



# **AGENDA**

## **ORDINARY MEETING OF COUNCIL**

### **TUESDAY, 26 OCTOBER 2021**

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

Tuesday, 26 October 2021 at  
The Council Chambers Roper Gulf Regional Council Support Centre  
2 Crawford Street, Katherine, NT

Your attendance at the meeting will be appreciated.

A handwritten signature in blue ink, appearing to be "Marc Gardner", is written over the wavy graphic.

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 Confirmation of previous Confidential Session Minutes- 28 July 2021  
*The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(d).*
- 20.2 Artback NT Proposal  
*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) (c)(iv) (e).*
- 20.3 By-Laws  
*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).*
- 20.4 Legal Expenses and Insurance Coverage Issues  
*The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(a) (c)(i) (c)(ii) (c)(iii) (c)(iv) (d) (e).*
- 20.5 Continued lease of part of lot 317, Township of Ngukurr  
*The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(a) (b) (c)(i) (c)(ii) (c)(iii) (c)(iv) (d) (e).*
- 20.6 Local Government 2030 Draft Strategy  
*The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(e).*
- 20.7 Recruitment of CEO

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

20.8 Appointment of Acting Chief Executive Officer

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

**RESUMPTION OF MEETING**

**21 CLOSE OF MEETING**

## **CONFIRMATION OF PREVIOUS MINUTES**

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<b>ITEM NUMBER</b>	6.1
<b>TITLE</b>	Ordinary Meeting of Council - 29 September 2021
<b>REFERENCE</b>	1209313
<b>AUTHOR</b>	Bhumika ADHIKARI, Governance Officer

### **RECOMMENDATION**

**That Council confirms the minutes from the meeting held on 29 September 2021 and affirms them to be a true and accurate record of that meetings decisions and proceedings.**

### **BACKGROUND**

The Council met on 29 September 2021 for its Ordinary Meeting that was held in Katherine.

### **ISSUES/OPTIONS/SWOT**

Attached are the recorded minutes of that meeting for Council's review and confirmation.

The next Ordinary Meeting is scheduled on 16 December 2021 at 8:30am in Katherine.

### **FINANCIAL CONSIDERATIONS**

Nil.

### **ATTACHMENTS**

1   Ordinary Meeting of Council 2021-09-29 [1903] Minutes.DOCX



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, ORDINARY MEETING  
HELD AT THE COUNCIL CHAMBERS ROPER GULF REGIONAL COUNCIL  
SUPPORT CENTRE  
2 CRAWFORD STREET, KATHERINE, NT  
ON WEDNESDAY, 29 SEPTEMBER 2021 AT 8:30 AM

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## **1 PRESENT MEMBERS/STAFF/GUESTS**

### **1.1 Elected Members**

- Mayor Tony JACK;
- Deputy Mayor Judy MacFARLANE;
- Councillor Helen LEE;
- Councillor Selina ASHLEY;
- Councillor John DALYWATER;
- Councillor Samuel EVANS;
- Councillor Gadrian HOOSAN;
- Councillor Annabelle DAYLIGHT;
- Councillor Patricia FARRELL;
- Councillor Owen TURNER;
- Councillor Jana DANIELS;
- Councillor Edwin NUNGGUMAJBARR; and
- Councillor David MURRUNGUN.

### **1.2 Staff**

- Marc GARDNER, Acting Chief Executive Officer;
- Cristian COMAN, Manager Corporate Compliance;
- Chloe IRLAM, Governance Engagement Coordinator (Minute Taker);
- Bhumika ADHIKARI, Executive Administration Support Officer; and
- Bethany O'SULLIVAN, Communications Coordinator.

### **1.3 Guests**

- Amanda HAIGH, Department of Chief Minister and Cabinet;
- Jake QUINLIVAN, Department of Chief Minister and Cabinet;
- Rod HOFFMAN, Department of Chief Minister and Cabinet;
- Miranda HALLIDAY, Department of Chief Minister and Cabinet;
- Alec MOYLAN, Department of Chief Minister and Cabinet;
- Kallum PECKHAM-McKENZIE, Department of Chief Minister and Cabinet;
- Alfred FARRELL, Department of Chief Minister and Cabinet; and

- Will BRIDGEMAN, Department of Chief Minister and Cabinet.

## 2 MEETING OPENED

The Ordinary Meeting of Council Meeting opened at 0830

## 3 WELCOME TO COUNCIL

The Acting Chief Executive Officer welcomed members, staff and guests and the Roper Gulf Regional Council Pledge was read.

## 4 APOLOGIES AND LEAVE OF ABSENCE

Nil

## 5 QUESTIONS FROM THE PUBLIC

Nil

## 6 CONFIRMATION OF PREVIOUS MINUTES

## 7 BUSINESS ARISING FROM PREVIOUS MINUTES

## 8 CALL FOR ITEMS OF OTHER GENERAL BUSINESS

Nil

## 9 DISCLOSURES OF INTEREST

There were no declarations of interest at this Ordinary Meeting of Council.

## 10 EXECUTIVE REPORTS

### 10.1 FORMAL SWEARING IN AND OATH OF OFFICE

All newly Elected Members were formally sworn-in by the Acting Chief Executive Officer, reciting the Affirmation of Office.

**Affirmation:**

*I, Name SURNAME, promise that I will well and truly serve the people of the Roper Gulf region as a Councillor on the Roper Gulf Regional Council without fear or favour, affection or ill-will, and that while I continue to be a Councillor I will to the best of my skill and knowledge perform the functions of the Office of Councillor lawfully, impartially and in good faith.*

### 10.2 ELECTION OF MAYOR AND DEPUTY MAYOR

100/2021 RESOLVED (Selina ASHLEY/Samuel EVANS)

CARRIED

That Council;

- (a) Approves the principal member to continue to bear the title of Mayor;
- (b) Undertakes a secret ballot for the appointment of its Mayor and Deputy Mayor in accordance with Section 61 of the *Local Government Act 2019*; and
- (c) Appoints Tony JACK as Mayor of Roper Gulf Regional Council for the term of



**Council**

*N.B. The election of the Mayor and Deputy Mayor was undertaken by way of secret ballot that was scrutinised by Amanda HAIGH and Jake QUINLIVAN of the Department of Chief Minister and Cabinet. The results of which were publicly declared in open session. The decision to hold a secret ballot was unanimous.*

*The results were publicly declared as follows;*

*Mayor:*

*Cr MacFARLANE; (self-nominated) 6*

*Cr JACK (nominated by Cr DALYWATER); 7*

*Deputy Mayor:*

*Cr LEE (nominated by Cr JACK); 4*

*Cr MacFARLANE (nominated by Cr DAYLIGHT); 9*

**10.3 DEPUTY MAYOR**

**101/2021 RESOLVED (Helen LEE/Judy MacFARLANE)**

**CARRIED**

**That Council;**

- (a) Approves the Deputy Principal Member to carry the title of Deputy Mayor; and**
- (b) Appoints Councillor Judy MacFARLANE as Deputy Mayor for a term of 2 years.**

*N.B. The decision pertaining to length of term of the Deputy Mayor was decided by Council by way a of show of hands and this was done in open session, the results of which are as follows;*

*Those in favour of two (2) year term: 7*

*Those in favour of four (4) year term: 6*

*Council adjourned for official photographs and morning tea, the time being 09:58 AM*

*Council resumed the meeting, the time being 10:49 AM*

*Councillor Selina ASHLEY left the meeting, the time being 10:49 AM*

*Councillor Selina ASHLEY returned to the meeting, the time being 10:54 AM*

**10.3 MAYORAL CASTING VOTE**

**102/2021 RESOLVED (Judy MacFARLANE/Annabelle DAYLIGHT)**

**CARRIED**

**That Council decides that the Mayor has a casting vote for the duration of its Term by adopting the CL005 Meetings Procedure Policy:**

- (a) Option A – The Mayor has a Casting Vote;**

**10.4 FORMAL DECLARATION OF INTERESTS**

**103/2021 RESOLVED (Helen LEE/Owen TURNER)**

**CARRIED**

**All Elected Members formally declared interests according to law.**

**10.5 COUNCIL MEETINGS**

**104/2021 RESOLVED (Patricia FARRELL/David MURRUNGUN)**

**CARRIED**

**That Council:**

- (a) Resolves to meet bi-monthly and prescribes its meeting dates for its coming Term as the fourth (4<sup>th</sup>) Wednesday of each sitting Month, unless otherwise amended by way of resolution; and**
- (b) Resolves to hold an Ordinary Meeting on 26 October 2021.**

**10.6 COUNCIL COMMITTEES**

105/2021 RESOLVED (Edwin NUNGGUMAJBARR/Samuel EVANS)

CARRIED

That Council:

- (a) Receives and notes this report;
- (b) Appoints the following Elected Members to the Audit Committee;
  - Councillor HOOSAN;
  - Councillor MURRUNGUN; and
  - Councillor DALYWATER;
- (c) Continues with the appointment of the Independent Members of the Audit Committee, however, noting that Member Garry LAMBERT is unable to continue with his tenure beyond calendar year 2021, formal Expression of Interests are invited from suitably qualified persons to be considered at the next Ordinary Meeting;
- (d) Appoints a Finance and Infrastructure Committee, to have the same delegated function of its previous (third term) Finance Committee;
- (e) Requests for formal Terms of Reference for the Finance and Infrastructure Committee to be presented to the next Ordinary Meeting;
- (f) Appoints the following Elected Members to the Finance and Infrastructure Committee;
  - The Mayor;
  - The Deputy Mayor;
  - Councillor EVANS;
  - Councillor LEE;
  - Councillor TURNER;
  - Councillor DAYLIGHT; and
  - Councillor NUNGGUMAJBARR;
- (g) Confirms the continuation of the independent members on Council Committees

## 10.7 COUNCIL POLICIES

106/2021 RESOLVED (Selina ASHLEY/David MURRUNGUN)

CARRIED

That Council receives and notes the Council Polices Report.

## 11 CONFIRMATION OF PREVIOUS COMMITTEE MEETING MINUTES

### 6.1 ORDINARY MEETING OF COUNCIL - 28 JULY 2021

107/2021 RESOLVED (Judy MacFARLANE/Selina ASHLEY)

CARRIED

That Council confirms the minutes from the meeting held on 28 July 2021 and affirms them to be a true and accurate record of that meetings decisions and proceedings

### 7.1 RESOLUTION LIST

108/2021 RESOLVED (Owen TURNER/Patricia FARRELL)

CARRIED

That Council;

- (a) Receive and note the Action List;
- (b) Refers item 76/2021 to the Ngukurr Local Authority for discussion; and
- (c) Requests the former clinic buildings be assessed for condition and a report be provided to the Ngukurr Local Authority.

### 11.1 CONFIRMATION OF PREVIOUS COMMITTEE MEETING MINUTES

109/2021 RESOLVED (Helen LEE/Selina ASHLEY)

CARRIED

That Council;

- (a) Receives and notes the Roads Committee Meeting; and
- (b) Receives and notes the Finance Committee Meeting Previous Minutes report

**12 INCOMING CORRESPONDENCE****12.1 INCOMING CORRESPONDENCE****110/2021 RESOLVED (Annabelle DAYLIGHT/David MURRUNGUN)****CARRIED****That Council;**

- (a) Accepts the incoming correspondence report; and**
- (b) Sends its formal congratulations to the newly elected members of its Northern Territory Local Government counterparts**

*Councillor Edwin NUNGUMAJBARR left the meeting, the time being 11:16 AM**Councillor Edwin NUNGUMAJBARR returned to the meeting, the time being 11:18 AM**Deputy Mayor Judy MacFARLANE left the meeting, the time being 11:20 AM**Deputy Mayor Judy MacFARLANE returned to the meeting, the time being 11:21 AM**Councillor Jana DANIELS left the meeting, the time being 11:25 AM***13 OUTGOING CORRESPONDENCE****13.1 OUTGOING CORRESPONDENCE****111/2021 RESOLVED (Selina ASHLEY/Owen TURNER)****CARRIED****That Council:**

- (a) Notes the outgoing correspondence; and**
- (b) Requests for Northern Territory Government to provide clarity and explanation on the application of liquor restrictions across the Northern Territory, especially in remote regions.**

*Cr. TURNER notes inconsistencies on dry and wet (alcohol) provisions across the Northern Territory (NT), noting that some locations have a permit system for the consumption of alcohol while others do not. Cr. TURNER further notes, with concern, the displacement effect of blanket liquor prohibition in remote communities, pointing out that the incentive for perspective drinkers to move from alcohol consumption to prohibited drugs, or illicit home-brew, and associated black market activities.*

*DM MacFARLANE notes and supports permit system, however expresses significant concerns on impact of liquor sales, especially as it occurred in Mataranka.*

*Councillor Jana DANIELS returned to the meeting, the time being 11:29 AM**Councillor Samuel EVANS left the meeting, the time being 11:29 AM**Cr Samuel EVANS returned to the meeting, the time being 11:32 AM***14 WARD REPORTS****14.1 NEVER NEVER WARD REPORT****112/2021 RESOLVED (Judy MacFARLANE/Patricia FARRELL)****CARRIED****That Council:**

- (a) Receives and notes the Never Never Ward Report;**
- (b) Receives and notes from the Mataranka Local Authority (provisional) meeting held on 03 August 2021;**
- (c) Approves the recommendations from the Jilkminggan Local Authority meeting held on 03 August 2021;**
- (d) Appoints the following Elected Member(s) to the following Local Authorities in accordance with Section 77 of the Local Government Act 2019:**
  - Mataranka Local Authority:**  
**Deputy Mayor MacFARLANE, Councillor DAYLIGHT, Councillor FARRELL**
  - Jilkminggan Local Authority:**  
**Deputy Mayor MacFARLANE, Councillor DAYLIGHT, Councillor FARRELL**
  - Minyerri Local Authority:**

Deputy Mayor MacFARLANE, Councillor FARRELL, Councillor DAYLIGHT

#### 14.2 NYIRANGGULUNG WARD REPORT

113/2021 RESOLVED (Selina ASHLEY/John DALYWATER)

CARRIED

That Council:

- (a) Receives and notes the Nyirranggulung Ward Report;
- (b) Approves the recommendations from the Beswick Local Authority meeting held on 09 August 2021;
- (c) Approves the recommendations from the Barunga Local Authority meeting held on 10 August 2021;
- (d) Approves the recommendations from the Bulman Local Authority meeting held on 10 August 2021;
- (e) Appoints the following Elected Member(s) to the following:
  - Barunga Local Authority:  
Councillor LEE
  - Beswick Local Authority  
Councillor ASHLEY
  - Manyallaluk Local Authority  
Councillor ASHLEY and Councillor LEE
  - Bulman Local Authority  
Councillor DALYWATER and Councillor ASHLEY;
- (g) Notes that the Beswick Local Authority Meeting did indeed attain a quorum at its Meeting on 09 August 2021; and
- (h) Notes that the Deputy Mayor tendered her apologies at the Bulman Local Authority Meeting, as she was not in attendance, and notes further attendance amendments

#### 14.3 NUMBULWAR NUMBIRINDI WARD REPORT

114/2021 RESOLVED (Edwin NUNGGUMAJBARR/Patricia FARRELL)

CARRIED

That Council;

- (a) Receives and notes the Numbulwar Numbirindi Ward Report;
- (b) Appoints the following Elected Member(s);
  - Numbulwar Local Authority:  
Councillor MURRUNGUN and Councillor NUNGGUMAJBARR

#### 14.4 YUGUL MANGI WARD REPORT

115/2021 RESOLVED (Owen TURNER/Jana DANIELS)

CARRIED

That Council;

- (a) Receives and notes the Yugul Mangi Ward Report; and
- (b) Appoints the following Elected Members to the following Yugul Mangi Ward Local Authorities:
  - Ngukurr Local Authority:  
Councillor TURNER and Councillor DANIELS
  - Urapunga Local Authority  
Councillor TURNER and Councillor DANIELS

#### 14.5 SOUTH WEST GULF WARD REPORT

116/2021 RESOLVED (Samuel EVANS/Gadrian HOOSAN)

CARRIED

That Council;

- (a) Receives and notes the South West Gulf Ward Report;
- (b) Approves the recommendations from the Borrooloola Local Authority meeting held on 05 August 2021;
- (c) Appoints the following Elected Members to the following South West Gulf Ward Local Authorities:
  - Borrooloola Local Authority  
Mayor JACK, Councillor EVANS, and Councillor HOOSAN;
  - Robinson River Local Authority  
Mayor JACK, Councillor EVANS, and Councillor HOOSAN

## 15 GENERAL BUSINESS

### 15.1 MEETING CALENDAR

117/2021 RESOLVED (David MURRUNGUN/Selina ASHLEY)

CARRIED

That Council prescribes the Local Authority Meeting Dates to sit as follows:

- (a) Beswick and Manyallaluk 11 October 2021;
- (b) Barunga 12 October 2021;
- (c) Bulman 14 October 2021;
- (d) Minyerri 18 October 2021;
- (e) Ngukurr and Urapunga 19 October 2021;
- (f) Numbulwar 20 October;
- (g) Jilkmingaan and Mataranka 09 November 2021;
- (h) Robinson River and Borrooloola 11 November 2021; and
- (i) Remainder of 2021 calendar to remain unchanged.

## 16 DEPUTATIONS AND PETITIONS

## 17 COMMUNITY SERVICES AND ENGAGEMENT DIVISIONAL REPORT

## 18 CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT

### 18.2 DELEGATIONS MANUALS

118/2021 RESOLVED (Owen TURNER/Selina ASHLEY)

CARRIED

That the Council adopts the Organisational Delegations Manual, and the Financial Delegation Manual

*Council adjourned for lunch, the time being 1208hrs*

### 18.3 COMMUNITY GRANTS COMMITTEE

119/2021 RESOLVED (Edwin NUNGGUMAJBARR/Selina ASHLEY)

CARRIED

That Council;

- (a) Delegates authority to the Chief Executive Officer to administer the Community Grants Program;
- (b) Prescribes Minor Grants as up to \$3,000;
- (c) Prescribes Major Grants as up to \$5,000;
- (d) Within Council prescribed guidelines; and

- (e) Increases the budget for the Community Grants Program from \$65,000 per annum to \$80,000 per annum.

*Council resumed meeting, the time being 12:50pm*

*Councillor Edwin NUNGGUMAJBARR left the meeting, the time being 12:51 PM*

*Councillor Edwin NUNGGUMAJBARR returned to the meeting, the time being 12:52 PM*

#### 18.1 NOMINATIONS FOR CASUAL VACANCIES LGANT EXECUTIVE

120/2021 RESOLVED (Helen LEE/David MURRUNGUN) CARRIED

That Council nominates the following Elected Members to act as its representatives to the Local Government Association of the Northern Territory (LGANT):

- Mayor Tony JACK;
- Councillor Samuel EVANS.

#### 18.4 AUTHORISED OFFICER MANAGEMENT OF APPOINTMENTS

121/2021 RESOLVED (Judy MacFARLANE/Annabelle DAYLIGHT) CARRIED

That Council, in accordance with Section 167 (l) of the *Local Government Act 2019* (the Act), delegates to the Chief Executive Officer the management and appointment of Authorised Persons as prescribed at Part 9.7 of the Act.

#### 18.5 VARIATION TO 2021-2023 MUNICIPAL AND ESSENTIAL SERVICES, HOUSING MAINTENANCE SERVICES AND HOMELANDS JOBS GRANT AGREEMENT

122/2021 RESOLVED (Selina ASHLEY/David MURRUNGUN) CARRIED

That Council:

- a) Approves the variation to its Municipal and Essential Services, Housing Maintenance Services, and Homelands Jobs 2021-24 Deed of Agreement, by signing, dating, and affixing the Common Seal to one copy of the Deed of Variation; and
- b) Acknowledges the Territory Government in respect of the funding provided.

*Cr Samuel EVANS left the meeting, the time being 01:11 PM*

#### 18.6 LGANT - ELECTED MEMBER INDUCTION SYMPOSIUM

123/2021 RESOLVED (Patricia FARRELL/Annabelle DAYLIGHT) CARRIED

That Council receives and notes this report pertaining to the Local Government Association of the Northern Territory's Elected Member Induction Symposium.

*Cr Samuel EVANS returned to the meeting, the time being 01:14 PM*

#### 18.7 COUNCIL'S FINANCIAL REPORT AS AT 31.08.2021

124/2021 RESOLVED (Owen TURNER/David MURRUNGUN) CARRIED

That the Council;

- (a) Receives and notes the financial reports as at 31 August 2021; and
- (b) Requests that the Barunga and Ngukurr expenditure reports to be recompiled and reissued noting its incorrect information as originally published.

#### 19 INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT

#### 20 CLOSED SESSION

**DECISION TO MOVE TO CLOSED SESSION**

125/2021 **RESOLVED (Judy MacFARLANE/Samuel EVANS)**

*CARRIED*

Members of the press and public be excluded from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with Section 65(2) of the Local Government Act, 2008 as the items lists come within the following provisions:-

- 20.1 Confirmation of previous Confidential Session Minutes- 28 July 2021** - *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(d).*
- 20.2 Recruitment of a Chief Executive Officer** - *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(a) (d).*

**RESUMPTION OF MEETING**

**RECOMMENDATION:**

**That Council moved to return to the open session of the Ordinary Meeting of Council and declared the resolutions made in the confidential session not be available to the public in accordance with the *Local Government Act 2008, section 201.***

**21 CLOSE OF MEETING**

The meeting terminated at ..... am/pm.

This page and the preceding pages are the minutes of the Ordinary Meeting of Council held on Wednesday, 29 September 2021 and will be confirmed at the next meeting.

---

Mayor Tony JACK  
Confirmed on Tuesday, 26 October 2021.

**BUSINESS ARISING FROM PREVIOUS MINUTES**



**ITEM NUMBER** 7.1  
**TITLE** Action List  
**REFERENCE** 1221436  
**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**

The Action List is a summary of tasks that Council has requested be undertaken by Council Staff. The Action List is a **non-authoritative** reference document for Business Arising out of Previous Minutes. The highlighted points are the actionable item of each **resolved** matter

**ACTION LIST**

**7.1 ACTION LIST**

**REPORT IN AGENDA?**

*1/2021 RESOLVED (Samuel EVANS/Edwin NUNGGUMAJBARR) CARRIED*

**That Council:**

- (a) **Receives and notes the Action List;**
- (b) **Requests for an invitation to be sent to NLC to attend the 18 August Numbulwar Local Authority Meeting in relation to a new waste management facility and cemetery;**
- (c) **Requests for medical equipment from NT Health at Ngukurr to be sent to Mataranka (item 7.1); and**
- (c) **Approves the removal of completed items.**

**NO  
 LA Meeting  
 Cancelled**



**10.6 COUNCIL COMMITTEES****105/2021 RESOLVED (Edwin NUNGGUMAJBARR/Samuel EVANS)***CARRIED***That Council:**

- (a) Receives and notes this report;
- (b) Appoints the following Elected Members to the Audit Committee;
  - Councillor HOOSAN;
  - Councillor MURRUNGUN; and
  - Councillor DALYWATER;
- (c) Continues with the appointment of the Independent Members of the Audit Committee, however, noting that Member Garry LAMBERT is unable to continue with his tenure beyond calendar year 2021, formal Expression of Interests are invited from suitably qualified persons to be considered at the next Ordinary Meeting;
- (d) Appoints a Finance and Infrastructure Committee, to have the same delegated function of its previous (third term) Finance Committee;
- (e) Requests for formal Terms of Reference for the Finance and Infrastructure Committee to be presented to the next Ordinary Meeting;**
- (f) Appoints the following Elected Members to the Finance and Infrastructure Committee;
  - The Mayor;
  - The Deputy Mayor;
  - Councillor EVANS;
  - Councillor LEE;
  - Councillor TURNER;
  - Councillor DAYLIGHT; and
  - Councillor NUNGGUMAJBARR
- (g) Confirms the continuation of the independent members on Council Committees.

**YES**

**7.1 RESOLUTION LIST**

108/2021 RESOLVED (Owen TURNER/Patricia FARRELL) *CARRIED*

That Council;

- (a) Receive and note the Action List;
- (b) Refers item 76/2021 to the Ngukurr Local Authority for discussion; and
- (c) Requests the former clinic buildings be assessed for condition and a report be provided to the Ngukurr Local Authority.

*NO  
LA  
Meeting  
Cancelled*

**13.1 OUTGOING CORRESPONDENCE**

111/2021 RESOLVED (Selina ASHLEY/Owen TURNER) *CARRIED*

That Council:

- (a) Notes the outgoing correspondence; and
- (b) Requests for Northern Territory Government to provide clarity and explanation on the application of liquor restrictions across the Northern Territory, especially in remote regions.

*NO*

**18.3 COMMUNITY GRANTS COMMITTEE**

119/2021 RESOLVED (Edwin NUNGGUMAJBARR/Selina ASHLEY) *CARRIED*

That Council;

- (a) Delegates authority to the Chief Executive Officer to administer the Community Grants Program;
- (b) Prescribes Minor Grants as up to \$3,000;
- (c) Prescribes Major Grants as up to \$5,000;
- (d) Within Council prescribed guidelines; and
- (e) Increases the budget for the Community Grants Program from \$65,000 per annum to \$80,000 per annum.

*YES*

*To be  
tabled at  
Budget  
Review*

**18.7 COUNCIL'S FINANCIAL REPORT AS AT 31.08.2021**

**124/2021 RESOLVED (Owen TURNER/David MURRUNGUN)**

*CARRIED*

**YES**

**That the Council;**

**(a) Receives and notes the financial reports as at 31 August 2021; and**

**(b) Requests that the Barunga and Ngukurr expenditure reports to be recompiled and reissued noting its incorrect information as originally published.**

**ATTACHMENTS**

There are no attachments for this report.

**CONFIRMATION OF PREVIOUS COMMITTEE MEETING MINUTES**

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<b>ITEM NUMBER</b>	10.1
<b>TITLE</b>	Confirmation of Previous Committee Meeting Minutes
<b>REFERENCE</b>	1223261
<b>AUTHOR</b>	Bhumika ADHIKARI, Governance Officer

**RECOMMENDATION**

**That Council receives and notes this report.**

**BACKGROUND**

The Audit Committee met on Wednesday 13 October 2021 having attained a Quorum.

**ISSUES/OPTIONS/SWOT**

The minutes of the Audit Committee are yet to be finalised and thus unavailable for this report.

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS**

**INCOMING CORRESPONDENCE**

**ITEM NUMBER** 11.1  
**TITLE** Incoming Correspondence  
**REFERENCE** 1209151  
**AUTHOR** Bhumika ADHIKARI, Governance Officer

**RECOMMENDATION**

**That Council accepts the incoming correspondence report.**

Item No.	Date Received	Sender	Sent To	Correspondence Details	InfoXpert Number
01	26/08/2021	Louise PARTOS, Executive Officer Artback NT	Marc GARDNER, Acting Chief Executive Officer	Artback NT- Festival Funding/ Community Grants Program	1209085
02	29/09/2021	Maree DE LACEY	Marc GARDNER, Acting Chief Executive Officer	2021-2022 Waste and Resource Management Grant Program	1223205
03	01/10/2021	Greg OLIVER, Environmental Approvals Specialist	Virginya BOON, Manager Community Projects and Engagement	Amendment of the Nathan River Resources Waste Discharge Licence	1209168
04	07/10/2021	Shaun DRABSCH	Marc GARDNER, Acting Chief Executive Officer	McArthur River Mine Community Reference Group –call for nominations	1221389
05	13/10/2021	Maree De LACEY, Executive Director Local Government and Regional Development	Marc GARDNER, Acting Chief Executive Officer	Professional Development for Elected Members	1222930
06	18/10/2021	Susan KING, Regional Weed Manager, Katherine, Department of Environment, Parks and Water Security	Marc GARDNER, Acting Chief Executive Officer	Mapping, and Monitoring of Gamba Grass Zone A – Eradication Zone	1223155

**ATTACHMENTS**

There are no attachments for this report.

**OUTGOING CORRESPONDENCE**

**ITEM NUMBER** 12.1  
**TITLE** Outgoing Correspondence  
**REFERENCE** 1209158  
**AUTHOR** Bhumika ADHIKARI, Governance Officer

**RECOMMENDATION**

**That Council notes the outgoing correspondence**

Item No.	Date Sent	Sender	Sent To	Correspondence Details	InfoXpert Number
01	24/09/2021	Marc GARDNER, Acting Chief Executive Officer	The Ho. Selena UIBO MLA Member for Arnhem Parliament House	Condolence letter	1206816
02	01/10/2021	Marc GARDNER, Acting Chief Executive Officer	Garry LAMBERT	Service-Independent Member of Audit Committee	1207962
03	01/10/2021	Marc GARDNER, Acting Chief Executive Officer	Carolyn EAGLE	Appointment-Independent Member of Audit Committee	1209308
04	01/10/2021	Marc GARDNER, Acting Chief Executive Officer	Awais UR REHMAN	Appointment-Independent Member of Finance Committee	1209309

**ATTACHMENTS**

There are no attachments for this report.

**WARD REPORT**

<b>ITEM NUMBER</b>	13.1
<b>TITLE</b>	Never Never Ward Report
<b>REFERENCE</b>	1209316
<b>AUTHOR</b>	Bhumika ADHIKARI, Governance Officer

**RECOMMENDATION**

**That Council;**

- (a) Receives and notes the Never Never Ward Report;**
- (b) Approves the revoking of Clive ROBERTS Minyerri Local Authority membership; and**
- (c) Requests the Acting Chief Executive Officer call for a 21 day nomination period to fill two (2) vacant positions on the Minyerri Local Authority.**

**BACKGROUND**

The Never Never Ward is comprised of the Mataranka Local Authority, Jilkmिंगgan Local Authority, Minyerri (Hodgson Downs) Local Authority and the townships of Larrimah and Daly Waters.

Council postponed the Mataranka and Jilkmिंगgan Local Authority meeting on 09 November 2021, as decided in the 29 September 2021 Ordinary Meeting of Council;

The Minyerri Local Authority met and held a meeting on 18 October 2021. The meeting began as a Provisional, however due to the late arrival of a Councilor, the meeting changed to a Quorum at 11:59am. The minutes of this meeting are yet to be finalized, at the time of this report's compilation.

**UPCOMING MEETINGS**

<b>DATE</b>	<b>MEETING</b>
<i>04 November 2021 at 10:00am</i>	Larrimah Community Meeting (Pink Panther Hotel)
<i>04 November 2021 at 1:00pm</i>	Daly Waters Community Meeting (Daly Waters Pub)
<i>09 November 2021 at 10:00am</i>	Jilkmिंगgan Local Authority Meeting Service Delivery Centre, Jilkmिंगgan
<i>09 November 2021 at 5:30pm</i>	Mataranka Local Authority Meeting Mataranka Community Hall
<i>08 December 2021 at 11:00am</i>	Minyerri Local Authority Meeting Alawa Building Conference Room

**ISSUES/OPTIONS/SWOT**

The Minyerri Local Authority requested the revoking of membership from Local Authority Member Clive ROBERTS due to lack of attendance for two (2) or more consecutive Local Authority meetings. It is also requested that a 21 day nomination period be opened by the Acting Chief Executive Officer to request applications to fill two (2) vacant position on the Minyerri Local Authority.

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS**

There are no attachments for this report.



**WARD REPORT**

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<b>ITEM NUMBER</b>	13.2
<b>TITLE</b>	Nyiranggulung Ward Report
<b>REFERENCE</b>	1209319
<b>AUTHOR</b>	Bhumika ADHIKARI, Governance Officer

**RECOMMENDATION**

**That Council receives and notes the Nyiranggulung Ward Report.**

**BACKGROUND**

The Nyiranggulung Ward is comprised of the Barunga Local Authority, Beswick Local Authority, Bulman Local Authority and Manyallaluk Local Authority.

The Beswick Local Authority, which was scheduled on 11 October 2021, was cancelled due to a lack of members to create Quorum or Provisional meeting. Attempts to reschedule the following week were unsuccessful.

The Manyallaluk Local Authority, which was scheduled on 11 October 2021, was cancelled due no Quorum or Provisional met.

The Barunga Local Authority met with Quorum on 12 October 2021, however the Minutes are yet to be finalised at the time of this report's compilation.

The Bulman Local Authority, which was scheduled on 14 October 2021, was cancelled due to no Quorum or Provisional met.

**UPCOMING MEETINGS**

<i>06 December 2021 at 10:00am</i>	Beswick Local Authority RGRC Service Delivery Centre, Beswick
<i>06 December 2021 at 2:30pm</i>	Manyallaluk Local Authority RGRC Service Delivery Centre, Manyallaluk
<i>13 December 2021 at 10:00am</i>	Barunga Local Authority RGRC Service Delivery Centre, Barunga
<i>14 December 2021 at 10:00am</i>	Bulman Local Authority RGRC Service Delivery Centre, Bulman

**ISSUES/OPTIONS/SWOT**

Nil.

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS**

## **WARD REPORT**

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<b>ITEM NUMBER</b>	13.3
<b>TITLE</b>	Numbulwar Numbirindi Ward Report
<b>REFERENCE</b>	1221395
<b>AUTHOR</b>	Bhumika ADHIKARI, Governance Officer

### **RECOMMENDATION**

**That Council receives and notes the Numbulwar Numbirindi Ward Report.**

### **BACKGROUND**

The Numbulwar Numburindi Ward includes one Local Authority, the Numbulwar Local Authority.

The Numbulwar Local Authority was scheduled on 20 October 2021 at 10:30am was cancelled due to no Quorum or Provisional met.

The next scheduled Numbulwar Local Authority Meeting is on 10 December 2021 at 10:30am.

### **ISSUES/OPTIONS/SWOT**

Nil.

### **FINANCIAL CONSIDERATIONS**

Nil.

### **ATTACHMENTS**

There are no attachments for this report.

## WARD REPORT

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<b>ITEM NUMBER</b>	13.4
<b>TITLE</b>	Yugul Mangi Ward Report
<b>REFERENCE</b>	1222948
<b>AUTHOR</b>	Bhumika ADHIKARI, Governance Officer

### RECOMMENDATION

**That Council receives and notes the Yugul Mangi Ward Report;**

### BACKGROUND

The Yugul Mangi Ward includes the Ngukurr Local Authority and Urapunga Local Authority.

The Ngukurr Local Authority, which was scheduled on 19 October 2021 at 10:30am, was cancelled due to a lack of members to create a Quorum or provisional meeting.

The Urapunga Local Authority, which was scheduled on 19 October 2021 at 3:00pm was cancelled due to a lack of members to create a Quorum or provisional meeting.

### UPCOMING MEETINGS

*09 December 2021 at 10:30am*

Ngukurr Local Authority  
RGRC Service Delivery Centre, Ngukurr  
Urapunga Local Authority  
Urapunga School Resource Room

*09 December 2021 at 3:00pm*

### ISSUES/OPTIONS/SWOT

Nil.

### FINANCIAL CONSIDERATIONS

Nil.

### ATTACHMENTS

## WARD REPORT

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**ITEM NUMBER** 13.5  
**TITLE** South West Gulf Ward Report  
**REFERENCE** 1222949  
**AUTHOR** Bhumika ADHIKARI, Governance Officer

### RECOMMENDATION

**That Council receives and notes the South West Gulf Ward Report;**

### BACKGROUND

The South West Gulf Ward is comprised of the Borroloola Local Authority and Robinson River Local Authority.

Council postponed the Borroloola and Robinson River Local Authority meeting on 11 November 2021; as decided in the 29 September 2021 Ordinary Meeting of Council.

### UPCOMING MEETINGS

*11 November 2021 at 09:00am*

Robinson River Local Authority

TBC

*11 November 2021 at 3:00pm*

Borroloola Local Authority

RGRC Service Delivery Centre, Borroloola

### ISSUES/OPTIONS/SWOT

Nil.

### FINANCIAL CONSIDERATIONS

Nil

### ATTACHMENTS

## EXECUTIVE REPORTS

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<b>ITEM NUMBER</b>	15.1
<b>TITLE</b>	Mayor's Report
<b>REFERENCE</b>	1223222
<b>AUTHOR</b>	Cristian COMAN, Manager Corporate Compliance

### RECOMMENDATION

**That Council receives and notes this Report.**

### BACKGROUND

This Report outlines the Mayor's activities and undertakings on behalf of Council.

This Report was compiled by the Manager Corporate Compliance.

### ISSUES/OPTIONS/SWOT

The Mayor was formally elected by Council at its inaugural Ordinary Meeting on 29 September 2021.

Since the previous Ordinary Meeting of Council, the Mayor has undertaken the following activities:

- attended the Local Government Association of the Northern Territory (LGANT) Elected Member Symposium in Darwin on 05-06 October 2021 inclusive;
- attended the Barunga Local Authority Meeting on 12 October 2021;
- attended Beswick and Bulman, met with stakeholders and staff. The meetings were to coincide with Local Authority Meetings however these were cancelled due to quorum issues;
- attended the Hodgson Downs (Minyerri) Local Authority Meeting on 18 October 2021;
- met with various stake-holders throughout the Yugul Mangi Ward during the week of the 18 October 2021.

### FINANCIAL CONSIDERATIONS

N/A

### ATTACHMENTS

There are no attachments for this report.

**EXECUTIVE REPORTS**

<b>ITEM NUMBER</b>	15.2
<b>TITLE</b>	Chief Executive Officer's Report
<b>REFERENCE</b>	1222827
<b>AUTHOR</b>	Marc GARDNER, Acting Chief Executive Officer

**RECOMMENDATION**

**That Council receives and notes this report.**

**BACKGROUND**

Marc Gardner has continued to act as Chief Executive Officer for the immediate future since the last Council meeting on the 29 September 2021. However the last CEO's report was presented to Council on the 28 July and the following report is from this period.

Following the Council meeting, two major events have occurred affecting Council's operations including the closure of the Katherine Offices due to Covid-19 restrictions and the Local Government elections – both of which occurred in late August and required significant management and coordination.

Other major activities from this time has been mostly around preparation for the new Council and the Ordinary Meeting on the 29 September and the week following this with the elected member symposium in Darwin in early October.

In addition to this, focus has been on the completion of the annual financial audit, organising local authorities for October, an audit committee in October as well as preparation of the Annual Report and Council's new website.

Other notable meetings of the Acting CEO include:

<b>Date</b>	<b>Meeting</b>
29/7	Department Chief Minister and Cabinet
30/7	Strategic Leadership Team
30/7	Strategic Planning Meeting
30/7	CouncilBiz Chief Executive Officer meeting
3/8	Jilkminggan Local Authority
4/8	Investment Committee (Internal)
6/8	Local Government 2030 Strategy meeting
12/8	Bulman Local Authority
13/8	Department Infrastructure, Planning and Logistics (projects)
13/8	Strategic Leadership team
16/8 to 26/8	Working from home due to Covid restrictions including daily emergency committee meetings (NTG) and internal manager's/staff meetings
16/8	Minyerri Local Authority (did not proceed due to Covid news)
27/8	Strategic Plan meeting
01/9	Local Government 2030 Strategy Meeting
2/9	Barunga Festival organisers (Skinnyfish)
6/9	Big Rivers Region Local Government Act working group
7/9	Project Steering Committee (internal)
9/9-10/9	Annual Leave
13/9	Sacha Denis, Department Families, Housing and Communities re sports funding
14/9	Katherine Town Council meeting with CEO

15/9-17/9	Manager's meeting
15/9	Big Rivers Regional Reconstruction Committee
22/9	Big Rivers Region Covid Vaccination meeting
22/9	Visit by CouncilBiz CEO and Management
23/9	Kate Townsend, Good Sports Foundation
24/9	Strategic Plan meeting
28/9	Council Briefing Day
29/9	Council meeting
30/9	Fair Work Commission
30/9	Risk Management meeting
1/10	Strategic Leadership Team
5/10-6/10	Elected Member Symposium
7/10	Local Government 2030 Strategy Workshop (Darwin)
8/10	University of Queensland re social/cultural assessment Beetaloo
11/10	Safe Work Month staff meeting/workshop
12/10	Department Chief Minister and Cabinet – Borroloola Town Camp Roads
13/10	Council Strategic Plan workshop with leadership team
14/10	Bulman LA (community visit with Mayor)
15/10	Business Continuity Committee – Mandatory vaccinations
18/10	Minyerri Local Authority
19/10	Presentation to Good Sports Forum
20/10	Local Government 2030 Strategy steering committee meeting
20/10	Northern Territory Electoral Commission – 2021 LG Elections debrief

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

- Preparation for Council meetings and mandatory training to occur.
- Completion and submission of Annual Report (2020/21).
- Upgrading Council's website.
- Organisation review and workplace culture.
- Recruitment for Human Resources Manager.
- Preparation of changes to the Local Government Act (2019) including adoption of new policies and procedures.
- Preparation of a new Council Strategic Plan (2022-27).
- Backfill Finance Manager and Community Services Manager's role with temporary staff members.
- Progressing critical projects including Borroloola Sports Courts, Urapunga Roadworks and Ngukurr Sports Courts.
- Improving community communications and project management processes.

#### **ISSUES/OPTIONS/SWOT**

Nil

#### **FINANCIAL CONSIDERATIONS**

Nil

#### **ATTACHMENTS**

There are no attachments for this report.

**EXECUTIVE REPORTS**

<b>ITEM NUMBER</b>	15.3
<b>TITLE</b>	Acquittal - Special Purpose Grants
<b>REFERENCE</b>	1208096
<b>AUTHOR</b>	Dave HERON, Acting General Manager Corporate Services & Sustainability

**RECOMMENDATION****That Council:**

- (a) Receive and note the acquittal for a Special Purpose Grant of \$228,382 (GST Exclusive) for the Urapunga Revitalisation Project;
- (b) Receive and note the acquittal for a Special Purpose Grant of \$200,000 (GST Exclusive) to construct ablutions in Borrooloola, Bulman, and Mataranka;
- (c) Receive and note the acquittal for a grant of \$500,000, provided under the Strategic Local Government Infrastructure Fund, to design and construct the Mataranka Regional Community Hub; and
- (d) Note that the Acting Chief Executive Officer will seek an extension to the projects on behalf of Council.

**BACKGROUND**

Council has three 2018-19 grants from the Department of the Chief Minister (the Department). Under the arrangement funding must be acquitted each year in order to keep the Department apprised of progress and ensure public funds are expended in an accountable, efficient and effective manner.

Grant	Amount (GST Exclusive)	Project Description
Special Purpose Grant 2018-19	\$228,382	To develop town plan, install bollards, playground shade structure, 5 solar lights, cemetery fencing, and waste management facility fencing.
Special Purpose Grant	\$200,000	To design and construct toilet blocks in Borrooloola, Bulman, and Mataranka.
Strategic Local Government Infrastructure Fund 2018-19	\$500,000	To design and construct the Mataranka Regional Community Hub.

**ISSUES/OPTIONS/SWOT**

The acquittals will be submitted with a letter requesting an extension to the projects, outlining the reason for delay and how Council will achieve value for money with grant funds.







**FINANCIAL CONSIDERATIONS**

Council has reported a surplus of \$ 550,084 (GST Exclusive). This represents 59% of funding as a proportion of the total funding received.

Project	Income	Expenditure	Surplus
Urapunga Revitalisation	\$228,382	\$228,382	\$0
Multi-town Ablutions	\$200,000	\$56,751	\$143,249
Mataranka Regional Community Hub	\$500,000	\$93,166	\$406,835
<b>TOTAL</b>	<b>\$928,382</b>	<b>\$327,299</b>	<b>\$550,084</b>

**ATTACHMENTS**



- 1   [Acquittal Urapunga.pdf](#)
- 2   [495\\_Annual\\_Acquittal\\_2020-21.pdf](#)
- 3   [497\\_Annual\\_Acquittal\\_2020-21.pdf](#)

# Roper Gulf Regional Council

## Acquittal of Special Purpose Grant 2019-20

File Number: LGR2016/00043

**Purpose of Grant:** Toward the revitalisation of Urapunga, including town planning, fencing of waste management facility and cemetery, supply and install of playground equipment and solar lighting.

Purchases were in accordance with the Northern Territory Buy Local Plan:  Yes  No

### INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 JUNE 2021

Grant Income	\$228,382
Total income	<b>\$228,382</b>
Grant Expenditure	\$243,335
Total Expenditure	<b>\$243,335</b>
Surplus/(Deficit)	<b>(\$14,953)</b>

IS THE PROJECT COMPLETE:  Yes  No

We certify, in accordance with the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: Manisha Chamkur

14 October 2021

Laid before the Council at a meeting held on 29 October 2021.

Signed by: Dave Heron (Financial Manager)

18 / 10 / 2021

### DEPARTMENTAL USE ONLY

Grant amount correct:  Yes  No

Expenditure conforms to purpose:  Yes  No

Capital Works – Bought from Territory Enterprise:  Yes  No

Minutes checked:  Yes  No

Balance of funds to be acquitted: \_\_\_\_\_

Date next acquittal due: \_\_\_\_/\_\_\_\_/\_\_\_\_

ACQUITTAL ACCEPTED:  Yes  No

Acquittal checked by: \_\_\_\_\_

Comments:

Donna Hadfield, Manager Grants Program \_\_\_\_\_

# Roper Gulf Regional Council

## Acquittal of Strategic Local Government Infrastructure Fund Grant 2019-20

File Number: LGR2016/00043

Purpose of Grant: To construct a Council office in Mataranka.

Purchases were in accordance with the Northern Territory Buy Local Plan:  Yes  No

### INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 JUNE 2021

Special Purpose Grant	\$500,000
Other income	\$0
Total income	\$500,000
Expenditure	\$93,166
Total Expenditure	\$93,166
Surplus/(Deficit)	\$406,835

IS THE PROJECT COMPLETE:  Yes  No

We certify, in accordance with the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: Joshua Chevalier-Brine (Grants Coordinator)

7 September 2021

Laid before the Council at a meeting held on 27 October 2021

Signed by: Dave Heron (Financial Manager)

1 / 10 / 2021

### DEPARTMENTAL USE ONLY

Grant amount correct:  Yes  No

Expenditure conforms to purpose:  Yes  No

Capital Works – Bought from Territory Enterprise:  Yes  No

Minutes checked:  Yes  No

Balance of funds to be acquitted: \_\_\_\_\_

Date next acquittal due: \_\_\_\_/\_\_\_\_/\_\_\_\_

ACQUITTAL ACCEPTED:  Yes  No

Acquittal checked by: \_\_\_\_\_

Comments:

Donna Hadfield, Manager Grants Program

Department of Local Government, Housing and Community Development



# Roper Gulf Regional Council

## Acquittal of Special Purpose Grant 2019-20

File Number: LGR2016/00043

Purpose of Grant: To construct ablutions in Bulman, Mataranka, and Borrooloola.

Purchases were in accordance with the Northern Territory Buy Local Plan:  Yes  No

### INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 JUNE 2021

Special Purpose Grant	<u>\$200,000</u>
Other income	<u>\$0</u>
Total income	<u>\$200,000</u>
Expenditure	<u>\$56,751</u>
Total Expenditure	<u>\$56,751</u>
Surplus/(Deficit)	<u>\$143,249</u>

IS THE PROJECT COMPLETE:  Yes  No

We certify, in accordance with the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: Joshua Chevalier-Brine

7 September 2021

Laid before the Council at a meeting held on 27 October 2021

Signed by: Dave Heron (Financial Manager)

1 / 10 / 2021

### DEPARTMENTAL USE ONLY

Grant amount correct:  Yes  No

Expenditure conforms to purpose:  Yes  No

Capital Works – Bought from Territory Enterprise:  Yes  No

Minutes checked:  Yes  No

Balance of funds to be acquitted: \_\_\_\_\_

Date next acquittal due: \_\_\_\_/\_\_\_\_/\_\_\_\_

ACQUITTAL ACCEPTED:  Yes  No

Acquittal checked by: \_\_\_\_\_

Comments:

Donna Hadfield, Manager Grants Program \_\_\_\_\_



**EXECUTIVE REPORTS**

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<b>ITEM NUMBER</b>	15.4
<b>TITLE</b>	Healthy Pets Healthy Communities
<b>REFERENCE</b>	1208101
<b>AUTHOR</b>	Dave HERON, Acting General Manager Corporate Services & Sustainability

**RECOMMENDATION****That Council:**

- (a) **Accept funding of \$156,420 (GST Exclusive) from the McArthur River Mine Community Benefits Trust for the 2021-24 Healthy Pets Healthy Communities Program; and**
- (b) **Approve an amendment to its 2021-22 Budget, to include a contribution of \$156,420 (GST Exclusive) over three (3) years to the Councils Animal Management Program at Borroloola and Robinson River in support of the 2021-24 Healthy Pets Healthy Communities Program; and**
- (c) **Acknowledge the McArthur River Mine Community Benefits Trust in respect of the funding received.**

**BACKGROUND**

The MacArthur River Mine Community Benefits Trust (CBT) has partnered with Council to deliver a veterinary service and pet education program in Borroloola and Robinson River since April 2018. Funding for the Program concluded in November 2020.

Council submitted a grant application to the CBT in July 2021 seeking grant funding of \$209,280 (GST Exclusive) for the next three year program (1 July 2021 – 30 June 2024). In its application, Council stated that it would provide a cash contribution of \$103,560 (GST Exclusive). The total anticipated project cost was \$312,840 (GST Exclusive).

**ISSUES/OPTIONS/SWOT**

Council's application was successful; however, the CBT has requested a matched funding arrangement in which each party provides 50% of total project funding.

The majority of RGRC animal health programs are currently subsidised by a special rate levy imposed on Territory Housing stock in individual communities. As Territory Housing does not constitute the majority of the housing stock in Borroloola, the town is unable to source revenue from this stream. This leaves many residents of Borroloola and Robinson River unable to access veterinary care.

The program has had great success in providing veterinary and educational services in Borroloola and Robinson River for the last 3 years. Should the program discontinue, animal health is anticipated to return to a downstream model where sick and unwanted dogs are impounded and euthanised. This may lead to significantly negative mental and physical health outcomes for community members and their pets.

The Healthy Pets Healthy Communities Program will provide:

1. 2 veterinary team visits to Robinson River and Borroloola per annum for a period of 3 years.
2. Strategic education and information sessions delivered in schools, adult education forums, and at a household level designed to increase responsible pet ownership and decrease disease transmission.
3. A targeted tick suppression program using Bravecto in combination with a deworming agent will ensure tick, scabies and gastrointestinal worms are minimised and the

spread of E.canis is controlled. Twice yearly blanket application will apply. Work to move tick treatment to a user pays model beyond this 3 year term will be undertaken.

4. Partnership with DPI to opportunistically sample to assess the extent of E.canis spread within Borroloola and Robinson River
5. The use of long acting Seresto collars once the extent of E.canis spread is understood

It is recommended that Council provide matched funding in support of the program.

### FINANCIAL CONSIDERATIONS

The CBT has requested a 50% funding contribution from Council. This requires Council to make a one-off cash contribution of \$156,420 (GST Exclusive) to sustain the program up to 30 June 2024.

<b>Forecast Expenditure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>Total</b>
Wages Vet Nurse	8,800.00	8,800.00	8,800.00	26,400.00
Contractors Expenses	19,800.00	19,800.00	19,800.00	59,400.00
Vet Materials	12,000.00	12,000.00	12,000.00	36,000.00
Specific Ehrlichia Medication	26,600.00	26,600.00	26,600.00	79,800.00
Accommodation Expenses	6,800.00	6,800.00	6,800.00	20,400.00
Staff Travel Allowance	3,700.00	3,700.00	3,700.00	11,100.00
Vet Volunteer	14,300.00	14,300.00	14,300.00	42,900.00
AMRIC Volunteer Coordination	1,000.00	1,000.00	1,000.00	3,000.00
Mileage expenses	6,720.00	6,720.00	6,720.00	20,160.00
Animal Management Assistant	4,560.00	4,560.00	4,560.00	13,680.00
<b>Sub Total</b>	<b>104,280.00</b>	<b>104,280.00</b>	<b>104,280.00</b>	<b>312,840.00</b>

### ATTACHMENTS

**EXECUTIVE REPORTS**

<b>ITEM NUMBER</b>	15.5
<b>TITLE</b>	Waste and Resource Management (WaRM) Grant 2021-22
<b>REFERENCE</b>	1208859
<b>AUTHOR</b>	Marc GARDNER, Acting Chief Executive Officer

**RECOMMENDATION****That the Council:**

- a) **Allocate \$207,800 of the Waste and Resource Management Grant towards the Borroloola Recycling Centre project; and**
- b) **Approves an amendment to the budget to reflect the above allocation.**

**BACKGROUND**

The Department of the Chief Minister and Cabinet (Local Government and Community Development) have written to Council regarding additional funding offer of \$207,800 as part of their Waste and Resource Management grant programme to be utilised on a nominate project/s of the Council's choice. (please refer to attached correspondence).

Earlier in the year, the Department also offered Council a similar amount of which the Council allocated as follows at its Ordinary Meeting on the 26 July 2021:

<b>Project</b>	<b>Amount (GST excl)</b>
Bulman Waste Management Facility Fencing	\$80,000
Waste Management Strategy Project	\$128,700
<b>Total</b>	<b>\$208,700</b>

These project are now currently in development.

**ISSUES/OPTIONS/SWOT**

Council's management is currently preparing and planning a project proposal for the development of a recycling centre in Borroloola. This proposal includes construction of a dedicated area and shed/storage area at either Council's office or works depot on Robinson Road (similar to what we have established at Mataranka). This project is currently at a project management stage 'Gate 2' which is developing concept designs and developing a business case.

Council has recently trialed a recycling and container deposit centre at Borroloola which has proven to be highly successful and quickly becoming a valued service for residents and business, not just of Borroloola, but the whole South-West Gulf Ward including Robinson River and King Ash Bay. The Council now needs to construct a dedicated shed and storage area to continue this service to the community.

Based on this success and the fact that the recycling and container deposit programme is operating at least on a cost recovery basis, and the fact that the proposal to construct a shed and yard is relatively simple and construction will be a quick process, it is recommended that the entire Waste and Resource Management Grant is dedicated towards this project.

Although the development of a specific waste management strategy is some time off (it was only allocated three months ago), this project will achieve a number of Council's current strategies as well as future strategies regarding waste management and environmental responsibility.

**FINANCIAL CONSIDERATIONS**

It is recommended that Council allocate by resolution the entirety of the Waste and Resource Management Grant of \$207,800 (GST Exclusive) towards the construction of the Borrooloola Recycling Centre.

Further information about the project will be provided to Councillors at the Council meeting and be subject to further reports to Council into the future regarding its construction and operation.

**ATTACHMENTS**



**EXECUTIVE REPORTS**

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<b>ITEM NUMBER</b>	15.6
<b>TITLE</b>	Barunga Festival Report
<b>REFERENCE</b>	1222828
<b>AUTHOR</b>	Marc GARDNER, Acting Chief Executive Officer

**RECOMMENDATION**

**That the Council receives and notes the report in relation to the Barunga Festival 2021**

**BACKGROUND**

As Council is aware the Barunga Festival has been operating for many years and is one of the Territory's premiere events attracting people from around the region as well as interstate. It is highly valued by all as a sports and cultural festival and each year Council is heavily involved in its preparation.

**ISSUES/OPTIONS/SWOT**

The 2021 was held with success following the cancellation of the 2020 event due to Covid. Attached is an email of thanks from the festival organisers at Skinnyfish Music.

The Acting Chief Executive Officer has met with the organisers of the festival and has outlined that the Council requires more input into the event, considering that a large number of staff, equipment, facilities and resources of the Council are used for the event. The festival organisers have noted that future festivals will involve Council being formally part of the organising group to ensure all resources are well prepared and that Council can provide appropriate support to ensure it is ever successful.

The 2021 festival report is not attached for Councillors information due to the size of the document (30 pages), however will be available for perusal at the Council meeting.

Alternatively, the Council can view and download the report from this link:

<https://www.dropbox.com/s/w3gq2r2tydj1epy/2021%20Barunga%20Report.pdf?dl=0>

**FINANCIAL CONSIDERATIONS**

The Council has never quantified its contributions for the festival, however in monetary terms, Council's management believes that it is quite significant, particularly with indirect costs such as staff time to clean, maintain and prepare facilities, operate machinery and undertake other work. It is estimated that such indirect costs are greater than \$30,000 annually.

The Council also charges the festival organisers a nominal fee for venue hire and use and in light of the indirect costs, we are recognised as a Platinum Sponsor for the event.

Council's management would like to work with festival organisers to better support the event and make it a fundamental and well recognised part of Roper Gulf life.

**ATTACHMENTS**

1  EMAIL 2021 BARUNGA FESTIVAL THANKS.pdf

**Marc Gardner**

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**From:** info@barungafestival.com.au  
**Sent:** Wednesday, 29 September 2021 2:19 PM  
**To:** Marc Gardner  
**Subject:** Barunga Festival Report 2021

Dear Marc,

Please find the link below to the final report for Barunga Festival 2021.

<https://www.dropbox.com/s/w3gq2r2tydj1epy/2021%20Barunga%20Report.pdf?dl=0>

We would like to take this opportunity to thank **ROPER GULF REGIONAL COUNCIL** for their support of the Barunga Festival. Without the support of our sponsors and festival partners it would be a struggle to put the festival on.

We hope your involvement in 2021 was a positive experience and we look forward to having **ROPER GULF REGIONAL COUNCIL** back as a valued partner for 2022.

Kind regards,

Brad Firebrace



MUSIC • SPORT • CULTURE

# BARUNGA FESTIVAL

11 – 13 JUNE 2021

*“Barunga Festival is a Healthy Lifestyle I*

**BRAD FIREBRACE**  
BARUNGA FESTIVAL COORDINATOR

T : +61 8 8941 8066 [barungafestival.com](http://barungafestival.com)  
P : PO Box 36873, Winnellie, NT, 0821, A

@barungafestival @barungafest #barungafest

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**Platinum**



**Gold**



**Silver**



**Ochre**



**Festival Partners**



**Government Partners**



Barunga Festival is currently taking expressions of interest for  
Please email [info@barungafestival.com.au](mailto:info@barungafestival.com.au) for more information

## EXECUTIVE REPORTS

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<b>ITEM NUMBER</b>	15.7
<b>TITLE</b>	Annual Report
<b>REFERENCE</b>	1223321
<b>AUTHOR</b>	Bethany O'SULLIVAN, Communications Coordinator

### RECOMMENDATION

That Council, in accordance with Chapter 14 of the *Local Government Act 2019*, formally adopts the Annual Report as a true and accurate record of:

- (a) Its Audited Financial Statement;
  - (b) Its assessed performance against its stated goals as outlined in the Regional Plan; and
  - (c) All other reportable obligations according to applicable law;
- for the period of 2020-2021 Financial Year.

### BACKGROUND

Council is required by law to, by no later than 15 November, compile and adopt a formal annual report for its preceding financial year on its activities and undertakings, and this must include an audited financial statement.

### ISSUES/OPTIONS/SWOT

The draft annual report is tabled for Council's consideration and formal adoption. The Audited Financial Statement is tabled in a separate report.

The report is not attached to the agenda due to the size of the document and will be presented to Councillors at the Council meeting for perusal.

**N.b. For the 2020-2021 Financial Year, it was the *Local Government Act 2008* that was in-force and the draft report is reflective of this.**

### FINANCIAL CONSIDERATIONS

N/A

### ATTACHMENTS

There are no attachments for this report.

**COMMUNITY SERVICES AND ENGAGEMENT  
DIVISIONAL REPORT**

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<b>ITEM NUMBER</b>	17.1
<b>TITLE</b>	Centrelink Agents to Issue Temporary Cashless Debit Cards
<b>REFERENCE</b>	1209202
<b>AUTHOR</b>	Steve SANDERSON, General Manager Community Services and Engagement

**RECOMMENDATION**

**That Council receives and notes the introduction of the additional service of delivering the Cashless Debit Card service, under our Centrelink Agent Host contract, at all Council Centrelink Host points in the Region.**

**BACKGROUND**

The Australian Government's Services Australia Agent and Access Point Program Team Agent Coordinator, Tanya Goslett, contacted Roper Gulf Regional Council in relation to the planned introduction of the Cashless Debit Card (CDC) service. This will be an additional service provided by Centrelink Agent Hosts in the Northern Territory, including Council's seven Centrelink Host points in Barunga, Beswick, Bulman, Mataranka, Jilkminggan, Ngukurr and Numbulwar (Manyallaluk is an Access Point only for Centrelink services).

A CDC looks and works like a normal bank debit card but cannot be used to buy alcohol, gamble, or withdraw cash. Customers with a CDC get their full payment but in two parts - one into their normal bank account and one into their CDC. Customers are able to choose to move from Income Management to a CDC and have the amount of money going into their CDC remain the same as under Income Management. All lump sum payments and arrears will go on the CDC. CDC cards can be used online to pay bills with BPAY, make direct debits, transfer money to other CDC accounts or to view balance and transaction history.

Council, as a Centrelink Agent Host, has been invited to deliver the CDC service in addition to our existing Agent Host contract. This additional service would see Specified Personnel in Centrelink Agent sites supporting customers who are on the CDC, by issuing temporary Cashless Debit Cards. Attached is a copy of the Special Condition document, which outlines the required activities and the rate of remuneration for the additional service offer. The Services Australia National team have been advised that the new CDC service will be adopted by Council.

Additional information regarding the CDC program can be found via the Department of Social Services (DSS) and Services Australia websites:

<https://www.dss.gov.au/families-and-children/programmes-services/welfare-conditionality/cashless-debit-card-overview>

<https://www.servicesaustralia.gov.au/individuals/services/centrelink/cashless-debit-card>

Delivery of the CDC service will occur during normal contracted hours that Centrelink services are offered at the Host site with Agent Specified Personnel (the staff in our Centrelink agencies) would assist by:

- Receiving and checking CDC's when they arrive, reporting missing/damaged stock, and securely storing temporary CDC's and PIN mailers
- Issuing temporary CDC's when request by customers (including a corresponding pin mailer) and supporting them to activate the card

- Supporting customer use of the self-service phone to contact the card issuer for stolen/lost cards, to activate cards or reset PIN numbers
- Supporting customer use of the self-service terminal to manage their card/funds including resetting pins, setting up deductions, making BPAY and direct credit transfers or accessing other CDC information
- Reordering stocks of CDC cards through the Zone Coordinator, and
- Reporting the number of temporary cards issued and general CDC enquiries made each month

**ISSUES/OPTIONS/SWOT**

Additional training on the processes involved in delivering the CDC service will be provided on a one-to-one basis to all Council's Agent Specified Personnel delivering Centrelink services by the Services Australia team with support through ongoing online training and information.

**FINANCIAL CONSIDERATIONS**

Services Australia will remunerate Council for the Special Condition services relevant to the Cashless Debit Cards at the rate of \$30.00 per week per Host site. This will be in addition to the payments listed in the Schedule 3 Payment Schedule. The additional payment is based on there being no additional work required other than providing the CDC to customers, ensuring card activation and supporting them using their card and to provide secure storage of the CDC cards and pin mailers.



**Australian Government**

**Services Australia**

**Special Condition – to the National Agents and Access Points Program contract for the provision of NAAP services 2021 – 2022 (the Contract)**

**xxx Host name**

1. In accordance with clause 13(c) of the Terms and Conditions to the Contract, Annexure B – Agent Services Further Conditions is amended by inserting new clauses 1.3 and 1.4 as follows:

**Clause 1.3 Management of temporary Cashless Debit Cards – Special Condition**

You must:

- a) Receive and securely store temporary Cashless Debit Cards and pin mailers
- b) Ensure adequate stock of temporary Cashless Debit Cards is maintained
- c) Provide temporary Cashless Debit Cards to customers who request one
- d) Support customer to engage with the card issuer using the self-service phone
- e) Order additional cards to maintain adequate stock, using the agreed process
- f) As required, track and report temporary Cashless Debit Cards and enquiries
- g) As per clause 9.4 of the Terms and Conditions, complete training nominated by the Agency as part of this Special Condition-

**Clause 1.4 Payment for Cashless Debit Card services**

- a) We will pay you for the Special Condition services relevant to the Cashless Debit Cards at the rate of \$30.00 per week. This will be in addition to the payments listed in the Schedule 3 Payment Schedule.

**ATTACHMENTS**

There are no attachments for this report.

**COMMUNITY SERVICES AND ENGAGEMENT  
DIVISIONAL REPORT**

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<b>ITEM NUMBER</b>	17.2
<b>TITLE</b>	Borrooloola AoD Programme
<b>REFERENCE</b>	1222830
<b>AUTHOR</b>	Clare CUPITT, Community Safety Manager

**RECOMMENDATION**

**That Council receives and notes the invitation for the Community Safety business unit to participate with Mawurli & Wirriwangkuma Aboriginal Corporation in alcohol and other drug diversion activities in Borrooloola in 2022.**

**BACKGROUND**

On 14 October 2021, Council was contacted by the Mawurli & Wirriwangkuma Aboriginal Corporation (MAWA) and invited to participate in alcohol and other drug (AOD) diversion activities in Borrooloola. MAWA have received funding from NT Health to the value of \$50,000 to run AOD programs in 2022.

MAWA is proposing to run two different activities, *Bush Tucker* and *Happy Healthy Youth Yarning*, with the objective of educating young people about the risks of AOD and fostering positive relationships between youths and Elders.

The *Bush Tucker* activity will facilitate the transfer of local and traditional knowledge from Elders to younger generations. The long-term aim is a sustainable bush tucker awareness program through harvesting seeds and growing plants in the community. The activity will include approximately six (6) trips to Country, twelve (12) community cooking events, and twelve (12) health and wellbeing education sessions.

The *Happy Healthy Youth Yarning* activity will collaborate with health service providers and positive Indigenous role models to empower community members to make good choices. Eight (8) Healthy Expo Fun days will take place with guest speakers and a range of activities to get the community involved in discussions relating to their social, emotional, and cultural wellbeing. Topics to be discussed will be based on consultation with the community into what they feel are priority areas for health in Borrooloola. Areas of discussion may include alcohol and other drugs, fetal alcohol syndrome disorder, domestic violence, and mental health.

Each of these activities will take place in a safe and alcohol-free environment, targeted at those at risk of starting to use alcohol and/or drugs. Objectives will be reached through the sharing of traditional knowledge to reduce demand for alcohol in the community.

**ISSUES/OPTIONS/SWOT**

Council also receives funding from NT Health to run AOD education and information programs. There has been no request from MAWA at this time for a reciprocal contribution to their proposed programs. However, Council will work with MAWA and NT Health to ensure the effective delivery of both the proposed MAWA activities and Council's own AOD program.

Council has previously used its NT Health funding to facilitate the delivery of its other Community Safety programs and has not run targeted AOD activities. Following a variation to the funding agreement in July 2021, Council has submitted a revised service plan which includes the delivery of AOD targeted activities. The service plan is currently under review by NT Health.



If this service plan is approved, there are a number of opportunities for the activities proposed by MAWA and those by Council to be delivered in parallel. Not only would this streamline delivery and costs, it would also provide opportunity for a larger volume of participation within the community.

### **FINANCIAL CONSIDERATIONS**

There are no financial implications at this time, however Council is able to work with NT Health and MAWA moving forward to ensure that all activities are delivered on-budget and within their respective funding allocations.

### **ATTACHMENTS**

There are no attachments for this report.

## CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT

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<b>ITEM NUMBER</b>	18.1
<b>TITLE</b>	Budget 2021-22 Revision 1
<b>REFERENCE</b>	1209284
<b>AUTHOR</b>	Dave HERON, Acting General Manager Corporate Services & Sustainability

### RECOMMENDATION

**That the Council approves the Amendments Budget 2021-22 Revision 1**

### BACKGROUND

As part the planning process for the annual Regional Plan, the Council must adopt a budget by 30 June each year for the following 12 months. Part 10.5 of the *Local Government Act 2019* allows the Council to adopt an amended budget during the year. These budgets are prepared to reflect major changes in operations, new or ceased initiatives, and/or new or cancelled capital projects.

### ISSUES/OPTIONS/SWOT

The major changes reflected in the attached Budget Revision are:

- \$ 400,000 increase in wages due to the increase in the minimum wage for the 2021/22 year.
- \$ 100,000 increase to superannuation to reflect the change of Superannuation Guarantee Charge from 9.5% to 10%
- \$ 1.1 million decrease in expenditure and \$ 1.3 million decrease in income due to the loss of the Territory Housing Maintenance and Tenancy Management contracts.
- \$ 25,000 increase in Capital Plant & Equipment for the replacement of the filtration system at the Ngukurr Pool.
- \$ 200,000 increase in Contracts & Material for repairs to Garawa Town Camps access road
- \$ 500,000 increase to Capital Roads for the full cost of upgrades to Urapunga Internal Roads
- \$ 200,000 reduction in Grants for the Waste and Resource Management Grant that is recognised as untied in 2020/21 as advised by the auditors
- \$ 65,000 increase in Capital Vehicles for a pool vehicle for HR to be able to better service the communities with HR advice and training
- \$ 20,000 increase in Contracts & Materials to reflect the cost of repairs to foot bridges and other non-council assets at Beswick
- \$ 495,000 reduction in Capital Vehicles for Night Patrol Vehicles not funded for replacement
- \$ 100,000 increase to Contractors to build a new culvert at Garawa camps
- \$ 39,000 increase in Capital Infrastructure to build a playground at Robinson River
- \$ 500,000 increase in Contracts for the completion of the Robinson River Oval Upgrade.
- \$ 533,577 increase to Capital Grants and Capital Roads to reflect the upgrades to Anyula Street, Borroloola



### FINANCIAL CONSIDERATIONS

The effect of the changes to the budget are

- Decrease in Operating Revenue from \$ 40.1 million to \$ 39.7 million

- No change in Operating Expenditure at \$ 43.9 million
- Increase in Operating Deficit from \$ 3 million to \$ 4.2 million
- Depreciation budget is \$ 5.3 million which results in a budgeted cash surplus of \$ 1.1 million at the end of the financial year.

## ATTACHMENTS

1   Budget Revision 1.docx



# **Roper Gulf Regional Council**

## **Budget 2021/22**

### **October 2021**

#### *Our Mission*

Working as one towards a better future through effective use of all resources

#### *Our Vision*

Roper Gulf Regional Council, sustainable, viable, vibrant

#### *Our Values*

**Honesty – Equality – Accountability – Respect – Trust**

## Index

1. Introduction
  2. Goals and Objectives
  3. Income & Expenditure Budget 2021/22
  4. Infrastructure Maintenance
  5. Rates and Charges
  6. Social and Economic Effects
  7. Elected Member Allowances
- Appendix A: Capital Expenditure Budget

### 1. Introduction

An Annual Budget must be prepared by the Council in accordance with Part 10.5 of the *Local Government Act (2019)*. The budget outlines the financial expectations for the Council in delivering its services to the communities. The Council may, under the legislation, prepare an amended budget to changes to its operational and capital forecasts.

The budget process involves meeting with managers delivering the services and those providing support services to establish a baseline cost of delivery. The expenditure estimate includes salaries and wages and direct and indirect staff, materials, contracts to external parties and overheads required at the community and support centre level. Funding to deliver the services is established through rate income, user charges, contract and grant income and miscellaneous revenues. Capital needs are also considered to provide the assets and infrastructure required to support the services delivery.

### 2. Goals & Objectives

The Roper Gulf Regional Council has adopted the following strategic goals:

- **Goal One:** Strong Leadership through Good Governance, Strong Financial Management, Corporate Planning and Operational Support
- **Goal Two:** To Protect and Care for our Physical Environment
- **Goal Three:** Safe, Strong and Vibrant Communities
- **Goal Four:** Support Employment, Training and Economic Development

The preparation is required by legislation but also meets the values of Goal 1 by providing an element to good governance, strong financial management and corporate planning. The finance department, which manages the development and monitoring of the budget also provides operational support to all the various councils departments delivering services to the community.



### 3. Income & Expenditure Budget 2021/22

The revised budget for 2021/2022 has been completed on a consultative basis and aims to address the needs of residents and the programs under the Roper Gulf Regional Council's direction.

During the 2021/2022 Financial Year, Roper Gulf Regional Council is expected to receive operational revenue of \$ 39.7 million. Of this revenue, 59.4% is expected to be sourced from grants, 28.7% from government contracts and agency services, 7% from rates and remaining 5% from other sources.

In operating expenditure terms, it is expected that \$ 43.9 million will be spent with the five largest service delivery program areas for the Council are: Community Development Program (CDP), Night Patrol, Municipal Services, and Council Services General. The largest component of operating expenditure is on wages and salaries, for a total of \$ 20.5 million or 46.6%.

Additionally, the council has budgeted \$ 10.4 million for capital expenditure. This budget will be used for renewal of ageing plant, machinery and vehicles but there are also major road works and new infrastructure construction projects planned. The council is expecting to receive \$ 2.3 million in grants to cover a portion of the capital expenditure and will be looking to use the reserves of \$ 6.9 million for funding capital expenditure and some operational expenses relating to local authority projects.

#### **BUDGET ASSUMPTIONS AND FACTS**

- All current services will continue to be provided by the Regional council.
- Use of Reserves are used for covering capital Expenditure.
- In the absence of a significant rates base, the Commonwealth and Territory Government will continue to fund services
- The budget has been set with the assumption that there will be minimal CPI increase in government funding.
- No direct control on Grants and agency income for future years
- There are no additional major initiatives planned over the next five years, outside the Council Plan. This is largely due to any major initiatives being wholly dependent on additional funding and there is currently no indication of significant increases that would enable major increases to be considered
- Two quarters of the annual Financial Assistance Grant for 2021/22 financial year has been paid in 2020/21 financial year. It is anticipated that the same prepayment will apply in 2021/22 and has been included in the proposed budget.

## Budget 2021/22 - Revision 1

	<b>BUDGET 2021/2022</b>	<b>BUDGET 2022/2023</b>	<b>BUDGET 2023/2024</b>	<b>BUDGET 2024/2025</b>
Income Rates	-2,739,996.75	-2,767,396.72	-2,795,070.68	-2,823,021.39
Income Council Fees and Charges	-1,123,872.28	-1,135,111.00	-1,146,462.11	-1,157,926.73
Income Operating Grants Subsidies	-23,679,811.40	-23,916,609.51	-24,155,775.61	-24,397,333.37
Income Investments	-180,000.00	-181,800.00	-183,618.00	-185,454.18
Income Reimbursements	-10,000.00	-10,100.00	-10,201.00	-10,303.01
Income Agency and Commercial Services	-11,487,893.15	-11,602,772.08	-11,718,799.80	-11,835,987.80
Other Income	-518,000.00	-523,180.00	-528,411.80	-533,695.92
<b>Operating Income</b>	<b>-39,739,573.58</b>	<b>-40,136,969.32</b>	<b>-40,538,339.01</b>	<b>-40,943,722.40</b>
Employee Expenses	20,539,625.28	20,745,021.53	20,952,471.75	21,161,996.47
Contract and Material Expenses	12,515,838.90	12,640,997.29	12,767,407.26	12,895,081.33
Fleet, Plant & Equipment Depreciation, Amortisation & Impairment	1,049,381.72	1,059,875.54	1,070,474.29	1,081,179.04
Other Operating Expenses	5,356,000.00	5,409,560.00	5,463,655.60	5,518,292.16
Finance Expenses	4,467,337.13	4,512,010.50	4,557,130.61	4,602,701.91
	12,145.00	12,266.45	12,389.11	12,513.01
<b>Operating Expenses</b>	<b>43,940,328.03</b>	<b>44,379,731.31</b>	<b>44,823,528.62</b>	<b>45,271,763.91</b>
<b>Budgeted Operating Surplus/Deficit</b>	<b>4,200,754.45</b>	<b>4,242,761.99</b>	<b>4,285,189.61</b>	<b>4,328,041.51</b>



Income Capital Grants	-2,350,853.47	0.00	0.00	0.00
<b>Budgeted -Surplus/Deficit</b>	<b>1,849,900.98</b>	<b>4,242,761.99</b>	<b>4,285,189.61</b>	<b>4,328,041.51</b>
WIP Assets	10,413,273.87	10,422,650.00	6,318,000.00	1,641,000.00
Depreciation, Amortisation & Impairment	5,356,000.00	5,409,560.00	5,463,655.60	5,518,292.16
<b>Net Budget Surplus/(Deficit)</b>	<b>6,907,174.85</b>	<b>9,255,851.99</b>	<b>5,139,534.01</b>	<b>450,749.35</b>
Allocated from Reserves	-6,907,174.85	-9,255,851.99	-5,139,534.01	-450,749.35
<b>Net budgeted operating position</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

#### 4. Infrastructure Maintenance Budget

Building & Infrastructure \$ 753,317

Major Works

- Borroloola Street Lights \$ 55,000

Fleet, Plant & Equipment (External Costs) \$ 25,000

## 5. Rates Summary 2021-2022

The following rates proposal has been prepared as per section 158 of the Local Government Act. Adjustments have been made to incorporate the Minister for Local Government's approved conditional rating levies for mining and pastoral leases. The Council has resolved not to increase Rates and Charges from 2020-21.

The rates declaration for 2021-22 will levy approx. \$1,431,054 in rates revenue. The Waste Collection charges would be approx. \$ 1,231,917.75 in 2021-22. The special rates to cover for the Animal Health Management in various communities are \$ 76,125.

Please note that revenue estimates for pastoral and mining leases are based on accepted rates proposal by the Minister for Local Government and Community Services.

The proposed Rates and User Charges for 2021-22 are:

<b>Zone/Class</b>	<b>2020-21</b>	<b>2021-22</b>
Residential Rate 1 – Aboriginal Land	\$ 1,235.21	\$ 1,235.21
Residential Rate 2 – Borroloola, Mataranka, Larrimah & Daly Waters	\$ 1,171.48	\$ 1,171.48
Residential Rate 3 – Vacant on Aboriginal Land	\$ 1,171.48	\$ 1,171.48
Commercial Rate 1 – Aboriginal Land	\$ 1,417.13	\$ 1,417.13
Commercial Rate 2 – Borroloola, Mataranka, Larrimah & Daly Waters	\$ 1,379.31	\$ 1,379.31
Commercial Rate – Tourist Commercial/Caravan Parks	7.1289% UCV	7.2189% UCV
Rural Rate 1 – Under 200 hectares	\$ 1,180.48	\$ 1,180.48
Rural Rate 2 – Over 200 hectares	\$ 1,211.34	\$ 1,211.34
Conditional Rate 1 – Pastoral Leases valued < \$ 1,230,000	\$ 376.45	\$ 376.45
Conditional Rate 2 – Pastoral Leases valued < \$ 1,230,000	0.0306% UCV	0.0306% UCV
Conditional Rate 3 – Mining Leases valued < \$ 255,100	\$ 890.96	\$ 890.96
Conditional Rate 4 – Mining Leases valued > \$ 255,100	0.3475% UCV	0.3475% UCV
Other – All other properties	\$ 1,235.21	\$ 1,235.21
Special Rate – Animal Control	\$ 125.00	\$ 125.00
Waste Management Charge – per standard rubbish bin multiplied by the number of collections per week	\$ 426.58	\$ 426.58

## **6. Assessment of the Social and Economic Effects of the Rating Policy and Declaration**

The Council has considered the ongoing effect of the COVID-19 crisis on the regions social and economic factors and whilst always mindful and prepared to initiate measures to protect the communities from the associated economic impacts, the Council is largely guided by the Commonwealth and Northern Territory Government' decisions.

Rates to be levied on property owners by Roper Gulf Regional Council in 2021-22 remain affordable and at very low levels compared to other local government jurisdictions in Australia. Furthermore, rates levied on Territory Housing dwellings are paid in the first instance by Territory Housing, so have no direct financial impact on public housing tenants. As such, the Council does not anticipate any detrimental socio-economic impact from levying rates in 2021-22.

Additionally, rates revenue remains a small proportion of the Council's total budget, at less than 7 per cent of the total operating revenue. This underlies the fact that the Council is effective in securing significant non-rate revenue for all of its communities, including government grants and contracts. This allows for services and employment opportunities to be delivered to Council residents far above what the rates revenue would alone enable, resulting in a net positive socio-economic impact for residents.

Despite having mining and pastoral properties in the council's area, the rate capping imposed by the Territory Government for this category, restricts council's ability to generate increased revenue. This adversely affects council to provide increased services to the communities.

## 7. Elected Member Allowances

### Table of Maximum Council Member Allowances for 2021-22

A council must resolve to fix member allowances for the financial year when it adopts the budget for the financial year. A council must adopt its 2021-22 budget on or before 31 July 2021.

The amounts in these tables indicate the maximum level at which allowances may be set. A council needs to consider allowances in the overall context of its budget and a council can resolve to pay less than the maximum levels. Once the budget has been approved, a council may adopt an amendment to its budget but the amendment cannot have the effect of increasing the amount of allowances for the financial year for the council members.

	Approved Amount \$	Budget Amount \$
Councillor – base (1)	13,509.96	148,609.56
Electoral (2)	4,943.73	59,324.76
Deputy Mayor – base (1)	27,776.12	27,776.12
Electoral (2)	4,943.73	4,943.73
Mayor – base (2)	75,116.61	75,116.61
Electoral (2)	19,771.29	19,771.29
<b>Total Base + Electoral Allowance</b>		<b>335,542.07</b>

#### Professional Development Allowance (3)

Including: Course Fees, Travel, Meals and Accommodation

\$3,753.17 max per elected member

48,791.21

#### Extra Meeting Allowance (4)

**\$125 per meeting maximum claimable \$9,006.64 per Councillor**

As per CL006 Councillor Allowances Policy

\$ 125.00 per meeting per Councillor

12,000.00

#### Acting Principal Member (5)

**\$261.34 per day maximum claimable 90 days \$23,520.60**

\$ 261.34 per day

23,520.60

##### 1. Base Allowance Claims

The base allowance is automatically paid to council members each month or at such frequency as resolved by council, in arrears.

##### 2. Electoral Allowance Claims

The electoral allowance is automatically paid to council members each month or at such frequency as resolved by council, in arrears.

##### 3. Professional Development Allowance Claims

(i) The allowance is available to all council members.

(ii) The professional development allowance may be claimed multiple times each year, but the total value of those claims must not exceed the maximum specified in the table (see clause 8).

(iii) The professional development allowance is to be used to cover the cost of travel to the course or conference, course or conference fees, meals and accommodation for the duration of the course or conference.

(iv) Claims must be made using the forms approved by council. (v) Only approved courses/conferences consistent with council policy attract professional development allowance.

##### 4. Extra Meeting Allowance Claims

(i) Council members may only claim an extra meeting allowance for meetings referred to in the council policy.

(ii) An extra meeting allowance may be claimed for up to a maximum of two meetings per day. (iii) Council members must not claim for an extra meeting more than once for the same meeting.

(iv) When a council member is required to travel in order to attend an approved extra meeting, the council member may claim an extra meeting allowance for each full day of travel, unless that travel falls on the same day on which the meeting is held. In this context, a full day of travelling means at least four hours of travelling, which may include time in transit.

(v) Claims must be made using the forms approved by council.

- (vi) Forms must include the date on which the meeting was held and indicate the period of time the member was present at the meeting.
- (vii) The member must have attended at least 75 per cent of the duration of the meeting to claim an extra meeting allowance.
- (viii) Claims for extra meeting allowance must be made by the second working day in the month following the meeting for which the claim is made, or as resolved by council. Payment of extra meeting allowance is monthly or as resolved by council.
- (ix) Claims for extra meeting allowance not made in accordance with (viii) will be regarded as a late claim and paid with the next monthly payment. However, if the claim is not made within three months of the meeting for which the extra meeting allowance is claimed, the right to an extra meeting allowance for that meeting is forfeited.
- (x) Claims forms must be submitted by the approved method.

**5. Acting Principal Member Claims**

- (i) When the deputy principal member carries out the functions of the principal member as outlined in section 43(2)(b) and section 43(2)(c) of the *Local Government Act*, the deputy principal member is entitled to be paid an allowance as the acting principal member.
- (ii) If some other council member is acting as the principal member in accordance with section 43(3) of the *Local Government Act*, the member is entitled to be paid an allowance as the acting principal member.
- (iii) The acting principal member is entitled to be paid the daily rate, as outlined in the table of allowances. While a council member is acting principal member, the extra meeting and base allowances are suspended. In the case of base allowance, this is on a pro rata basis. The member is still entitled to their usual electoral allowance. The daily rate includes Saturdays, Sundays and public holidays.
- (iv) The maximum number of days (including Saturdays, Sundays and public holidays) that a council member may be paid as the acting principal member is an aggregate of 90 days in a financial year. A member may continue to hold the position for a longer period if council so resolves, however, the allowance reverts to the usual rate for that member

## Appendix A: Capital Budget

Asset management is increasingly becoming important to Roper Gulf Regional Council. With over \$ 65 million in depreciating physical assets and the need for financial sustainability and economical practices, it is prudent that asset management is a key focus for Council in the years to come and that it is to the highest standards possible. Council's asset management team focuses on delivering the following services to Council:

- Acquisitions and disposal of assets;
- Fleet and pool vehicle management;
- Financial asset management (maintenance of asset registers, ledgers, commissioning, insurance);
- Long term planning for assets (10 year plans);
- Staff housing tenancy management;
- Visitor Accommodation management; and Commercial tenancy management

The primary role of assets is to support the delivery of services that serves Council's long term objectives. As Council's assets are aging, there are increases in maintenance, refurbishment and disposal cost which increase the cost of the services that they support. The main aim of Council's asset management is to ensure that assets are managed in accordance with the National Asset Management Strategy (NAMS) - a national framework for local governments to manage their assets, and this framework outlines minimal 'core' asset management actions based around the framework. The national frameworks for asset management are:

- Framework 1: Criteria for Assessing Financial Sustainability
- Framework 2: Asset Planning and Management
- Framework 3: Financial Planning and Reporting

A gap analysis has been undertaken to gain an understanding of Council's current level of asset management and to highlight areas for improvement and best practice to further develop Council's asset management planning practices. Thus, Council's main asset management focus for the forthcoming year is implementing strategies identified from this analysis.

	<b>Revision 1</b>		<b>Funded by</b>
<b>2 Crawford Street</b>			
<b>Vehicles</b>	\$65,000.00	Toyota Hilux - CDP	Fleet Reserve
	\$65,000.00	Toyota Hilux - Animal Control	Fleet Reserve
	\$65,000.00	Toyota Hilux - CDP	Fleet Reserve
	\$65,000.00	Toyota Hilux - HR	Fleet Reserve
	<b>\$260,000.00</b>		
<b>Chardon Street</b>			
<b>Vehicles</b>	\$65,000.00	Toyota Hilux - Workshop	Fleet Reserve
	\$65,000.00	Toyota Hilux - Asset Management	Fleet Reserve
	\$75,000.00	Toyota Landcruiser - Workshop	Fleet Reserve
	\$100,000.00	Canter Truck - Homelands	Fleet Reserve
<b>Plant and Equipment</b>	\$127,000.00	Bobcat - Homelands	Fleet Reserve

<b>Buildings</b>	\$165,000.00	Oustations Shed Enclosure	Asset Reserve
	<b>\$597,000.00</b>		
<b>Barunga Plant and Equipment</b>	\$38,000.00	Front Deck Mower	Fleet Reserve
<b>Roads</b>	\$300,000.00	Bagala Road	Roads Future Fund
	<b>\$338,000.00</b>		
<b>Beswick Plant and Equipment</b>	\$50,000.00	Tractor	Fleet Reserve
<b>Vehicles</b>	\$70,000.00	Toyota Hiace Van - Creche	Fleet Reserve
<b>Building</b>	\$170,495.05	Playground Shade Structure	LA Project
	<b>\$290,495.05</b>		
<b>Borroloola Plant and Equipment</b>	\$50,000.00	Tractor 85 HP + slasher/bucket	Fleet Reserve
	\$38,000.00	Front Deck Ride on Mower	Fleet Reserve
<b>Vehicles</b>	\$65,000.00	Toyota Hilux - Municipal Services	Fleet Reserve
	\$65,000.00	Toyota Hilux - CDP	Fleet Reserve
	\$65,000.00	Toyota Hilux - CDP	Fleet Reserve
	\$65,000.00	Toyota Hilux - CDP	Fleet Reserve
	\$65,000.00	Toyota Hilux - CDP	Fleet Reserve
	\$70,000.00	Toyota Hiace Van - CDP	Fleet Reserve
	\$70,000.00	Toyota Hiace Van - CDP	Fleet Reserve
	\$70,000.00	Toyota Hiace Van - CDP	Fleet Reserve
<b>Buildings</b>	\$40,000.00	Office & Toilet for waste facility - Design & Costing	Asset Reserve
	\$618,000.00	Sports Court and Cyclone Shelter	Asset Reserve
	\$270,356.45	Toilet at Airport	LA Project
<b>Infrastructure</b>	\$185,000.00	Lot 376 Tamarind park and airport car park mains electrical supply to the sites	Asset Reserve
	\$58,000.00	Pool Filtration system	Asset Reserve
<b>Roads</b>	\$533,577.00	Anyula Street - Blackspot	NT Government Grant

	<b>\$2,327,933.45</b>		
<b><u>Bulman</u></b>			
<b><u>Plant and Equipment</u></b>	\$50,000.00	Tractor	Fleet Reserve
<b><u>Vehicles</u></b>	\$0.00	Toyota Hilux - Night Patrol	Australian Government Grant
	\$250,000.00	Waste Compactor	Fleet Reserve
<b><u>Buildings</u></b>	\$100,000.00	Council office extension	Asset Reserve
	\$43,000.00	Toilet at Council Office	NT Government Grant
	\$97,000.00	Toilet at Council Office	LA Project
<b><u>Infrastructure</u></b>	\$80,000.00	Waste Management Facility Fence	NT Government Grant
	\$150,000.00	Council depot - concrete wash down bay	Asset Reserve
<b><u>Roads</u></b>	\$710,600.00	Seal & Drainage Works	Roads Future Fund
	<b>\$1,480,600.00</b>		
<b><u>Manyallaluk</u></b>			
<b><u>Plant and Equipment</u></b>	\$15,000.00	Zero turn Mower	Fleet Reserve
<b><u>Vehicles</u></b>	\$70,000.00	Toyota Troopcarrier - Creche	Fleet Reserve
	\$0.00	Toyota Hilux - Night Patrol	Australian Government Grant
	<b>\$85,000.00</b>		
<b><u>Jilkminggan</u></b>			
<b><u>Vehicles</u></b>	\$65,000.00	Toyota Hilux - PowerWater Contract	Fleet Reserve
	\$100,000.00	10 Tonne Tipper	Fleet Reserve
<b><u>Buildings</u></b>	\$75,000.00	Shage over playground	LA Project
	<b>\$240,000.00</b>		
<b><u>Mataranka</u></b>			
<b><u>Plant and Equipment</u></b>	\$100,000.00	Backhoe	Fleet Reserve
<b><u>Vehicles</u></b>	\$65,000.00	Toyota Hilux - CDP	Fleet Reserve
	\$70,000.00	Toyota Hiace Van - CDP	Fleet Reserve



<b><u>Buildings</u></b>	\$424,862.00	Mataranka Office Renovations	NT Government Grant
-	\$450,000.00	Staff house	Asset Reserve
-			
	<b>\$1,109,862.00</b>		
<b><u>Ngukurr</u></b>			
<b><u>Plant and Equipment</u></b>	\$150,000.00	Front end loader	Fleet Reserve
-	\$127,000.00	Bobcat	Fleet Reserve
-	\$15,000.00	RTV Utility	Fleet Reserve
-	\$25,000.00	Pool Filtration Equipment	Asset reserve
-			
<b><u>Vehicles</u></b>	\$0.00	Toyota Hilux - Night Patrol	Fleet Reserve
-			
<b><u>Infrastructure</u></b>	\$150,000.00	Sports Courts Drainage and Landscaping	Asset reserve
-	\$170,000.00	Sports Courts Drainage and Landscaping	LA Project
-	\$161,772.73	Outdoor Stage	LA Project
-	\$225,305.60	Basketball Court	LA Project
-			
	<b>\$1,024,078.33</b>		
<b><u>Numbulwar</u></b>			
<b><u>Plant and Equipment</u></b>	\$50,000.00	Tractor	Fleet Reserve
-	\$100,000.00	Backhoe	Fleet Reserve
-			
<b><u>Vehicles</u></b>	\$70,000.00	Toyota Hiace Van - CDP	Fleet Reserve
-	\$65,000.00	Toyota Hilux - CDP	Fleet Reserve
-	\$30,000.00	6 seat RTV Utility	Fleet Reserve
-			
<b><u>Buildings</u></b>	\$350,000.00	Lot 156 Rebuild & fencing replacement	Asset Reserve
-	\$150,000.00	Lot 217 Numbulwar Vehicle Port - New workshop and fuel depot design and documentation	Asset Reserve
-	\$53,000.00	Toilet near airport	NT Government Grant
-	\$97,000.00	Toilet near airport	LA Project
-			
<b><u>Infrastructure</u></b>	\$106,305.04	Playground Equipment	LA Project
-			
<b><u>Roads</u></b>	\$1,000,000.00	Local Roads Upgrades	Australian Government Grant
-			
	<b>\$2,071,305.04</b>		
<b><u>Urapunga</u></b>			
<b><u>Plant and Equipment</u></b>	\$50,000.00	Tractor	Fleet Reserve

<b>Roads</b>	\$500,000.00	Internal Roads Reaseling	Australian Government Grant
	<b>\$550,000.00</b>		
<b>Robinson River</b>			
<b>Infrastructure</b>	\$39,000.00	Playground Equipment	NT Government Grant
	<b>\$39,000.00</b>		
	<b>\$10,413,273.87</b>		

**Funding Sources**

\$1,500,000.00	Australian Government Grant
\$1,173,439.00	NT Government Grant
\$2,441,000.00	Asset Reserve
\$2,915,000.00	Fleet Reserve
\$1,010,600.00	Roads Future Fund
\$1,373,234.87	Local Authority Allocation
<b>\$10,413,273.87</b>	

**CORPORATE SERVICES AND SUSTAINABILITY  
DIVISIONAL REPORT**

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<b>ITEM NUMBER</b>	18.2
<b>TITLE</b>	Committee Terms of Reference
<b>REFERENCE</b>	1221003
<b>AUTHOR</b>	Cristian COMAN, Manager Corporate Compliance

**RECOMMENDATION**

**That Council:**

- (a) Adopts the Terms of Reference for the Finance and Infrastructure Committee;**
- (b) Adopts the Terms of Reference for the Audit Committee.**

**BACKGROUND**

The fourth (4<sup>th</sup>) sitting Roper Gulf Regional Council was formally sworn-in and commenced its term on 29 September 2021 at its inaugural Ordinary Meeting of Council.

The *Local Government Act 2019* came into force on 01 July 2021 and had introduced new requirements pertaining to Council committees.

On 29 September 2021, at its inaugural Ordinary Meeting, Council formally created an Audit Committee and a Finance and Infrastructure Committee.

**ISSUES/OPTIONS/SWOT**



Attached are newly developed Terms of Reference for both the Finance and Infrastructure Committee, and, the Audit Committee.

The Terms of Reference are reflective of applicable law and Council’s stated functions for those Committees.

**FINANCIAL CONSIDERATIONS**

N/A

**ATTACHMENTS**

- [1](#)  Terms of Reference Finance Committee.doc
- [2](#)  Terms of Reference for Audit Committee.docx

## **Roper Gulf Regional Council Finance Committee and Infrastructure Terms of Reference**

Roper Gulf Regional Council (Council) has established the Finance and Infrastructure Committee pursuant to Part 5.2 of the *Local Government Act 2019* (the Act) and Division 7 of the *Local Government (General) Regulations 2021* (the Regulations). Council is not required to hold an Ordinary Meeting at least once in each month, however Division 7 requires monthly financial reports to be presented to Council, and provides for the establishment of a Committee for the purposes of undertaking the financial obligations of Council, with applicable delegations thereof.

The fourth (4<sup>th</sup>) sitting Roper Gulf Regional Council has formally established the Finance and Infrastructure Committee at its inaugural Ordinary Meeting on 29 September 2021, with the function as prescribed at Regulation 19 of the Regulations, and additional functions and delegations as listed in this Terms of Reference.

### **1. Objective**

Council holds an Ordinary Meeting of Council (OMC) every second month and has set up a Finance and Infrastructure Committee to carry out financial functions in the alternate month, thus meeting its obligations under *Local Government Act 2019* (the Act).

Furthermore, Council has, in accordance with Part 5.2 of the Act, delegated to the Committee the functions and authority to review and make decisions on infrastructure and project matters as listed in these Terms of Reference.

### **2. Functions of Finance Committee**

Under the control and direction of the Council, the Finance Committee will:

- Ensure the annual budget is aligned with the Business (Regional) Plan.
- Monitor and report on financial performance against the annual budget and the Business Plan.
- Receive and review the monthly financial reports.
- Formulate strategies to improve Roper Gulf Regional Council's financial position.
- Make decisions on behalf of Council when the matter cannot be held over until the next Ordinary Meeting of Council.
- Review proposed and current RGRC investments and investment strategies, and approve commencement or amendment as necessary.
- Review administrative decisions which are prescribed by the *Local Government Act* as reviewable.
- Review infrastructure plans and projects.

### **3. Membership**

Members of this Committee include the Mayor and Deputy Mayor, five (5) other Councillors appointed by Council and an Independent Member appointed by Council. The CEO, General Manager Infrastructure Services and Planning, and Finance Manager are *ex officio* members and have no voting rights.

### **4. Chairperson**

The Mayor or the Deputy Mayor will chair the Finance and Infrastructure Committee.

### **5. Roles and Responsibilities**

The roles and responsibilities of the Finance and Infrastructure Committee will be as follows:

- a. Review the monthly income and expenditure reports, monitor progress against the budget and provide advice to Council in respect to these.

- b. Review and accept or reject Program Funding Agreements or any other offers of funding.
- c. Consider and make appropriate recommendations to Council on any matters having a significant financial impact on Roper Gulf Regional Council.
- d. At least annually, report to Council on adequacy of Roper Gulf Regional Council's insurance coverage.
- e. At least annually, review Roper Gulf Regional Council's borrowing program.
- f. Review financial delegations at least annually.
- g. To advise Council on the level of allowances to be paid to Councillors.
- h. Review and determine action for any other financial documents that need to be dealt with prior to the next Ordinary Meeting of Council.
- i. Work with CEO and Finance Manager to develop the annual budget, ensure it aligns with the Business Plan and present it to Council for adoption.
- j. Approve the awarding of any tenders or major contracts.
- k. Recommend fees and charges to be made by Roper Gulf Regional Council.
- l. Review, if required, applications for community grants made to Roper Gulf Regional Council and provide recommendations to Council.
- m. Contribute to the preparation of the annual financial statements.
- n. Review the annual audited financial statement and auditor's report and recommend any necessary follow-up.
- o. Exercise any general authority delegated by Council.
- p. Deal with any tasks that have been delegated from a previous Council meeting.
- q. Consider any matters referred by the CEO or the Council.
- r. Deal with urgent matters that cannot wait until the next Council meeting by making a decision.
- s. Review appeals against decisions of Council or council staff members which are prescribed by the *Local Government Act 2019* as reviewable.
- t. Assess/consider/develop proposed and current investments and investment strategies of Council, and approve commencement and amendments as required.
- u. Review infrastructure projects undertaken by Council and authorise amendments.

## 6. Limitations

If an issue involves expenditure of \$500,000 or more that is in variance to the budget the Finance and Infrastructure Committee must make a recommendation to the next Ordinary Meeting of Council.

If an issue involves expenditure of \$500,000 or more, but is urgent and cannot be held over until the next Ordinary Meeting of Council, the Finance and Infrastructure Committee will make a recommendation, record how each member of the Committee votes on the recommendation and direct the Mayor/Deputy Mayor or CEO as appropriate to contact other Council members out of session for their vote on the issue.

A decision by the majority of Elected Members for or against the resolution shall be taken as a decision of Council regardless of whether or not all Elected Members were contacted.

## 7. Quorum

A quorum for the Finance and Infrastructure Committee is five (5) members and must include the Mayor or Deputy Mayor, and the Independent Member.

If the Independent Member is not in attendance but a quorum is otherwise attained, the Committee may only exercise its financial reporting function in accordance with Division 7 of the Regulations, but no other function.

#### **8. Proxies**

In order to ensure continuity and a useful level of knowledge and experience, Finance and Infrastructure Committee members are not permitted to send proxies to the meeting.

#### **9. Term of office**

The term of office is for the Local Government electoral term. A newly elected Council will appoint a new Finance and Infrastructure Committee. Should a Councillor be re-elected, he/she may serve multiple terms on the Finance and Infrastructure Committee if appointed by Council. A newly elected Council may choose to re-appoint a former Independent Member if they wish.

#### **10. Self-review**

At least once a year, the Finance Committee will devote part of the meeting to reviewing its own processes and outcomes of the preceding year.

#### **11. Timing and mode of meetings**

The Finance and Infrastructure Committee will meet in the months between Ordinary Meetings of Council. Meetings can be held face-to-face, by teleconference, by videoconference or by a mixture of any of these.

#### **12. Minutes**

Minutes must be kept of the decisions and actions of the Finance and Infrastructure Committee. Minutes will be taken by the Governance delegated staff member.

#### **13. Reporting**

The minutes of the Finance and Infrastructure Committee will be tabled at the next Council Meeting for confirmation.

#### **14. Conflict of Interest**

In accordance with Part 7.2 of the *Local Government Act 2019*, Committee members will be required to disclose conflicts of interest at the commencement of each meeting.

Where members or invitees at the Committee meetings are deemed to have a real or perceived conflict of interest, they will be excused from Committee discussions on the issue where a conflict of interest exists.

#### **15. Remuneration and Allowances**

Councillors who are Committee members shall be paid the Extra Meeting Allowance payment for each Committee meeting they attend.

The Mayor and Deputy Mayor are not eligible for the Extra Meeting payment as it is provided for and included in their base allowance in accordance with applicable law.

Independent Members are eligible for remuneration at a rate of \$900 per meeting which shall be inclusive of meeting preparation, attendance, and necessary travel.

#### **16. Legislation referenced in the Terms of Reference**

*Local Government Act 2019*

*Local Government (General) Regulations 2021***17. Document Control**

<b>Document</b>	<b>Terms of Reference for Finance Committee</b>
<b>Endorsed by</b>	<b>Council</b>
<b>Date approved</b>	<b>24 February 2010</b>
<b>Amendments Approved</b>	<b>26 September 2012 28 May 2014 26 August 2015 14 September 2017</b>

## **Roper Gulf Regional Council Audit Committee Terms of Reference**

Roper Gulf Regional Council (Council) has established the Audit Committee pursuant to the Part 5.3 of the *Local Government Act 2019* (the Act) to monitor and review the integrity of Council's financial management, its internal controls, and to make recommendations to Council in accordance with the outcome of its review(s).

The Audit Committee is an Advisory Committee and does not have executive powers or authority to implement actions in areas which management has responsibility and does not have any delegated financial responsibility. The Audit Committee does not have any management functions and is therefore independent from management.

### **1. Objectives**

The objective of the Audit Committee is to advise Council on, and where delegated, determine upon matters outlined in the roles and responsibilities of the Audit Committee. This includes the provision of independent review and assistance to the Council, Chief Executive Officer and executive management on Council's risk, control and compliance framework, and its financial statement pertaining to its financial management responsibilities.

### **2. Membership**

Members of the Audit Committee are appointed by the Council. The Audit Committee shall consist of five (5) members:

- one (1) Independent Member (Chair)
- one (1) Independent Member
- three (3) Councillors

Appointments of Council Members shall be for a term of two (2) years. Appointees may be reappointed by the Council for a maximum of six (6) consecutive years.

Independent Members of the Audit Committee shall have senior business or financial management/reporting knowledge and expertise, and be conversant with the financial, risk management and governance issues, and have extensive accounting, auditing or legal skills, and other reporting requirement of Local Government.

Appointments of external Independent Members shall be for a term of four (4) years at the commencement of each Council term. Appointees may serve as an Independent Member for the maximum period of two (2) terms.

### **3. Chairperson**

The Council shall appoint any one of the Independent Members as the Chairperson of the Audit Committee for a period of 12 months.

The Chairperson's performance shall be reviewed by the CEO on an annual basis, before the expiry of their term.

The Council shall appoint the Chairperson on a yearly basis via resolution.

The Chairperson of the Audit Committee must be an Independent Member. Elected Members of RGRC are not eligible to Chair the Audit Committee.

### **4. Authority**

The Council authorises the Audit Committee, within the scope of its role and responsibilities, through the Chairperson, to:

- seek any information it requires, subject to their legal obligation to protect information, from any of



the Directors and Managers in consultation with the Chief Executive Officer;

- discuss any matters with the external auditor, or other external parties (subject to confidentiality considerations);
- request the attendance of any of the Directors and Managers, including the Chief Executive Officer, at Audit Committee meetings; and
- obtain external legal or other independent professional advice with the agreement of the Chief Executive Officer.

The Committee is directly responsible and accountable to the Council for the exercise of its responsibilities. In carrying out its responsibilities, the Committee must at all times recognise that primary responsibility for management of Council rests with the Chief Executive Officer.

The Committee can perform or instigate investigations on Council's request or through its 'own motion' if it believes on reasonable grounds that a significant legislative or contractual breach has, is, or is about to occur.

## **5. Roles and Responsibilities**

### **5.1 Financial Reporting**

The Audit Committee shall monitor the integrity of the financial statements of the Council, including its annual report, reviewing significant financial reporting issues and judgments which they contain.

The Audit Committee shall review and challenge where necessary:

- (a) the adequacy of processes to ensure integrity of reported financial information and appropriate review and management sign-off, prior to the CEO's and Council's approval of the draft financial statements;
- (b) the consistency of, and any changes to, accounting policies both on a year on year basis;
- (c) the methods used to account for significant or unusual transactions where different approaches are possible;
- (d) whether the Council has followed appropriate accounting standards and made appropriate estimates and judgments, taking into account the views of the external auditor;
- (e) the clarity of disclosure in the Council's financial reports and the context in which statements are made;
- (f) all material information presented with the financial statements, such as the operating and financial review and the corporate governance statement; and
- (g) the processes in place to ensure that the financial information included in the Council's annual report is consistent with the signed financial statements.

### **5.2 Compliance**

The Audit Committee shall:

- review the effectiveness of the system for monitoring the Council's compliance with all applicable laws, regulations and associated government policies pertaining to proper standards of financial management which the Council must comply with;
- review the process for building the capacity of Council to manage financial misconduct risk and its management strategies to enhance resistance to financial misconduct whilst improving Council's financial performance and integrity;
- monitor compliance of Program Funding Agreements, Service Level Agreements, Funding Agreements or any other agreements with any funding bodies or agencies to ensure proper standards of financial management;
- keep informed on the findings of any examinations of financial matters by regulatory agencies, and any auditor (internal or external) observations and monitor management's response to these findings;
- obtain regular updates from management on compliance matters pertaining to financial management and Accounting Standards.

### **5.3 Internal Control and Risk Management**

The Audit Committee may address issues pertaining to the approach, strategies, and activities undertaken by Council to address business, corporate, and financial risk, governance responsibilities and legislative compliance as assigned to it by the Chief Executive Officer or Council.

The Audit Committee may also review issues of a strategic nature as required by the Chief Executive Officer or Council.

#### **5.4 Internal Audit**

Review the adequacy of the Council's internal audit function for ensuring compliance with the *Local Government Act 2019*, its statutory instruments, the Australian Accounting Standards, and the proper standards of financial management.

The Committee provide advice on the adequacy of internal audit resources relevant to the Council's identified financial risks and management strategies.

The Committee may initiate internal audits or investigations via resolution if it believes on reasonable grounds that it is necessary or in the interests of Council to do so.

The Committee shall review Council's unaudited financial statements at the end of the financial year; set the audit agenda and Committee's work plan, including meeting dates, for the coming financial year.

#### **5.5 External Audit**

The Audit Committee shall assist Council meet its financial management, Accounting Standards, and regulatory obligations by meeting with the External Auditors as required, and discussing findings, review the draft audited financial statements and provide necessary feedback to Council.

The Audit Committee shall also review the effectiveness of the external audit and monitor the implementations of any recommendations authorised by Council or the Chief Executive Officer.

The Audit Committee shall review the Report to the Chief Executive Officer and management's response to the external auditor's findings and recommendations.

#### **5.6 Provision of Information**

The CEO will advise the committee members in the event of following:

- loss of significant programs
- material theft
- adverse financial event

#### **5.7 Administrative Review**

The Audit Committee shall have an administrative review function if required, so as to review a Council decision which is designated as reviewable by the *Local Government Act 2019*. Administrative review matters shall be assigned to the Committee as required by the Chief Executive Officer or Council.

#### **6. Meetings**

A meeting of the Audit Committee can be call at the request of any two (2) members of the Committee or by the Chair.

The Audit Committee Meetings may be considered confidential in accordance with applicable law.

Confidentiality of matters deliberated by the Audit Committee is determined by their sensitivity and nature. Confidentiality of matters deliberated by the Committee shall be determined through assessment against the Part 4, Division 2 *Information Act 2002* public interest provisions, together with their probative value and presumption in favour of disclosure not prejudicing the interests of Council.

The Audit Committee will hold meetings at least four (4) times in a year. The internal or external auditors may request a meeting if they consider that one is necessary.

Meetings can be held in person, by telephone, or by video conference.

Only members of Audit Committee are entitled to vote in Audit Committee meetings. Unless otherwise required by the Act not to vote, each member must vote on every matter that is before the Committee for decision.

The Chief Executive Officer, General Managers and Finance Manager shall be invited to attend each meeting, unless specifically requested not to do so by the chairperson of the Committee.

**7. Quorum**

A quorum for the Audit Committee is three (3) members and must include the Chair.

**8. Proxies**

In order to ensure continuity and a useful level of knowledge and experience, Audit Committee members are not permitted to send proxies to the meeting.

**9. Administrative Support**

The Chief Executive Officer will appoint a Secretary to provide administrative support to the Audit Committee.

**10. Reporting**

Following each meeting of the Audit Committee, the meeting minutes will be presented to the Council providing information on the meeting and its outcomes and recommendations.

Audit Committee minutes may be designated confidential.

The Chairperson of the Audit Committee shall prepare and provide an annual report on its operations to the Council.

**11. Conflict of Interest**

In accordance with Part 7.4 of the *Local Government Act 2019*, Committee members will be required to disclose conflicts of interest at the commencement of each meeting.

Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, they will be excused from Committee discussions on the issue where a conflict of interest exists.

**12. Meeting Sitting Fee**

Independent Members of the Audit Committee will be remunerated at a rate of \$900 per meeting by agreement with the CEO. This payment rate covers preparation for the meeting, meeting attendance, and travel expenses.

On attendance, each Councillor who is an Audit Committee Member will be paid extra meeting allowance for that meeting.

**13. Committee Performance and Review**

The Committee will review its performance on an annual basis and report to Council.

The review may be conducted as a self-assessment, and will be coordinated by the Chairperson. The assessment may also seek input from other parties.

The review will also include a review of the Terms of Reference for Audit Committee.

New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

**14. Legislation referenced in the Terms of Reference**

*Local Government Act 2019*

*Local Government (General) Regulations 2021*

*Information Act 2002*

**15. Document Review**

Dates of amendments made by Council resolution:

28 January 2015 OCM	Council endorsed the document
24 June 2015 OCM	Council approved the amendment to the document
14 September 2017 OCM	Council approved the amendment to the document
18 April 2018 OCM	Council approved the amendment to the document
11 December 2020 OMC	Council approved the amendment to the document

**CORPORATE SERVICES AND SUSTAINABILITY  
DIVISIONAL REPORT**

---



<b>ITEM NUMBER</b>	18.3
<b>TITLE</b>	Annual Financial Statements
<b>REFERENCE</b>	1221380
<b>AUTHOR</b>	Dave HERON, Acting General Manager Corporate Services & Sustainability

**RECOMMENDATION****That Council**

- a) **approves the Audited Annual Financial Statements for the year ended 30 June 2021.**
- b) **Authorises the CEO to deliver the statements to the NT Grants Commission.**

**BACKGROUND**

The Council must prepare a set of financial statements in accordance with Part 10.6 of the *Local Government Act 2019*. The financial statements are required to be audited in accordance with Part 10.8 of the Act. Division 6 of the Local Government (General Regulations) 2021 requires Council to forward the audited annual financial statements to the NT Grants Commission by 15 November each year.

Council's management has prepared the financial statements as at 30 June 2021 and Merit Partners were engaged as the financial auditors. The Audited Financial Statements will be distributed to Councilors prior to the meeting. The audit partner, Matthew Kennon will present the audit completion report including management responses to the audit findings to Council at the meeting.

**ISSUES/OPTIONS/SWOT**

Nil

**FINANCIAL CONSIDERATIONS**

NIL

**ATTACHMENTS**

There are no attachments for this report.

**CORPORATE SERVICES AND SUSTAINABILITY  
DIVISIONAL REPORT**

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<b>ITEM NUMBER</b>	18.4
<b>TITLE</b>	Council's Financial Report as at 30.09.2021
<b>REFERENCE</b>	1222985
<b>AUTHOR</b>	Elvisen SOUNDRON, Management Accountant

**RECOMMENDATION**

**That the Council receives and notes the financial reports as at 30 September 2021.**

**BACKGROUND**

Attached are the Council's financial reports as at 30 September 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 2019*. The Income and Expenditure Report as at the end of September shows that the net operating position is at a surplus of \$2.05M. This can be attributed to the fact that it is the start of the financial year and Council has already in most cases received Grant payments for the first six months of the year.

The bank balance as at 30 September is \$39.34M. Of this total bank balance, \$17M is invested in various interest earning term deposits. The total balance of untied cash after liabilities and commitments towards major projects is \$9.77M.

**ISSUES/OPTIONS/SWOT****Provision for Landfill Rehabilitation**

As per recent environmental regulations, Council's waste management operations give rise to obligations to rehabilitate certain sites. As such the liability component of the estimated future cost has to be included in the financial statement for a fair representation of Council's financial affairs.

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

The reported Payroll Tax obligations of \$207,615.00 were paid by the due date as required by the Tax Office. The Business Activity Statement reporting for September 2021 will be processed in a timely fashion. Furthermore all superannuation obligations and insurance premium have been paid by the due date.

**Debtors Analysis:**

The below summarizes the amounts owing to Council for a period over 90 days after any unapplied credits. The outstanding accommodation debts have been paid in October 2021.

<b>Comments</b>	<b>Amount \$</b>
Fax charges	57.50
Staff Housing Bond	3,500.00
Workshop services	5,459.32
Overpayment of wages	20.00
Mataranka PO Box	562.50
Conference Hall Hire	215.00
Accommodation	108,400.00
Rental Lease	4,774.00
NDIS Assistance	2,076.46
Borrooloola Medivac	2,464.76
<b>TOTAL</b>	<b>127,529.54</b>

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS**

1   Financial Reports - September 2021.pdf



# Financial Reports

at 30 September 2021



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

**\$127,528,521**

What we own



**Assets**

**\$24,393,272**

What we owe



**Liabilities**

=

**\$103,135,249**

Council’s Wealth



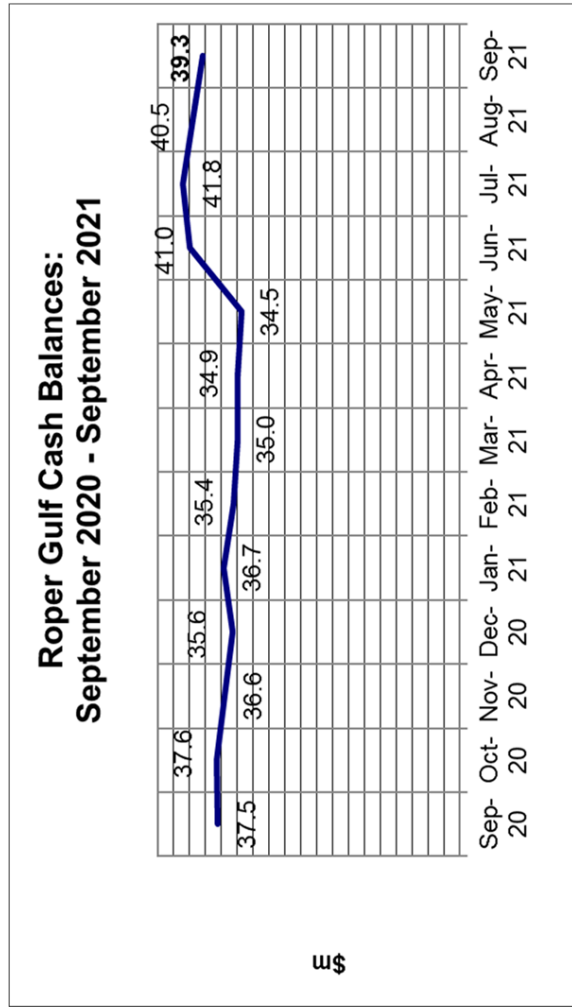
**Equity**

## Balance Sheet as at 30 September 2021

ASSETS (What we own)		LIABILITIES (What we owe)	
<b>Current Assets</b>		<b>Current Liabilities</b>	
Cash	22,314,993	Accounts payable	321,016
Accounts receivable	293,596	Taxes payable	160,096
(less doubtful accounts)	-70,878	Accrued Expenses	0
Rates & Waste Charges Receivable	2,470,205	Provisions (Annual Leave)	1,389,663
Inventory	231,692	Contractors Retention and Deposit Bonds	306,742
Investments	17,000,000	Operating Lease	82,216
Other current assets	436,072	Unspent Grant and Client Funds	12,002,190
<b>Total Current Assets</b>	<b>42,675,679</b>	Provision for Landfill Rehabilitation	576,248
		<b>Total Current Liabilities</b>	<b>14,838,172</b>
<b>Non-current Assets</b>			
Land	4,141,000	<b>Long-term Liabilities</b>	
Right of Use - Land	4,510,579	Non Current Provision Employee General	505,793
Buildings	39,142,913	Operating Lease Expense Property	4,646,457
(less accumulated depreciation and impairment)	0	Provision for Landfill Rehabilitation	4,402,851
Fleet, Plant, Infrastructure and Roads	33,507,364	<b>Total Long-term Liabilities</b>	<b>9,555,101</b>
(less accumulated depreciation)	-7,725,245	<b>Total Liabilities</b>	<b>24,393,282</b>
Intangible Asset Acquisition(Landfill rehabilitation)	4,979,099	<b>EQUITY (Council's Wealth)</b>	
Work in Progress assets	6,297,132	Retained earnings	46,865,181
<b>Total Non-current Assets</b>	<b>84,852,842</b>	Asset Revaluation Reserves	54,077,638
		Roads Future Fund	2,192,429
		<b>Total Equity</b>	<b>103,135,249</b>
<b>TOTAL ASSETS</b>	<b>127,528,521</b>	<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>127,528,521</b>

## Actual Cash at Bank as at 30 September 2021

<b>BANK:</b>	Closing balance as at 30 September 2021
Commonwealth - Business 10313307	\$19,153,577.45
Monthly interest earned	\$3,237.61
Commonwealth - Operating 10313294	\$236,753.37
Monthly interest earned	\$0.00
Commonwealth - Trust 103133315	\$3,673.18
Monthly interest earned	\$0.00
Commonwealth - Business online - 10381211	\$2,946,280.19
Monthly interest earned	\$483.13
Term Deposits in Various Banks	\$17,000,000.00
Monthly interest earned	\$0.00
<b>Total Cash at Bank</b>	<b>\$39,340,284.19</b>
<b>LESS:</b>	
Liabilities	<b>\$24,393,282.00</b>
Committed Funds to Major Projects in Design and Construction Phases	<b>\$5,167,530.00</b>
<b>Total Untied Cash</b>	<b>\$9,779,472.19</b>
<b>Total Interest Earned for 2021-22 financial year</b>	<b>\$11,800.59</b>



Note: The "Total Cash at Bank" is the actual Money in the Bank at 30 September 2021.

# Liquidity ratio Analysis

## Current Ratio :

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

Current Assets

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 = **3 : 1 (2.88)**  
Including all cash and current assets, we have \$3 for every \$1 of Liability

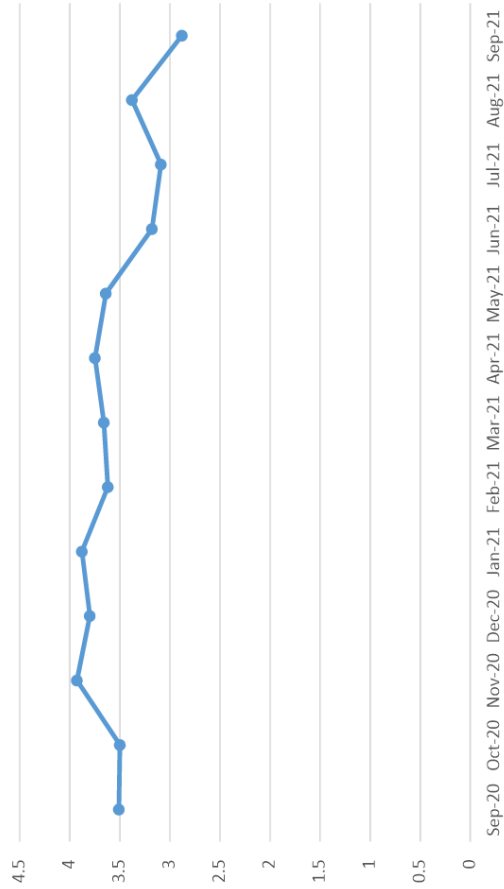
Untied Cash to Creditors Ratio = **48 : 1 (47.56)**  
It is desirable to have at least 1:1 ratio and we have \$48 untied cash for every dollar outstanding for our suppliers of Goods and Services.



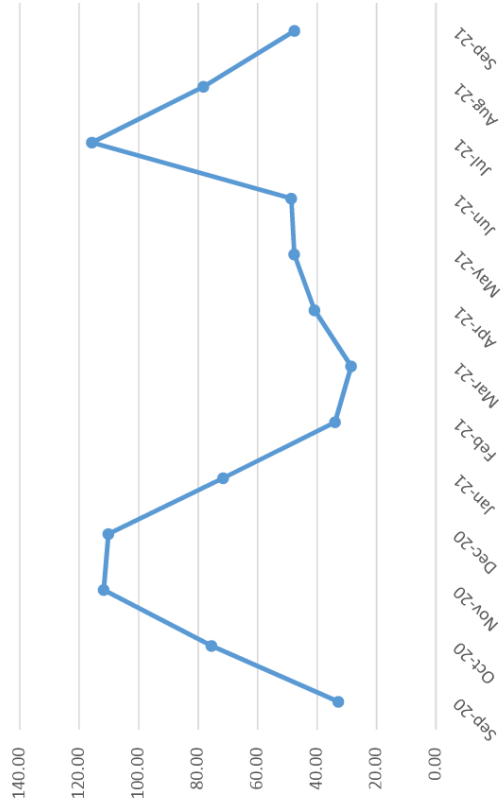
# Liquidity Ratio Trend

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

Current Ratio Analysis  
September 2020 - September 2021



Untied Cash to Creditors  
September 2020 - September 2021

























# Income & Expenditure Statement :

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

$$\begin{array}{rcl}
 \text{Income \& Reserve} & - & \text{Expenditure} & = & \text{Net Operating position} \\
 \text{\$10,145,238} & & \text{\$8,092,049} & & \text{\$2,053,190}
 \end{array}$$



## Income &amp; Expenditure Report as at 30 September 2021

	Year to Date Actual (\$)	Year to Date Budget (\$)	Variance (\$)	Full Year Budget (\$)
<b>Operating Income</b>				
Income Rates	2,696,108	2,739,997		2,739,997
Income Council Fees and Charges	298,164	280,968		1,123,872
Income Operating Grants Subsidies	3,726,476	7,176,351		23,639,402
Income Investments	11,801	45,000		180,000
Income Reimbursements	18,257	2,500		10,000
Income Agency and Commercial Services	2,438,397	2,611,316		12,849,263
Other Income	459,144	129,500		518,000
<b>Total Operating Income</b>	<b>9,648,346</b>	<b>12,985,631</b>		<b>41,060,534</b>
<b>Operating Expenditure</b>				
Employee Expenses	4,008,797	5,263,969		21,067,876
Contract and Material Expenses	1,291,242	3,104,859		12,115,434
Fleet, Plant & Equipment	284,430	262,595		1,050,382
Asset Expense	0	1,339,000		5,356,000
Other Operating Expenses	1,369,033	1,804,009		4,432,762
Finance Expenses	3,192	3,115		12,145
<b>Total Operating Expenditure</b>	<b>6,956,694</b>	<b>11,733,229</b>		<b>44,034,599</b>
<b>Operating Surplus</b>	<b>2,691,652</b>	<b>1,252,402</b>		<b>-2,974,064</b>
<b>Capital Funding</b>				
Income Capital Grants	0	947,640		1,826,276
Council Reserve	496,892	1,222,886		4,891,545
<b>Total Capital Funding</b>	<b>496,892</b>	<b>2,170,527</b>		<b>6,717,822</b>
<b>Capital Expenditure</b>				
WIP Assets	1,135,355	6,307,451		9,900,779
<b>Total Capital Expenditure</b>	<b>1,135,355</b>	<b>6,307,451</b>		<b>9,900,779</b>
<b>Net Operating Position</b>	<b>2,053,190</b>	<b>-2,884,522</b>		<b>-6,157,021</b>



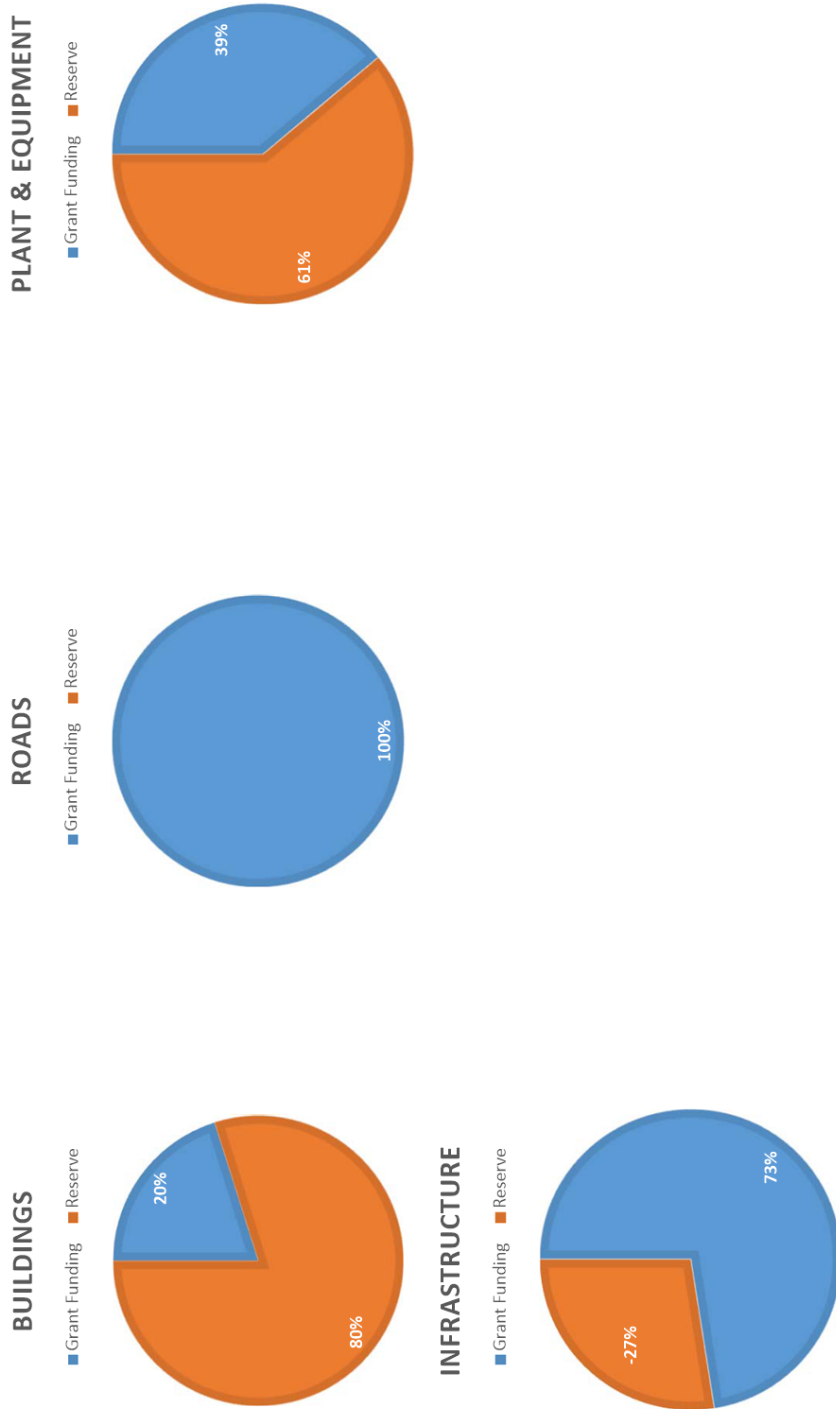
## Variances in Income and Expenditure as at 30 September 2021

<b>Income</b>	<b>Variance (\$)</b>	<b>Comments</b>
Income Rates	-43,888	
Income Council Fees and Charges	17,196	
Income Operating Grants Subsidies	-3,449,875	The first federal assistance Grant instalment payment for the year was received in advance at the end of last financial year and the Local Authority funding has yet to be received
Income Investments	-33,199	
Income Reimbursements	15,757	
Income Agency and Commercial Services	-172,919	The contract with Territory Housing has been terminated which is the main cause in the variance
Other Income	329,644	The major cause in surplus is from the proceeds of fleet disposal.
<b>Total Variance</b>	<b>-3,337,285</b>	
<b>Expenditure</b>		
Employee Expenses	-1,255,172	The underspend is mainly due to vacancies and staff absences across several departments
Contract and Material Expenses	-1,813,617	The underspend is mostly from Local Authority Projects. Furthermore some invoices from Alawa have yet to be received
Fleet, Plant & Equipment	21,834	The overspend is mainly since the fleet insurance fee has already been settled for the year
Depreciation, Amortisation & Impairment	-1,339,000	The depreciation for the first quarter has yet to be processed
Other Operating Expenses	-434,976	The underspend is mostly since the invoices from NLC have yet to be paid
Finance Expenses	77	
<b>Total Variance</b>	<b>-4,820,853</b>	
<b>Capital Funding</b>		
Income Capital Grants	-947,640	As per recent Accounting standard, tied funds can only be recognised after project completion. The grant for the Cyclone Shelter will be recognised as income once the project reach further stages of progression
<b>Total Variance</b>	<b>-947,640</b>	
<b>Capital Expenditure</b>		
WIP Assets	-5,172,096	Please refer to next slide for further detail
<b>Total Variance</b>	<b>-5,172,096</b>	

## Capital Expenditure as at 30 September 2021

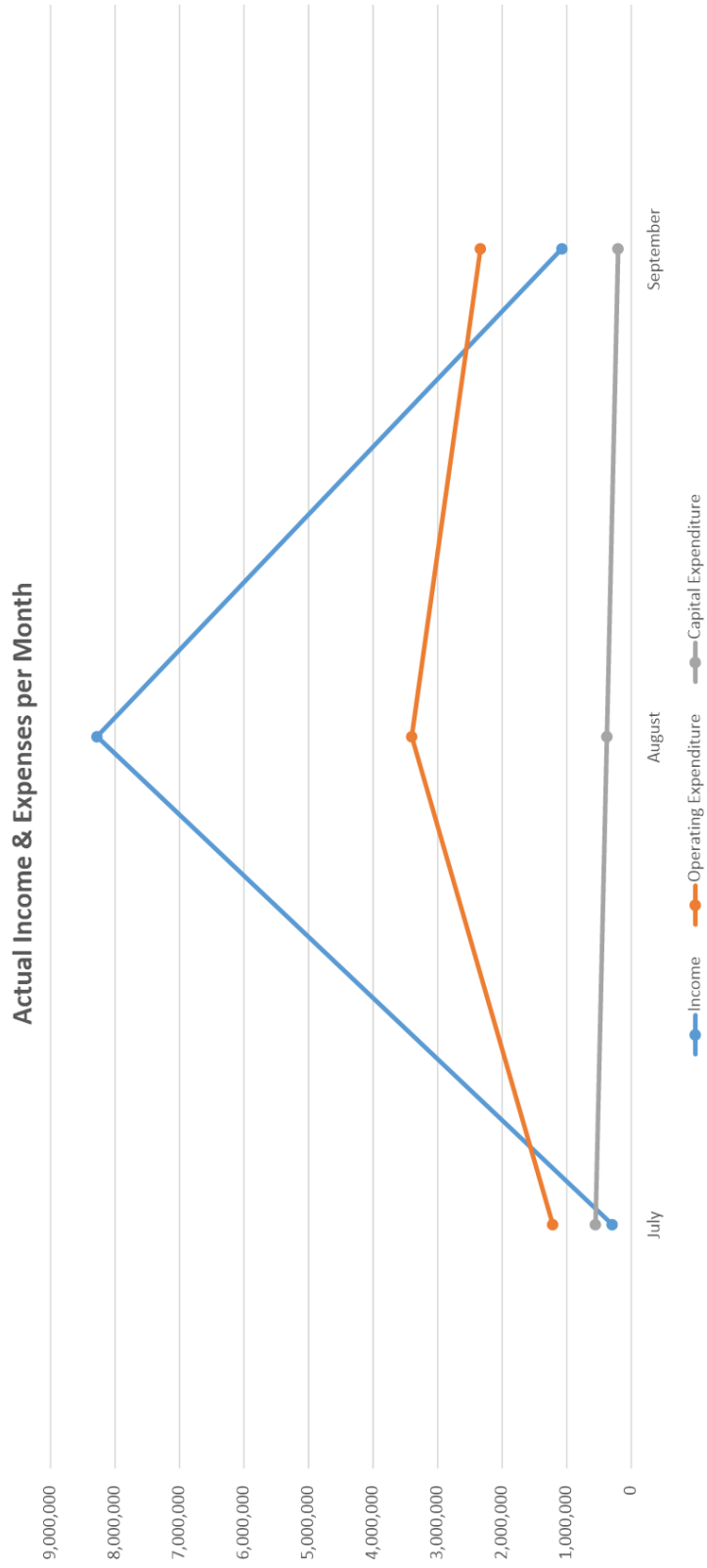
<b>Capital Expenditure</b>	<b>Year to Date Actual (\$)</b>	<b>Year to Date Budget (\$)</b>	<b>Variance (\$)</b>	<b>Full Year Budget (\$)</b>
Buildings	496,892	1,741,787	1,244,895	2,219,218
Infrastructure	57,345	1,199,075	1,141,730	2,080,383
Plant and Equipment	27,895	960,000	932,105	960,000
Furniture	0	12,000	12,000	12,000
Motor Vehicles	0	1,122,500	1,122,500	2,085,000
Roads	553,223	1,272,089	718,866	2,544,177
<b>Total Capital Expenditure</b>	<b>1,135,355</b>	<b>6,307,451</b>	<b>5,172,096</b>	<b>9,900,779</b>

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



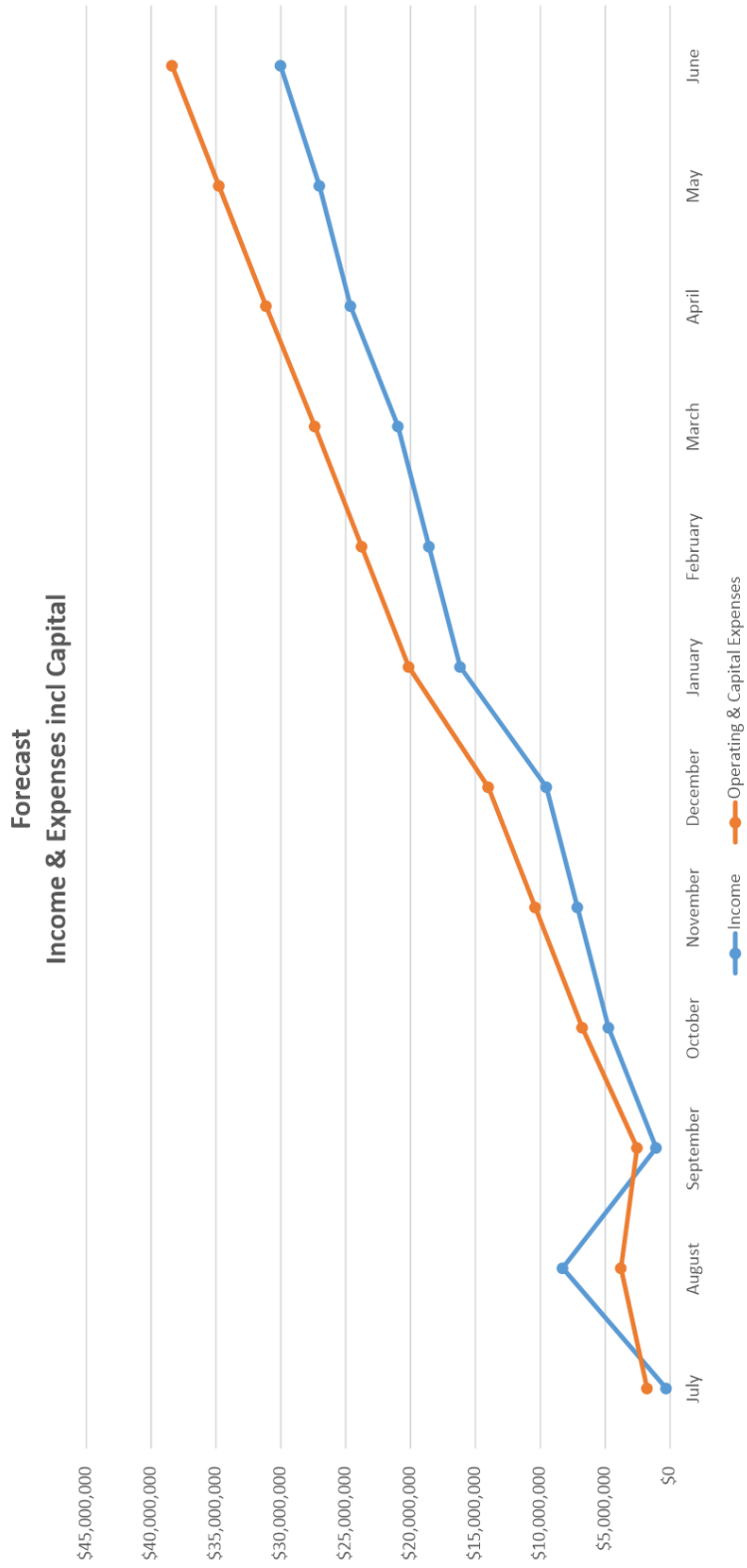
## Actual Income & Expenditure as at 30 September 2021

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



# Forecast Income & Expenditure as at 30 September 2021

The below graph depicts the cumulative trend of Forecasted Income, Operating Expenditure and Capital Expenditure from July 2021 till June 2022.

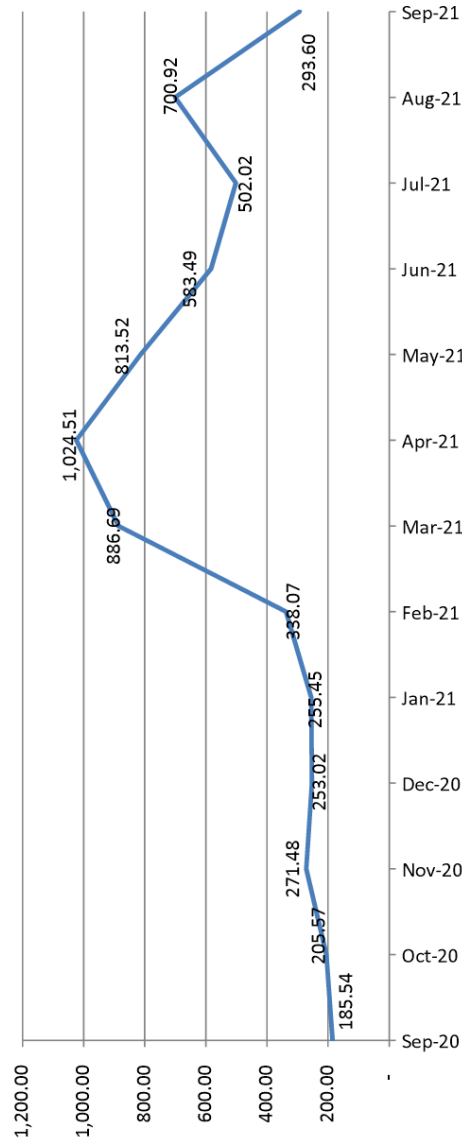
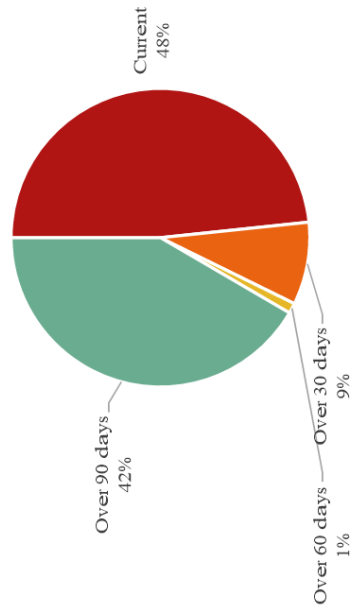


# Accounts Receivable

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
\$148,454.40	\$27,478.15	\$3,443.02	\$127,744.54	\$307,120.11
Balance after accounting for Unapplied Credits (\$13,524.45)				\$293,595.66

Debtors breakdown



### Rates Outstanding as at 30 September 2021

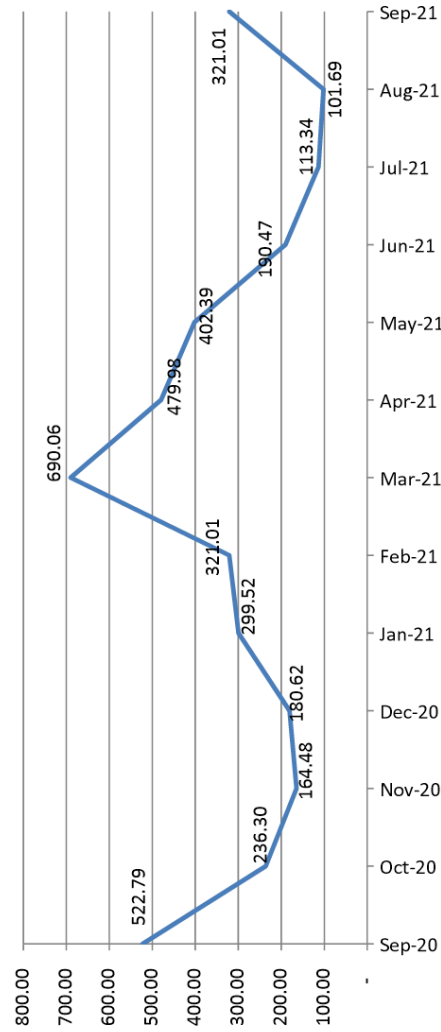
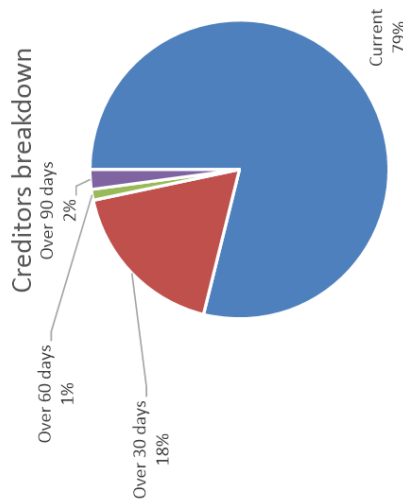
Financial Year	Total Balance (\$)	Percentage of Total Owning
2008-09	69.90	0.00%
2009-10	338.60	0.01%
2010-11	447.70	0.02%
2011-12	338.35	0.01%
2012-13	1,064.42	0.04%
2013-14	2,669.50	0.11%
2014-15	14,915.65	0.60%
2015-16	7,177.70	0.29%
2016-17	7,801.98	0.32%
2017-18	9,369.21	0.38%
2018-19	26,585.16	1.08%
2019-20	49,975.30	2.02%
2020-21	76,925.81	3.11%
2021-22	2,272,720.43	92.01%
<b>Total</b>	<b>2,470,204.71</b>	

The rates outstanding from the financial year 2014-15 and before are related to properties where we have statutory declarations from the court house. Please also note that the rates run for the year has yet to be processed

# 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
\$283,234.78	\$64,011.85	\$4,218.75	\$7,660.22	\$359,125.60
Balance after accounting for Unapplied Credits (\$38,111.46)				\$321,014.14





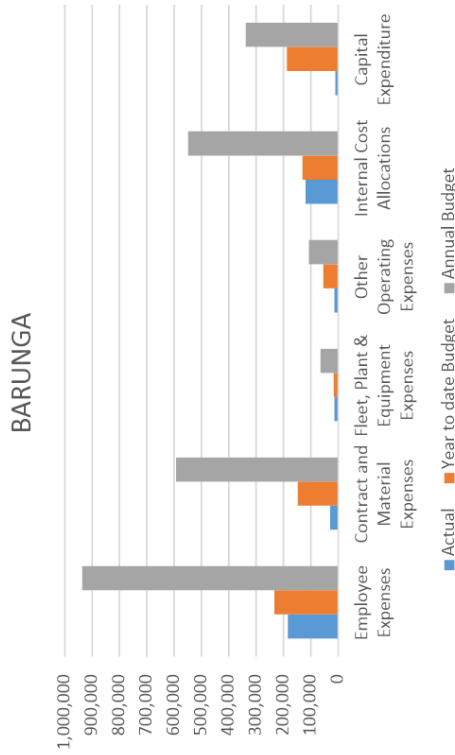
The following table lists the top ten suppliers from whom invoices were received and processed during the month of September 2021. All amounts have been paid.

<b>Creditor</b>	<b>Amount \$</b>	<b>Transaction Description</b>
Chevron Australia	56,100.42	Bulk fuel order for Numbulwar and Jilkminggan
Department of Infrastructure and Planning	100,000.00	Contribution for the shade structure at the Borroloola basketball court
Telstra	53,204.72	Consolidated Account, Service & Equipment Rental
Katherine Town Council	33,597.95	Rates for offices at 2 Crawford St, 63 Chardon St and 29 Crawford St
Alawa Aboriginal Corporation	304,740.22	Night Patrol, CDP and NT Ops payments
Local Government Association of the NT	71,542.11	Annual Membership Subscription 2021-22
JLT Risk Solutions Pty Ltd	180,202.55	Workers Compensation and other insurance charged for the 2 <sup>nd</sup> Quarter 2021-22
BM Constructions NT Pty Ltd	95,975.00	Shade structure at the Jilkminggan Playground
Northern Building and Property Services Pty Ltd	126,996.14	Fencing works at several location in Numbulwar and ramps repairs in Beswick
Shepherd Services Pty Ltd	36,492.45	Road Survey, condition assessment and reporting

# Expenditure Report by Community as at 30 September 2021

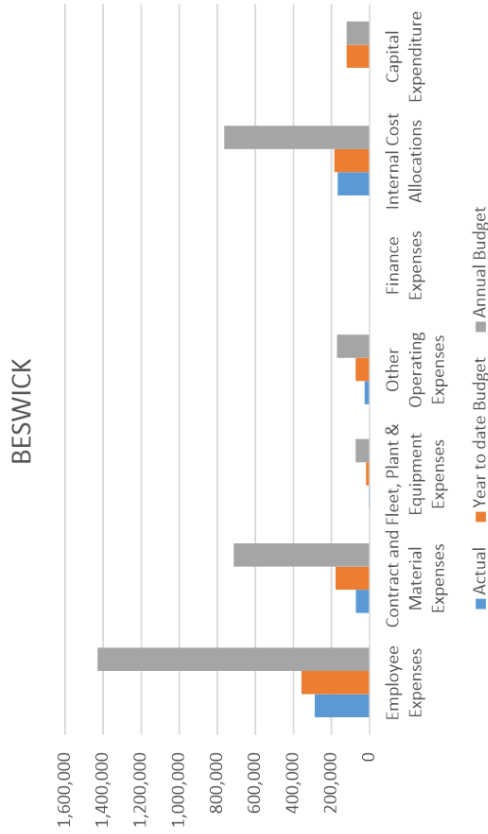
## Barunga

Expenditure by Account Category	September 2021 Actual \$	September 2021 Budget \$	Annual Budget \$
Employee Expenses	184,021	234,068	936,273
Contract and Material Expenses	29,923	148,169	592,674
Fleet, Plant & Equipment Expenses	14,430	16,250	65,000
Other Operating Expenses	13,879	54,530	107,290
Internal Cost Allocations	119,170	131,060	549,221
Capital Expenditure	10,845	188,000	338,000
<b>Total Expenditure</b>	<b>372,267</b>	<b>772,076</b>	<b>2,588,458</b>



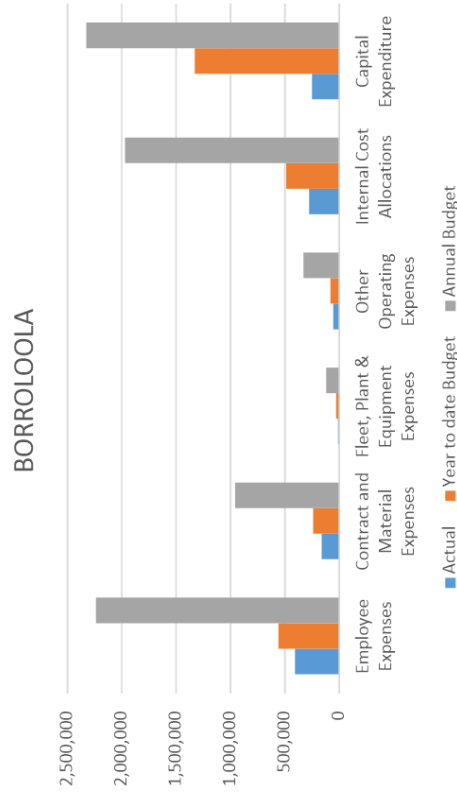
**Beswick**

Expenditure by Account Category	September 2021 Actual \$	September 2021 Budget \$	Annual Budget \$
Employee Expenses	288,336	357,429	1,429,717
Contract and Material Expenses	72,249	178,529	714,114
Fleet, Plant & Equipment Expenses	5,649	18,308	73,230
Other Operating Expenses	26,244	73,292	171,388
Finance Expenses	40	0	0
Internal Cost Allocations	167,334	185,061	763,770
Capital Expenditure	0	120,000	120,000
<b>Total Expenditure</b>	<b>559,852</b>	<b>932,619</b>	<b>3,272,219</b>



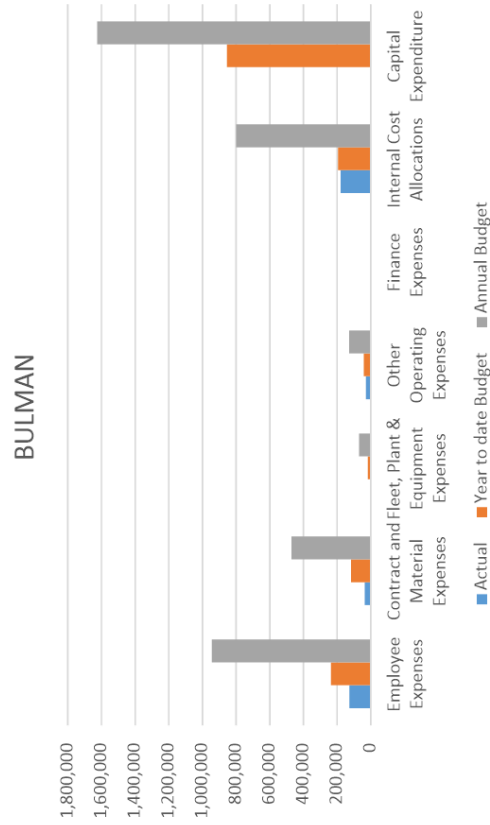
**Borrooloola**

Expenditure by Account Category	September 2021 Actual \$	September 2021 Budget \$	Annual Budget \$
Employee Expenses	408,545	559,711	2,238,842
Contract and Material Expenses	163,083	239,570	958,278
Fleet, Plant & Equipment Expenses	12,886	30,300	121,200
Other Operating Expenses	55,624	82,337	329,348
Internal Cost Allocations	277,999	489,596	1,969,941
Capital Expenditure	251,351	1,330,145	2,327,933
<b>Total Expenditure</b>	<b>1,169,488</b>	<b>2,731,658</b>	<b>7,945,543</b>



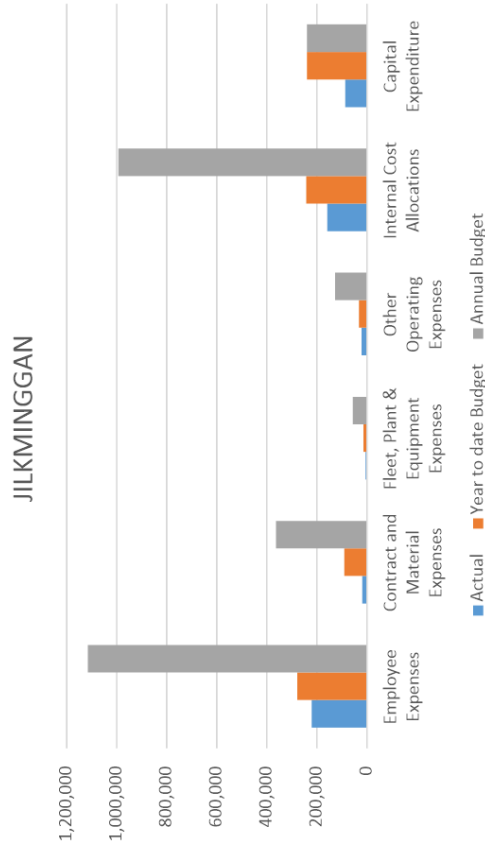
**Bulman**

Expenditure by Account Category	September 2021 Actual \$	September 2021 Budget \$	Annual Budget \$
Employee Expenses	127,551	236,148	944,590
Contract and Material Expenses	36,919	117,864	471,457
Fleet, Plant & Equipment Expenses	5,266	17,413	69,650
Other Operating Expenses	28,711	41,345	129,188
Finance Expenses	33	0	0
Internal Cost Allocations	178,648	195,113	800,464
Capital Expenditure	0	855,300	1,625,600
<b>Total Expenditure</b>	<b>377,128</b>	<b>1,463,182</b>	<b>4,040,949</b>



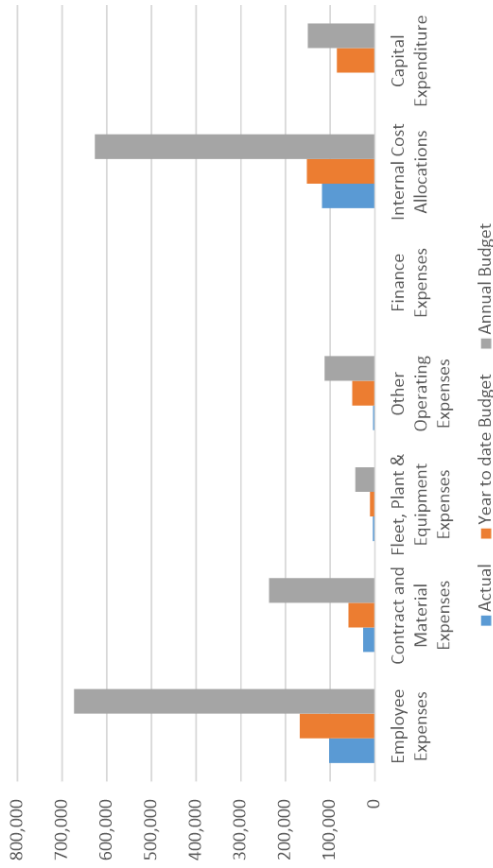
### Jilkmिंगगन

Expenditure by Account Category	September 2021 Actual \$	September 2021 Budget \$	Annual Budget \$
Employee Expenses	220,849	278,803	1,115,210
Contract and Material Expenses	19,108	90,918	363,670
Fleet, Plant & Equipment Expenses	5,923	14,188	56,750
Other Operating Expenses	21,683	31,887	127,548
Internal Cost Allocations	158,627	242,774	993,272
Capital Expenditure	87,250	240,000	240,000
<b>Total Expenditure</b>	<b>513,439</b>	<b>898,569</b>	<b>2,896,451</b>



### Manyallaluk

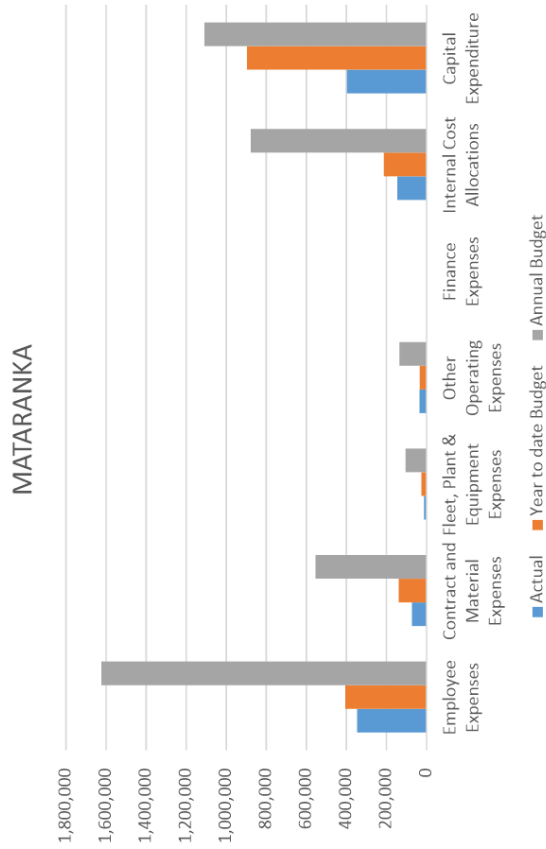
#### MANYALLALUK



Expenditure by Account Category	September 2021 Actual \$	September 2021 Budget \$	Annual Budget \$
Employee Expenses	102,493	168,372	673,487
Contract and Material Expenses	26,458	59,206	236,825
Fleet, Plant & Equipment Expenses	4,716	10,975	43,900
Other Operating Expenses	4,355	50,528	112,553
Finance Expenses	40	0	0
Internal Cost Allocations	118,269	152,556	626,865
Capital Expenditure	0	85,000	150,000
<b>Total Expenditure</b>	<b>256,331</b>	<b>526,637</b>	<b>1,843,630</b>

**Mataranka**

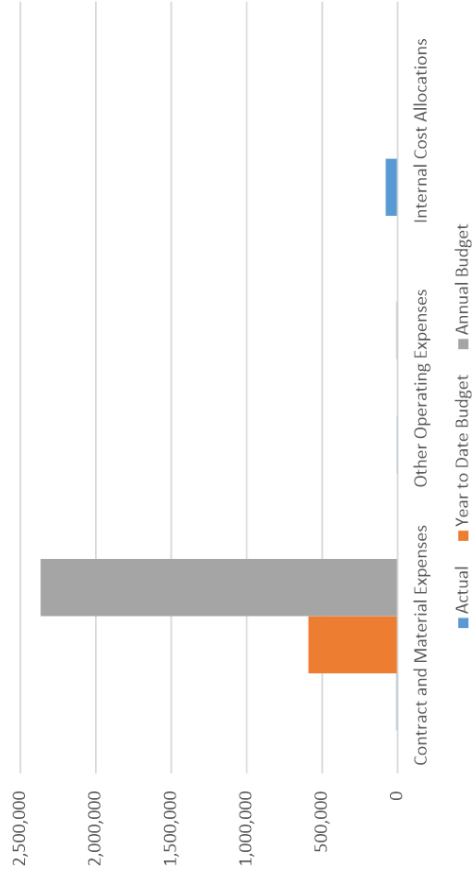
Expenditure by Account Category	September 2021 Actual \$	September 2021 Budget \$	Annual Budget \$
Employee Expenses	347,013	405,762	1,623,050
Contract and Material Expenses	73,468	138,720	554,880
Fleet, Plant & Equipment Expenses	13,349	26,153	104,610
Other Operating Expenses	36,139	33,664	134,655
Finance Expenses	80	50	200
Internal Cost Allocations	145,729	212,987	877,125
Capital Expenditure	396,892	897,431	1,109,862
<b>Total Expenditure</b>	<b>1,012,670</b>	<b>1,714,767</b>	<b>4,404,382</b>





**Minyerri**

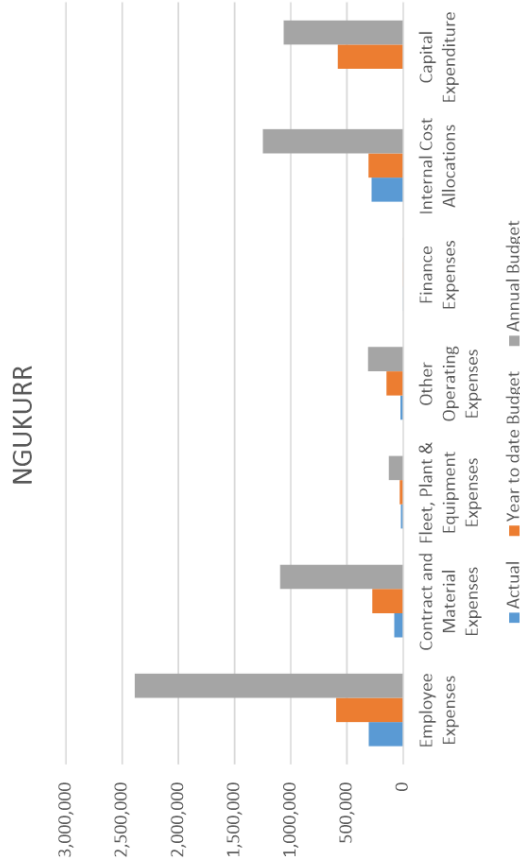
MINYERRI



Expenditure by Account Category	September 2021 Actual \$	September 2021 Budget \$	Annual Budget \$
Contract and Material Expenses	9,042	591,622	2,366,488
Other Operating Expenses	8,351	2,261	9,044
Internal Cost Allocations	78,220	0	0
<b>Total Expenditure</b>	<b>95,613</b>	<b>593,883</b>	<b>2,375,532</b>

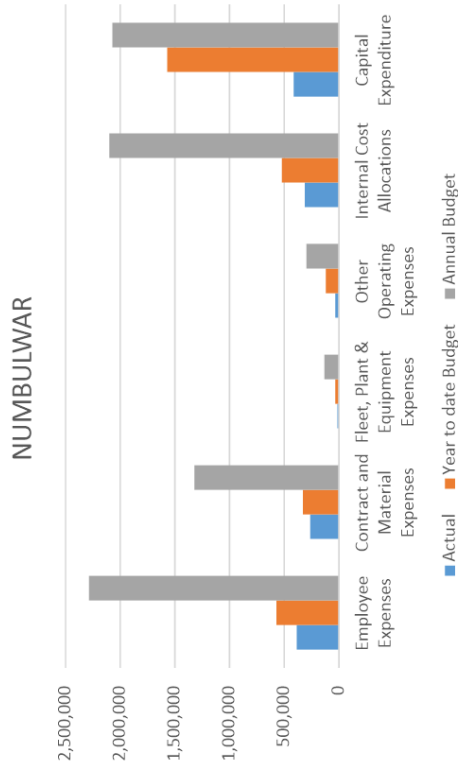
**Ngukurr**

Expenditure by Account Category	September 2021 Actual \$	September 2021 Budget \$	Annual Budget \$
Employee Expenses	306,020	597,035	2,388,139
Contract and Material Expenses	80,153	273,972	1,095,889
Fleet, Plant & Equipment Expenses	20,891	31,850	127,400
Other Operating Expenses	25,601	148,387	311,547
Finance Expenses	40	50	200
Internal Cost Allocations	281,348	307,895	1,249,096
Capital Expenditure	0	581,270	1,064,078
<b>Total Expenditure</b>	<b>714,054</b>	<b>1,940,459</b>	<b>6,236,349</b>



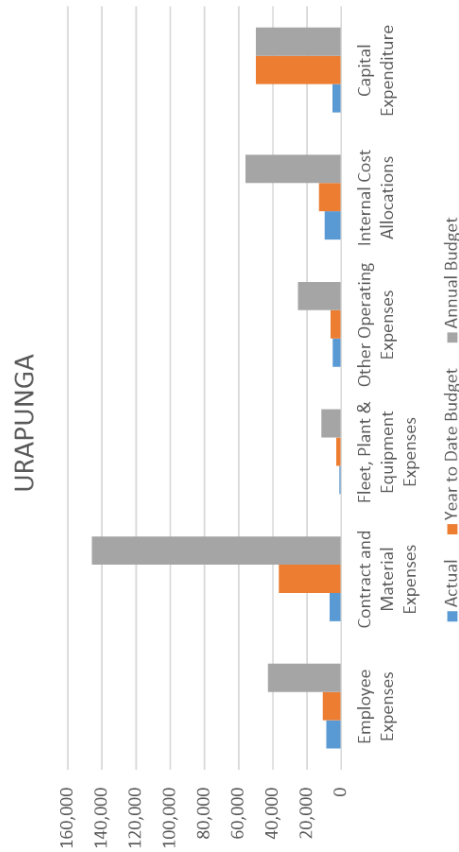
**Numbulwar**

Expenditure by Account Category	September 2021 Actual \$	September 2021 Budget \$	Annual Budget \$
Employee Expenses	386,247	571,885	2,287,539
Contract and Material Expenses	263,390	330,904	1,323,616
Fleet, Plant & Equipment Expenses	13,573	33,425	133,700
Other Operating Expenses	34,041	120,077	297,306
Internal Cost Allocations	312,280	522,011	2,099,785
Capital Expenditure	413,171	1,571,305	2,071,305
<b>Total Expenditure</b>	<b>1,422,702</b>	<b>3,149,607</b>	<b>8,213,250</b>



### Urapunga

Expenditure by Account Category	September 2021 Actual \$	September 2021 Budget \$	Annual Budget \$
Employee Expenses	8,716	10,745	42,980
Contract and Material Expenses	6,777	36,500	146,000
Fleet, Plant & Equipment Expenses	1,118	2,925	11,700
Other Operating Expenses	5,013	6,323	25,293
Internal Cost Allocations	9,750	13,035	56,085
Capital Expenditure	5,095	50,000	50,000
<b>Total Expenditure</b>	<b>36,469</b>	<b>119,529</b>	<b>332,058</b>



**INFRASTRUCTURE SERVICES AND PLANNING  
DIVISIONAL REPORT**

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<b>ITEM NUMBER</b>	19.1
<b>TITLE</b>	Local Authority Project Funding Update
<b>REFERENCE</b>	1221477
<b>AUTHOR</b>	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.

**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**

Nil

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS**

1   LA Project Funding 30092021.xlsx

<b>Robinson River Local Authority Project Funding</b>	
Funds received from Department	\$ 32,500.00
Funds allocated to projects by Local Authority Members	\$ 16,500.00
Surplus/(Deficit) from completed projects	\$ -
<b>Remaining Unallocated funds</b>	<b>\$ 16,000.00</b>

<b>Date Approved</b>	<b>Project ID</b>	<b>Projects</b>	<b>Project Budget</b>	<b>Actual Expenditure</b>
3/06/2021		AFL Goal Posts	\$ 15,000.00	
3/06/2021		Entrance Sign	\$ 1,500.00	
		Total for current projects in progress	\$ 16,500.00	
		Total for completed projects		
		<b>Grand Total</b>	<b>\$ 16,500.00</b>	<b>\$ -</b>

30 September 2021

<b>Project Status</b>
Posts ordered by MAC

**INFRASTRUCTURE SERVICES AND PLANNING  
DIVISIONAL REPORT**

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<b>ITEM NUMBER</b>	19.2
<b>TITLE</b>	Major Projects Status Update Report
<b>REFERENCE</b>	1223103
<b>AUTHOR</b>	Andreea CADDY, General Manager Infrastructure Services & Planning

**That Council receives and notes the Major Projects Updates Report.**

**BACKGROUND**

This is a regular Information Report presented to Roper Gulf Regional Council outlining updates of Major projects across the region. The update is attached and is current at 19 October 2021.

**ISSUES/OPTIONS/SWOT**

Nil

**FINANCIAL CONSIDERATIONS**

Nil.

**ATTACHMENTS**

1 [!\[\]\(e9474ce1d70442456f8fe9c393ea149c\_img.jpg\) Major ProjectsUpdateforOMC\\_as\\_at\\_19102021.pdf](#)



MAJOR PROJECT GATEWAY STATUS REPORT

Date Started	Project Name	Gates				Project Budget	Actual YTD & WIP	Funding	Notes
		1	2	3	4				
<b>Barunga</b>									
	Lot 221 Relocate Night Patrol					20,000		RGRC	1. LA confirmed continued use for Night Patrol in new location (adj BRACS). 2. S19 lease over Lot 216 exists. 3. Locate Night Patrol building within Lot 216 to the northern side of BRACS building. 4. Connect to existing services.
	Lot 198 New Library Verandah					60,000		RGRC	1. Works commencing 18/10/2021, completion date by mid November 2021.
	Lot 222 Relocate Ablution Block to Cemetery							RGRC	1. S19 Licence application lodged, NLC/TO consultation underway mid November 2021. LA confirmed not happy with composting toilet option or RW Tank. 3. Servicing plan currently being finalised & QS priced.
	Bottom Camp and Bagala Road							RGRC	1. Confirmed continued use for Bagala Road in new location (adj BRACS). C. S19 lease over Bottom 216 exists. 3. P And Bagala Road building within Bottom 216 to the northern side of BRACS building. 4. Connect to existing services.
	Water Connections at Norforce Park						51,510	RGRC	S19 EOI lodged. LA confirmed not happy with RW Tank option. LA wants Ablution Block at Norforce Park further down the track hence PWC connections critical.
	Water Connections at Heritage Park								S19 EOI lodged.
	Oval/Playground Perimeter Fence								Looking at traffic management options. LA confirmed playground cannot be moved due to prohibitive cost & relative newness of it.

MAJOR PROJECT GATEWAY STATUS REPORT

Date Started	Project Name	Gates				Project Budget	Actual YTD WIP	Funding	Notes
		1	2	3	4				
<b>Beswick</b>									
	Madigan Road Intersection					110,000	19,405	RGRC	100% Construction Drawings complete. GM ISP has approached Territory Housing for funding contribution to road condition while the remaining 15+ residences are built. RGRC putting docs to Tender upon Territory Housing contract is PC.
	Shade Roof over Playground					170,495		LA	Tender awarded. Katherine Constructions.
<b>Borroloola</b>									
	Dump - Office and ablutions								on hold pending assessment of services.
	Sports Courts					696,364	622,998	Grant	Project Managed by NTG, removed court resurfacing from scope.
	Cyclone Shelter					3,500,000	2,900,000	Grant	Project Managed by NTG
	Lot 784 Showground Power & Irrigation Upgrade					600,000	4,000	RGRC	Works under way
	Anyula & Robinson Road street lighting					112,000		RGRC	Audit to be done following light upgrades. LED lights ordered
1/08/20	Telecommunications Upgrades					130,000	103,195	RGRC	90% Complete. Contractors due August
	Toilet at Airport					431,164	20,631	LA	Tender awarded
	Anyula Street Blackspot					500,000	145,503	Grant	Completed.
	Relocate Ablution block to Cemetery								No S19.
	Relocate Youth Centre								Pending NTG works Subdivision and S19 sublease.
	Streetscape Project								Pending Precinct Plan.
<b>Bulman</b>									
1/08/20	Telecommunications Upgrades					130,000	103,195	RGRC	Complete
	Community Ablution Block					140,000		Grant/LA	Scoping



MAJOR PROJECT GATEWAY STATUS REPORT

Date Started	Project Name	Gates				Project Budget	Actual YTD & WIP	Funding	Notes
		1	2	3	4				
	Lot 156 Staff House rebuild				100,000		RGRC	GM ISP sourcing Frank Day assessment 2019/20 to review.	
	Ablution Block at Airport				150,000		Grant/LA	subject to funding.	
	Playground Equipment				400,000		RGRC	GM ISP to progress tender docs.	
	Local Roads upgrade				750,000	157,662	Grant	Complete.	
	Clinic Road Design Phase							Awaiting SCP quote on design/geo tech.	
<b>Robinson River</b>									
	Oval Upgrade				500,000	451,440	Grant	Completed.	
<b>Urapunga</b>									
	Resurfacing from Grid							Works commenced.	
	Resurface Store Road							MLEI docs completed , to be reviewed against tenure.	

**INFRASTRUCTURE SERVICES AND PLANNING  
DIVISIONAL REPORT**

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<b>ITEM NUMBER</b>	19.3
<b>TITLE</b>	Urapunga Pavement Rehabilitation Project Update
<b>REFERENCE</b>	1223116
<b>AUTHOR</b>	Andreea CADDY, General Manager Infrastructure Services & Planning

**RECOMMENDATION**

- (a) That Council receives and notes the subject report as it relates to the Urapunga Pavement Rehabilitation Project currently underway.
- (b) That Council approves an additional budget of \$96,000 (excl. GST).

**BACKGROUND**

On 5 August 2021, Territory Industries Pty Ltd was awarded the Roper – T21-030 contract of works for the value of \$395,723.64 (excl. GST). The scope of work pertains to the internal loop road within Urapunga and included stormwater redistribution and pavement rehabilitation.

A well-attended community consultation was held on 2 September 2021 by the author, GM - Infrastructure Services & Planning and the Acting GM - Corporate Services and Sustainability.

**ISSUES/OPTIONS/SWOT**

During the community consultation, a number of concerns were raised by local community members relating to three (3) individual houses within Urapunga. Local residents alerted RGRC officers to the ongoing flooding of the three houses. The residents sought assistance from RGRC to address the storm water road run off to reduce or remove future flooding damage to their houses and furniture.

The concerns were considered to be significant enough to address within the current scope of work. RGRC has worked with Territory Industries to work around the numerous site limitations and haphazardly located services pits to reduce or remove the flooding risk to these houses.



**FINANCIAL CONSIDERATIONS**

The flood mitigating solution has resulted in a \$96,000 (excl. GST) variation which is a long term solution to the existing problem. The solution is reflected in the image above in red. The red delineates formed cement swale drains and 600mm blockwork plinths along the frontages of the affected residences (in red).

**ATTACHMENTS**

There are no attachments for this report.