigenous youth workers (two per community) in Borroloola, Ngukurr, and Numbulwar; three FTE community-based qualified social workers; and, funding for 0.5 FTE Katherine-based Regional Manager.

FINANCIAL CONSIDERATIONS

Under the variation Council will be provided with funding of \$1,493,550 (GST Exclusive), from 1 January 2021 to 30 June 2022.

ATTACHMENTS

1   IYRP_Project_Description.pdf

ANNEXURE A

3: PROJECT ID – 4-CPBEOBB- INDIGENOUS YOUTH RECONNECT**2. Project description**

- 2.1 The Provider must deliver the following Project:
- 2.2 Youth Reconnect project must:
- a) Operate in the remote communities of Ngukurr, Numbulwar and Borroloola. The program will provide specialised support services to reconnect disengaged Indigenous youths, up to 24 years of age, with education, training and/or employment.
 - b) Connect children and youth, up to 24 years old, with early intervention strategies, intensive case management, capacity building and specialised counselling.
 - c) Provide Services and supports to target the underlying causes of drug and alcohol dependency, antisocial and criminal behaviour, youth suicide and self-harm, and disconnection from family, community and culture.
 - d) Support young people to achieve their employment and educational ambitions
 - e) Increase opportunity of young people from Ngukurr, Numbulwar and Borroloola to experience happy, successful and self-reliant futures.
 - f) Map and co-ordinate all youth services in communities the Provider is contracted.
 - g) Work with the School Principals to re-engage dis-engaged school-aged youths and explore options with trade training centres where possible.
 - h) Co-ordinate with the Indigenous Rangers programs to assist with engaging dis-engaged youths through environmental and cultural activities.
 - i) Specific strategies and focus with young dis-engaged females to increase re-engagement in school attendance for school aged girls and address social well-being barriers.
- 2.3 Intended outcomes of the Indigenous Youth Reconnect Project in Ngukurr, Numbulwar and Borroloola include:
- a) Increased engagement in school, higher education and training, and/or work.
 - b) Increased access to qualified and specialised youth support
 - c) Increased access to additional professional supports, e.g. qualified counselling
 - d) Increased availability of a variety of capacity building programs, such as employment and leadership training; anger management and self-regulation; and/or vehicle licencing
 - e) Reduction in cases of youth suicide and self-harm
 - f) Reduction in cases of youth crime
 - g) Overall community safety and wellbeing is increased
 - h) Number of youth perpetrating domestic and other violent crimes is reduced
 - i) Number of youth engaging in AOD related crime or experiencing AOD related issues is reduced
 - j) Youth mental health issues and related issues are reduced
 - k) Young people re-entering community are engaged in or placed on a pathway to school, training or work within a short timeframe
 - l) Young people re-entering community are reconnecting peacefully with their family and the community
 - m) Increased employment opportunities for local Indigenous people to support and/or assist in the provision of specialised youth services.

ANNEXURE A

2.4 Deliverables to meet the outcomes include:

- a) The provider must provide a detailed response against all points included in this 'Project Description' that will go towards the six monthly performance report. A separate report must be provided for each site.
- b) Provision of a comprehensive referral service in remote communities for at-risk youth and their families dealing with complex issues, including:
 - i. Regular follow up to support ongoing engagement
 - ii. Support where access is a barrier, e.g. transport or telephone hook-ups to/for Indigenous appropriate services outside of community
 - iii. Support youth cohort with access to Birth Certificates and Centrelink services
- c) Provision of Indigenous appropriate case management for youth re-entering community after-time in youth correction or rehabilitation facilities or those within community identified as at-risk of physical or psychological harm or criminal behaviour.
 - i. Case management to include development of an agreed, individualised case management plan in consultation with the young person receiving support
- d) Monthly (minimum) community workshops themed according to community need and including information of how youth and their families can access appropriate ongoing support, examples of topics include:
 - i. Impacts of alcohol on pregnancy; reducing domestic and family violence; recognising and responding to sexual assault; recognising strengths; recognising and responding to substance dependency; time management & goal setting; leadership development; suicide awareness; peaceful conflict resolution etc.
- e) Twice yearly (minimum) age and gender appropriate "Bush Camps" for each community conducted under the guidance of Elders and youth workers. Camps can be conducted in collaboration with other Service Providers and aim to reconnect youth to Country and provide a safe space for education, healing, and support for positive behaviours.
- f) Provision of capacity building activities on top of and in addition to those delivered through other programs, such as sport and recreation, for example:
 - i. Day excursions, e.g. connecting to culture and Country
 - ii. Youth Leadership Program
 - iii. Support youth engagement with Local Authority Meetings
 - iv. Work experience partnerships
 - v. Driving instruction and licencing
 - vi. Language, literacy and numeracy training
 - vii. Building respectful relationships
 - viii. Information technology and cyber safety training
- g) Communication and collaboration with other Activities, Programs and Service Providers to achieve outcomes. For example, Community Development Program, Remote School Attendance Strategy, Community Schools, Stronger Communities for Children and Sunrise Health Service etc.
- h) Enter into a Memorandum of Understanding with local services delivered for the youth cohort, which will promote collaboration with other youth related services. The MOU's will outline partnerships that will aim to address youth priorities identified by the community.
- i) Two levels of support pathways:
 - i. Intensive support, such as: targeted case work, outreach and after-hours response
 - ii. Supported referral, assisting young people access the support services required,

ANNEXURE A

- j) Attract and retain a skilled workforce, staff to build capacity through learning and development opportunities that aspire to relevant qualifications in community/youth services and any other mandatory training, including but not limited to First Aid, WHS, 4WD, Bronze Medallion and Lifesaving.
- k) Data must be collected by the Provider and shared with the Department each reporting period or as reasonably requested by a Departmental Officer; data must capture separate data for various age groups and gender and include the following:
 - i. students participating in daily, weekly and monthly activities
 - ii. students referred to other service providers
 - iii. students attending school each day
 - iv. vocational education programs offered
 - v. students referred to other relevant services such as counselling

2.5 Resources required implementing the deliverables:

- a) \$1,991,400.00 in Commonwealth grants funding over twenty-four months, until 31 Dec 2022 with up to 15% administration costs.
- b) Employment of:
 - i. 6 part-time locally employed Indigenous youth workers, 2 per community
 - ii. 3 FTE community-based qualified social workers
 - iii. 0.5 FTE Katherine-based Regional Manager
- c) Access to a venue/s for the purposes of:
 - i. Counselling and group therapy sessions
 - ii. Community and youth workshops
 - iii. Training and activities as required
- d) Access to suitable vehicles:
 - i. One permanent per community for local use
 - ii. At least four times per year in each community, capacity to transport groups of young people on camps and excursions.
- e) Miscellaneous supplies and resources as required, e.g.:
 - i. Food
 - ii. Crisis accommodation
 - iii. Clothing
 - iv. Training equipment and supplies
 - v. ITC equipment for reporting and activity operations

EXECUTIVE REPORTS



ITEM NUMBER	15.5
TITLE	Acquittal of 2017-18 Local Authority Project Funding
REFERENCE	1183089
AUTHOR	Josh CHEVALIER-BRINE, Grants Coordinator

RECOMMENDATION

That Council receives and notes the Local Authority Funding Project Funding Certification Statements for Borroloola, Bulman, Jilkminggan, Ngukurr, Numbulwar, and Beswick.

BACKGROUND

Council has up to two financial years to fully expend its 2017-18 funding allocation from the date of receipt. This is a requirement designed to drive the efficient, effective and economical use of public funds.

On 1 March 2021 the Acting Chief Executive Officer wrote to the Department, requesting an extension to that timeframe, from 30 June 2020 to 30 June 2021, in order to give Council additional time to fully expend \$450,420 (GST Exclusive) in unspent 2017-18 Local Authority Project Funds.

On 7 May 2021, the Department of Chief Minister and Cabinet (the Department) requested that Council acquit Local Authority Project Funding (LAPF) expenditure up to 31 May 2021.

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Acquittals are yet to be finalised at the time of writing of this report. The Acting Chief Executive Officer will report underspend for each of the above LA's on 16 June 2021.

Unspent funds for the above LA's will be returned to the Department via an offset against Council's 2020-21 LAPF for the specified LA's.

ATTACHMENTS

There are no attachments for this report.

EXECUTIVE REPORTS



ITEM NUMBER	15.6
TITLE	Funding extension: Community Night Patrol and Indigenous Sport and Recreation Project
REFERENCE	1184302
AUTHOR	Josh CHEVALIER-BRINE, Grants Coordinator

RECOMMENDATION

That Council delegates authority to the Acting Chief Executive Officer to approve funding extensions to the Community Night Patrol and Indigenous Sport and Recreation Programs.

BACKGROUND

The National Indigenous Australians Agency (NIAA) has verbally advised the Acting Chief Executive Officer that the following programs are likely to be extended:

- Community Night Patrol, extended to 30 June 2024
- Indigenous Sport and Recreation extended to 30 June 2023.

The Activities are currently funded up to 30 June 2021.

ISSUES/OPTIONS/SWOT

Formal written notification is yet to be received regarding the above extensions from the NIAA. Documentation is likely to be received in the lead up to the Caretaker Period.

The Grants Coordinator requests that Council delegate authority to the Acting Chief Executive Officer to approve the extensions in order to avoid delays to execution of the variations; or, in the event that documentation is received during Caretaker Period.

If approved, the Grants Coordinator will ensure the decision is recorded within Council's Corporate Information System and reported at the next meeting of Council.

FINANCIAL CONSIDERATIONS

The NIAA has verbally advised the Acting Chief Executive Officer of the funding it is likely to receive under the above variations. These amounts are consistent with current funding levels and provide strong value for money to Council.

ATTACHMENTS

There are no attachments for this report.

EXECUTIVE REPORTS



ITEM NUMBER	15.7
TITLE	Draft Regional Plan 2021-22
REFERENCE	1184361
AUTHOR	Marc GARDNER, Acting Chief Executive Officer

RECOMMENDATION

That Council:

- (a) receives and adopts the draft Regional Plan 2021-22; and**
- (b) receives and notes the development timeframe of the Regional Plan;**

OR

- (a) Receives and adopts with edits the Roper Gulf Regional Council Regional Plan 2021/22;**
- (b) Adopts the Roper Gulf Regional Council Regional Plan 2020/21, pursuant to Section 24 (1) and 128 (1) of the Local Government Act;**
- (c) Adopts the 2021-2024 Long Term Financial Plan, pursuant to Section 126 (1) of the Local Government Act;**
- (d) Approves the 2021/22 Declaration of Rates, pursuant to Section 155-157 of the Local Government Act;**
- (e) Approves the 2021/22 Council Member Allowances, pursuant to Section 71 (2) of the Local Government Act;**
- (f) Approves the 2021/22 Local Authority Member Allowances, pursuant to Guideline 8 of the Local Government Act; and**
- (g) Approves the submission of the Roper Gulf Regional Council's 2021/22 Regional Plan to the Minister of Local Government and to the Department of Local Government, Housing and Community Development.**

BACKGROUND

Chapter 3 of the *Local Government Act 2008* requires Council to compile accurate Regional Plans that are to be reviewed annually.

The *Local Government Act 2008* will be replaced by the *Local Government Act 2019* on 01 July 2021, however the Regional Plan requirement carries over at Part 3.3 of the 2019 Act.

This draft Regional Plan has been compiled in accordance with the provisions of the *Local Government Act 2019*.

ISSUES/OPTIONS/SWOT

The draft Regional Plan was compiled in accordance with applicable law and was put out to public consultation for a period of no less than three (3) weeks in accordance with s35 (3) of the *Local Government Act 2019*. This included advertising of the draft document and seeking feedback on Council's website, social media as well as an advertisement placed in the Northern Territory News public notices section.

The town priorities for financial year 2021-22 have been put forward to Council's Local Authorities when meetings have occurred as agenda items and the draft plan is reflective of this.

The *estimated* development timeframe previously provided to Council as follows, has largely been adhered to during the development of the plan:

Regional Plan Timeline			
Week	Task	Due Date	Comments
12 - 16 April	RGRC to provide first round of content to MDP	16/04/2021	
19 - 23 April	MDP working on Design Concept for Regional Plan	N/A	
26 – 30 April	MDP to present Design Concept for Regional Plan (<i>Version 1</i>)	27/04/2021	
	OMC to include Design Concept (<i>Version 1</i>), Draft Regional Plan (word format) including draft budget	28/04/2021	Council approves draft document
	RGRC to provide feedback from OMC to MDP on Design Concept	29/04/2021	
3 – 7 May	MDP to provide Second Draft of Regional Plan (<i>Version 2</i>)	07/05/2021	
	RGRC to provide any feedback if necessary	07/05/2021	
	RGRC to make Second Draft accessible on Council's website for public consultation (for 21 days)	07/05/2021	
10 – 14 May	Bethany on leave	N/A	
17 – 20 May	Bethany in Borroloola	N/A	
	MDP to provide update of Design Concept if required	TBC	
24 – 28 May	Budget to be reviewed in Finance Committee Meeting – Final Review (<i>Version 2</i>)	26/05/2021	
	RGRC to provide feedback and changes from public consultation and Finance Committee Meeting	27/05/2021	
	Final edits from CEO to be provided		
31 – 4 June	MDP to work on final version (<i>Version 3</i>)	N/A	
7 – 11 June	MDP to present final version of Regional Plan (<i>Version 3</i>)	07/06/2021	This allows for one week to make final changes
	Regional Plan to be reviewed in Audit Committee Meeting – Final Review (<i>Version 3</i>)	09/06/2021	This will be the final changes if any
14 – 18 June	OMC to include final consideration and resolution to adopt the Regional Plan – Final Review (<i>Version 3</i>)	16/06/2021	Council meeting on the 16 June requires formal adoption.
21 – 25 June	Final version of Regional Plan to be published on website, CEO to notify agency & printed copies to be made available	By 30/06/2021	

N.B. the draft Regional Plan will be supplied as a supplementary document to this Report due to size and formatting consideration.

It is therefore recommended that the draft plan is formally adopted by Council in accordance with the Local Government Act. Two proposed recommendations are provided above, a basic one or one similar to the resolution Council made for the 2020/21 Regional Plan last year.

FINANCIAL CONSIDERATIONS

Yet to be ascertained.

ATTACHMENTS

EXECUTIVE REPORTS



ITEM NUMBER	15.8
TITLE	Bulman Local Authority Status Update
REFERENCE	1184424
AUTHOR	Naomi HUNTER, Executive Manager

RECOMMENDATION

That Council receives and notes the Bulman Local Authority Status Update.

BACKGROUND

The Bulman Local Authority was scheduled to be held on Thursday 10 June 2021 at 10:00am. However, this meeting was cancelled due to not enough members to reach a quorum or even a provisional meeting.

The Bulman Local Authority was also scheduled to be held on Thursday 15 April 2021 at 10:00am. However, this meeting was cancelled due to not enough members to reach a quorum or provisional meeting as well and cultural business occurring.

Prior to this, the Bulman Local Authority was scheduled to be held on Thursday 11 February 2021 at 10:00am. However, this meeting was cancelled due to not enough members to reach a quorum or provisional meeting and rains during the wet season.

The Bulman Local Authority was scheduled to be held on Monday 26 November 2020 at 10:00am. However, this meeting was cancelled due to not enough members to reach a quorum or provisional meeting.

The Bulman Local Authority met on Thursday 22 October 2020 and held a meeting with quorum.

ISSUES/OPTIONS/SWOT

The Acting Chief Executive Officer will provide an update at the Ordinary Meeting of Council.

It is apparent that the Bulman Local Authority has been difficult to convene since October 2020 for various reasons. On the 10 June, some members were in community but advised that they did not wish to attend.

It is therefore recommended that Council revokes the memberships of the current Bulman Local Authority, undertakes a campaign to attract new members with Council considering nominations at its July meeting and consider convening a Local Authority Meeting for new members in August 2021.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

There are no attachments for this report.

EXECUTIVE REPORTS



ITEM NUMBER	15.9
TITLE	Mayor's Update
REFERENCE	1184427
AUTHOR	Chloe IRLAM, Governance Engagement Coordinator

RECOMMENDATION

That Council notes and accepts the Mayor's update report.

BACKGROUND

Since the last Ordinary Meeting of Council held on 28 April 2021, the Mayor has undertaken a range of community and stakeholder engagement activities, and visited a range of communities.

The Mayor has attended a number of stakeholder and Local Authority meetings, including:

- Ordinary Meeting of Council – 28 April 2021
- LGANT General Meetings (3 day meeting)
- Larrimah Community Consultative Meeting – 6 May 2021
- Daly Waters Community Consultative Meeting – 6 May 2021
- CBT Meeting in Borroloola – 18 May 2021
- Rocky Creek Bridge Opening – 19 May 2021
- LGANT Executive Meeting
- Finance Committee Meeting – 26 May 2021
- Roads Committee Meeting – 26 May 2021
- Special Meeting of Council – 26 May 2021
- Jilkminggan Local Authority – 1 June 2021
- Mataranka Local Authority – 1 June 2021
- Mataranka Local Authority – 1 June 2021
- Borroloola Local Authority – 3 June 2021
- Beswick Local Authority – 7 June 2021
- Manyallaluk Local Authority – 7 June 2021
- Barunga Local Authority – 8 June 2021

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

EXECUTIVE REPORTS

ITEM NUMBER	15.10
TITLE	Chief Executive Officer's Report
REFERENCE	1184440
AUTHOR	Marc GARDNER, General Manager Corporate Services and Sustainability

RECOMMENDATION

That Council receives and notes the Chief Executive Officer's Report.

BACKGROUND

Marc Gardner has continued to act as Chief Executive Officer for the immediate future since the last Council meeting on the 28 April 2021. Since this time the Council's executive team have again experienced numerous meetings including coordinating all Local Authorities during May and June, the Roads and Finance Committee on the 26 May, a Special Meeting of Council on the 26 May as well as the Audit Committee meeting on the 9 June 2021.

Again the Acting CEO and/or General Manager Council Services and Engagement have been able to attend almost all of the Local Authority Meetings that have occurred during June 2021.

Other notable meetings since the Council meeting on the 28 April 2021 of the Acting CEO include:

Date	Meeting
29 April	Department of Chief Minister - Katherine
30 April	Dept. Infrastructure Planning and Logistic – Rocky Creek Bridge Opening
30 April	Sunrise Health – Council provided staff Housing matters
4 May	Project Control Group Meeting – Borroloola Sports Courts
5 May	Jawoyn Aboriginal Corporation
5 May	ABC Darwin – general Council interview
6 May	Larrimah and Daly Waters Community Meetings
10 May	Investment Committee (internal)
11 May	Big Rivers Region Coordination Committee
12 & 13 May	General Manager Interviews
14 May	Projects Steering Committee
16 May	Never Never Festival market stall and statue unveiling
19 May	Rocky Creek Bridge Opening
19 May	McArthur River Mine Community Benefits Trust meeting
25 May	Old Numbulwar Health Clinic demolition project
26 May	Finance Committee
26 May	Roads Committee
28 May	Big Rivers Tourism Destination Management Plan meeting
3 June	Borroloola and Robinson River Local Authorities
7 June	Beswick and Manyalluluk Local Authorities
8 June	CouncilBiz Board Meeting
9 June	Audit Committee
9 June	Dept. Infrastructure, Planning and Logistics – Borroloola Sports Courts
10 June	Bulman Local Authority.

Over the forthcoming months, the focus of the office of the Chief Executive Officer will include:

- Preparation for Council Elections on the 28 August 2021 (Council to consider August Finance Committee Meeting date – if required?).
- Completion of Regional Plan and Budget (2021/22).

- Upgrading Council's website.
- Organisation review and workplace culture.
- Preparation of changes to the Local Government Act (2019) including adoption of new policies and procedures
- Preparation of a new Council Strategic Plan (2021-25).
- Development of a strategic human resources plan and information technology plan.
- Fill critical roles in Council's staff including General Manager Infrastructure Services and Planning, Manager Projects and Assets, Human Resources Manager and Manager Community Safety.
- Progressing critical projects including Borroloola Sports Courts and Ngukurr Sports Courts.
- Improving community communications and project management processes.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS:

Nil.

**CORPORATE SERVICES AND SUSTAINABILITY
DIVISIONAL REPORT**



ITEM NUMBER	18.1
TITLE	Elected Member Code of Conduct
REFERENCE	1184112
AUTHOR	Cristian COMAN, Manager Corporate Compliance

RECOMMENDATION**That Council:**

- (a) Receives and notes this Report; and**
- (b) Rescinds the CL001 Elected Members' Code of Conduct with effect at 2359hrs on 30 June 2021.**

BACKGROUND

Council has a Code of Conduct for its Elected Members that it adopted, at policy level on 14 September 2017 i.e. the inaugural Meeting of the current Council.

This Code of Conduct was drafted in accordance with, and reflective of the *Local Government Act 2008*.

The *Local Government Act 2008* ceases to be in force on 30 June 2021, with the *Local Government Act 2019* (the Act) coming into force on 01 July 2021.

ISSUES/OPTIONS/SWOT

Section 119 of *Local Government Act 2019* now sets out the Code of Conduct for Elected Members at Schedule 1 of the Act, and as such, it prevails over Council's CL001 Elected Members Code of Conduct, rendering it redundant.

As such, Council is advised to rescind this obsolete policy with delayed effect, with the rescindment to occur at 2359hrs on 30 June 2021.

A copy of the legislated code of conduct is attached for Council's reference and convenience, and will be published on Council's website.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

1   EM Code of Conduct.doc

Schedule 1 Code of conduct

section **Error! Reference source not found.**

1 Honesty and integrity

A member must act honestly and with integrity in performing official functions.

2 Care and diligence

A member must act with reasonable care and diligence in performing official functions.

3 Courtesy

A member must act with courtesy towards other members, council staff, electors and members of the public.

4 Prohibition on bullying

A member must not bully another person in the course of performing official functions.

5 Conduct towards council staff

A member must not direct, reprimand, or interfere in the management of, council staff.

6 Respect for cultural diversity and culture

6.1 A member must respect cultural diversity and must not therefore discriminate against others, or the opinions of others, on the ground of their cultural background.

6.2 A member must act with respect for cultural beliefs and practices in relation to other members, council staff, electors and members of the public.

7 Conflict of interest

7.1 A member must avoid any conflict of interest, whether actual or perceived, when undertaking official functions and responsibilities.

7.2 If a conflict of interest exists, the member must comply with any statutory obligations of disclosure.

8 Respect for confidences

8.1 A member must respect the confidentiality of information obtained in confidence in the member's official capacity.

- 8.2 A member must not make improper use of confidential information obtained in an official capacity to gain a private benefit or to cause harm to another.

9 Gifts

- 9.1 A member must not solicit, encourage or accept gifts or private benefits from any person who might have an interest in obtaining a benefit from the council.

- 9.2 A member must not accept a gift from a person that is given in relation to the person's interest in obtaining a benefit from the council.

10 Accountability

A member must be prepared at all times to account for the member's performance as a member and the member's use of council resources.

11 Interests of municipality, region or shire to be paramount

- 11.1 A member must act in what the member genuinely believes to be the best interests of the municipality, region or shire.

- 11.2 In particular, a member must seek to ensure that the member's decisions and actions are based on an honest, reasonable and properly informed judgment about what best advances the best interests of the municipality, region or shire.

12 Training

A member must undertake relevant training in good faith.

**CORPORATE SERVICES AND SUSTAINABILITY
DIVISIONAL REPORT**



ITEM NUMBER	18.2
TITLE	Policy and Corporate Document Development for Compliance with the Local Government Act 2019
REFERENCE	1182938
AUTHOR	Cristian COMAN, Manager Corporate Compliance

RECOMMENDATION**That Council:**

- (a) Receives and notes this report outlining Council's policy and corporate document development to ensure compliance with the Local Government Act 2019 and prescribed requirements; and**
- (b) Adopts the Casual Vacancy Policy (either option A or B).**

BACKGROUND

The *Local Government Act 2019* gained Assent in December 2019, and was due for introduction on 01 July 2020, to replace the current *Local Government Act 2008* as the governing Act for Local Government in the Northern Territory.

The *Local Government Act 2019* (the Act)'s introduction was delayed by 12 months due to the COVID-19 pandemic event. The Act is scheduled to come into force on 01 July 2021.

Despite gaining Assent in December 2019, and having its introduction delayed to 01 July 2021, the Act as of 01 June 2021, does not have any accompanying statutory instruments.

The then Department of Local Government, Housing and Community Development (the Department) engaged in stakeholder consultation by providing Council with draft statutory instruments for review in March-April 2020, and again in November 2020 – January 2021.

Council has compiled detailed submissions on both occasions, however due to an administrative error, only the second consultation response was forwarded onto the Department for consideration.

Council commenced a major policy review in August 2020 with the goal of reviewing and updating its policies to ensure that they meet its strategic requirements and whilst being reflective of, and compliant with applicable law.

As part of this review, Council adopted a revised Policy Framework that made specific provisions for Organisational and Divisional directives as authoritative corporate documents so as to enable its policies to remain strategic rather than operational documents.

Since the commencement of the review, 52 obsolete policies have been rescinded, 12 policies have been amalgamated into five (5) new policies that are reflective of strategic requirements and applicable law.

This review is ongoing.

ISSUES/OPTIONS/SWOT

The new Act does have specific policy requirements, however it should be noted that most legislative requirements arising from legislation are prescribed in statutory instruments rather than acts themselves.

This applies to the new Act, however as of the start of June 2021, these statutory instruments have not yet been finalised. This has posed significant problems to Council's policy development and corporate planning.

The Department has informed Council that statutory instruments for the new Act are due to be introduced sometime in June 2021, and as this would leave less than one (1) month's transition period, the Department has extended the transition period to 12 months after the instruments' introduction.

Council's policies comply with most of the new Act's requirements, however progress is limited by the lack of statutory instruments.

Several administrative revisions have been made to Council's:

- (1) Corporate Processes Policy;
- (2) Caretaker Policy; and
- (3) Shared Services Policy;

A substantial revision has been made to Council's Casual Vacancy Policy. The revised Casual Vacancy Policy is reflective of Council's legal requirements and options as set out by the new Act, noting that if a casual vacancy occurs more than 18 months *before* the expiry of the term of the sitting Council, Council *must* hold a by-election so as to fill that vacancy.

If a casual vacancy occurs less than 18 months before the expiry of the term of the sitting Council, Council *may* appoint a person to fill that vacancy, or it may choose to leave that vacancy open.

Two (2) options of the Casual Vacancy Policy are presented to Council for its consideration:

Option A – Council will fill a vacancy if it occurs less than 18 months before the expiry of its term, however it will leave the vacancy open if it occurs less than six months (6) before its expiry.

Option B – Council will fill a vacancy if it occurs less than 18 months before the expiry of its term, regardless of how long is left in that term.







The Manager Corporate Compliance advises Council that Option A is more expedient and cost-effective, however Option B is more consistent with the interests of Council's constituents, the public interest, and the function and operation of Council as a decision-making body as it does prevent a hung Council situation due to the overall membership composition being comprised of an uneven rather than an even number.

The Manager Corporate Compliance expects all policy requirements pertaining the new Act's provisions to be completed by no later than the July 2021 Ordinary Meeting of Council.

FINANCIAL CONSIDERATIONS

Yet to be ascertained.

ATTACHMENTS

- 1   Policy Amalgamation V2.docx
- 2   CL008 Council Vacancy Policy.doc
- 3   CL008 Council Vacancy Policy2.doc

Council's current policies can be amalgamated into fifteen policies as follows to cover a range of matters. These policies will be strategic in nature, and state Council's formal position on the subjects and principles as listed below.

- (1) Employee Code of Conduct** **Adopted 24/02/21**
- Code of Conduct;
 - Bullying and Harassment;
 - Confidentiality;
 - Public Interest;
 - Conflict of Interest;
 - Secondary Employment;
 - Standards.
- (2) Employee Probity and Integrity** **Needs Development**
- Working with Children;
 - Criminal History Check;
 - Criminal Offences;
 - Visa.
- (3) Employee Performance and Process** **Needs Development**
- Probation;
 - Performance Management;
 - Promotion;
 - Disciplinary;
 - Training and Development;
 - Redundancy.
- (4) Employee Recruitment and Selection** **Needs Development**
- Recruitment;
 - Relocation;
 - Special Measures (inc. Aboriginality).
- (5) Employee Execution of Duties** **Needs Development**
- Leave;
 - Allowances;
 - Higher Duties;
 - Travel.
- (6) Chief Executive Officer** **Partially complete,**
- Recruitment;
 - Appointment (including Acting);
 - Leave;
 - Allowances;
- (7) Corporate Practices:** **Adopted 28/10/20**
- Communications;
 - Corporate Image;
 - Media;
 - Shared Services;
 - Legislative Compliance;

(8) Corporate Administration

- Records Management;
- Contracts and Agreements;
- Procurement;
- Assets;
- Vehicles;
- Commercial Commitments;

(9) Corporate Processes: Adopted 28/10/20

- Complaints;
- Administrative Review;
- Regulatory Compliance.

(10) Financial Processes (Finance and Policy Manual): Needs Development

- Transactions;
- Cards;
- Investment;
- Borrowing;
- Reserves;
- Concessions;
- Debt Collection;
- Purchasing;

(11) Financial Administrative: Needs update for LGA19

- Fraud Protection;
- Audit;

(12) Member Code of Conduct Partially Adopted 28/04/21

- Code of Conduct for Elected and Appointed Members;
- Expectations;
- Appointment;
- Rescindment;

(13) Member Processes Needs update for LGA19

- Function and Role;
- Meetings – attendance, process, function;
- Agenda and Minutes;
- Caretaker;

(14) Member Administrative Needs update for LGA19

- Allowances;
- Travel and Accommodation;
- Interests;
- Gifts;
- Asset allocation (e.g. mobile telephone);

(15) Work Health and Safety Execution of Duties

- Fatigue;
- Personal Protective Equipment;
- Alcohol and other Drugs ;
- Emergency Evacuation;

- Firearms and tranquilisers;

N.B. this is a prima facie assessment rather than an exhaustive list.

The policy statements themselves ought to be strategic in nature, with the particular implementation of listed concepts to be handled as separate corporate documents including procedures and manuals.

- **Adopted – to standard required by LGA19;**
- **Needs to be amended to accommodate LGA19;**
- **Needs to be developed.**

Priority Summary:

- (1) **Members' Administrative ss 54, 95, 98, 109, 112, 161;**
- (2) **Financial Processes – especially Rating, Concessions, Investment (update for LGA19;**
- (3) **Staff Allowances – s174**

1. POLICY CERTIFICATION

Policy title:	Council Vacancy Policy
Policy number:	CL008
Category:	Policy
Classification:	Council
Status:	Approved

2. PURPOSE

This Policy outlines Council's position on filling Council vacancies in the event that one occurs during a term of a sitting Council's office.

3. ORGANISATIONAL SCOPE

The Council Vacancy Policy applies to sitting and prospective Elected Members of Roper Gulf Regional Council.

4. POLICY STATEMENT

The role, function and maintenance of Local Government in the Northern Territory is prescribed and regulated by the *Local Government Act 2019* (the Act) and its statutory instruments. The composition and membership of Councils, and associated requirements is outlined at Chapter 4 of the Act.

Members of Council are elected at General Elections for a term of four (4) years. This policy outlines Council's position on vacancies that occur in the event of, for whatever reason, a Member of Council ceases their Membership prior to the official expiry of that term.

So as to uphold the effective representation of its constituents, Council will endeavor to ensure that all its Elected Member positions are occupied by eligible, fit and proper community representatives.

5. DEFINITIONS

Act	<i>Local Government Act 2019</i> and its Statutory Instruments.
Appointment	The appointment of a qualified individual, by majority vote of Council, to fill a vacancy on Council for the remainder of the current Council term.
By-election	An election, other than a regular election, held to fill a vacancy on Council and that is conducted in accordance with the Act
CEO	Chief Executive Officer
Council	Roper Gulf Regional Council
Deputy Mayor	Deputy Principal Member
Member	A member of the Council
Mayor	Principal Member
RGRC	Roper Gulf Regional Council
Vacancy	When a seat on Council has become vacant in a manner prescribed by Chapter 4 of the Act.

6. PRINCIPLES

6.1 Vacancy of a Council Office

If a Council vacancy occurs earlier than 18 months before the expiry of the term of the sitting Council, a by-election must be held within the ward of the respective vacancy, so as to elect a new Elected Member to fill that vacancy.

If a Council Vacancy occurs during a period of less than 18 months but more than six (6) months before the expiry of the term of the sitting Council, it will appoint a person to fill that vacancy for the remainder of the term.

Council shall, in accordance with Section 54 (2) (b) of the *Local Government Act 2019* leave a vacancy open if it occurs during a period of less than six (6) months prior to the expiry of the term of the sitting Council.

Prospective Members, be it for election or appointment must meet the office eligibility requirements set out by Chapter 4 of the Act.

6.2 Vacancy of the office of Mayor

If the Office of Mayor becomes vacant prior to the expiry of the term of the sitting Council, Council will appoint one of its existing Elected Members to that office by way of a vote to be passed as a formal Resolution of Council.

Council will then deal with the vacancy caused by the appointment of one of its Elected Members to the office of Mayor in accordance with the principles outlined at Clause 6.1 of this Policy.

7. Applicable law

Cited Acts	<i>Local Government Act 2019</i>
Cited Case Law	<i>Nil</i>

8. DOCUMENT CONTROL

Policy number	CL008
Policy Owner	Manager Governance and Corporate Planning
InfoXpert ID	670899
Endorsed by	
Date approved	September 2016
Revisions	
Amendments	May 2021
Next revision due	May 2024

9. CONTACT PERSON

Position

Manager Corporate Compliance

Contact number

08 8972 9005

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Endorsed by	
Date approved	September 2016
Revisions	
Amendments	May 2021
Next revision due	May 2024

9. CONTACT PERSON

Position **Manager Corporate Compliance**
 Contact number **08 8972 9005**

**CORPORATE SERVICES AND SUSTAINABILITY
DIVISIONAL REPORT**



ITEM NUMBER 18.3
TITLE Cerification of Assessment Records
REFERENCE 1183744
AUTHOR Marc GARDNER, Acting Chief Executive Officer

RECOMMENDATION

That the Council acknowledges that CEO certification of the Assessment Record for rateable property in the Roper Gulf Regional Council.

BACKGROUND

Section 24 (1) (b) of the Local Government Regulations requires that, before adopting the Budget for the forthcoming year, the CEO is to provide a certification that to the best of their knowledge, that the Assessment Record for properties is a comprehensive record of all rateable land in the Council region.

Council officers have reviewed the Assessment Record throughout the year and has updated it for notified transfers of land, added new lots when advised by developers and has compared the Record to the Integrated Land Information System (ILIS of the Northern Territory Government).

Accordingly, I, Marc Gardner as Acting CEO, provide this certification.

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

There are no attachments for this report.

**CORPORATE SERVICES AND SUSTAINABILITY
DIVISIONAL REPORT**



ITEM NUMBER	18.4
TITLE	Council's Financial Report as at 31.05.2021
REFERENCE	1183783
AUTHOR	Elvisen SOUNDRON, Management Accountant

RECOMMENDATION

That the Council receives and notes the financial reports as at 31 May 2021.

BACKGROUND

Attached are the Council's financial reports as at 31 May 2021, including:

- Balance Sheet;
- Income and expenditure report by account category with explanation on variances;
- Financial Ratio Analysis;
- Cash-at-bank Statement and 12-month graph on cash balances;
- Investment Report;
- Capital Expenditure Report;
- Accounts Receivable Age Analysis report and a summary of outstanding rates;
- Accounts Payable Age Analysis report and list of top ten payments made to suppliers
- Expenditure illustrations for all communities.

The balance sheet has been prepared as per prevailing accounting standards, practice and in compliance with the applicable *Local Government Act 2008*. The Income and Expenditure Report as at the end of May shows a net operating position of \$5.25M.

Our bank balance as at 30 April is \$34.52M. Of this total bank balance, \$17M is invested in various interest earning term deposits. The total balance of untied cash is \$18.78M.

There is a healthy operating surplus of \$4.2M which is \$8.16M better than budgeted. This can be attributed to reduced wages and activity costs over the COVID 19 period while maintaining a consistent revenue base. This has affected service delivery somewhat detrimentally but does allow the council to bank some money into reserves for future asset replacement programs.

ISSUES/OPTIONS/SWOT**Financial impact of the adoption of Accounting Standard AASB 1058**

As of the current financial year, we have adopted the Accounting Standard 1058 Income of Not for Profit Entities. The carried forward unspent tied grants from the previous financial year are treated as liabilities since we either have an obligation to make repayments to the relevant departments or are bound by specific performance obligations as per the Grants agreements. As such those cannot be recognized as income and as a result there has been a significant increase in the Current liabilities which lead to a decrease in our reported liquidity ratios. In reality very little has changed just the way the liabilities are reported.

Statement on Australian Tax Office, Payroll and any other obligations.

The reported PAYG Withholding Tax obligations of \$218,655.00 were paid by the due date and Fringe Benefit Tax was lodged and finalised as required by the Tax Office. The Business Activity Statement reporting for May 2021 will be processed and reported by the 21 June 2021 as required by the Tax Office. Furthermore all superannuation obligations will be paid by the second week of June 2021 and all outstanding insurance premiums have been processed and paid.

Debtors Analysis:

The below summarizes the amounts owing to Council for a period over 90 days after any unapplied credits.

Comments	Amount \$
Fax charges	57.50
Workshop services	2,852.52
Overpayment of wages	20.00
Grant instalment - Numbulwar Waste Management	100,000.00
TOTAL	102,930.02

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

1   Financial Reports - May 2021.pdf



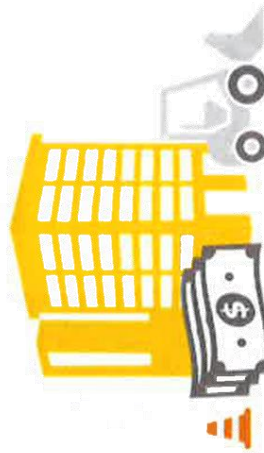
Financial Reports

at 31 May 2021

The Balance Sheet – a snapshot of the organisation’s financial status at a given point in time

\$121,076,057

What we own



Assets

\$15,736,899

What we owe



Liabilities

\$105,339,158

Council’s Wealth



Equity

=

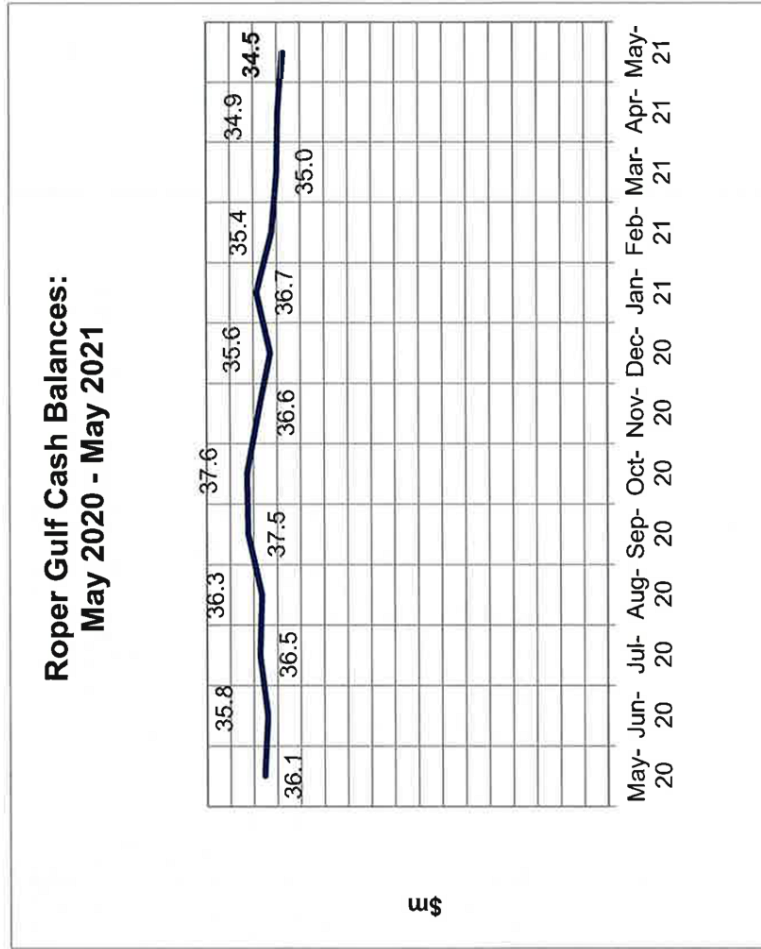
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Balance Sheet as at 31 May 2021

ASSETS (What we own)		LIABILITIES (What we owe)	
Current Assets		Current Liabilities	
Cash	\$16,862,832	Accounts payable	\$402,387
Accounts receivable	\$813,516	Taxes payable	\$120,165
(less doubtful accounts)	-\$53,810	Accrued Expenses	\$0
Rates & Waste Charges Receivable	\$233,695	Provisions (Annual Leave)	\$1,527,042
Inventory	\$236,643	Contractors Retention and Deposit Bonds	\$289,171
Investments	\$17,000,000	Operating Lease	\$52,203
Other current assets	\$245,360	Unspent Grant and Client Funds	\$7,307,326
Total Current Assets	\$35,338,235	Total Current Liabilities	\$9,698,294
Non-current Assets		Long-term Liabilities	
Land	\$4,223,000	Non Current Provision Employee General	\$564,301
Right of Use - Land	\$5,415,489	Operating Lease Expense Property	\$5,474,304
Buildings	\$47,969,040	Total Long-term Liabilities	\$6,038,605
(less accumulated depreciation and impairment)	-\$6,913,354		
Fleet, Plant, Infrastructure and Equipment	\$37,738,018	Total Liabilities	\$15,736,899
(less accumulated depreciation)	-\$17,920,633		
Furniture and fixtures	\$350,759		
(less accumulated depreciation)	-\$180,903	EQUITY (Council's Wealth)	
Work in Progress assets	\$15,056,405	Retained earnings	\$48,236,198
Other non-current assets	\$0	Asset Revaluation Reserves	\$54,910,530
Total Non-current Assets	\$85,737,822	Roads Future Fund	\$2,192,429
		Total Equity	\$105,339,158
TOTAL ASSETS	\$121,076,057	TOTAL LIABILITIES & EQUITY	\$121,076,057

Actual Cash at Bank as at 31 May 2021

BANK:	Closing balance as at 31 May 2021
Commonwealth - Business 10313307	\$14,623,625.71
Monthly interest earned	\$2,504.29
Commonwealth - Operating 10313294	\$81,602.10
Monthly interest earned	\$0.00
Commonwealth - Trust 103133315	\$3,871.10
Monthly interest earned	\$0.00
Commonwealth - Business online - 10381211	\$2,807,084.92
Monthly interest earned	\$474.43
Term Deposits in Various Banks	\$17,000,000.00
Monthly interest earned	\$0.00
Total Cash at Bank	\$34,516,183.83
LESS:	
Liabilities	\$15,736,899.00
Total Untied Cash	\$18,779,284.83
Total Interest Earned for 2020-21 financial year	\$205,193.74



Note: The "Total Cash at Bank" is the actual Money in the Bank at 31 May 2021.

Liquidity ratio Analysis

Current Ratio :

The Current ratio measures our council's ability to use its assets to generate income.

$$\frac{\text{Current Assets}}{\text{Current Liabilities}}$$

A Current ratio of 2:1 means the council has current untied assets of \$2 for every \$1 of current liabilities and is regarded as desirable.

The higher the current ratio, the better the capacity to meet short term financial Commitments.

Roper Gulf Current Ratio = **4 : 1 (3.64)**
Including all cash and current assets, we have \$4 for every \$1 of Liability

Untied Cash to Creditors Ratio = **48 : 1 (47.67)**
It is desirable to have at least 1:1 ratio and we have \$48 untied cash for every dollar outstanding for our suppliers of Goods and Services.



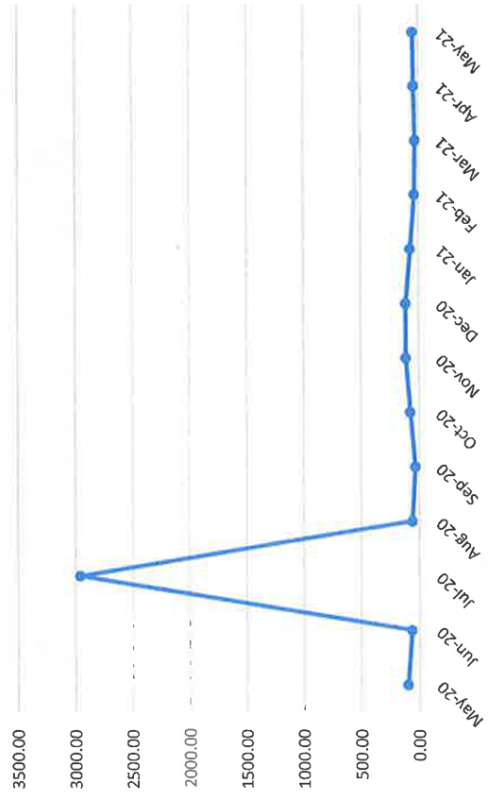
Liquidity Ratio Trend

The below graphs depict the progression of the Current and effective ratio for the current financial year and Untied Cash to Creditors ratio for the last twelve months

Current Ratio Analysis
July 2020 - May 2021



Untied Cash to Creditors
May 2020 - May 2021



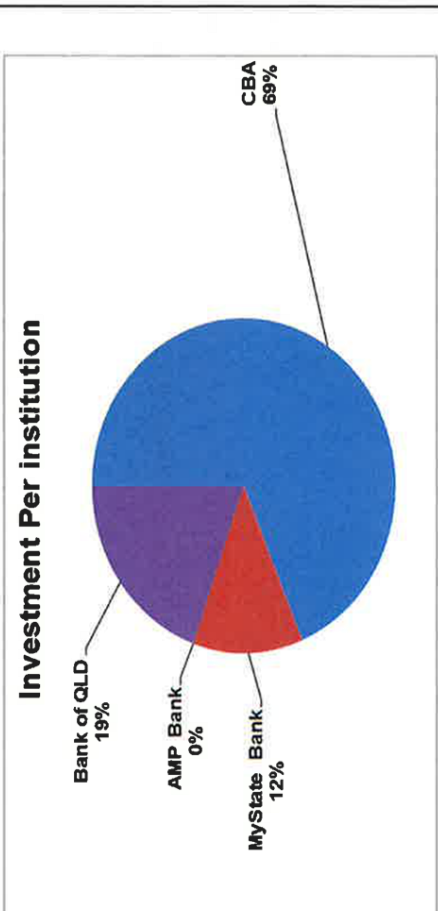
Investment Report as at 31 May 2021

Classification of ADI's Under policy	Authorised Depositor taking institution	Amount	% of Exposure	Rating	Lodgement Date	Maturity Date	Interest on Maturity	Interest rate	Within Diversification Limits
Major Bank	Commonwealth Bank - Working capital	\$17,516,184	50.75%	A1+/AA-					
Investments (Deposits)									
Regional Bank	My State Bank	\$3,000,000	8.69%	A2/BBB+	25/09/2020	25/06/2021	\$ 17,950.68	0.80%	✓
Regional Bank	AMP Bank	\$3,000,000	8.69%	A2/BBB+	14/05/2021	8/02/2022	\$ 12,205.48	0.55%	✓
Regional Bank	AMP Bank	\$6,000,000	17.38%	A2/BBB+	9/02/2021	N/A	N/A	0.80%	✓
Regional Bank	Bank of QLD	\$3,000,000	8.69%	A2/BBB+	8/12/2020	8/06/2021	\$ 6,731.51	0.45%	✓
Regional Bank	Bank of QLD	\$2,000,000	5.79%	A2/BBB+	17/05/2021	17/11/2021	\$ 3,528.77	0.35%	✓
Total cash and investments held		\$34,516,184	100.00%				\$ 40,416.44		

Investment per ADI Category



Investment Per institution


























Income & Expenditure Statement :

A financial statement that summarizes the income and expenses incurred during a specific period of time

Income & Reserve	-	Expenditure	=	Net Operating position
\$42,945,974		\$37,697,105		\$5,248,869



Income & Expenditure Report as at 31 May 2021

	Year to Date Actual (\$)	Year to Date Budget (\$)	Variance (\$)	Full Year Budget (\$)
Operating Income				
11 - Income Rates	2,723,127	2,738,197		2,738,197
12 - Income Council Fees and Charges	996,567	1,009,596		1,101,377
13 - Income Operating Grants Subsidies	17,260,582	21,082,278		22,515,547
14 - Income Investments	205,194	275,000		300,000
15 - Income Contributions Donations	617	0		0
16 - Income Reimbursements	23,060	9,167		10,000
17 - Income Agency and Commercial Services	11,757,082	10,067,613		11,563,239
19 - Other Income	423,117	658,000		659,500
Total Operating Income	33,389,344	35,839,850		38,887,859
Operating Expenditure				
Employee Expenses	14,776,735	18,880,440		20,595,753
Contract and Material Expenses	6,392,228	10,758,333		11,649,244
Fleet, Plant & Equipment	715,272	961,933		1,049,382
Asset Expense	3,937,494	4,909,667		5,356,000
Other Operating Expenses	3,356,318	4,278,334		4,582,858
Finance Expenses	9,609	11,142		12,145
Total Operating Expenditure	29,187,654	39,799,848		43,245,381
Operating Surplus	4,201,690	-3,959,998		-4,357,522
Capital Funding				
Income Capital Grants	2,751,090	4,688,541		4,713,837
Council Reserve	6,805,540	6,805,540		7,185,309
Total Capital Funding	9,556,630	11,494,081		11,899,146
Capital Expenditure				
WIP Assets	8,509,451	16,558,053		17,083,799
Total Capital Expenditure	8,509,451	16,558,053		17,083,799
Net Operating Position	5,248,869	-9,023,970		-9,542,175

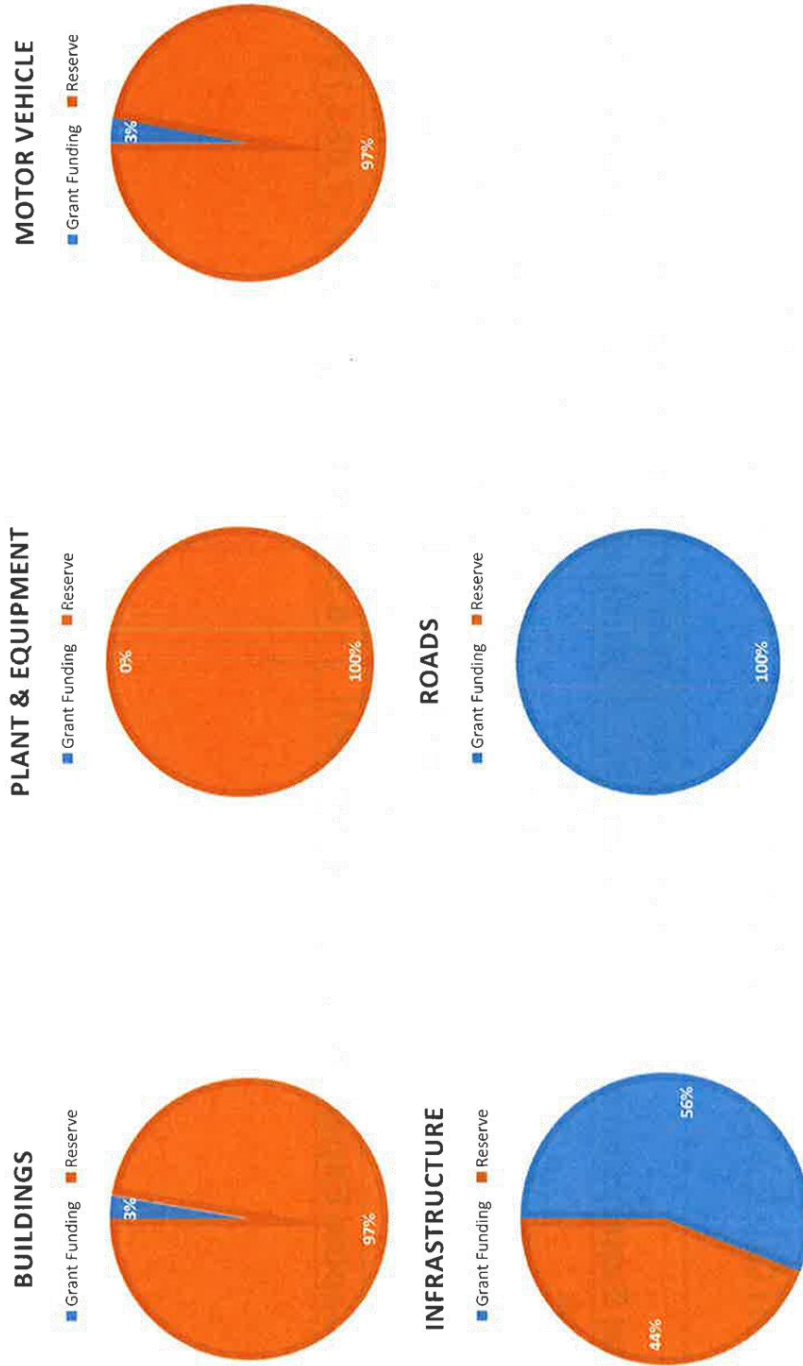
Variances in Income and Expenditure as at 31 May 2021

Income	Variance (\$)	Comments
Income Rates	-15,070	
Income Council Fees and Charges	-13,029	
Income Operating Grants Subsidies	-3,821,696	The variance is mainly from Local Authority Projects since income will only recognised once approved projects are completed.
Income Investments	-69,806	
Income Contributions Donations	617	
Income Reimbursements	13,893	
Income Agency and Commercial Service	1,689,468	The variance is mostly due to more income received for GDP compared to what has been budgeted as at date
Other Income	-234,883	The main cause in variance is due to less income received for disposal of fleet since only once auction occurred for the year
Total Variance	-2,450,506	
Expenditure		
Employee Expenses	-4,103,705	The underspend is mostly due to vacancies and staff absences across several departments
Contract and Material Expenses	-4,366,105	The underspend is mostly from Local Authority Projects. Furthermore the CDP contract with Alawa Aboriginal Corporation has been on hold since December 2020
Fleet, Plant & Equipment	-246,661	The underspend is mainly due to less expenses incurred for fuel
Depreciation, Amortisation & Impairment	-972,173	The final depreciation run for the year will be processed at the end of June 2021
Other Operating Expenses	-922,016	The underspend is mostly due to less expenses incurred for staff training and travel expenses
Finance Expenses	-1,533	
Total Variance	-10,612,193	
Capital Funding		
Income Capital Grants	-1,937,451	We have yet to receive the Grant for Roads Upgrade and the Oval Upgrade at Robinson River
Total Variance	-1,937,451	
Capital Expenditure		
WIP Assets	-8,048,603	Please refer to next slide for further detail
Total Variance	-8,048,603	

Capital Expenditure as at 31 May 2021

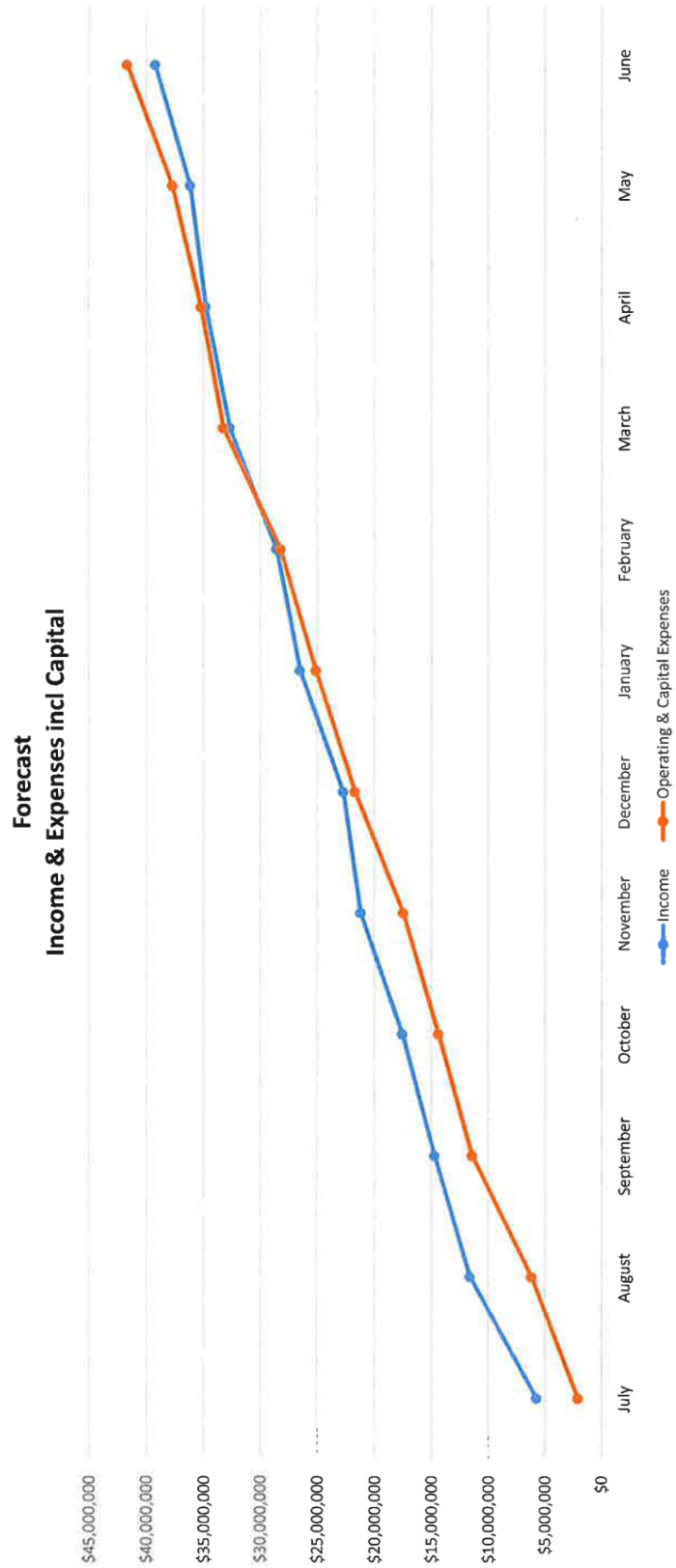
Capital Expenditure	Year to Date Actual (\$)	Year to Date Budget (\$)	Variance (\$)	Full Year Budget (\$)
Buildings	318,268	2,599,944	2,281,675	2,599,944
Infrastructure	3,855,168	6,406,837	2,551,669	6,502,583
Plant and Equipment	1,224,846	1,932,340	707,494	1,932,340
Motor Vehicles	1,963,810	1,866,000	(97,810)	1,866,000
Roads	1,147,359	3,752,933	2,605,574	4,182,933
Total Capital Expenditure	8,509,451	16,558,054	8,048,603	17,083,799

The below graphs depicts the categories of capital expenditure and the percentage used from Council's reserve and Grant Funding



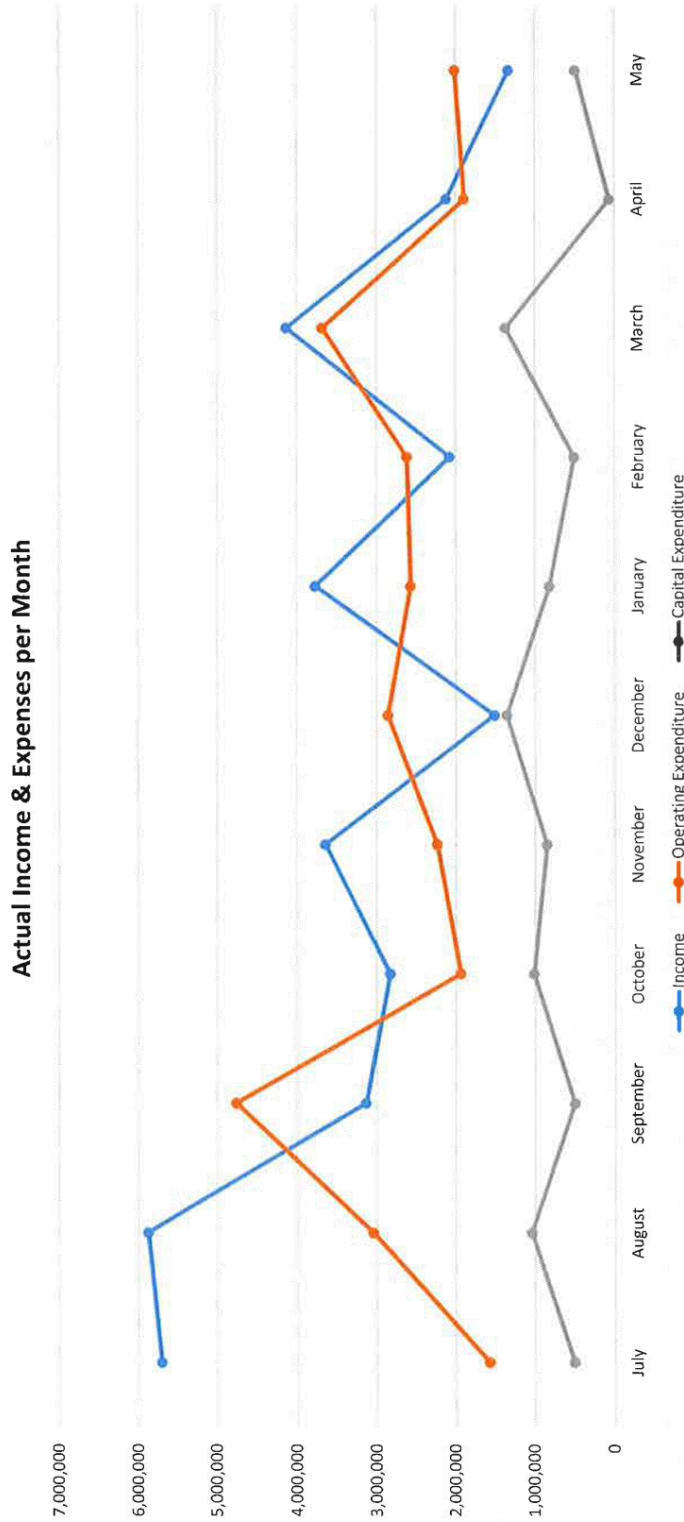
Forecast Income & Expenditure as at 31 May 2021

The below graph depicts the cumulative trend of Forecasted Income, Operating Expenditure and Capital Expenditure from July 2020 till June 2021.



Actual Income & Expenditure as at 31 May 2021

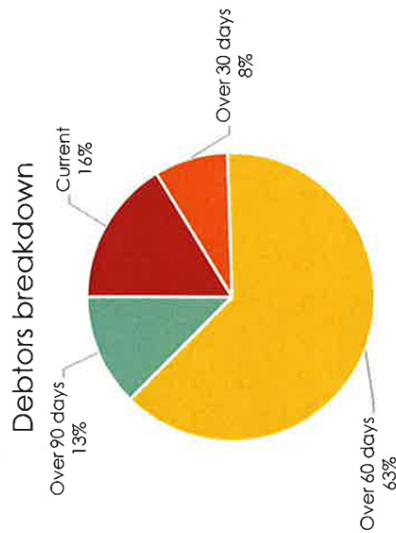
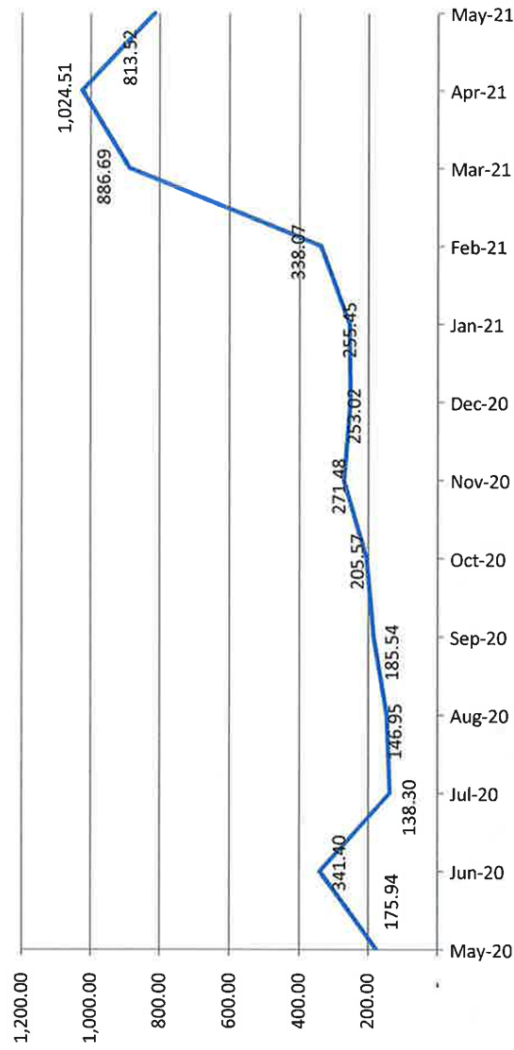
The below graph depicts the trend of Actual Income, Operating Expenditure and Capital Expenditure from July 2020 till May 2021.



Accounts Receivable

Accounts Receivable represents the money owed by entities to the council on the sale of products or services on credit.

Current	Over 30 days	Over 60 days	Over 90 days	Total
\$132,186.46	\$66,947.98	\$512,136.38	\$102,930.04	\$814,200.86
Balance after accounting for Unapplied Credits (\$685.00)				
				\$813,515.86



Rates Outstanding as at 31 May 2021

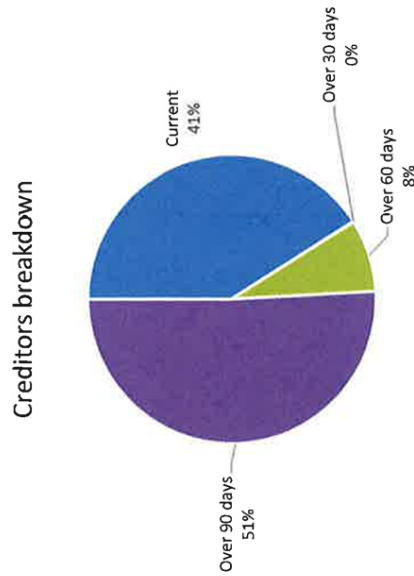
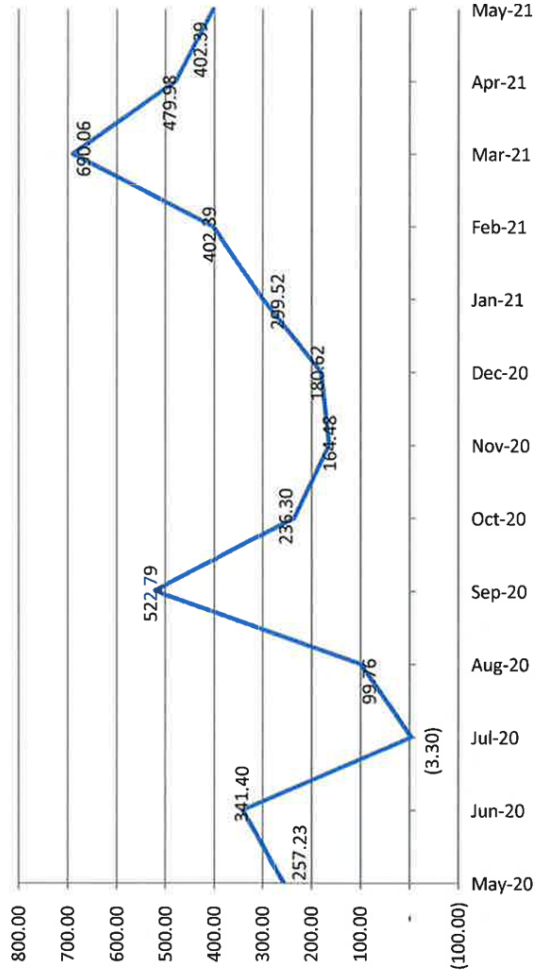
Financial Year	Total Balance (\$)	Percentage of Total owing
2008-09	69.90	0.03%
2009-10	338.60	0.14%
2010-11	447.70	0.19%
2011-12	338.35	0.14%
2012-13	1,064.42	0.46%
2013-14	2,669.50	1.14%
2014-15	14,915.65	6.38%
2015-16	7,177.70	3.07%
2016-17	7,801.98	3.34%
2017-18	9,472.31	4.05%
2018-19	27,729.53	11.87%
2019-20	60,922.55	26.07%
2020-21	100,746.37	43.11%
Total	233,694.56	

The rates outstanding from the financial year 2014-15 and before are related to properties where we have statutory declarations from the court house.

Accounts Payable

Accounts Payable represents the money owed by the Council to entities for the purchase of goods and services on credit.

Current	Over 30 days	Over 60 days	Over 90 days	Total
\$255,828.17	\$402.12	\$50,411.05	\$317,905.42	\$624,546.76
Balance after accounting for Unapplied Credits (\$222,160.10)				\$402,386.66



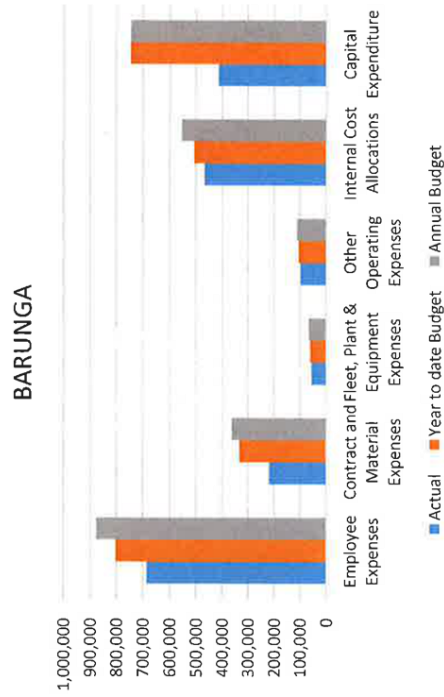
The following table lists the top ten suppliers from whom invoices were received and processed during the month of May 2021. All amounts have been paid.

Creditor	Amount \$	Transaction Description
Chevron Australia	63,366.67	Fuel bowzers rental and bulk fuel order at Numbulwar
Department of Infrastructure Planning and Logistics	126,632.00	Contribution of Council for Borroloola Sports Court Project
Wright Express Australia	23,278.41	Fuel Cards April 2021
Northern Machinery Sales	127,232.90	Construction of Mataranka Cemetery car park
Nutrien AG Solutions	42,000.00	Deposit for 90 Carew Road, Mataranka
AUS Projects Ltd	46,642.78	Replacement of Septic Pumps at Borroloola and Electrical Repairs & Maintenance in various communities
CouncilBiz	99,072.60	ICT Business System Support for the fourth quarter 2020-21
Yugul Mangi Aboriginal Corporation	32,554.84	Pavement construction for the Ngukurr Freight Hub
Department of Attorney General and Justice	25,486.44	Anti-Discrimination, Bullying and Harassment Training
F & J Bitumen Services Pty Ltd	112,197.21	Supply and application of Bitumen for the Ngukurr Freight Hub

Expenditure Report by Community as at 31 May 2021

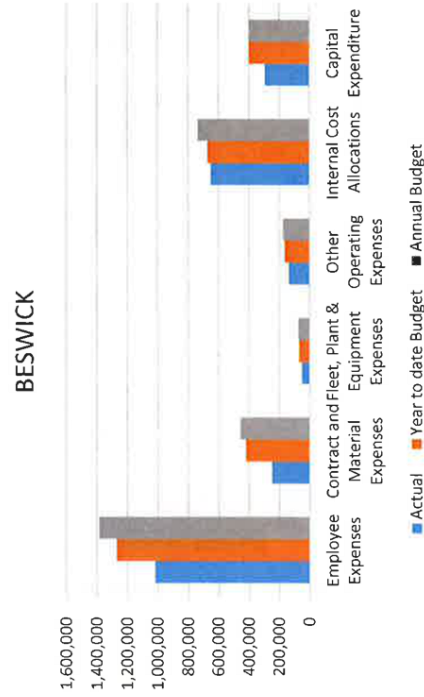
Barunga

Expenditure by Account Category	May 2021 Actual \$	May 2021 Budget \$	Annual Budget \$
Employee Expenses	685,565	804,217	877,327
Contract and Material Expenses	220,832	334,000	364,364
Fleet, Plant & Equipment Expenses	57,156	61,600	67,200
Other Operating Expenses	98,233	106,011	112,290
Internal Cost Allocations	468,488	507,752	554,797
Capital Expenditure	414,569	747,510	747,510
Total Expenditure	1,944,842	2,561,089	2,723,488



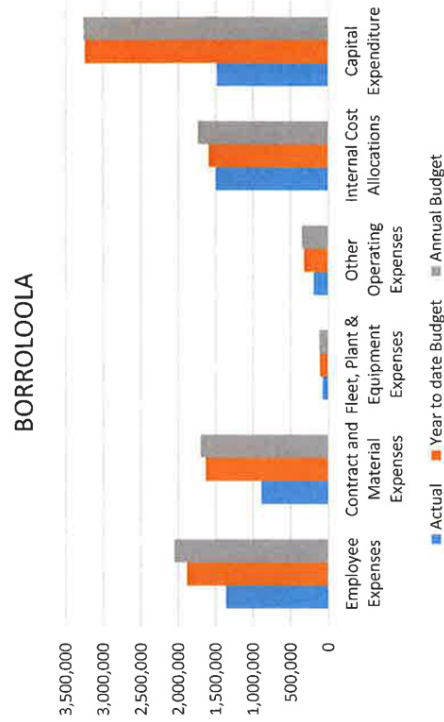
Beswick

Expenditure by Account Category	May 2021 Actual \$	May 2021 Budget \$	Annual Budget \$
Employee Expenses	1,017,423	1,272,156	1,387,806
Contract and Material Expenses	250,406	422,325	460,718
Fleet, Plant & Equipment Expenses	52,080	68,319	74,530
Other Operating Expenses	136,787	164,426	175,684
Internal Cost Allocations	653,032	675,519	737,839
Capital Expenditure	295,510	403,000	403,000
Total Expenditure	2,405,238	3,005,745	3,239,577



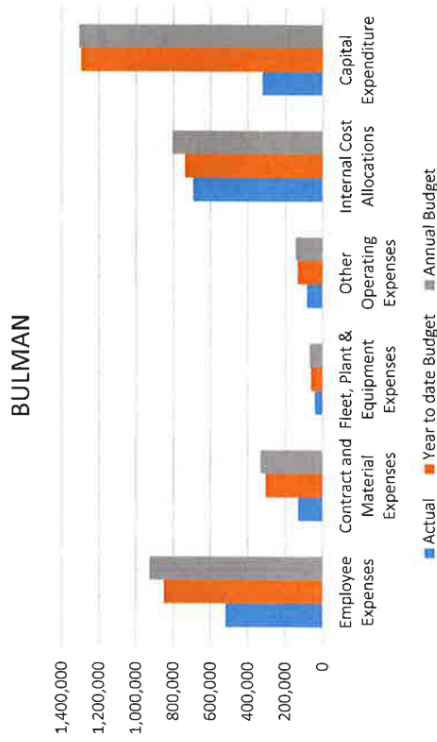
Borroloola

Expenditure by Account Category	May 2021 Actual \$	May 2021 Budget \$	Annual Budget \$
Employee Expenses	1,366,313	1,884,293	2,055,592
Contract and Material Expenses	890,546	1,633,790	1,704,290
Fleet, Plant & Equipment Expenses	79,918	111,100	121,200
Other Operating Expenses	195,124	322,160	351,447
Internal Cost Allocations	1,494,610	1,592,481	1,737,682
Capital Expenditure	1,483,466	3,245,768	3,266,819
Total Expenditure	5,509,978	8,789,592	9,237,031



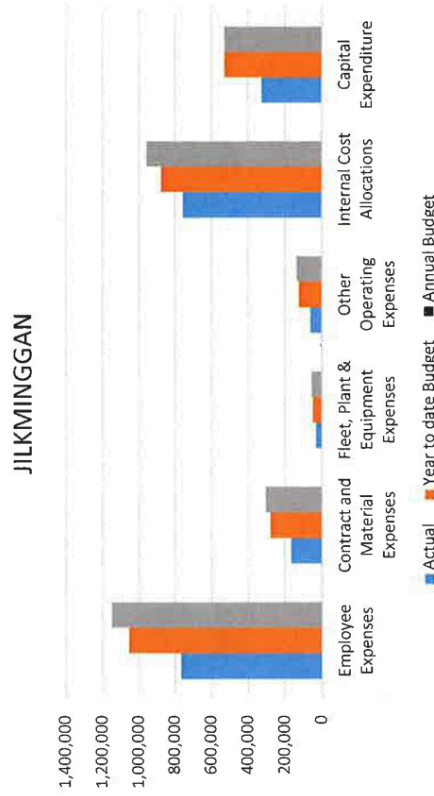
Bulman

Expenditure by Account Category	May 2021 Actual \$	May 2021 Budget \$	Annual Budget \$
Employee Expenses	519,901	850,184	927,473
Contract and Material Expenses	132,579	305,803	333,603
Fleet, Plant & Equipment Expenses	43,804	64,121	69,950
Other Operating Expenses	84,047	134,743	145,895
Internal Cost Allocations	693,745	738,990	806,948
Capital Expenditure	322,694	1,297,933	1,309,600
Total Expenditure	1,796,770	3,391,774	3,593,470



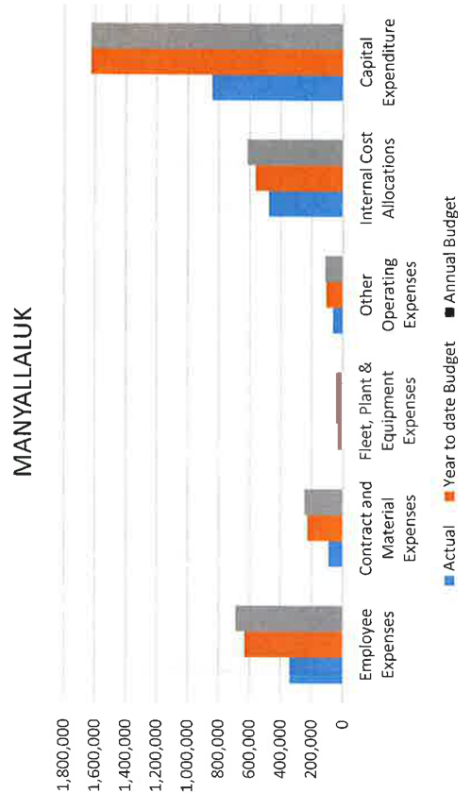
Jilkminggan

Expenditure by Account Category	May 2021 Actual \$	May 2021 Budget \$	Annual Budget \$
Employee Expenses	769,067	1,055,307	1,151,244
Contract and Material Expenses	169,530	280,552	306,056
Fleet, Plant & Equipment Expenses	34,609	52,021	56,750
Other Operating Expenses	64,308	126,243	137,719
Internal Cost Allocations	757,809	878,859	959,665
Capital Expenditure	326,161	528,000	528,000
Total Expenditure	2,121,484	2,920,982	3,139,435



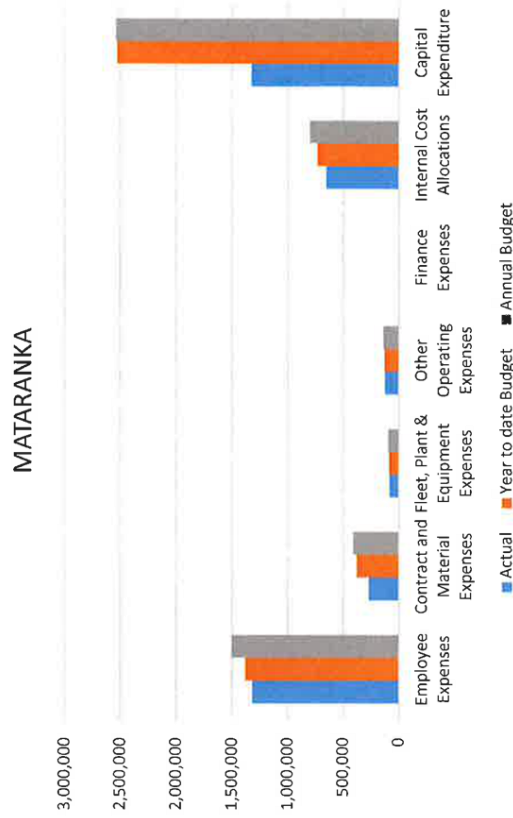
Manyallaluk

Expenditure by Account Category	May 2021 Actual \$	May 2021 Budget \$	Annual Budget \$
Employee Expenses	343,482	632,807	690,335
Contract and Material Expenses	92,757	227,157	247,808
Fleet, Plant & Equipment Expenses	33,959	40,242	43,900
Other Operating Expenses	66,541	107,194	114,224
Internal Cost Allocations	479,044	564,675	616,732
Capital Expenditure	846,086	1,626,000	1,626,000
Total Expenditure	1,861,870	3,198,074	3,338,998



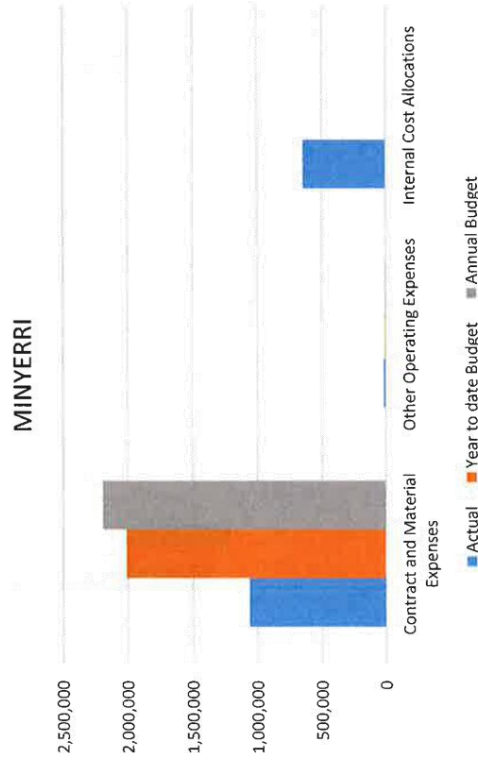
Mataranka

Expenditure by Account Category	May 2021 Actual \$	May 2021 Budget \$	Annual Budget \$
Employee Expenses	1,321,338	1,383,097	1,508,833
Contract and Material Expenses	270,706	376,858	411,117
Fleet, Plant & Equipment Expenses	82,896	86,909	94,810
Other Operating Expenses	122,265	127,625	139,227
Finance Expenses	0	183	200
Internal Cost Allocations	654,125	735,305	803,050
Capital Expenditure	1,328,529	2,530,188	2,538,521
Total Expenditure	3,779,859	5,240,165	5,495,758



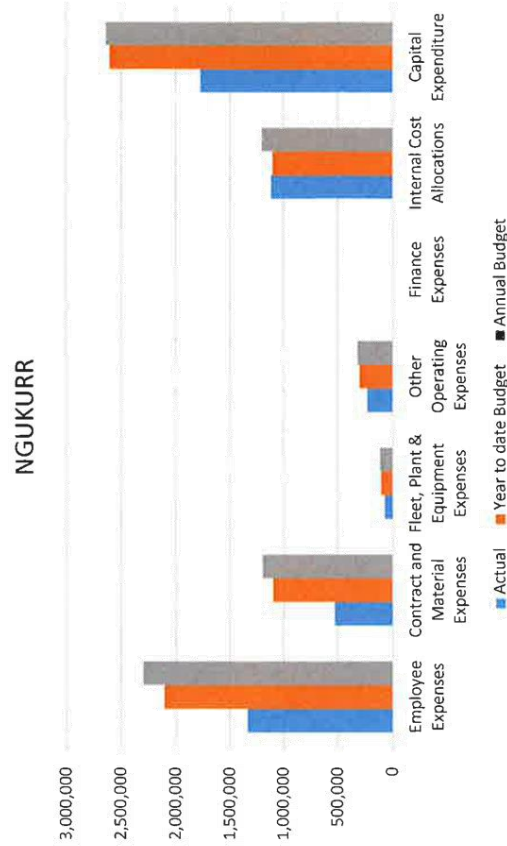
Minyerri

Expenditure by Account Category	May 2021 Actual \$	May 2021 Budget \$	Annual Budget \$
Contract and Material Expenses	1,064,374	2,011,430	2,194,288
Other Operating Expenses	17,422	8,291	9,044
Internal Cost Allocations	645,215	0	0
Total Expenditure	1,727,011	2,019,721	2,203,332



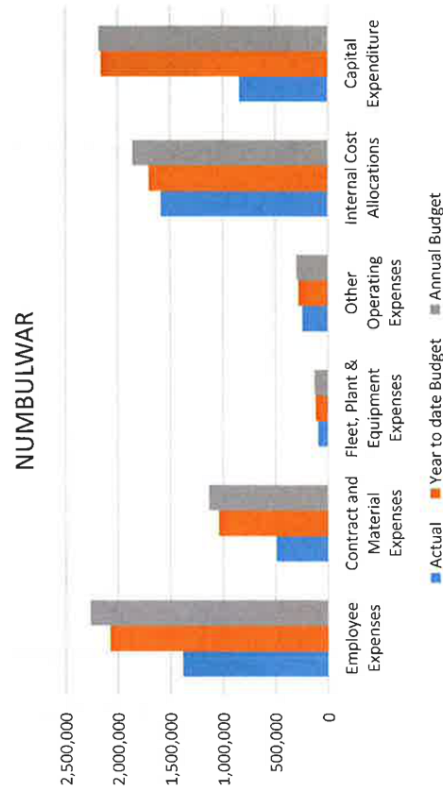
Ngukurr

Expenditure by Account Category	May 2021 Actual \$	May 2021 Budget \$	Annual Budget \$
Employee Expenses	1,339,916	2,109,185	2,300,929
Contract and Material Expenses	531,385	1,101,689	1,201,842
Fleet, Plant & Equipment Expenses	74,029	107,158	116,900
Other Operating Expenses	233,078	304,393	323,519
Finance Expenses	0	183	200
Internal Cost Allocations	1,121,546	1,107,812	1,209,141
Capital Expenditure	1,775,022	2,608,323	2,641,660
Total Expenditure	5,074,977	7,338,743	7,794,191



Numbulwar

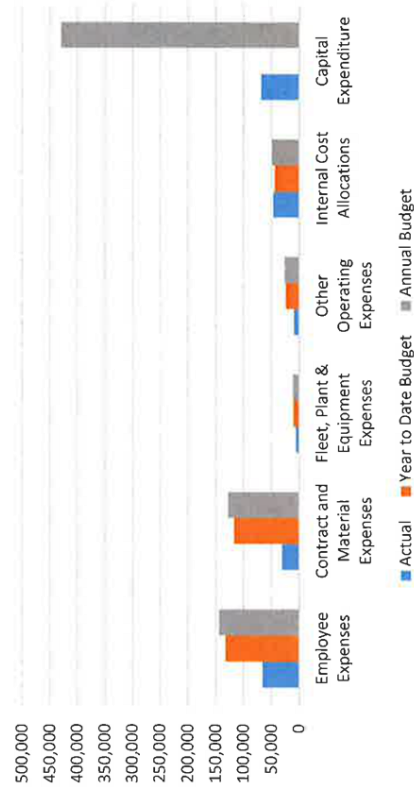
Expenditure by Account Category	May 2021 Actual \$	May 2021 Budget \$	Annual Budget \$
Employee Expenses	1,384,197	2,078,039	2,266,952
Contract and Material Expenses	492,726	1,043,811	1,138,703
Fleet, Plant & Equipment Expenses	94,851	119,625	130,500
Other Operating Expenses	242,237	280,509	300,464
Internal Cost Allocations	1,588,150	1,704,846	1,860,257
Capital Expenditure	842,736	2,160,331	2,181,690
Total Expenditure	4,644,896	7,387,162	7,878,566



Urapunga

Expenditure by Account Category	May 2021 Actual \$	May 2021 Budget \$	Annual Budget \$
Employee Expenses	66,415	132,815	144,890
Contract and Material Expenses	31,293	117,700	128,400
Fleet, Plant & Equipment Expenses	6,354	10,725	11,700
Other Operating Expenses	9,577	24,469	26,693
Internal Cost Allocations	47,288	44,734	49,585
Capital Expenditure	68,696	0	430,000
Total Expenditure	229,623	330,444	791,267

URAPUNGA



**INFRASTRUCTURE SERVICES AND PLANNING
DIVISIONAL REPORT**



ITEM NUMBER	19.1
TITLE	Toilet block at the Barunga cemetery
REFERENCE	1167223
AUTHOR	Dave HERON, Acting General Manager Corporate Services & Sustainability

RECOMMENDATION

That Council notes the progress of the Barunga Cemetery Toilet Block project.

BACKGROUND

At the April Ordinary Meeting of Council it was requested the Acting Chief Executive Officer to write a report for the June Ordinary Meeting of Council with scope of works and costings for the provision of water and a toilet block at the Barunga Cemetery.

The project consists of relocating the ablution block from Lot 222 Barunga to the cemetery at Lot 339 Barunga. The original budget for the relocation was \$ 20,000. This will cover the cost of relocation but not the connection to services.


ISSUES/OPTIONS/SWOT

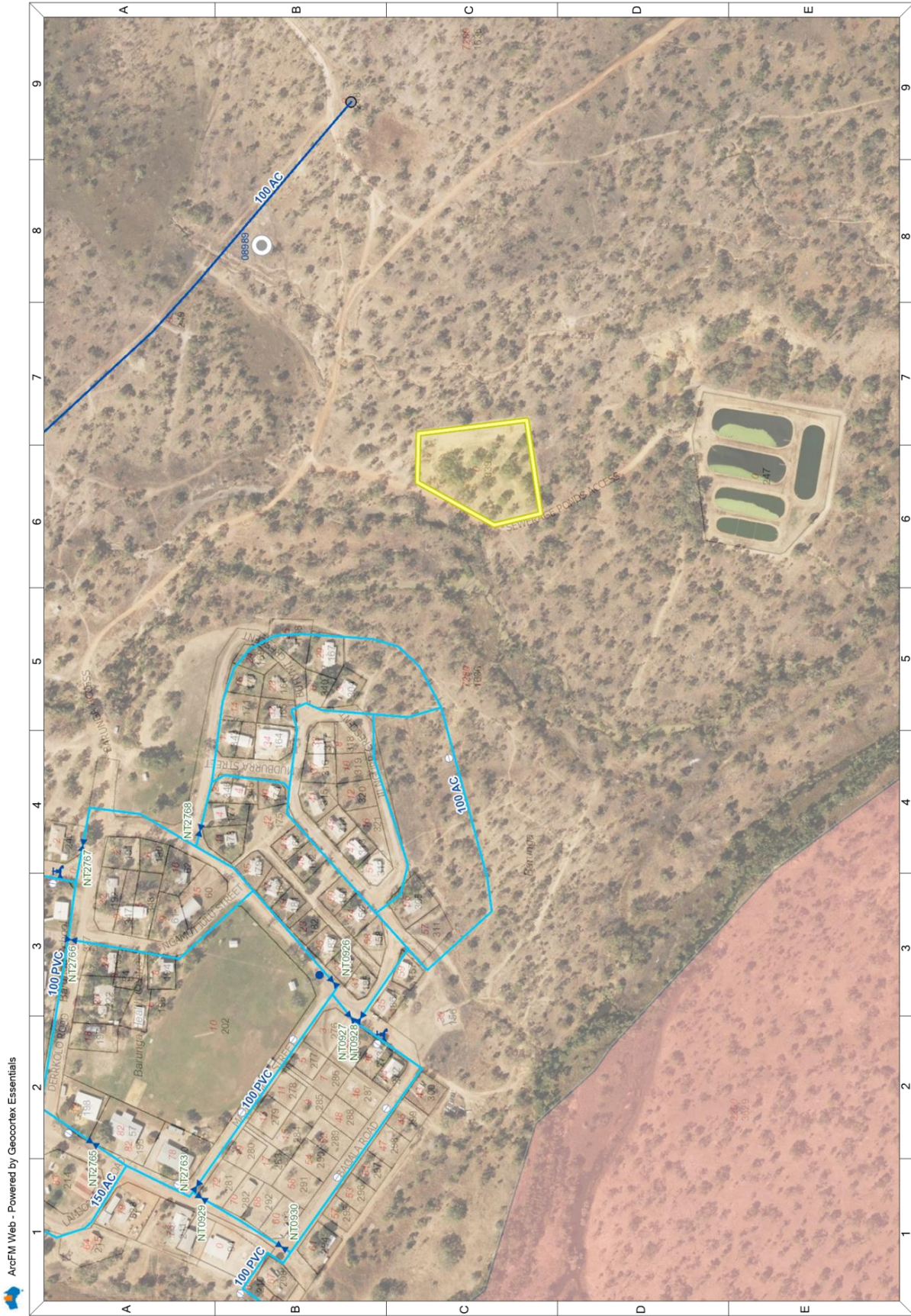
- Council holds a S19 license on the cemetery and under the terms of the agreement Council requires NLC approval to build on the lot. To get this approval NLC requires a detailed site map which will be obtained from the Local Authority Meeting on 8 June 2021.
- Lot 339 does not have any power or water services running to it. PowerWater have advised that they will be able to service the lot at a cost to council. The connections to the water & sewerage services is over some distance per the attached map. These cost can be finalised once an exact location is established. It is envisaged to utilise solar power for the electrical services.

FINANCIAL CONSIDERATIONS

The cost of connection is unknown but is expected to be at least \$ 50,000. Management will report back to the Council once these costs are confirmed.

ATTACHMENTS

1   Lot 339 Barunga Water.pdf

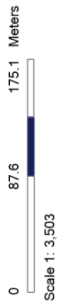


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Water
14/05/2021



**INFRASTRUCTURE SERVICES AND PLANNING
DIVISIONAL REPORT**



ITEM NUMBER	19.2
TITLE	Investigate the water options at the Norforce and Heritage Park and report back to the June OMC.
REFERENCE	1170172
AUTHOR	Dave HERON, Acting General Manager Corporate Services & Sustainability

RECOMMENDATION

That the Council notes the report in relation to potable water provision for Norforce and Heritage Parks in Barunga.

BACKGROUND

The Council requested the Acting Chief Executive Officer to investigate the water options at the Norforce and Heritage Park and report back to the June Ordinary Meeting of Council.

Previous correspondence has been with PowerWater Corporation (PWC) which advised that Norforce Park will need to be surveyed, at Council's cost, to establish boundaries for them to issue a lot number. This will then enable PWC to connect water services, again at Council's cost. Norforce Park is part of Lot 1636 of the Beswick Land Trust (freehold).

Heritage Park is located at Lot 214 Barunga which is **not** a Council property. It is Crown land and the decision to locate water is the Northern Territory Government which has indicated that it is not willing to do.

ISSUES/OPTIONS/SWOT

The major issue to connect water to Norforce Park is whether the project warrants the substantial up front cost and ongoing operational cost. The Project Steering Committee of Council (internal staff committee), has yet to consider these issues before referring it to Council for final approval.





As the NT Government is unwilling to connect the water to Heritage Park, the tenure over it will need to be sorted by requesting the NTG to relinquish a Crown Lease in Councils favour.

FINANCIAL CONSIDERATIONS

It is anticipated that the cost of getting a survey for Norforce Park would be about \$10,000. It is difficult to estimate the cost for connection until the survey is complete. It is not inconceivable that it would cost up to \$50,000 for trenching and pipework, including road cross over, subject to approval from PowerWater.

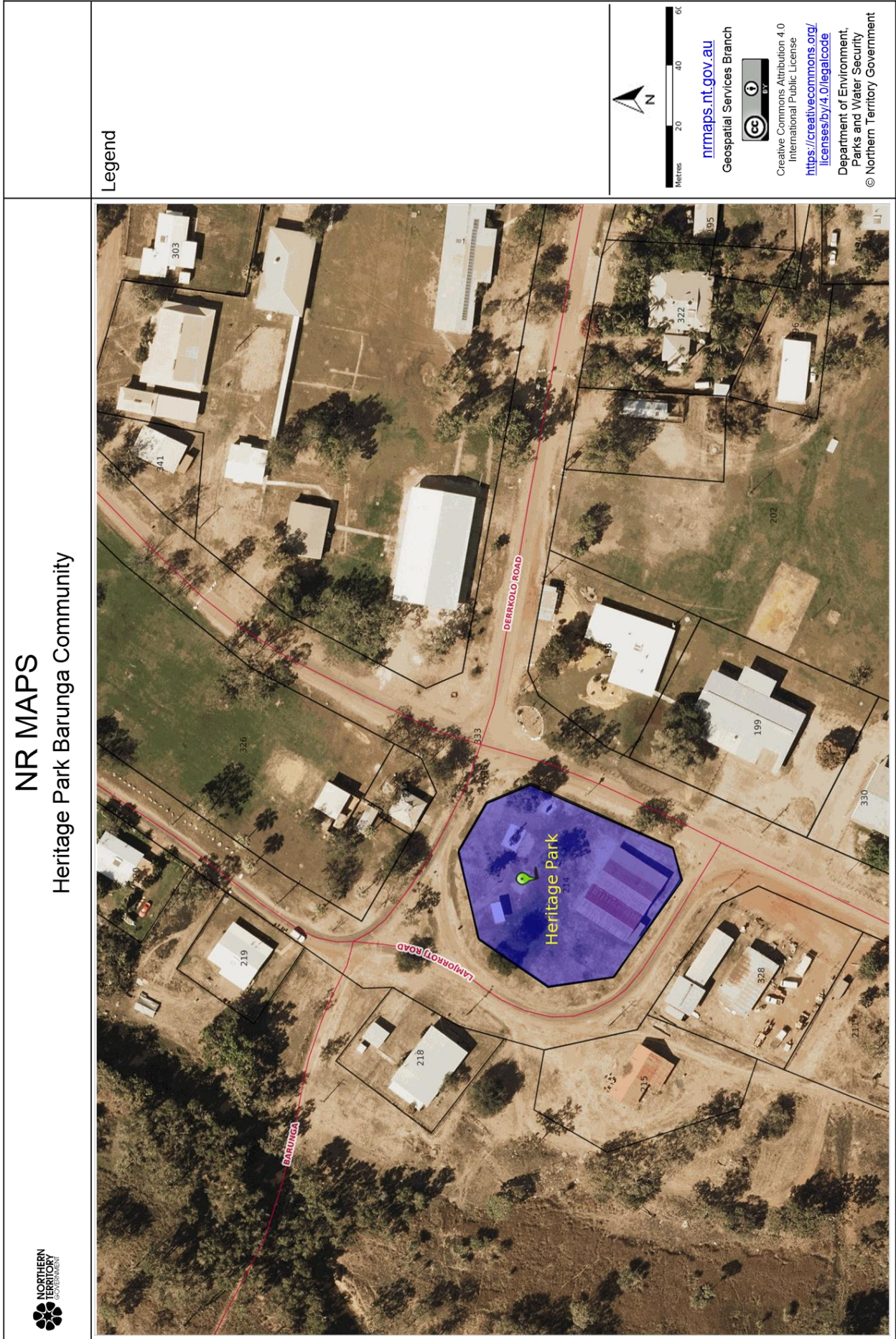
Similar costs are expected to be experienced, particularly with installation for Heritage Park.

ATTACHMENTS

- 1   Norforce Park.pdf
- 2   Heritage Park.pdf



Created by anonymous, 07 Jan 2020



Created by anonymous, 07 Jun 2021

INFRASTRUCTURE SERVICES & PLANNING DIVISIONAL RPT



ITEM NUMBER	19.3
TITLE	Local Authority Project Funding Update
REFERENCE	1183373
AUTHOR	Dave HERON, Acting General Manager Corporate Services & Sustainability

RECOMMENDATION

That Council receives and notes the Local Authority Projects Update.

BACKGROUND

The purpose of Local Authority Project Funding is to encourage the continued development of local authorities and their respective communities through the provision of funding to undertake priority community projects that are in line with these guidelines.

Objectives

The objectives of the program are to:

- Assist in building stronger communities and assist community priority projects as recommended by local authorities;
- Assist local governing bodies and the constituent communities they represent to become stronger and self-sustaining;
- Assist in the provision of quality community infrastructure that facilitates community activity and integration; and
- Assist in developing local government capacity to provide legitimate representation, effective governance, improved service delivery and sustainable development.

Funding pool

The Local Authority Project Funding pool is non-application based and is distributed through a methodology developed by the Northern Territory Grants Commission to regional councils. This funding is only available for those local authorities published in the guidelines made by the Minister under Part 5.1A of the *Local Government Act 2008*.

Local authority project approvals

Individual local authorities must formally resolve each initiative this funding will be used for. A copy of this resolution is to be recorded in the minutes of the relevant local authority meeting.

At each local authority meeting, a report is to be submitted detailing the total amount of funding available and spent on local authority projects under this program in each financial year.

The report is to include details and amount spent on each project of the relevant local authority for which funding has been provided.

ISSUES/OPTIONS/SWOT

The Department has asked for information on unspent LA Funding that was provided to the Council prior to 30 June 2018. It is not fully understood what the Department intends to do with this information but it has been explained that all funds have been allocated by the Local Authorities to projects that have been delayed for various valid reasons. However due to these delays, the actual allocated funds have not been actually spent. It is possible that the Department will seek recovery of the unspent funds. The affect LA's are

Beswick	\$ 46,370.97
Borrooloola	\$ 44,573.02
Bulman	\$ 41,620.00

Jilkmिंगgan	\$ 30,899.68
Manyallaluk	\$ 5,055.25
Ngukurr	\$ 170,170.00
Numbulwar	<u>\$ 58,017.26</u>
Total	<u>\$ 396,706.18</u>

Management will report back to Council once a better understanding of the Departments action is obtained.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

1   LA Project Funding.docx

**Summary Local Authority Projects
31 May 2021**

	Funds Received from Department	Funds Allocated by Local Authorities	Surplus/(Deficit) from completed projects	Remaining Unallocated funds
Barunga	\$ 346,539.00	\$ 247,222.32	-\$ 9,160.29	\$ 90,156.39
Beswick	\$ 518,831.00	\$ 454,711.60	\$ 19,176.52	\$ 83,295.92
Borroloola	\$ 915,608.00	\$ 940,232.49	\$ 24,624.49	\$ -
Bulman	\$ 290,040.00	\$ 305,608.90	\$ 62,930.49	\$ 47,361.59
Hodgson Downs	\$ 550,140.00	\$ 477,400.00	\$ -	\$ 72,740.00
Jilkmingan	\$ 300,931.00	\$ 311,770.00	\$ 39,132.55	\$ 28,293.55
Manyallaluk	\$ 96,078.00	\$ 67,115.66	\$ 12,825.41	\$ 41,787.75
Mataranka	\$ 314,963.00	\$ 323,539.94	\$ 10,576.94	\$ 2,000.00
Ngukurr	\$ 1,123,725.00	\$ 966,526.00	\$ 13,363.11	\$ 170,562.11
Numbalwar	\$ 1,068,556.00	\$ 777,830.04	\$ 27,206.26	\$ 317,932.22
Urapunga	\$ 58,800.00	\$ 40,000.00		\$ 18,800.00
Robinson River	\$ 32,500.00			\$ 32,500.00
	\$ 5,584,211.00	\$ 4,911,956.95	\$ 200,675.48	\$ 872,929.53

Barunga Local Authority Project Funding				31 May 2021
Funding Received from Department		\$	346,539.00	
Funds Allocated by Local Authorities		\$	247,222.32	
Surplus/(Deficit) from completed projects		-\$	9,160.29	
Remaining Unallocated funds		\$	90,156.39	
Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
16/10/2018 1113813	Barunga Walking Trail Project	\$ 20,000.00	\$ 1,835.88	10K Allocated on 16.10.18, Additional 10K allocated 30.04.2019; CSC and Muns marked the trail; Jawoyn Association Chair has approved the use of the Jawoyn Seasons Sign and poster from the Sharing Country 30 Year celebration. Need a scope of works. Lack of access to water.
30/4/2019 1113814	Barunga Knowledge Garden	\$ 20,000.00	\$ 1,200.00	10K Allocated on 30.04.2019; Projects team are sourcing the seating. Concept drawings presented to LA. Waiting on feedback from LA.
9/02/2021	Playground Softfall	\$ 10,000.00		Quotes being sought
	Total for current projects in progress	\$ 50,000.00	\$ 3,035.88	
	Total for Completed Projects	\$ 197,222.32	\$ 206,382.61	
	Grand Total	\$ 247,222.32	\$ 209,418.49	

Beswick Local Authority Project Funding		31 May 2021
Funding Received from Department	\$	518,831.00
Funds Allocated by Local Authority Members	\$	454,711.60
Surplus/(Deficit) from completed projects	\$	19,176.52
Remaining Unallocated Funds	\$	83,295.92

Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
24/04/2020	Solid Shade over playground	\$ 170,495.05		Costs estimated at \$ 170,000. Scope has been prepared. LA Allocated \$ 50k extra 9/2/2021. Tender awarded
9/02/2021	Install 2 x solar lights	\$ 20,000.00		Lights installed. Waiting on bill
	Total for Current projects	\$ 190,495.05	\$ 10,450.00	
	Total for Completed projects	\$ 264,216.55	\$ 234,590.03	
	Grand Total	\$ 454,711.60	\$ 245,040.03	

Borroloola Local Authority Project Funding		31 May 2021
Funds Received from Department	\$	915,608.00
Funds Allocated to projects by Local Authority Members	\$	940,232.49
Surplus/(Deficit) from completed projects	\$	24,624.49
Remaining Unallocated funds	\$	-

Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
Pre 2017 1313818	Toilet at Cemetery	\$ 25,000.00	\$ -	Pending Sports Courts development and transfer of existing toilets to the cemetery (after basic upgrade). Should include the steel shade structure attached to the toilet block, as well as a concrete slab under the shade and in front of both toilet entries. The septic tank and its location will also need to be identified. The project team working on this project.
6/2/2020 1313822	Replace Toilet Block at Airport with 2018-19 Funding	\$ 431,164.49	\$ 20,631.47	Commenced - Funded allocated \$ 130,580 on 6.12.18. A further \$ 140,000 on 6.2.2020. \$ 17746.45 allocated 8.10.2020 . Preferred tender submission identified. Confirming site of new block with LA.
	Total for current projects in progress	\$ 456,164.49	\$ 20,631.47	
	Total for Completed projects	\$ 484,068.00	\$ 459,443.51	
	Grand Total	\$ 940,232.49	\$ 480,074.98	

Bulman Local Authority Project Funding			31 May 2021	
Funds Received from Department			\$	290,040.00
Funds allocated to projects by Local Authority Members			\$	305,608.90
Surplus/(Deficit) from completed projects			\$	62,930.49
Remaining unallocated funds			\$	47,361.59
Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
5/12/2018 1413806	Toilet near council office	\$ 97,000.00		\$72,000 was LA allocated on 05/12/2018 and addition allocation of \$25,000 on 22/08/2019 LA meeting. The project is under planning stage. S19 License approved. PWC to be contacted for services response by 31/3/2021.
23/04/2020	Sport & Recreation Hall	\$ 69,088.90		Scope to do an internal and external has been developed by Projects Team. Estimated costs are \$ 260,000. Seeking additional grant funding.
	Total for current projects in progress	\$ 166,088.90	\$ -	
	Total for completed projects	\$ 139,520.00	\$ 76,589.51	
	Grand total	\$ 305,608.90	\$ 76,589.51	

Hodgson Downs Local Authority Project Funding		31 May 2021	
Funds received from Department		\$ 550,140.00	
Funds allocated to projects by Local Authority Members		\$ 477,400.00	
Surplus/(Deficit) from completed projects		\$ -	
Remaining unallocated funds		\$ 72,740.00	

Project ID	Projects	Project Budget	Actual Expenditure	Project Status
16/11/2019 1913802	Road to Town Store	\$ 100,000.00		Proposed budget \$ 86,000 for survey, design & consulting COMMENCED Investigation into cost estimates and additional sources of funds. Report tabled at LA Meeting. No decisions made on project. Contacted AAPA for approvals. Cost roughly \$ 700,000 estimate for fully sealed road.
	Total projects in Progress	\$ 100,000.00		
	Total completed projects	\$ 477,400.00	\$ 377,400.04	

Jilkmिंगgan Local Authority Project Funding				31 May 2021
Funds received from Department		\$	300,931.00	
Funds allocated to projects by Local Authority Members		\$	311,770.00	
Surplus/(Deficit) from completed projects		\$	39,132.55	
Unallocated remaining funds		\$	28,293.55	
Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
6/8/2019 1613801	Playground at the Sport and Recreational Hall Lot 69	\$ 57,000.00	\$ 32,850.00	Waiting on Final playground inspector certification and report. Additional soft fall needs to be installed in outdoor fitness equipment area. Quote received
2/02/2021	Auto irrigation	\$ 12,000.00		Purchased ready to install
2/02/2021	Shade Structure over Playground	\$ 75,000.00		Quotations being sought
6/04/2021 1613815	Alcohol Initiative Signage	\$ 3,000.00	\$ 1,193.80	Signs purchased.
6/04/2021	3 Solar Lights	\$ 24,000.00		Quotations being sought
	Total for current projects in progress	\$ 171,000.00	\$ 32,850.00	
	Total for completed projects	\$ 140,770.00	\$ 100,227.52	
	Grand Total	\$ 311,770.00	\$ 134,271.32	

Manyallaluk Local Authority Project Funding

31 May 2021

Funds Received from Department	\$	96,078.00
Funds allocated to projects by Local Authority Members	\$	67,115.66
Surplus/(Deficit) from completed projects	\$	12,825.41
Remaining Unallocated funds	\$	41,787.75

Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
8/5/2017 1513807	Small slide for little children for park barbecue area	\$ 5,000.00	\$ 8,886.18	Installed. Complete
21/10/2018 1513810	Goal Posts for Oval	\$ 4,870.00	\$ 2,822.50	COMMENCED. Goal posts received and currently at 63 Chardon street yard. Delivery to community and installation location to be finalised. LA to advise ASAP
	Total for current projects in progress	\$ 4,870.00	\$ 2,822.50	
	Total for completed projects	\$ 62,245.66	\$ 49,420.25	
	Grand Total	\$ 67,115.66	\$ 52,242.75	

Mataranka Local Authority Project Funding		31 May 2021
Funding received from Department	\$	314,963.00
Funds allocated to projects by Local Authority Members	\$	323,539.94
Surplus/(Deficit) from completed projects	\$	10,576.94
Remaining Unallocated Funds	\$	2,000.00

Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
Pre 2017 1813810	New Statues project	\$ 150,000.00	\$ 150,000.00	Statues complete and installed - \$ 50k added for upgrades and irrigation. Completed
2/02/2021	ANZAC Cut outs	\$ 500.00		Installed. Waiting on bill
2/02/2021	Museum Glass Sliding Doors	\$ 2,000.00	\$ -	Work done. Donated materials and labour. Complete
2/02/2021	Irrigation System	\$ 1,187.74		
	Total for current projects in progress	\$ 1,687.74	\$ -	
	Total for completed projects	\$ 321,852.20	\$ 311,275.26	
	Grand Total	\$ 323,539.94	\$ 311,275.26	

Ngukurr Local Authority Project Funding				31 May 2021
Funds received from Department			\$	1,123,725.00
Funds allocated to projects by Local Authority Members			\$	966,526.00
Surplus/(Deficit) from completed projects			\$	13,363.11
Remaining Unallocated funds			\$	170,562.11
Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
Pre 2017 2013802	Outdoor Stage Area and communal mural/ball wall at Oval & Community Graffiti board	\$ 166,000.00	\$ 4,227.27	\$ 66k allocated 30/4/2018. Project at the design stage. Oct 2020 meeting with TO and NLC to determine EOI. NLC to be contacted
Pre 2017 2013803	Playground Equipment	\$ 18,000.00	\$ 13,352.50	Playground – Components purchased; Location confirmation to be decided for swing set. LA to be consulted. Site at bottom camp?
30/4/2018 2013809	New Basket Ball Court & Roof	\$ 293,641.00	\$ 68,335.40	The project is currently being designed and scoped to incorporate auxiliary buildings such as showers, toilets and storage to aid Emergency Staging Area. Whole project is in design stage. NTG to Project Manage. Awaiting PWC approvals
10/12/2019 2013812	Community Wet Season project - Tree planting	\$ 1,000.00	\$ 1,000.00	Allocated on 10.12.2019. Plants purchased Completed
29/06/2020	Sport Court Project	\$ 170,000.00		\$ 170k allocated June 20 - \$ 150k from RGRC. Council approved in Budget 2020/21.
	Total for current projects in progress	\$ 648,641.00	\$ 86,915.17	
	Total for completed projects	\$ 317,885.00	\$ 305,521.89	

Grand Total	\$ 966,526.00	\$ 391,437.06
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Numbulwar Local Authority Project Funding				31 May 2021
Funds received from Department			\$	1,068,556.00
Funds allocated to projects by Local Authority Members			\$	777,830.04
Surplus/(Deficit) from completed projects			\$	27,206.26
Remaining Unallocated funds			\$	317,932.22
Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
12/8/2018 2113803	Design and Costing Planning for Oval upgrade	\$ 15,000.00		\$15000 allocated on 12/06/2018; GHD Engineering Consultants are working on the design and costing for the upgrade of the oval; the first site visit and survey has been completed. Design quotes refused as being too high. Work done by MUNS team. Recommend Cancellation
12/6/2018 2113805	New/Upgrade Toilets at the Airport	\$ 97,000.00		\$87,000 allocated on 12/06/2018 \$10,000 allocated on 09/10/2018; Design commenced; Expression of interest with NLC has been lodged. Awaiting response. Location to be discussed with TO's. S19 license approved. Preparing design docs and research for options. report to LA in 3 months
9/10/2017 2113806	Playground equipment.	\$ 106,305.04		Lot - 97 Sports and Rec Hall: \$ 40,000 Allocated on 09/10/2018 \$66,305.04 Allocated on 20/02/2019. Finalising Design. Extra funding needed. Proposed to allocate \$ 159,589.97 (no quorum at LA to decide) Approved to go to tender
	Total for current projects in progress	\$ 218,305.04	\$	-
	Total for completed projects	\$ 559,525.00	\$	532,318.74

Grand Total	\$ 777,830.04	\$ 532,318.74
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Urapunga Local Authority Project Funding

31 May 2021

Funds allocated to projects by Local Authority Members	\$	40,000.00
Surplus/(Deficit) from completed projects	\$	-
Remaining Unallocated funds	\$	18,800.00

Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
18//8/2020	Irrigation	\$ 10,000.00		Scope to be discussed
18//8/2020	Community Hall	\$ 10,000.00		Quotes to be obtained to construct new or upgrade existing
18//8/2020 2313803	Cemetery Gates	\$ 10,000.00	\$ 5,095.00	Scope to be discussed
18//8/2020	Welcome Sign	\$ 10,000.00		Scope to be discussed
	Total for current projects in progress	\$ 40,000.00	\$ 5,095.00	
	Total for completed projects			
	Grand Total	\$ 40,000.00	\$ 5,095.00	

Robinson River Local Authority Project Funding				
				31 May 2021
Funds received from Department			\$ 32,500.00	
Funds allocated to projects by Local Authority Members			\$ -	
Surplus/(Deficit) from completed projects			\$ -	
Remaining Unallocated funds			\$ 32,500.00	
Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
	Total for current projects in progress	\$ -		
	Total for completed projects			
	Grand Total	\$ -	\$ -	

**INFRASTRUCTURE SERVICES & PLANNING DIVISIONAL
RPT**



ITEM NUMBER	19.4
TITLE	Council Projects Status
REFERENCE	1183430
AUTHOR	Dave HERON, Acting General Manager Corporate Services & Sustainability

The report will be conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(i) (c)(iv) (e).

RECOMMENDATION

That the Council notes the Council Projects Status report.

BACKGROUND

Council undertakes projects within its region ranging from construction of new buildings and public spaces to major upgrades to the road network. In the past the procedures in the progression of these projects and reporting of the projects progress to Council has been haphazard. Management has now established a Project Steering Committee (PSC) and a Gate system to track and report on Council's projects. The membership of this committee will be the CEO, General Manager Infrastructure Services and Planning and Assets and Project Manager. Relevant Project Holders will be invited to attend where necessary.

The object of the gated system is to provide milestone checks throughout the life cycle of a project so that the committee is kept up to date and that it can report back to the Council effectively. An idea can be floated by anyone, whether it is by a Councillor, a Local Authority or by management, at which time the project enters the gate system. As a guide the system is for projects that are over \$ 100,000 or that will create a commissioned asset. The Gates are:

- Gate 1 – Strategic Assessment. The Idea would be developed considering:
 - the goals of the council that are published in the Strategic and Regional Plans.
 - the needs analysis for the asset in the delivery of services
 - Identify risks and opportunities
 - Scope of the project
 - Any budget required to further progress the project
- Gate 2 Preliminary Evaluation. The Concept is developed also considering
 - Concept planning including land tenure
 - Initial budget estimates
 - Possible funding sources
 - Communications to stakeholders
 - Options assessments
 - Delivery Strategy and the need for a Project Control Group
- Gate 3 Business Case. The Project Design is further developed for presentation to Council also considering
 - Consultation and communication strategy
 - Detailed plans
 - Detailed budget for construction
 - Application for grant funding or request for use of council reserves
 - Delivery and procurement strategy

- Schedule of works and estimated delivery time
- Gate 4 Readiness for Services. The Project Construction is complete and the asset is ready for commissioning also considering
 - Hand over strategy
 - Operations and maintenance strategy
 - Regulatory approvals
 - Operational resource strategy
 - Lessons learned

A Project must be presented with a recommendation at each Gate to the Project Steering Committee for approval to proceed to the next gate. The relevant Project Holder then proceeds and prepares another report to the PSG for approval to proceed to the next Gate.

ISSUES/OPTIONS/SWOT

- This report is an opportunity to advise Council of new proposed projects and highlight the progress of important projects. New projects being considered:
 - Nil
- Project updates
 - The construction of the Borroloola Cyclone Shelter requires the relocation of the ablution block and youth centre currently on the lot. The projects team are undertaking options studies and referring to the Local Authority
 - Discussions are being held with contractors to get a best price for the works on the internal roads. Discussions are also being held with the NLC to obtain a license for a gravel pit which will save on costs
- Projects completed or cancelled in 2020/21
 - Barunga – Upgrade to Lot 282 Ablution Block
 - Borroloola – Construction of caged shed at MUNS yard
 - Borroloola – Rocky Creek Bridge
 - Manyallaluk – Access Road Resheet
 - Mataranka – Cemetery upgrades
 - 63 Chardon Street – Enclosing of the Crib room
 - Roof at Jilkminggan basketball court – cancelled (LA Project)
 - Mataranka – Statues Project

FINANCIAL CONSIDERATIONS

Nil. The Project Steering Committee is formed within the Organisational Structure of existing council budgets.

ATTACHMENTS

1   Project Progress Report 04062021.pdf

MAJOR PROJECT GATEWAY STATUS REPORT

Project Name	Gates				Project Budget	Actual YTD & WIP	Funding	Notes
	1	2	3	4				
Barunga								
Lot 221 Relocate Night Patrol					20,000.00		RGRC	Propose move to dump
Lot 198 New Library @ Council Office								Recommend Gate 1 review
Lot 222 Relocate Ablution Block					20,000.00		RGRC	Relocate to Cemetery
Oval - 2 x Coaches Boxes					70,000.00		RGRC	Contracted to Jawoyn
Telecommunications Upgrades					130,000.00	103,195.08	RGRC	100% Complete
Bottom Camp and Bagala Road					51,510.00	51,510.00	RGRC	Discussions with NT Housing
Beswick								
Telecommunications Upgrades					130,000.00	103,195.08	RGRC	100% Complete
Madigan Road Intersection					110,000.00	19,404.91	RGRC	With consultants
Shade Sail over Playground					170,495.05		LA	Tender awarded
Borroloola								
Lot 391 - VOQ Development								
Dump - Office and ablutions								Concept designs being done
Sports Courts					596,364.00	496,364.00	Grant	Project Managed by NTG
Cyclone Shelter					3,500,000.00	2,900,000.00	Grant	Project Managed by NTG
Lot 784 Showground Power & Irrigation Upgrade					270,000.00	4,000.00	RGRC	Tenders received and report being prepared for Council
Community Business Hub					2,000,000.00	11,518.75	RGRC	Recommend cancellation
Anyula & Robinson Road street lighting					112,000.00		RGRC	Audit to be done following light upgrades
Telecommunications Upgrades					130,000.00	103,195.08	RGRC	90% Complete
Toilet at Airport					431,164.00	20,631.47	LA	Tenders received. Preparing Gate 3 proposal
Anyula Street Blackspot					533,577.00	523.00	Grant	Tender awarded
Relocate Ablution block to Cemetery								
Relocate Youth Centre								
Bulman								
Dump fence					65,000.00		RGRC	Scoping
Telecommunications Upgrades					130,000.00	103,195.08	RGRC	90% Complete
Community Ablution Block					140,000.00		Grant/LA	Refer to the LA
Local roads drainage & reseal					710,600.00		RGRC	Delay for site access issues
Sports Hall Renovation					69,088.90		LA	Insufficient budget. Refer to LA
Manyallaluk								
Telecommunications Upgrades					130,000.00	103,195.08	RGRC	90% Complete
Playground Softfall					40,000.00		RGRC	Insufficient budget. \$100k needed
Stage 1 road drainage works					430,000.00	523.00	RGRC	Tender awarded
Staff Housing at Council Office								
Jilkminggan								
Council office upgrades					100,000.00		RGRC	Rescoping with Engineer
Telecommunications Upgrades					130,000.00	103,195.08	RGRC	100% Complete
Shade Structure over Playground					75,000.00		LA	
Mataranka								
Community Services Hub					2,434,659.50	8,472.00	RGRC/Grant	PCG being created
Upgrade Aged Care					125,000.00	86,263.04	Grant	Ablutions completed
Staff house purchase					450,000.00	42,000.00	RGRC	Deposit paid
Telecommunications Upgrades					130,000.00	103,195.08	RGRC	90% Complete
Ginty Airstrip Resurfacing					108,460.00	5,600.00	RGRC	Need to rescope with additional grant funding
Park Statues					250,000.00	250,000.00	RGRC/LA	Completed
Cemetery Car Park					327,957.00	306,988.19	RGRC	Completed
Ngukurr								
Aged Care upgrade					265,000.00	3,297.91	Grant	Recommend cancellation
Sports Courts					500,000.00	511,439.10	Grant	Project Managed by NTG
Sports Courts Drainage								Consulting with NTG
River Pump Spurline					100,000.00		RGRC	No need. Recommend cancelation

MAJOR PROJECT GATEWAY STATUS REPORT

Project Name	Gates				Project Budget	Actual YTD & WIP	Funding	Notes
	1	2	3	4				
Freight Hub					1,518,624.00	1,437,812.25	Grant	Completion due May/June 2021
Telecommunications Upgrades					130,000.00	103,195.80	RGRC	90% Complete
Outdoor Stage					166,000.00		LA	Land tenure issues
Basketball Court					293,641.00		LA	
Lot 394 Ablution Block					70,000.00		RGRC	Completed. Waiting on bill
Numbulwar								
Lot 158 Staff house renovation					125,000.00		RGRC	Contractor engaged
Lot 156 Staff House rebuild					100,000.00		RGRC	Working with CDP
Aged Care upgrade					110,000.00		Grant	Recommend cancellation
Ablution Block					150,000.00		Grant/LA	Additional funding needed. Report to LA
Telecommunications Upgrades					130,000.00	103,195.80	RGRC	100% complete
Playground Equipment					106,305.04		RGRC	Tenders to be issued
Local Roads upgrade					489,289.00	523.00	Grant	In procurement phase
Robinson River								
Oval Upgrade					500,000.00	335,510.00	Grant	Completed, Waiting on inspection
Katherine								
Chardon St Outstations Shed					165,000.00		RGRC	New plan needed
2 Crawford St Internal works					180,000.00		RGRC	Rescoping
29 Crawford St upgrades					150,000.00		RGRC	Waiting on inspector report

Gate #	Project Phase
Gate 1	Idea
Gate 2	Concept
Gate 3	Design
Gate 4	Construct