



AGENDA

FINANCE AND INFRASTRUCTURE COMMITTEE MEETING

WEDNESDAY, 24 MAY 2023

Notice is given that the next Finance and Infrastructure Committee Meeting of the Roper Gulf Regional Council will be held on:

Wednesday, 24 May 2023 at 9:00am
The Council Chambers Roper Gulf Regional Council Support Centre
2 Crawford Street, Katherine, NT

Or Via Video/Phone Conference
ID#: (03) 9260 6977
Guest Pin: 7934

Your attendance at the meeting will be appreciated.

Marc GARDNER
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 lisin 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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14 CLOSED SESSION

14.1 Action List - FICM

The report will be conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(c)(i), information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.

14.2 Confirmation of Finance and Infrastructure Committee Previous Confidential Minutes - 23 November 2022

The report will be conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(e), information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

14.3 Rates Proposal 2023/24

The report will be conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(c)(iv), information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.

15 CLOSE OF MEETING

CONFIRMATION OF PREVIOUS MINUTES



ITEM NUMBER	5.1
TITLE	Confirmation of Finance and infrastructure Committee Previous Minutes - 22 March 2023
REFERENCE	1348537
AUTHOR	Bhumika ADHIKARI, Governance Officer

RECOMMENDATION

That the Finance and Infrastructure Committee confirms the minutes from the meeting held on 22 March 2023 and affirms them to be true and accurate record of that meeting's decisions and proceedings.

BACKGROUND

The Finance Committee met in Katherine on 22 March 2023 at 9:00 am.

Attached are the unconfirmed minutes from that meeting for the Committee to confirm.

ISSUES/OPTIONS/SWOT

The next Finance and Infrastructure Committee Meeting is on 26 July 2023 at 9:00am.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

- 1 Finance Infrastructure Committee Meeting 2023-03-22 [2241] Minutes.DOCX



MINUTES OF THE ROPER GULF REGIONAL COUNCIL, FINANCE AND
INFRASTRUCTURE COMMITTEE MEETING HELD AT THE COUNCIL
CHAMBERS ROPER GULF REGIONAL COUNCIL SUPPORT CENTRE
2 CRAWFORD STREET, KATHERINE, NT
ON WEDNESDAY, 22 MARCH 2023 AT 9:00AM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Elected Members

- Acting Mayor Judy MacFARLANE (Chairperson); teleconference
- Councillor Samuel EVANS;
- Councillor Helen LEE;
- Councillor Annabelle DAYLIGHT;
- Councillor Edwin NUNGGUMAJBARR;
- Councillor Owen TURNER; and
- Independent Member Awais UR REHMAN (teleconference).

1.2 Staff

- David HURST, Acting Chief Executive Officer;
- Cindy HADDOW, General Manager Corporate Services & Sustainability;
- James SANDERS, Acting Finance Manager;
- Maricar RHODES, Executive Assistant to the Chief Executive Officer; and
- Bhumika ADHIKARI, Governance Officer (minute secretary)

1.3 Guests

Nil.

2 MEETING OPENED

The Finance and Infrastructure Committee Meeting opened at 9:28am. The Mayor welcomed members and staff to the meeting and the Roper Gulf Regional Council Pledge was read.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 APOLOGIES AND LEAVE OF ABSENCE

23/2023 **RESOLVED** (Samuel EVANS/Awais Ur REHMAN)

CARRIED

That the Finance and Infrastructure Committee accepts the tendered apology from the Mayor Tony JACK.

4 DISCLOSURES OF INTEREST

There were no declarations of interest at this Finance Committee Meeting.

5 CONFIRMATION OF PREVIOUS MINUTES**5.1 CONFIRMATION OF FINANCE AND INFRASTRUCTURE COMMITTEE PREVIOUS MINUTES - 23 NOVEMBER 2022****24/2023 RESOLVED (Helen LEE/Edwin NUNGGUMAJBARR)****CARRIED**

That the Finance and Infrastructure Committee confirms the minutes from the meeting held on 25 January 2023 and affirms them to be true and accurate record of that meeting's decisions and proceedings.

6 BUSINESS ARISING FROM PREVIOUS MINUTES**6.1 ACTION LIST - FICM****25/2023 RESOLVED (Owen TURNER/Edwin NUNGGUMAJBARR)****CARRIED**

That the Finance and Infrastructure Committee;

- (a) receives and notes the Action List;
- (b) approves the removal of completed items;
- (c) approves the removal of completed items; and
- (d) requests a report regarding action list item 12.3, FIN011 Investment Policy Review point number (b) that Independent Member to write a report and to be submitted to Ordinary Meeting of Council on Thursday 27 April 2023.

11/2023 RESOLVED (Edwin NUNGGUMAJBARR/Owen TURNER)**CARRIED**

That the Finance and Infrastructure Committee:

- (a) approves the revised FIN011 Investment Policy;
- (b) requests the Independent Member Awais UR REHMAN undertake a review of Policy and report back to the next Finance and Infrastructure Committee Meeting; and
- (c) requests the review of Policy is undertaken every year.

7 CALL FOR ITEMS OF GENERAL BUSINESS**8 INCOMING CORRESPONDENCE****8.1 INCOMING CORRESPONDENCE****26/2023 RESOLVED (Samuel EVANS/Awais Ur REHMAN)****CARRIED**

That the Finance and Infrastructure Committee accepts the incoming correspondence.

9 OUTGOING CORRESPONDENCE**10 EXECUTIVE REPORTS****10.1 FINANCE AND INFRASTRUCTURE COMMITTEE MEMBER ATTENDANCE REPORT****27/2023 RESOLVED (Owen TURNER/Annabelle DAYLIGHT)****CARRIED**

That the Finance and Infrastructure Committee receives and notes the Finance and Infrastructure Committee Member Attendance Report.

10.2 OFFICIAL NAMING OF THE TOWNSHIP OF WUGULARR (FROM BESWICK)**28/2023 RESOLVED (Awais Ur REHMAN/Edwin NUNGGUMAJBARR)****CARRIED**

That the Roper Gulf Regional Council acknowledges and fully supports the request from the Bagala Traditional Owners for the formal name change of the Township of Beswick to the Township of Wugularr to the Northern Territory Place Names Committee.

11 COMMUNITY SERVICES AND ENGAGEMENT DIVISIONAL REPORT**12 CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT****12.1 LOCAL AUTHORITY PROJECTS UPDATE****29/2023 RESOLVED (Owen TURNER/Samuel EVANS)****CARRIED**

That the Finance and Infrastructure Committee receives and notes the Local Authority Projects Update report.

Cr. Annabelle DAYLIGHT left the meeting, the time being 10:17 am.

Cr Annabelle DAYLIGHT returned to the meeting, the time being 10:26 am.

12.2 COUNCIL'S FINANCIAL REPORT AS AT 28.02.2023**30/2023 RESOLVED (Samuel EVANS/Annabelle DAYLIGHT)****CARRIED**

That the Finance and Infrastructure Committee:

- (a) receives and notes the financial reports as at 28 February 2023; and
- (b) requests Independent Member to assist Finance Manager in preparation of Financial report.

Meeting adjourned at 10:28am and reconvened at 10:58am.

12.3 REQUESTING APPROVAL FOR DEED OF VARIATION FOR CHILD CARE FUND JILKMINGGAN PLAYGROUND**31/2023 RESOLVED (Owen TURNER/Helen LEE)****CARRIED**

That the Finance and Infrastructure Committee:

- (a) receives the Deed of Variation for Child Care Fund for Jilkmिंगgan Playground; and
- (b) accepts the Deed Variation and the common seal is affixed over the signature of the Mayor and Chief Executive Officer.

Cr Edwin NUNGGUMAJBARR left the meeting, the time being 11:01 am.

Cr Edwin NUNGGUMAJBARR returned to the meeting, the time being 11:04 am.

13 INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT**13.1 MAJOR PROJECTS REPORT****32/2023 RESOLVED (Helen LEE/Awais Ur REHMAN)****CARRIED**

That the Finance and Infrastructure Committee:

- (a) receives and notes the Major Projects report;
- (b) approves the budget amendment of \$ 135,000 to construct the Barunga Playground Shade Structure;
- (c) approves the budget amendment of \$ 115,000 to construct the Barunga Playground Soft Fall; and
- (d) approves the budget amendment of \$300,000 to reconstruct the Bulman dump access road.

13.2 NUMBULWAR COUNCIL OFFICE REDEVELOPMENT - BUDGET REVISION**33/2023 RESOLVED (Edwin NUNGGUMAJBARR/Samuel EVANS) CARRIED**

That the Finance & Infrastructure Committee:

- (a) receives and notes the report entitled Numbulwar Office Redevelopment – Budget Revision; and
- (b) approves a Budget Revision for \$120,000 for site investigations and architectural services relating to the design documentation for the replacement Council Office Building at Numbulwar.

14 CONFIDENTIAL ITEMS**MOVE TO CONFIDENTIAL****34/2023 RESOLVED (Samuel EVANS/Annabelle DAYLIGHT) CARRIED**

That pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021 the meeting be closed to the public to consider the Confidential items of the Agenda.

14.1 Confirmation of Finance and Infrastructure Committee Previous Confidential Minutes - 23 November 2022 - *The report will conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(e), information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

14.2 Action List - FICM - *The report will conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(c)(i), information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.*

14.3 Community Development Program (CDP) - Notice and Deed of Variation to Head Agreement and Project Schedule - *The report will conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(c)(i) (c)(iii) (c)(iv) (e) (f), information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; AND information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff; AND information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person; AND information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest; AND information in relation to a complaint of a contravention of the code of conduct.*

14.4 MYOBA Rollout - Update - *The report will conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(c)(i), information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.*

14.5 Audit 2021/22 Closing Report - *The report will conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(c)(iv), information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

14.6 EON Foundation Partnership - *The report will conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(c)(iv), information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

14.7 Modus Australia - Cyber-attack update and budget amendment. - *The report will conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(c)(iii) (c)(iv), information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff; AND information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

14.8 Business Case - Youth Empowerment Mentor - *The report will conducted in*

accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(a) (c)(i) (e), information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual; AND information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; AND information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

- 14.9 Mataranka Projects Budget Revision** - The report will conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(c)(i), information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.

The meeting moved to the Confidential Session at 11:05am

RETURN TO OPEN

35/2023 **RESOLVED** (Owen TURNER/Edwin NUNGGUMAJBARR) **CARRIED**

That pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021 the meeting be re-opened to the public.

The meeting re-opened to the public at 12:03 pm.

15 CLOSE OF MEETING

The meeting closed at 12:04 pm.

This page and the proceeding pages are the Minutes of the Finance and Infrastructure Committee Meeting held on Wednesday, 22 March 2023 and will be confirmed on Wednesday, 24 May 2023.

Acting Mayor Judy MacFARLANE
Confirmed on Wednesday, 24 May 2023.

BUSINESS ARISING FROM PREVIOUS MINUTES

ITEM NUMBER	6.1
TITLE	Action List - FICM
REFERENCE	1330193
AUTHOR	Bhumika ADHIKARI, Governance Officer

RECOMMENDATION

That the Finance and Infrastructure Committee;

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

6.1 ACTION LIST - FICM

25/2023 **RESOLVED** (Owen TURNER/Edwin NUNGGUMAJBARR)

CARRIED

That the Finance and Infrastructure Committee;

- (a) receives and notes the Action List;
- (b) approves the removal of completed items;
- (c) approves the removal of completed items; and
- (d) requests a report regarding action list item 12.3, FIN011 Investment Policy Review point number (b) that Independent Member to write a report and to be submitted to Ordinary Meeting of Council on Thursday 27 April 2023.

Completed

11/2023 **RESOLVED** (Edwin NUNGGUMAJBARR/Owen TURNER)

CARRIED

That the Finance and Infrastructure Committee:

- (a) approves the revised FIN011 Investment Policy;*
- (b) requests the Independent Member Awaiz UR REHMAN undertake a review of Policy and report back to the next Finance and Infrastructure Committee Meeting; and*
- (c) requests the review of Policy is undertaken every year.*

12.2 COUNCIL'S FINANCIAL REPORT AS AT 28.02.2023

30/2023 **RESOLVED** (Samuel EVANS/Annabelle DAYLIGHT)

CARRIED

*Finance Manager and
Independent member to
complete*

That the Finance and Infrastructure Committee:

- (a) receives and notes the financial reports as at 28 February 2023; and
- (b) requests Independent Member to assist Finance Manager in preparation of Financial report.

12.3 REQUESTING APPROVAL FOR DEED OF VARIATION FOR CHILD CARE FUND JILKMINGGAN PLAYGROUND

11/2023 **RESOLVED** (Owen TURNER/Helen LEE)

CARRIED

Completed

That the Finance and Infrastructure Committee:

- (a) receives the Deed of Variation for Child Care Fund for Jilkmिंगgan Playground; and
- (b) accepts the Deed Variation and the common seal in affixed over the signature of the Mayor and Chief Executive Officer.

13.1 MAJOR PROJECTS REPORT

32/2023 **RESOLVED** (Helen LEE/Awais Ur REHMAN)

CARRIED

That the Finance and Infrastructure Committee:

- (a) receives and notes the Major Projects report;
- (b) approves the budget amendment of \$ 135,000 to construct the Barunga Playground Shade Structure;
- (c) approves the budget amendment of \$ 115,000 to construct the Barunga Playground Soft Fall; and
- (d) approves the budget amendment of \$300,000 to reconstruct the Bulman dump access road.

Completed

13.2 NUMBULWAR COUNCIL OFFICE REDEVELOPMENT - BUDGET REVISION

33/2023 **RESOLVED** (Edwin NUNGGUMAJBARR/Samuel EVANS)

CARRIED

Completed

That the Finance & Infrastructure Committee:

- (a) receives and notes the report entitled Numbulwar Office Redevelopment – Budget Revision; and
- (b) approves a Budget Revision for \$120,000 for site investigations and architectural services relating to the design documentation for the replacement Council Office Building at Numbulwar.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

OUTGOING CORRESPONDENCE

ITEM NUMBER 9.1
TITLE Outgoing Correspondence
REFERENCE 1348258
AUTHOR Bhumika ADHIKARI, Governance Officer

RECOMMENDATION

That the Finance and Infrastructure Committee notes the outgoing correspondence.

KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

Item No.	Date Sent	Sender	Sent To	Correspondence Details	InfoXpert Number
01	28/04/2023	Marc GARDNER, Chief Executive Officer	Tanya EGERTON, Chief Executive Officer – Urapunga Aboriginal Corporation	Urapunga Aboriginal Corporation	1348257
02	04/05/2023	Marc GARDNER, Chief Executive Officer	Colleen BRENNAN, Grant Project Officer and Heritage Council Administration Support Heritage Branch Community Participation and Inclusion Territory Families, Housing and Communities	Historic Aircraft Wrecks	1348487
03	09/05/2023	Marc GARDNER, Chief Executive Officer	Hon Eva LAWLER MLA, Minister for Infrastructure, Planning and Logistics	Mataranka Township Sewerage	1349182
04	09/05/2023	Marc GARDNER, Chief Executive Officer	Jessica POWTER, Executive Director Northern Region, Department of Infrastructure, planning and Logistics	Old Cars around Mataranka	1349183
05	15/05/2023	Marc GARDNER, Chief Executive Officer	Esther BALUMBARA, Chairperson, Bagala Aboriginal Corporation, Senior Bagala Traditional Owner	Name Change-support from Council Beswick (Wugularr)	1350633

ATTACHMENTS

Nil.

EXECUTIVE REPORTS



ITEM NUMBER	10.1
TITLE	Presentation - Productivity Commissioners visit to the Committee Meeting and Beswick regarding the Early Childhood Education and Care - Public Enquiry.
REFERENCE	1350544
AUTHOR	Marc GARDNER, Chief Executive Officer

RECOMMENDATION

That the Finance and Infrastructure
(a) <<Type text...>>

KEY OUTCOME AREA

Wellbeing: Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

Infrastructure: Support building and maintaining community infrastructure which positively contributes to resident needs and aspirations.

Economic Development: Foster strengthening and growing jobs, industries, and investment attraction.

BACKGROUND

The Australian Government, through the Productivity Commission has called for an inquiry into early childhood education and care.

The inquiry examines the early childhood education and care (ECEC) sector, including centre-based day care, preschools, family day care, outside school hours care and in home care. The Commission will consider cost and availability barriers that affect access to ECEC services, and ways to support better outcomes for children and families.

A call for submissions to the enquiry became open on the 14 March 2023 with a closing date for submissions on the 17 March 2023. The Council is preparing a submission.

ISSUES/OPTIONS/SWOT

As part of the inquiry, the Council will participate in a visit to the Beswick Creche by the Commissioners undertaking the review on the 24 March 2023 (FICM Meeting Day).

The Commissioners include Lisa Gropp (Commissioner), Martin Stokie (Commissioner) and Deborah Brennan (Assistant Commissioner), whom have also been invited to the Finance and Infrastructure Committee Meeting for Morning Tea and to seek feedback from Councillors.

The Commissioners will then travel to Beswick for the remainder of the day to visit the Creche and Council facilities, meet with staff and community stakeholders.

Further information about the inquiry can be found on the website below.

<https://www.pc.gov.au/inquiries/current/childhood#issues>

The terms of reference for the inquiry are attached for Councillors information.

FINANCIAL CONSIDERATIONS

Nil, however this is a good opportunity to advocate the need for better early childcare centres and services in all Roper Gulf Regional Council communities, including creches, day care centres, libraries and early learning services.

The Commissioner's visit along with Council's submission has the potential for more effective use of government funding and an increased opportunity for Council's capability to deliver better early childhood services and infrastructure in all of our communities.

ATTACHMENTS

- 1 Terms of reference - Early Childhood Ed.pdf

Early Childhood Education and Care

Terms of reference

I, Jim Chalmers, Treasurer, pursuant to Parts 2 and 3 of the *Productivity Commission Act 1998*, hereby request that the Productivity Commission undertake an inquiry into the early childhood education and care (ECEC) sector in Australia.

Background

The Australian Government recognises that ECEC is an essential part of Australia's education system and is integral to Australia's economic prosperity as a powerful lever for increasing workforce participation. The Government is committed to identifying solutions that will chart the course for universal, affordable ECEC – in the great tradition of universal Medicare and universal superannuation.

Participation in quality ECEC has important developmental, social, and educational benefits for Australian children. It can assist with positive early childhood development and provides a foundation for our children's future well-being and success.

Cost and availability continue to be barriers to accessing ECEC, and for parents and carers achieving their preferred level of workforce participation. The Government believes more accessible ECEC is one of the most powerful initiatives it can pursue for increasing workforce participation, particularly for women.

Governments make significant investments in ECEC which must be targeted, complementary and cohesive to maximise the educational and economic benefit in the most efficient way possible.

Findings from the Australian Competition and Consumer Commission Child Care Price Inquiry will inform and support this Inquiry.

In addition, the Government has committed to developing a Commonwealth whole-of-government Early Years Strategy, focused on the wellbeing, education and development of Australia's children. Further, National Cabinet has asked Education and Early Years Ministers to develop a long-term vision for ECEC.

Scope of the inquiry

The Commission will undertake an inquiry into the ECEC sector in Australia. The Commission should make recommendations that will support affordable, accessible, equitable and high-quality ECEC that reduces barriers to workforce participation and supports children's learning and development, including considering a universal 90 per cent child care subsidy rate.

In doing so, the Commission should consider options that improve or support:

- affordability of, and access to, quality ECEC services that meet the needs of families and children
- developmental and educational outcomes for Australian children, including preparation for school
- economic growth, including through enabling workforce participation, particularly for women, and contributing to productivity
- outcomes for children and families experiencing vulnerability and/or disadvantage, First Nations children and families, and children and families experiencing disability
- the efficiency and effectiveness of government investment in the sector.

Without limiting the matters on which the Commission may report, in making recommendations the Commission should consider:

- impacts on demand, supply, and fee growth.
- interactions with existing and planned Commonwealth, state and territory ECEC policy settings and funding, including recent commitments by the New South Wales and Victorian governments to expand access to 30 hours of preschool for children in the year before full time school and support more 3-year-old children to participate in preschool, and any commitments in response to the South Australian Royal Commission into Early Childhood Education and Care.
- interactions with other incentives and disincentives to join or increase participation in the workforce.
- ECEC sector workforce requirements and the capacity to meet these requirements within current Commonwealth, state and territory initiatives.
- required regulatory settings, including to manage compliance and integrity risks for Commonwealth programs.
- impact on access to quality ECEC, including by remoteness and access to flexible (non-standard hours) services.
- whether different settings are required based on the location of services or family circumstances.
- the operation and adequacy of the market, including types of care and the roles of for-profit and not-for-profit providers, and the appropriate role for government.
- activity requirements and other ECEC policy settings, including to reduce system complexity and debt for families.
- impacts on the economy, including workforce participation, productivity and budgetary implications.
- a pathway for implementation.

The Commission should have regard to any findings from the Australian Competition and Consumer Commission's Price Inquiry into child care prices, as well as any other relevant government reviews of ECEC programs.

Process

The Commission should undertake a broad public consultation process, including by holding hearings, inviting public submissions and releasing a draft report to the public.

The Commission should consult with state and territory governments and the ECEC sector where required. The Commission should also consult with the Closing the Gap Early Childhood Care and Development Policy Partnership on matters relating to First Nations children, families, and services.

The Commission will commence this Inquiry on 1 March 2023 and provide a final report to the Government by 30 June 2024.

The Hon Jim Chalmers MP
Treasurer

[Received 9 February 2023]

More from this inquiry

[Inquiry home](#)[Subscribe to this inquiry](#)

Terms of reference	>
Make a submission	>
Make a brief comment	>
View submissions and brief comments	>
Call for submissions	>

EXECUTIVE REPORTS



ITEM NUMBER	10.2
TITLE	Finance and Infrastructure Committee Member Attendance Report
REFERENCE	1348544
AUTHOR	Bhumika ADHIKARI, Governance Officer

RECOMMENDATION

That the Finance and Infrastructure Committee receives and notes the Finance and Infrastructure Committee Member Attendance Report.

KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

The *Local Government Act 2019* states that the Committee Members will be disqualified as a member of a Committee if the person is absent, without permission or the approved apologies of the Committee in accordance with the regulations, from two (2) consecutive Committee meetings.

Committee Member Attendance

Committee Members	27 July 2022	23 November 2022	25 January 2023	22 March 2023
Independent Member Awais UR REHMAN	P	P	AP	P
Mayor Tony JACK	P	P	P	AP
Deputy Mayor Judy MacFARLANE	P	P	AP	P
Councillor Samuel EVANS	P	P	P	P
Councillor Helen LEE	AP	AP	P	P
Councillor Owen TURNER	P	P	P	P
Councillor Annabelle DAYLIGHT	P	AP	P	P
Councillor Edwin NUNGGUMAJBARR	P	P	P	P

** Table Key

P Present

AP Apologies given and accepted

NO AP No apologies given and not present at meeting

ISSUES/OPTIONS/SWOT

Nil.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

EXECUTIVE REPORTS



ITEM NUMBER	10.3
TITLE	Draft Regional Plan and Budget 2023-2024
REFERENCE	1349761
AUTHOR	Marc GARDNER, Chief Executive Officer

RECOMMENDATION

That the Finance and Infrastructure Committee

- (a) Accepts the Council's draft Regional Plan and Budget for 2023-2024
- (b) Authorises its release for public consultation in accordance with the Local Government Act 2019 for 21 days.

KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

Part 3.3 of the *Local Government Act 2019* requires Council to develop and adopt a Regional Plan for the coming financial year by no earlier than 01 March and no later 30 June of the preceding financial year.

ISSUES/OPTIONS/SWOT

As part of the Regional Plan (the Plan) development process, Council must formally review and approve the Plan in its draft format, and resolve to put it out to public consultation for not less than 21 days.

Council is requested to review and approve the draft Regional Plan, and resolve to put it out for formal consultation for no less than 21 days.

The draft Regional Plan shall be tabled as a separate document due to size and formatting considerations.

The draft Regional Plan was also provided to Councillors in attendance at the Ordinary Meeting of Council in April.

FINANCIAL CONSIDERATIONS

Council's Rates Proposals and Draft Schedule of Fees and Charges are provided as a confidential report in the agenda for this meeting.

ATTACHMENTS

There are no attachments for this report.

EXECUTIVE REPORTS



ITEM NUMBER	10.4
TITLE	Draft Northern Territory Local Government Regulatory Framework
REFERENCE	1350490
AUTHOR	Marc GARDNER, Chief Executive Officer

RECOMMENDATION

That the Finance and Infrastructure Committee receives and notes the report in relation to providing feedback to the Northern Territory Government regarding the Draft Local Government Regulatory Framework.

KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

The Department of the Chief Minister and Cabinet has been developing a regulatory framework that aims to provide clarity around the Northern Territory Government's regulatory approach. A copy of the draft Framework is at Attachment A, for comment and feedback.

As part of the process the Department commissioned research into options for contemporary local government regulatory frameworks nationally and internationally; and analysed good practice frameworks applicable to the NT operating environment to develop the draft framework for consultation.

The Framework describes the approach to regulating local government councils, and focuses on the role, functions and responsibilities led by the Local Government Unit in the Department of Chief Minister and Cabinet.

The Framework does not significantly change existing practices. However, together with the Implementation Plan (Attachment B), it provides for more rigour, consistency and transparency around decision-making, administration and communication. It supports investing in the sustainability of Councils, better decision making about the allocation of resources, and reducing the risk of the agency being driven increasingly into more resource-intensive reactive compliance action at the expense of less costly (and generally more effective) early intervention and prevention.

The regulation role is authorised by the provisions of the Local Government Act 2019 and encompasses the continuum from prevention, capability building, and early intervention, through to compliance enforcement. The Department's focus continues to be to work with Councils on prevention, information, and early intervention.

The Framework will be published once it is approved. The Implementation Plan will be an internal document, but is provided at this stage for Council's input as it also helps explain how the Framework is implemented.

The draft Framework and Implementation Plan is attached for Committee members consideration.

OPTIONS/SWOT

The draft Framework and Implementation Plan is attached for Committee members consideration.

Comments and feedback is required by the Department by the 30 June 2023.

This report will be tabled at the Ordinary Meeting of Council in June for further feedback from Councillors.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS

- 1 Attachment A - Draft Local Government Regulatory Framework(2).DOCX
- 2 Attachment B - Implementation Plan.DOCX

DRAFT Local Government Regulatory Framework

Local Government Unit – Department of the Chief Minister and Cabinet



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1. Purpose

This Regulatory Framework outlines the Northern Territory (NT) Department of the Chief Minister and Cabinet's (the department) approach to conducting its role as regulator of the local government sector.

1.1. Our regulatory responsibilities

The department supports the Minister for Local Government in the administration of the *Local Government Act 2019* (the Act) and other legislation:

- *Burial and Cremation Act 2022*
- *Local Government Grants Commission Act 1986*
- *Northern Territory Rates Act 1971*
- *Crown Lands Act 1992* (section 79)
- *Local Government (Katherine Rates) Act 1999*
- *Nudity Act 1975*
- *Pounds Act 1930*
- *Status of Darwin Act 1959*
- *Status of Palmerston Act 2000*

The Act sets the governance framework within which councils must operate, and provides for the role of the regulator, including the requirement for ensuring councils conduct their business lawfully.

The department takes a constructive compliance approach for its regulatory activities.

Our first priority is to ensure local government councils have access to information, resources, guidance, and training to understand and comply with their obligations. Where a council cannot or will not comply with their obligations, compliance action is taken proportionate to our assessment of risk to the council and/or community.

Effective regulation aims to ensure that Territorians enjoy a responsive, accountable and efficient system of local government, delivering great places for people to live, work and visit.

The Act recognises that local government is a distinct and essential sphere of government. The NT local government sector provides services, infrastructure, and advocacy integral to the effective functioning of local communities.

It is crucial that local governments are well-supported and set up for success, given the critical services they provide to the community.

1.2. Intent of this framework

This Regulatory Framework describes the department's approach to regulating local government councils. The framework is not a legal document but is intended to provide clarity about how the department supports and engages with the sector and when and how it will take compliance action.

2. Our regulatory framework

2.1. Our regulatory role



Our role:

The Northern Territory Government agency responsible for strengthening the sustainability, performance, integrity, transparency and accountability of the local government sector

2.2. Our regulatory outcomes

In our work as regulator, we work in partnership with councils and others to deliver two key outcomes:



Sustainability: the local government sector is sustainable over the long-term – well governed, responsive, and using resources effectively and efficiently to achieve the best outcomes for their community.



Community confidence: each council operates in a manner that fosters their communities' effective engagement with, and confidence in, their council.

We administer the NT Government's local government grants program, and provide support for the NT Grants Commission as part of our role in the delivery of these outcomes.

The purpose of regulation is to ensure the proper use of public resources, the effective delivery of local government services and to support public confidence in the system of local government

Councils are responsible for ensuring they operate effectively, efficiently, and within the provisions of governing legislation. The department's role is to provide relevant standards, information, resources, guidance and support to enable councils to do so; and where there is risk of, or actual, failure to do so, to ensure councils conduct their business lawfully. Our powers are confined to those provided by the *Local Government Act 2019*, and other legislation for which we are responsible, such as the *Burial and Cremation Act 2022*.

2.3. Our regulatory principles

The department has five guiding principles for the way it performs its regulatory functions, including how it engages with councils and makes decisions. These principles govern our relationship with local government councils and other organisations and are in Figure 1 below.

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Figure 1 |

Respectful	Collaborative	Consistent	Evidence informed	Proportionate
We respect the role of local government as a distinct and essential sphere of government and acknowledge the context within which councils work.	We work in partnership with the sector and others to ensure that our approach is clear, relevant and targeted.	We develop clear standards and apply them consistently, we communicate clearly, and provide procedural fairness when delivering on our regulatory role.	We make evidence-based decisions based on the collection and analysis of reliable information.	Compliance action is proportionate and appropriate to the severity of risk posed to the community.

2.4. Our regulatory functions

The department delivers on our regulatory role through the six functions in Figure 2 below. The Local Government Association of the NT (LGANT) and other stakeholders have important roles in the delivery of most of these functions. All of these functions are part of our role as a regulator and all are essential for meeting our regulatory responsibilities. Some such as Standard Setting and Information Gathering and Analysis apply across all councils, while others are applied in a targeted way as required to address non-compliance or the risk of non-compliance.

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Figure 2 | Our regulatory functions



Description of functions

- **Standard setting:** Developing legal policy and legislative frameworks, defining standards, requirements and expectations of councils, and making this information available and accessible. This function applies to all councils, supporting all councils to operate to the same standards and all community members to know what to expect from their council.
- **Information gathering and analysis:** Gathering and analysing information to identify risks and challenges. This function applies to all councils. Information is gathered through a range of ways, including by analysing trends

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in requests for advice, referrals to the department, council websites and publications, feedback from the sector, compliance reviews and investigations.

- **Education and capacity building:** Working with councils, LGANT, and other organisations to build skills and capabilities for well-governed, community-centred councils. This function can apply to all councils, for example through development of training for all elected members, or induction of new elected members. It can also apply in a more targeted way, for example the department may deliver or commission training in a particular area of councils' functions as a result of requests from councils or identification of need by a group of councils or the department. We also provide timely advice to councils from subject matter experts.
- **Targeted support and guidance:** Identifying councils that may be struggling to comply with their obligations and providing them with timely, targeted guidance and support. This function is often delivered as a result of a request by a council for advice or support, or identification by the department that there is a risk of non-compliance with the Act and other legislation that the department administers. It can take the form of the provision of guidance over a time-limited period to enable a council to exercise the responsibilities outlined in relevant legislation, or support for a council to access expertise to guide them through a particular challenge. The council is able to accept or decline this support and guidance, and remains the decision-maker.
- **Investigation:** Undertaking reviews, investigations, inquiries, or audits to determine compliance and guide remedial action. This will usually involve the appointment of an inspector who has powers under the Act and other legislation to require the provision of information and access to records and property. This function is targeted, and councils will generally be informed of an investigation and must comply. In some instances it will not be in the public interest to inform a council ahead of the investigation.
- **Enforcement:** Actions to compel compliance with regulatory requirements, including a notice of non-compliance, appointment of a financial controller, or recommendations to the Minister for Local Government in relation to official management, suspension or dismissal. This function is targeted, and is exercised where an assessment is made that the council cannot or will not comply with the Act, and there is sufficient risk to the community and/or council in non-compliance.

3. Our regulatory approach

All of the activities that we perform to deliver our regulatory functions are guided by our principles, as outlined below.

3.1. Respectful

We respect the context within which councils work

The department upholds the principle that local government is a distinct and essential sphere of government.

We aim, in all our work, to be a trusted regulator who works collaboratively with the sector, listens and acts on feedback, demonstrates respect for the role of councils and administration and reinforces and supports the integrity of these roles.

We conduct our regulatory activities and interact with stakeholders in a way that acknowledges the context within which each council works in the NT. We provide resources and support (where needed) to enable councils to meet their own obligations and responsibility for good governance.

We respect the varied size and capacity of local councils across the NT, and acknowledge that many elected members hold cultural leadership responsibilities and obligations as well as obligations for meeting the requirements for local government governance.

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The department focuses its targeted regulatory functions on the councils that need the most support. In practice this means the department ensures relevant team members maintain contemporary knowledge and understanding of the risk profile of the sector as a whole and of individual councils.

We work to understand the context of each council and, where we can, we partner with councils in our approach to our regulatory functions. We enact our regulatory activities in a way that encompasses clear two-way communication and assessment of risk.

3.2. Collaborative

We work collaboratively with stakeholders

The department partners with the local government sector, LGANT, and other key stakeholders to ensure that its approach to regulation is relevant and targeted and consistent with legislation. We work closely with stakeholders to:

- Transparently define and communicate the department's role and what the sector and community can expect, including when and how we will take compliance action.
- Be clear about which functions we are undertaking at a particular time, and why
- Actively seek the input of those who will be affected when developing or reviewing legislation, policies, guidelines and standards.
- Listen to stakeholder views and act on advice and feedback about our operations.
- Encourage the sharing of information and best practice across the sector.
- Work with councils where appropriate to address issues and remedy non-compliance.

3.3. Consistent



We set clear standards

We set clear standards and expectations of councils through the development of legislation, regulation, guidelines and policies. Our standards describe key principles and desired outcomes. While councils are diverse, the standards seek to promote consistency in core areas. Councils' communities deserve well governed, community-focused, and efficient councils wherever they live in the NT.

We apply standards fairly and consistently

In all our engagements with councils, we are fair and consistent. In our investigations and use of enforcement powers, we ensure procedural fairness.

This includes:

- Ensuring our systems and processes support advice and guidance to each council that is based on consistent application of the provisions of the legislation and the role of the department.
- Providing councils and affected individuals the opportunity to put their case to the department where adverse findings have been made, before finalising investigations or compliance reviews.
- Undertaking investigations and making enforcement decisions as efficiently as possible and keeping parties updated about their progress.
- Maintaining confidentiality.

3.4. Evidence-informed



We routinely collect and analyse information to make decisions

We gather and analyse information on a routine basis to develop a picture of risk across the sector and at each council to enable us to proactively identify and address issues. Based on the evidence we collect we tailor our approach and focus our targeted regulatory activities on the councils that need them the most. This includes:

- Collecting information about council functioning and risk, as it relates to the governing legislation, through local relationships with councils and the department's Regional Network Group.
- Collecting and analysing council activity data, financial data, service delivery data and complaint data.
- Conducting a program of targeted compliance reviews with all councils being subject to a compliance review at least once every four years.
- Seeking to identify patterns and trends across councils and identify emerging risks.
- Testing our assumptions with the sector and individual councils, LGANT, other agencies or organisations.
- Developing and maintaining an evidence-informed risk-based approach to all our regulatory activities.
- Maintaining robust internal policies, systems and guidance that supports evidence-informed, proportionate and effective regulatory practice.

We also seek to continuously improve our approach by:

- Actively seeking up to date knowledge on regulatory theory and practice, maintaining effective collaboration with other jurisdictions' local government regulators and other regulators in the NT.
- Evaluating our actions and strategy to inform continuous improvement.

3.5. Proportionate

Our compliance approach is proportionate to the level of risk

The purpose of regulation is to ensure the proper use of public resources, the effective delivery of local government services and to support public confidence in the system of local government. Our compliance approach is to keep intervention and administrative requirements only to what is necessary.

Councils understand their obligations for compliance with governing legislation and will, in most instances, comply, or seek to comply. We prioritise standard setting, education and capacity building, and risk-based decision making across all councils to support good governance.

However the department cannot observe non-compliance and take no action. The action we take is informed by our assessment of risk to the community and council.

Where non-compliance or risk of non-compliance is identified, our first approach is usually to work with the relevant council, providing education, capacity building support and other guidance as needed to support their return to compliance. Our aim is generally that this is done in partnership with the council, with time-limited assistance provided until they are in a position to manage their own compliance responsibilities.

If there is risk that the council cannot or will not act to comply with their governing legislation, we will generally provide the council with advice that we may consider compliance action and provide them with the opportunity to take necessary action themselves, with our guidance if they accept it.

We may not always advise the council that we may consider action, or before we take action, depending on an assessment of risk to the community and/or council's functioning.

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Where councils fail to remedy non-compliance properly or there is repeated and/or deliberate non-compliance we use our powers in the Act to intervene to prevent escalation, or to remedy non-compliance. The decision to do so is informed by factors including the level of financial or service delivery risk to the community, council and NT Government, and the nature of the non-compliance as it relates to offences in the Act or other relevant legislation.

The regulatory pyramid displayed in Figure 3 below provides a visual representation of how we allocate our time and resources to respond to identified non-compliance or risk of non-compliance with further detail provided below. Our regulatory approach is not linear and multiple actions may be undertaken concurrently. The department upholds the principle of local government as a distinct and essential sphere of government and makes any decisions about intervention consistent with that principle.

Figure 3 | The regulatory focus



3.5.1. Education and capacity building

Our first priority is to provide information, education, guidance and support all councils to enable them to comply with their obligations. This recognises that providing councils with the knowledge and tools to comply is key to preventing non-compliance, and is an efficient and effective use of resources. We also develop targeted training and guidance materials informed by information gathered as part of our role, and feedback and advice from the sector.

The administration of local government grants and funding is a core part of council capacity building. This funding primarily provides for council operations recognising the limited own-source revenue opportunities for regional and shire councils in particular. Application-based grants focus on priorities established through analysis of information from the sector and communities, and the NT Government. Grants are administered in a way that prioritises place-based decisions within a framework that reflects consistency in the governance obligations of councils.

What does this look like?

- Provision of accessible information and guidance on legislation, regulations and guidelines on our website.
- Timely, consistent and accurate advice and information from subject matter experts via email or phone.

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- Resources and tools via newsletter or direct communication, including guidance documents, templates and sample policies.
- Sector wide professional development, training and networking opportunities to support councils with foundation knowledge about requirements for good governance in local government.
- Targeted training informed by feedback from the sector and analysis of data on risk.
- Funding models that respond to community expectations of councils, build council capacity, and reflect the governance obligations and priorities of councils and the NT Government.

We actively seek feedback from the sector to continuously improve the quality, accessibility and value of education and capacity building activities. We work with LGANT and other partners to support consistency, efficiency and effectiveness of our education, guidance and support. We use feedback from compliance reviews, investigations and other activities to inform the focus for education and capacity building.

3.5.2. Targeted support and guidance



The Act and other legislation sets out clear obligations for councils and the department.

Where we or a council identify unintentional non-compliance and/or a council reaches out to us because of concerns about risk of non-compliance we will generally seek to resolve the issue together with them. This may take the form of advice or guidance which the council can act on and resolve the issue.

Where there is a risk that a council may struggle to comply with their obligations or expectations, we may offer targeted support and guidance.

What does this look like?

- Tailored advice and guidance on specific areas of concern raised by the council or others where we and/or the council assesses there is a risk of non-compliance.
- Provision of intensive mentoring, advice and/or support with resources to assist a council to navigate through a compliance issue and return to sound governance.
- Where a council is assessed to be willing and able to accept additional assistance, we may provide guidance and support to enable them to appoint additional temporary expertise or carry out an investigation in order to enable them to make informed decisions and return to sound governance.

Any targeted support will be developed together with the council. It will be time-limited, with the intention that the council will manage the risk and return to ongoing good governance. Where this occurs, we will likely determine that no further action is necessary.

We identify the councils that require targeted support through information gathering and analysis of risk. We also encourage councils to actively seek support, so issues can be resolved before they become more serious. We encourage councils to identify issues and ask us for guidance or support as they need it.

Education and guidance will generally be provided in writing, including by summarising and confirming verbal advice. Where we assess that it is necessary to caution a council that their conduct may be placing them at risk of further compliance action, we will provide that notice in writing. Where possible, we will work with the council to identify solutions to help them rectify the risk of non-compliance so no further compliance action is needed.

Where a council does not take timely action to return to sound governance, we may provide them with a written warning that we may take compliance action if they fail to act. If they act and the matter is resolved in accordance with their obligations under the Act, we will generally consider that there is no further action to be taken by the department, unless by agreement with the council.

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If the non-compliance poses a significant risk to the community, council or NT Government, and the risk needs to be addressed immediately, we may progress immediately to compliance action.

We are obligated to report relevant matters as required under the *Independent Commissioner Against Corruption Act 2017*.

3.5.3. Investigation

Where efforts to address non-compliance are unsuccessful or there is a breach of the Act and a risk of a greater level of harm to the council or community, we may commence an investigation. Matters may progress directly to investigation where they involve careless, reckless or intentional non-compliance, or non-compliance that carries a higher risk of harm to the community or council.

Inspectors are appointed by the department. Their powers are outlined in the Act, and includes the power to compel the provision of information and access to facilities and documents, with penalties associated with failure to comply with an inspector's requests.

Investigations are undertaken in a timely way. Where possible, stakeholders are informed of the proposed timelines and of any variations to them.

Where an inspector finds evidence of an irregularity that appears to involve improper conduct, the matter must be reported to the Independent Commissioner against Corruption (ICAC), the Minister for Local Government, and the council itself. ICAC may also initiate investigations of local government employees and elected members or refer matters to the department for investigation.

3.5.4. Enforcement

We compel compliance with regulatory requirements using a graduated range of tools that include:

- the Minister for Local Government requiring remedial action;
- the Chief Executive Officer (CEO) of the agency appointing a financial controller;
- the Minister for Local Government placing a council under official management; and
- the CEO of the agency pursuing criminal prosecution.

We use our enforcement powers where:

- We have considered the risk and impact of an alleged or assessed non-compliance on the community, council or other parties.
- There is sufficient credible evidence available to support action.
- It is in the community's interest to take enforcement action, either to stop non-compliance, ensure future compliance, or deter and punish those who were non-compliant.
- Enforcement action is an efficient use of public resources, for example where more cost-efficient compliance tools such as education and capacity building or targeted guidance and support are unlikely to address non-compliance conduct.

More serious enforcement actions such as appointing a financial controller, placing a council under official management or pursuing criminal prosecution will be more likely when the following conditions are met:

- there are, or is risk of, deficiencies in the council's operations that place the council's operations and services at risk of failure, and/or significant risk to employee safety; and/or significant financial risk; and
- a council is unable or unwilling to appropriately address the non-compliance with appropriate urgency.

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Enforcement action may also be taken where there is a sustained pattern of non-compliant conduct.

The department will generally provide councils with a warning that enforcement action is being considered, in order to provide the council with the opportunity to remedy the non-compliance in accordance with their obligations under the Act, in a timely way. If the risk is assessed to be too high and the consequences to community and council too great, we may progress to enforcement without warning.

4. Implementation

The department will develop an implementation plan and an evaluation methodology for the regulatory framework, in consultation with the local government sector and stakeholders.

Local Government Regulatory Framework – Draft Implementation Plan

Local Government Unit – Department of the Chief Minister and
Cabinet



Local Government Regulatory Framework – Draft Implementation Plan

Local Government Regulatory Framework – Draft Implementation Plan

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Local Government Regulatory Framework – Draft Implementation Plan

1. Introduction

This is the implementation plan for the Regulatory Framework (the framework) which outlines the Northern Territory (NT) Department of the Chief Minister and Cabinet's (CM&C's) approach to conducting its role as regulator of the local government sector.

Within CM&C, the Local Government Unit (LGU) has primary responsibility for the administration of governing legislation for the local government sector, including the *Local Government Act 2019* (the Act) and the *Burial and Cremation Act 2022*. As such, the LGU has the lead role in the administration of the regulatory functions outlined in the framework. This includes the setting of standards; information gathering and analysis; education and capacity building; targeted support and guidance; investigation, and enforcement. The functions include the administration of Local Government Grants (including the role of executive support to the NT Grants Commission) and NT-wide projects and initiatives. In doing this they work closely with LGANT, councils, national bodies and others. They work closely with the regional CM&C teams.

Regional teams have the lead role in place based coordination and delivery of government and community priorities. In doing this they work closely with the councils in their region, NTG and Commonwealth agencies, non-government agencies, peak organisations, business and industry and community groups. Regional teams provide an essential understanding of context and are vital in identifying needs and issues with councils that might indicate a need for support or guidance, or for compliance intervention, and in identifying challenges and future trends that might impact council sustainability or community outcomes.

The regulatory functions are ultimately aimed at ensuring well-governed, community-centred councils; public confidence in the system of local government; and efficient, effective local government services to communities.

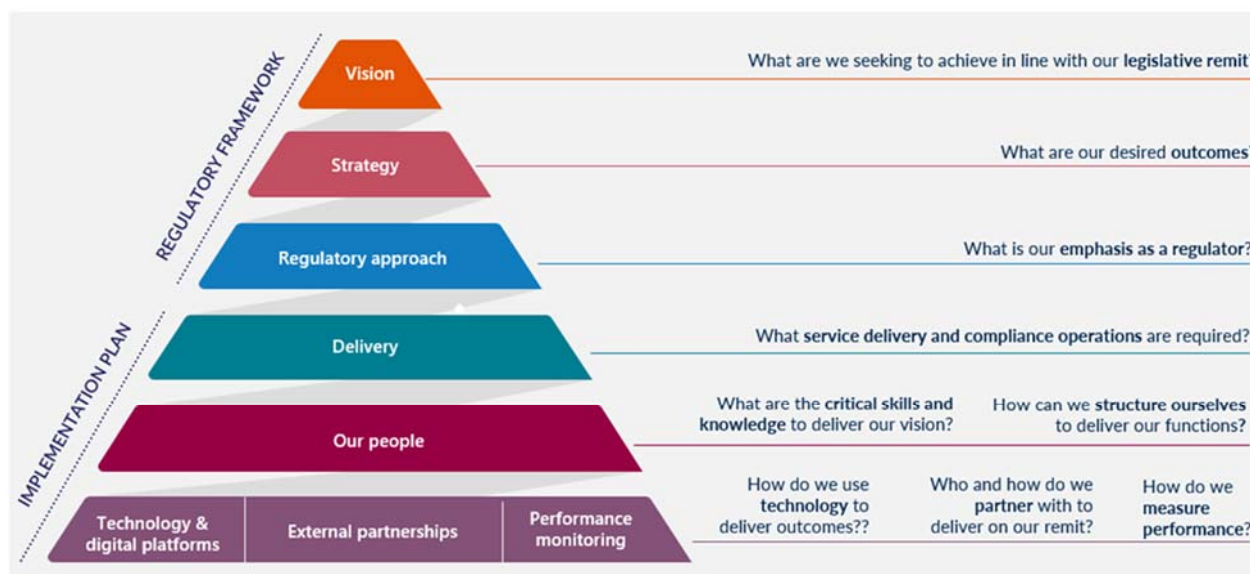
This implementation plan will be used to guide the changes that CM&C needs to make to enable the implementation of the new framework. While the framework will be publicly available, this implementation plan is an internal document. The implementation plan should be read in conjunction with the framework.

Figure 1 provides a visual representation of both the framework and the implementation plan. The framework contains the top three levels, including CM&C's regulatory vision, strategy, and approach.

This plan focuses on the bottom three layers, including delivery of regulatory functions, people, and other enablers.

Local Government Regulatory Framework – Draft Implementation Plan

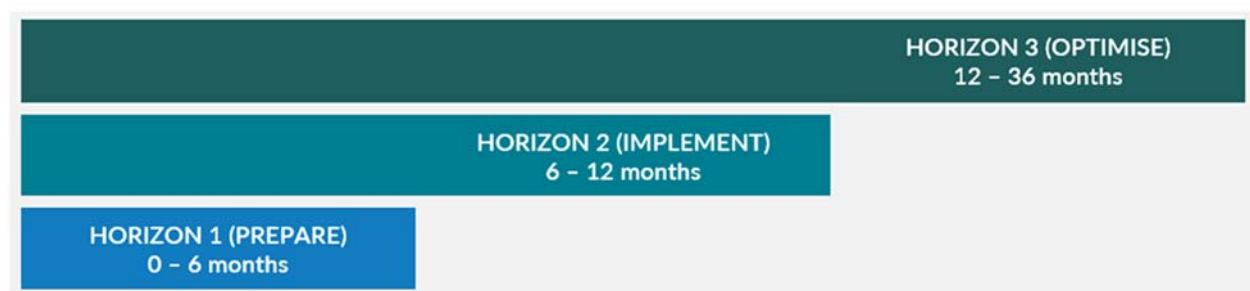
Figure 1 | Regulatory Framework & Implementation Plan



The implementation approach will be phased

The implementation approach will comprise of three horizons, depicted in Figure 2. Horizon 1 comprises preparatory actions that will enable the roll out of the framework in the short-term, while Horizon 2 is comprised of key actions to implement the framework, and Horizon 3 is comprised of actions that will ensure the long-term sustainability of the framework.

Figure 2 | Implementation activities



To remain flexible and responsive, the timing of actions, especially in Horizon 3, are likely to shift as priorities change and learnings are made about what works.

As LGU implements the framework we will seek feedback from councils, the Minister for Local Government, other agencies, and the Local Government Association of the Northern Territory (LGANT) and will continue to engage with and learn from other jurisdictions.

Local Government Regulatory Framework – Draft Implementation Plan

2. Delivery of our regulatory functions

Figure 3 | LGU's regulatory functions



2.1. Implementing a risk-based regulatory approach

Each of the above functions is integral to good regulatory practice. However, with limited resources, the LGU needs to prioritise its regulatory activities.

The NT, like local government regulators in other jurisdictions, is increasingly seeking to prioritise early intervention and prevention functions. Providing councils with reliable, credible and accurate information, education, support and tools to enable them to meet the required governance standards is key to preventing non-compliance, and is an efficient and effective use of resources. Through clearly communicated standards, and targeted education and guidance, regulators can aim to minimise the need for more serious and resource-intensive actions such as investigations and enforcement.

Local Government Regulatory Framework – Draft Implementation Plan

However, other jurisdictions have faced challenges delivering preventative and early intervention functions without clearly identified resources. Without a deliberate strategy to allocate resources and attention to information, early intervention and prevention, there is a higher risk of non-compliance requiring more resource-intensive intervention. This cycle can become self-perpetuating, counterproductive and unaffordable.

The Act requires the LGU to uphold the principle that local government is a distinct and essential sphere of government, with each council democratically elected to act as a representative, informed and responsible decision maker in the interests of its constituency.

Councils are responsible for ensuring they comply with their governing legislation.

The LGU has responsibilities as regulator under the Act and needs to take an informed, risk-based approach to the exercise of its functions.

This means the LGU needs to have reliable information on which to base an assessment of risk at each council, and across the sector, and any assessment has to be kept up to date in order to properly inform decision-making. The LGU also needs the skills to analyse information and determine risk, as well as a sound framework for determining risk appetite, and monitoring, mitigating, and responding to risk.

Implementation actions

- **Horizon 1 (0-6 months):**

- Engage appropriate expertise to develop the local government risk-based regulatory practice guide. This should include:
 - Definition of regulatory risk and the risk appetite of the regulator.
 - Definition of specific risk indicators that the LGU should be alert to as requiring immediate intervention
 - Definition of the information that needs to be routinely gathered and assessed in order to define risk.
 - An assessment of the opportunity for self-assessment by councils, with self-assessment being tested by the regulator.
 - An assessment of the benefits and disadvantages of categorising councils according to risk levels, capability and capacity, and targeting support and capability building accordingly.
 - A practical, transparent and defensible guide for risk assessment and decision making by the regulator.
- Obtain feedback from internal Government stakeholders, ICAC, and the Minister for Local Government.
- Obtain appropriate NT Government approvals and endorsement for the implementation of the Framework.
- Develop LGU staff capability in the use of risk-based regulation.
- Identify dedicated resources within the LGU focused on standard setting, information gathering and analysis, education and capacity building, and targeted support and guidance (see section 3.2).
- Develop engagement plan for internal and external stakeholders

- **Horizon 2: (6 – 12 months)**

Local Government Regulatory Framework – Draft Implementation Plan

- Engage with councils and LGANT on the implementation of the risk-based regulatory approach.
- Implement risk-based regulatory practice guide.
- Provide resources and tools for councils.
- Develop an evaluation methodology.
- **Horizon 3: (12 – 36 months)**
 - Evaluate the risk-based regulatory approach and make changes as needed.
 - Strengthen partnerships with other organisations or teams supporting standard setting, information gathering and analysis, education and capacity building, and targeted support and guidance (e.g. LGANT for education and capacity building and the Regional Network Group for information gathering and analysis).

2.2. Foster Best Practice and Understand Risk

Standard setting involves defining the standards and expectations of councils through the development of policies, legislation, regulation, guidance documents and tools. Although standards are inherently prescriptive, there is a national trend towards principles-based regulation. This means setting standards in a way that is outcomes-based and gives regulated entities flexibility as to how they achieve outcomes. Principles-based approaches may also involve a 'general duty' to take responsible actions to avoid harm to the community, which allows for a more preventative focus.

In the NT context, there are significant differences in resourcing and capacity between municipal, shire and regional councils. A principles-based approach may be relevant for some councils but not all, and in particular for those councils that have capacity and experience to take responsible actions. For other councils, a risk-based approach is more relevant. Whatever the approach, it is important that it is aimed at achieving well-functioning councils that are delivering responsive local government services for their communities.

The fundamental standards of good governance apply equally to all, however some councils may require more prescriptive or detailed approaches than may be relevant for others.

The gathering and analysis of information is critical to obtaining key information to enable a targeted approach to areas of highest risk, monitoring and evaluating compliance, and assessing overall council performance. It is central to a risk-based approach, as having information on local government activity, risks, and outcomes allows regulators to proactively identify and address emerging issues. This can only be achieved through access to timely and useful passive information such as financial reports, complaints data, and minutes of meetings; and active information such as approaches by and engagement with councils, community feedback, regional officer feedback, observation of council meetings.

Best-practice involves not just gathering information, but also analysing it to generate insights that can inform the allocation of resources to the areas of highest risk. Although using financial and complaints data can be useful in detecting councils that are under stress, often the best data comes from local relationships, and an understanding of whether councils are achieving local outcomes.

Once information has been gathered and analysed, many jurisdictions also share some of this information with councils and the public so councils can benchmark their performance.

Implementation actions

- **Horizon 1: (3-6 months)**

Local Government Regulatory Framework – Draft Implementation Plan

- Work with the Regional Network Group to define roles, and strengthen the provision of consistent, up to date local intelligence about council governance, and the provision of informed, consistent guidance, to enable the achievement of regulatory functions.
- Develop an information management system and processes that enable access by all relevant LGU regulation team members to relevant, up to date information about each council and the sector. This includes the implementation of internal record keeping protocols.
- Develop a mechanism for rating non-compliance risks based on data derived from compliance reviews and other inputs.
- Appoint expertise in data analysis, risk assessment and internal reporting
- Share information and experience to develop indicators of risk
- Upskill LGU team members in data analysis, risk assessment and internal reporting
- **Horizon 2: (6 – 12 months)**
 - Examine benefits and disadvantages of implementing a ‘tiered’ approach to delivery of the regulatory functions based on assessed risk at each council. This can include a principles-based approach for some councils and a more risk-based approach for others, based on the risk profile of each council.
 - Review non legislated standards in accordance with best-practice evidence on principles-based regulation, feedback from councils and other stakeholders, and discussions with other jurisdictions.
 - Develop methodology to assign risk ratings to each council.
- **Horizon 3: (12 – 36 months)**
 - Review opportunities for changes to legislated standards in accordance with best-practice evidence on principles-based regulation, feedback from councils and other stakeholders, and discussions with other jurisdictions.
 - Consider opportunities for strategically working with the sector to move all councils, over time, to a principles-based approach.
 - Examine the value of establishing a ‘MyCouncil’ public website so information about council performance is transparent and comparable and available to all stakeholders.

2.3 Support Compliance

LGU provides information, guidance, education and capacity building support to councils to help them deliver on their responsibility to achieve good governance and community-centred local government services. Where risks are identified or emerging, the aim is to support councils at an early stage to avoid non-compliance and impacts on community services.

Where LGU or a council identify unintentional non-compliance and/or a council reaches out to the LGU because of concerns about risk of non-compliance LGU will generally seek to resolve the issue together with them. This may take the form of advice or guidance which the council can act on to resolve the issue.

(Depending on an assessment of risk, LGU may take or recommend remedial action without working with the council).

LGU may recommend, or provide, additional resources for a council to support them to navigate through a risk of non-compliance.

Implementation actions

Local Government Regulatory Framework – Draft Implementation Plan

- **Horizon 1 (3-6 months):**

Update the NT Government's Local Government website to provide:

- An easily accessible, up to date, single source of information, guidance documents and tools for councillors and administration to maximise their opportunity to properly manage their governance obligations;
- An easily accessible site for complaints from the public and stakeholders about allegations of breaches by councils of governing legislation or risk of breaches.
- Identify a dedicated resource to maintain the website.
- Develop and resource a team in LGU whose focus is education and capacity building; and targeted support and guidance.
- Further engage with LGANT, the Independent Commissioner Against Corruption (ICAC) and other relevant bodies to support the provision of consistent information about local government governance requirements.
- Develop guidance documents for councils defining what they can expect when LGU is performing its functions in supporting compliance; and when LGU's approach may transition to one of exercising remedial powers.

- **Horizon 2 (6 – 12 months):**

- Examine the need for specific areas for targeted support – for example, the provision of specific time-limited expertise in financial management and reporting for councils to access where needed; and a structured approach for accessing, providing and resourcing that expertise.
- Review the Learning and Development Framework.

- **Horizon 3 (12 – 18 months):**

- Identify Mandatory Professional Development opportunities for elected members ahead of the next local government general election.
- Source ongoing training/refresher courses for council staff.

2.4 Respond to Allegations of Non-Compliance

As the regulator, the LGU cannot observe or receive credible allegations of non-compliance and take no action. LGU will record such allegations of non-compliance, and assess and document the appropriate action to be taken.

Where the LGU receives reports of, or assesses a risk of, improper conduct as defined in the *Independent Commissioner Against Corruption Act 2017* the matter must be reported to the ICAC.

Where preliminary efforts to address non-compliance are unsuccessful or there is an imminent breach of the governing legislation or a risk of a greater level of harm to the council or community, the LGU may seek to commence a compliance review or investigation under the Act.

We will take all credible allegations of non-compliance seriously and make an informed decision on whether it would be appropriate for the LGU or the council to review the allegation.

Themes arising from findings from compliance actions will be used to inform information, guidance, support, and education provided to support all local councils.

If an inspector finds evidence of an irregularity in the conduct of a council's or local government subsidiary's affairs, the inspector must report the matter to the Agency and the council. If the irregularity appears to involve improper conduct the inspector must also report the matter to the Minister for Local Government and ICAC.

Local Government Regulatory Framework – Draft Implementation Plan

The LGU, inspectors, the agency CEO and the Minister for Local Government have powers to compel compliance with regulatory requirements using a graduated range of tools.

Implementation actions

- **Horizon 1 (3 – 6 months):**
 - Develop guidance materials for councils regarding what to expect from the regulator when conducting a compliance review or investigation.
 - Restructure the LGU team to enable a specific focus on compliance reviews and investigations, and resource contemporary training for officers.
- **Horizon 2 (6 – 12 months):**
 - Develop and document LGU investigation guidelines and procedures including clearly-defined, contemporary and defensible processes, decision-making and record-keeping.
 - Provide training to all relevant LGU officers.

3. Our people – LGU and Regional Offices

Our people are critical to the delivery of the new Regulatory Framework. This includes the capability of the teams and how they are structured internally to deliver all functions.

3.1. Internal structure

To ensure efficient delivery of the Regulatory Framework, clear internal roles and responsibilities are required, while recognising in a small and dispersed team there will necessarily be some overlap of functions.

Other interstate regulators have also struggled to balance capacity building responsibilities with undertaking investigations into council misconduct and corruption. As a result, jurisdictions such as Victoria and Tasmania have developed, or are developing independent bodies to undertake investigatory or enforcement functions.

However, these models are relatively new and their effectiveness has not yet been evaluated. An additional external investigatory body also may not be cost effective in a small jurisdiction such as the NT.

The Organisation for Economic Co-operation and Development's Best Practice Principles on the Governance of Regulators emphasise the need to give adequate resources and attention to competing functions but do not provide a clear imperative for functions to be separated in separate agencies. However, there are opportunities for the LGU and regional teams to more clearly delineate capacity building and investigatory/enforcement functions across teams to provide clarity to councils and to ensure adequate resourcing of capacity building functions in line with a risk based approach. This would need to be supported by effective information sharing between teams and could also be enabled by a single point of triage to ensure issues are directed to the right place.

Implementation Actions

- **Horizon 1: (3-6 months)**

Local Government Regulatory Framework – Draft Implementation Plan

- Implement an amended structure internally to enable the delivery of all regulatory functions. Teams need to be structured around functional areas, with the groupings below having some commonality but noting that there will need to be strong connections and information sharing between each:
 - Standard Setting, Information Gathering and Analysis.
 - Education and Capacity Building, Targeted Support and Guidance.
 - Investigation, Enforcement.
- The *Northern Territory Rates Act 1971*, LG Grants and Funding Administration, support to the NT Grants Commission may fit with a Capacity Building focus
- Create a new position, reporting to the Executive Director, with responsibility for information systems, analysis of data, ongoing risk assessment and reporting; and local government functions that do not sit with any one of the other teams (for example, support to national local government forums for the department and/or Minister). This position will inform decision-making about allocation of resources, and the effective delivery of each of the functions.
- Ensure there is a clear and well-communicated point of contact for enquiries from councils, and for complaints about councils.
- Clarify and document the roles of the LGU and the Regional Network Group in implementing the Regulatory Framework.
- **Horizon 2: (6 – 12 months)**
 - Conduct a skills and experience audit with a view to best utilising our staff and identifying development opportunities
 - Make relevant training available to all staff
 - Develop a framework for continuous learning and maintaining professional expertise

3.2. Summary of Actions

Horizon 1 0 – 6 Months	Horizon 2 6 – 12 Months	Horizon 3 12 – 36 Months
Risk-based regulatory approach		
Engage appropriate expertise to develop the local government risk-based regulatory practice guide. Obtain feedback from internal Government stakeholders, ICAC, and the Minister for Local Government. Obtain appropriate approvals and endorsement for the implementation of the Framework. Develop staff capability in the use of risk-based regulation.	Engage with councils and LGANT on the implementation of the risk-based regulatory approach. Implement risk-based regulatory practice guide. Provide resources and tools for councils. Develop an evaluation methodology.	Evaluate the risk-based regulatory approach and make changes as needed. Strengthen partnerships with other organisations or teams supporting standard setting, information gathering and analysis, education and capacity building, and targeted support and guidance (e.g. LGANT for education and capacity building and the Regional Network Group for information gathering and analysis).

Local Government Regulatory Framework – Draft Implementation Plan

Identify dedicated resources within the LGU focused on standard setting, information gathering and analysis, education and capacity building, and targeted support and guidance		
Develop engagement plan for internal and external stakeholders		
Best Practice and Risk		
<p>Work with the Regional Network Group to define roles, and strengthen the provision of consistent, up to date local intelligence about council governance, and the provision of informed, consistent guidance, to enable the achievement of regulatory functions.</p> <p>Develop an information management system and processes that enable access by all relevant LGU regulation team members to relevant, up to date information about each council and the sector. This includes the implementation of internal record keeping protocols.</p> <p>Develop a mechanism for rating non-compliance risks based on data derived from compliance reviews and other inputs.</p> <p>Appoint expertise in data analysis, risk assessment and internal reporting</p> <p>Share information and experience to develop indicators of risk</p> <p>Upskill LGU team members in data analysis, risk assessment and internal reporting</p>	<p>Examine benefits and disadvantages of implementing a 'tiered' approach to delivery of the regulatory functions based on assessed risk at each council. This can include a principles-based approach for some councils and a more risk-based approach for others, based on the risk profile of each council.</p> <p>Review non legislated standards in accordance with best-practice evidence on principles-based regulation, feedback from councils and other stakeholders, and discussions with other jurisdictions.</p> <p>Develop methodology to assign risk ratings to each council</p>	<p>Review opportunities for changes to legislated standards in accordance with best-practice evidence on principles-based regulation, feedback from councils and other stakeholders, and discussions with other jurisdictions.</p> <p>Consider opportunities for strategically working with the sector to move all councils, over time, to a principles-based approach.</p> <p>Examine the value of establishing a 'MyCouncil' public website so information about council performance is transparent and comparable and available to all stakeholders</p>
Support Compliance		
<p>An easily accessible, up to date, single source of information, guidance documents and tools for councillors and administration to maximise their opportunity to properly manage their governance obligations;</p> <p>An easily accessible site for complaints from the public and stakeholders about</p>	<p>Examine the need for specific areas for targeted support – for example, the provision of specific time-limited expertise in financial management and reporting for councils to access where needed; and a structured approach for accessing,</p>	<p>Identify Mandatory Professional Development opportunities for elected members ahead of the next local government general election.</p> <p>Source ongoing training/refresher courses for council staff</p>

Local Government Regulatory Framework – Draft Implementation Plan

<p>allegations of breaches by councils of governing legislation or risk of breaches.</p> <p>Identify a dedicated resource to maintain the website.</p> <p>Develop and resource a team in LGU whose focus is education and capacity building; and targeted support and guidance.</p> <p>Further engage with LGANT, the Independent Commissioner Against Corruption (ICAC) and other relevant bodies to support the provision of consistent information about local government governance requirements.</p> <p>Develop guidance documents for councils defining what they can expect when LGU is performing its functions in supporting compliance; and when LGU's approach may transition to one of exercising remedial powers</p>	<p>providing and resourcing that expertise.</p> <p>Review the Learning and Development Framework.</p>	
Respond to Non-Compliance		
<p>Develop guidance materials for councils regarding what to expect from the regulator when conducting a compliance review or investigation.</p> <p>Restructure the LGU team to enable a specific focus on compliance reviews and investigations, and resource contemporary training for officers.</p>	<p>Develop and document LGU investigation guidelines and procedures including clearly-defined, contemporary and defensible processes, decision-making and record-keeping.</p> <p>Provide training to all relevant LGU officers.</p>	
Our People		
<p>Implement an amended structure internally to enable the delivery of all regulatory functions. Teams need to be structured around functional areas, with the groupings below having some commonality but noting that there will need to be strong connections and information sharing between each:</p> <ul style="list-style-type: none"> Standard Setting, Information Gathering and Analysis. 	<p>Conduct a skills and experience audit with a view to best utilising our staff and identifying development opportunities</p> <p>Make relevant training available to all staff</p> <p>Develop a framework for continuous learning and</p>	

Local Government Regulatory Framework – Draft Implementation Plan

<ul style="list-style-type: none"> • Education and Capacity Building, Targeted Support and Guidance. • Investigation, Enforcement. <p>The Northern Territory Rates Act 1971, LG Grants and Funding Administration, support to the NT Grants Commission may fit with a Capacity Building focus</p> <p>Create a new position, reporting to the Executive Director, with responsibility for information systems, analysis of data, ongoing risk assessment and reporting; and local government functions that do not sit with any one of the other teams (for example, support to national local government forums for the department and/or Minister). This position will inform decision-making about allocation of resources, and the effective delivery of each of the functions.</p> <p>Ensure there is a clear and well-communicated point of contact for enquiries from councils, and for complaints about councils.</p> <p>Clarify and document the roles of the LGU and the Regional Network Group in implementing the Regulatory Framework</p>	maintaining professional expertise	
Performance Monitoring		
<p>Develop an overarching LG strategy for regulation functions to define what needs to be achieved and by when; including KPIs, an evaluation methodology, and a reporting framework.</p> <p>Consider whether Budget Reporting KPIs should be amended</p>	Evaluate the implementation and outcomes of the Regulatory Framework.	

3.3. Performance monitoring

Local Government Regulatory Framework – Draft Implementation Plan

Ensuring ongoing success of the new regulatory approach will require robust external and internal performance measures. External stakeholders will require assurance that changes to LGU's approach to regulation are leading to improved outcomes for the NT's communities.

Actions

- **Horizon 2: (6 – 12 months)**
 - Develop an overarching LG strategy for regulation functions to define what needs to be achieved and by when; including KPIs, an evaluation methodology, and a reporting framework.
 - Consider whether Budget Reporting KPIs should be amended.
- **Horizon 3: (12-36 months)**
 - Evaluate the implementation and outcomes of the Regulatory Framework.

External measures

In our work as regulator, we will externally measure our performance against the two key outcomes highlighted below.

Sustainability

What this looks like	How we will know we are succeeding
The local government sector is sustainable over the long-term by operating with good governance and using resources effectively and efficiently to achieve the best outcomes for their community.	<ul style="list-style-type: none"> • Councils are improving in their financial viability. • Councils are delivering according to strategic plans, financial plans, and risk management plans.

Community confidence

What this looks like	How we will know we are succeeding
Each council operates in a manner that fosters their communities' effective engagement with, and confidence in, their council.	<ul style="list-style-type: none"> • Communities have high trust in their local government council. • Community members report high satisfaction with their local councils. • Community engagement with and participation in council activities is increasing.

Internal measures

Internally we will measure our performance in delivering our six regulatory functions.

Function	How we will know we are succeeding
Implementing a risk-based approach	<ul style="list-style-type: none"> • We retain a strong focus on functions that foster councils' good governance and community-centred services; we retain a priority focus on information, education and partnership with councils to

Local Government Regulatory Framework – Draft Implementation Plan

	develop and maintain best practice; we have an evidence-informed framework for understanding and responding to risk.
Standard setting	<ul style="list-style-type: none"> • Councils are actively engaged in the development of legislation, policy and legal policy. • Information about standards is accessible, practical and useful. • Councils understand what is expected of them and are consistently meeting these standards. • More councils are consistently high performing and responsible for their own compliance with provisions of the Act. • Councils willingly share best-practice amongst themselves, to lift the capability of the entire sector.
Information gathering and analysis	<ul style="list-style-type: none"> • We collect and use relevant information to support the effective delivery of all regulatory functions. • We are able to effectively analyse the information we collect to inform our decisions and communicate council performance back to the sector, enabling councils to understand how they perform in relation to similar councils. • We are alert to trends and themes in data, in order to assess and determine risk and opportunity for targeted information and support. • We conduct our compliance reviews in a consistent, fair, and timely manner.
Education and capacity building	<ul style="list-style-type: none"> • There is good engagement in and with education and information initiatives. • We use evidence-informed approaches to identify needs and target support. • Feedback from councils indicates our education and capacity building approaches are effective and contributing to a stronger local government system. • Feedback indicates the quality and timing of our education and capacity building initiatives is appropriate. • More councils become consistently high performers and are independently responsible for managing risk and complying with the provisions of the Act.
Targeted guidance and support	<ul style="list-style-type: none"> • We have effective relationships across the sector, and councils are confident to seek our early guidance and support to prevent or remedy risk of non-compliance. • More councils consistently demonstrate good governance and service delivery standards.
Investigation	<ul style="list-style-type: none"> • We conduct investigations adhering to the highest standards of procedural fairness, evidence-based processes and confidentiality.

**CORPORATE SERVICES AND SUSTAINABILITY
DIVISIONAL REPORT**



ITEM NUMBER	12.1
TITLE	Council's Financial Report as at 30.04.2023
REFERENCE	1350558
AUTHOR	Manisha CHAMKUR, Financial Accountant

RECOMMENDATION

That the Finance and Infrastructure Committee receives and notes the financial reports as at 30 April 2023.

BACKGROUND

Attached are the Council's financial reports as at 30 April 2023, 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

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 April shows that the net operating position is at a deficit of \$5,948,247. However this is inclusive of non-cash expense such as depreciation and amortisation costs.

The bank balance as at 30 April is \$40.07M. Of this total bank balance, \$27M is invested in various interest earning term deposits. The total balance of untied cash after liabilities and commitments towards major projects is \$11.8M.

As per the *Local Government Act 2019*, the monthly financial reports has to be certified by the Chief Executive Officer.

Chief Executive Officer's Declaration

To the Council,

I, Marc Gardner, Acting Chief Executive Officer of the Council, certify that to the best of my knowledge, information and belief:

- (i) the internal controls implemented by the council are appropriate: and
- (ii) the council's financial report best reflects the financial affairs of the Council

Marc Gardner,
Chief Executive Officer
16 May 2023

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 were paid by the due date as required by the Tax Office. The Business Activity Statement reporting for April 2023 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 summarises the amounts owing to Council for a period over 90 days after any unapplied credits.

Comments	Amount
Workshop services	\$ 5,667.70
Mataranka PO Box	\$ 236.93
Commercial Waste Disposal	\$ 717.50
Accommodation	\$ 97.30
Water Charges	\$ 629.45
Rental Lease	\$ 14,294.54
Burial Charges	\$ 440.00
Staff Housing Bond	\$ 1,300.00
Fuel Charges	\$ 200.00
Reimbursement of Relocation	\$ 934.23
Recovery of overpaid allowance	\$ 1,537.81
TOTAL	\$ 26,055.46

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

- 1 Financial Report 30.04.2023.pdf



Financial Reports

at 30 April 2023

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

\$121,800,701

What we own



Assets

\$22,967,746

What we owe



Liabilities

\$98,832,954

Council's Wealth



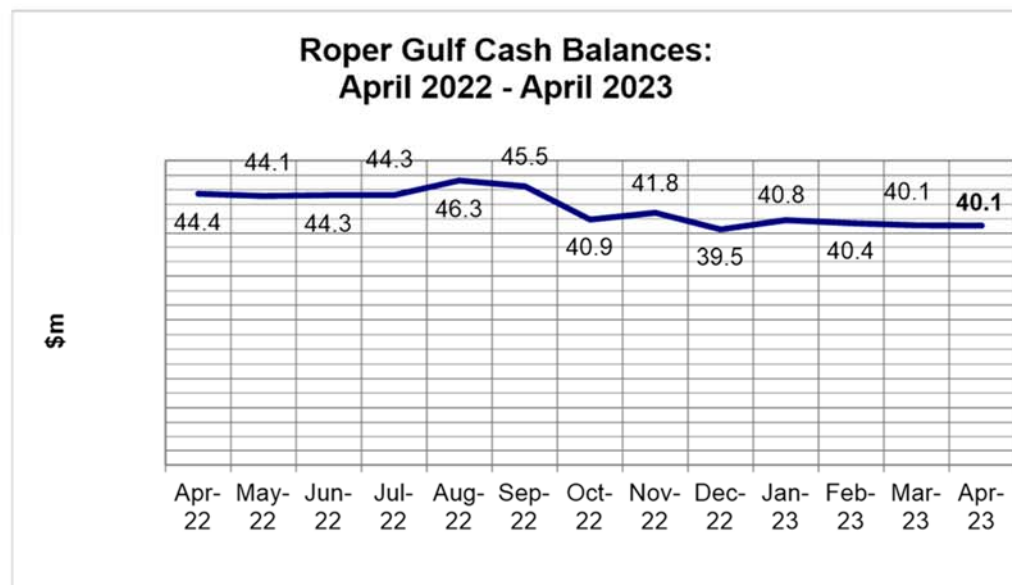
Equity

Balance Sheet as at 30 April 2023

ASSETS (What we own)		LIABILITIES (What we owe)	
Current Assets		Current Liabilities	
Cash	13,083,823	Accounts payable	625,0
Accounts receivable	85,117	Taxes payable	123,2
(less doubtful accounts)	0	Accrued Expenses	989,8
Rates & Waste Charges Receivable	590,105	Provisions (Annual Leave)	1,754,2
Inventory	335,549	Contractors Retention and Deposit Bonds	319,9
Investments	27,000,000	Operating Lease	-87,8
Other current assets	561,051	Unspent Grant and Client Funds	9,512,9
Total Current Assets	41,655,644	Provision for Landfill Rehabilitation	579,3
		Total Current Liabilities	13,816,7
Non-current Assets		Long-term Liabilities	
Land	4,141,000	Non Current Provision Employee General	289,6
Right of Use - Land	4,507,355	Operating Lease Expense Property	4,698,2
Buildings	40,299,816	Provision for Landfill Rehabilitation	4,163,0
(less accumulated depreciation and impairment)	-4,802,767	Total Long-term Liabilities	9,150,9
Fleet, Plant, Infrastructure and Roads	32,913,449	Total Liabilities	22,967,7
(less accumulated depreciation)	-11,538,225		
Intangible Asset Acquisition(Landfill rehabilitation)	3,300,004	EQUITY (Council's Wealth)	
Work in Progress assets	11,324,425	Retained earnings	44,590,2
Total Non-current Assets	80,145,057	Asset Revaluation Reserves	54,242,7
		Roads Future Fund	
		Total Equity	98,832,9
TOTAL ASSETS	121,800,701	TOTAL LIABILITIES & EQUITY	121,800,7

Actual Cash at Bank as at 30 April 2023

BANK:	Closing balance as at 30 April 2023
Commonwealth - Business 10313307	\$9,856,173.75
Monthly interest earned	\$29,846.86
Commonwealth - Operating 10313294	\$174,200.69
Monthly interest earned	\$290.88
Commonwealth - Trust 103133315	\$1,462.28
Monthly interest earned	\$282.18
Commonwealth - Business online - 10381211	\$3,040,264.23
Monthly interest earned	\$9,245.74
Term Deposits in Various Banks	\$27,000,000.00
Monthly interest earned	\$0.00
Total Cash at Bank	\$40,072,100.95
LESS:	
Liabilities	\$22,967,746.00
Committed Funds to Major Projects in Design and Construction Phases and Other Capital Expenditure	\$5,304,250.34
Total Untied Cash	\$11,800,104.61
Total Interest Earned for 2022-23 financial year	\$788,547.10



Note: The "Total Cash at Bank" is the actual Money in the Bank at 30 April 2023.

Liquidity ratio Analysis

Current Ratio:

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

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

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

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

Roper Gulf Current Ratio = **3 : 1 (3.01)**

Including all cash and current assets, we have \$3 for every \$1 of Liability

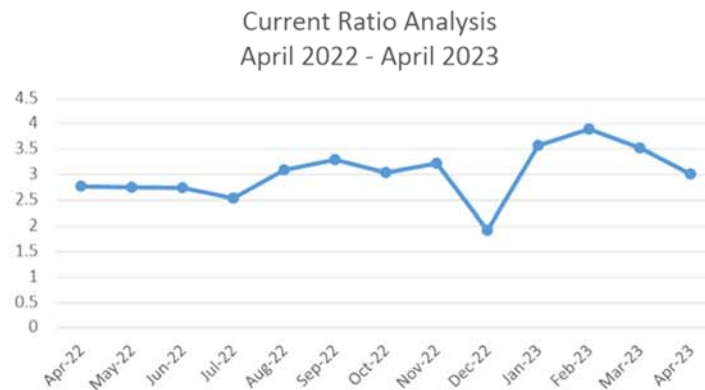
Untied Cash to Creditors Ratio = **28 : 1 (28.36)**

It is desirable to have at least 1:1 ratio and we have \$28 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



Investment Report as at 30 April 2023

Classification of ADI's Under policy	Authorised Deposit-taking institution	Amount	% of Exposure	Rating	Lodgement Date	Maturity Date	Interest on Maturity	Interest rate	Within Diversification Limits
Major Bank	Commonwealth Bank - Working capital Investments (Deposits)	\$13,072,101	32.62%	A1+/AA-					
Major Bank	Commonwealth Bank	\$5,000,000	12.48%	A1+/AA-	31/08/2022	30/04/2023	\$ 12,328.77	3.54%	✓
Major Bank	NAB	\$3,000,000	7.49%	A1+/AA-	5/01/2023	5/07/2023	\$ 63,226.03	4.25%	✓
Major Bank	NAB	\$4,000,000	9.98%	A1+/AA-	16/02/2023	17/08/2023	\$ 87,758.90	4.40%	✓
Regional Bank	AMP Bank	\$3,000,000	7.49%	A2/BBB+	7/02/2023	9/05/2023	\$ 22,438.36	3.00%	✓
Regional Bank	AMP Bank	\$5,000,000	12.48%	A2/BBB+	15/03/2023	16/11/2023	\$158,383.56	4.70%	✓
Regional Bank	AMP Bank	\$2,000,000	4.99%	A2/BBB+	16/03/2023	23/11/2023	\$ 64,898.63	4.70%	✓
Regional Bank	Judo Bank	\$2,000,000	4.99%	A3/BBB-	17/11/2022	18/05/2023	\$ 41,386.30	4.15%	✓
Regional Bank	Judo Bank	\$3,000,000	7.49%	A3/BBB-	16/03/2023	14/09/2023	\$ 67,315.07	4.50%	✓
BBSW Interest Rate for 6 months as at 30/12/2022									
Total cash and investments held		\$40,072,101	100.00%				\$517,735.62		

Credit Rating for Investments (S&P or equivalent)

Rating	Percentage
AAA to AA-	44%
BBB+ to BBB-	56%

Investment Per institution

Institution	Percentage
AMP Bank	37%
NAB	26%
CBA	18%
Judo Bank	19%























Income & Expenditure Statement

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

Income & Reserve -	Expenditure	=	Net Operating position
\$32,483,553	\$38,431,799		-\$5,948,247



Income & Expenditure Report as at 30 April 2023

	Year to Date Actual (\$)	Year to Date Budget (\$)	Variance (\$)	Full Year Budget (\$)
Operating Income				
Income Rates	3,032,436	2,855,908	 176,528	2,855,908
Income Council Fees and Charges	844,990	906,819	 -61,829	1,086,383
Income Operating Grants Subsidies	14,462,055	19,335,737	 -4,873,682	21,921,325
Income Investments	788,547	91,667	 696,880	110,000
Income Reimbursements	160,978	1,667	 159,311	2,000
Income Agency and Commercial Services	9,023,048	8,351,205	 671,843	9,929,950
Other Income	23,701	452,500	 -428,799	543,000
Total Operating Income	28,335,755	31,995,503	 -3,659,748	36,448,565
Operating Expenditure				
Employee Expenses	14,740,699	17,872,271	 -3,131,572	21,446,725
Contract and Material Expenses	8,118,413	9,189,789	 -1,071,376	10,897,742
Fleet, Plant & Equipment	767,411	779,571	 -12,160	935,486
Asset Expense	4,919,586	4,546,667	 372,919	5,456,000
Other Operating Expenses	3,470,306	3,699,616	 -229,310	4,437,739
Finance Expenses	3,928	173,425	 -169,497	208,110
Internal Cost Allocations	-6	242	 -249	0
Total Operating Expenditure	32,020,337	36,261,580	 -4,241,244	43,381,802
Operating Surplus	-3,684,582	-4,266,077	 581,496	-6,933,237
Capital Funding				
Income Capital Grants	4,147,798	6,172,228	 -2,024,430	6,338,895
Total Capital Funding	4,147,798	6,172,228	 -2,024,430	6,338,895
Capital Expenditure				
WIP Assets	6,411,463	18,293,388	 -11,953,686	18,460,054
Total Capital Expenditure	6,411,463	18,293,388	 -11,953,686	18,460,054
Net Operating Position	-5,948,247	-16,387,237	 10,438,991	-19,054,396

Variances in Income and Expenditure as at 30 April 2023

Income	Variance (\$)	Comments
Income Rates	176,528	The rates run for the year has been processed.
Income Council Fees and Charges	-61,829	The major cause in variance is mainly due to less income received from municipal services as compared to the budget.
Income Operating Grants Subsidies	-4,873,682	The major cause in variance is mainly due to Local Authority projects. As per recent accounting standards, income can only be recognised from tied Grant funding as obligations of the contract are met. As such income is only recognised once expenses are incurred.
Income Investments	696,880	This is the interest that council has received on investments.
Income Reimbursements	159,311	The major cause in variance is mostly due to reimbursement income received for Human Resources and Community Development Programs
Income Agency and Commercial Services	671,843	The major cause in variance is mostly due to CDP income received for Alawa Aboriginal Corporation Trial funding payment.
Other Income	-428,799	The major cause in variance is due to less income received for fleet disposal as compared to the budget. There has been no fleet disposed this year.
Total Variance	-3,659,748	
Expenditure		
Employee Expenses	-3,131,572	The underspend is mainly due to vacancies and staff absences across several departments.
Contract and Material Expenses	-1,071,376	The underspend is mostly due to Local Authority projects related expenses.
Fleet, Plant & Equipment	-12,160	The overspend is mostly due to fleet insurance paid this month as compared to the budget
Depreciation, Amortisation & Impairment	372,919	The overspend is due to depreciation charged for Assets.
Other Operating Expenses	-229,310	The overspend is mostly due to payment of insurance premium and section 19 rental leases upfront.
Finance Expenses	-169,497	The underspend is mostly due to the NLC payment for the leases for the financial year. This is purely due to a difference in accounting treatment for the expenditure. In reality this is within the budget as it is a recurring expense every financial year.
Internal Cost Allocations	-249	
Total Variance	-4,241,244	
Capital Funding		
Income Capital Grants	-2,024,430	As per the <i>Accounting Standard</i> , tied funds can only be recognised once we meet the performance obligation. Once we deliver or partly deliver the project we will recognise the income.
Total Variance	-2,024,430	
Capital Expenditure		
WIP Assets	-11,953,686	Please refer to next slide for further detail
Total Variance	-11,953,686	

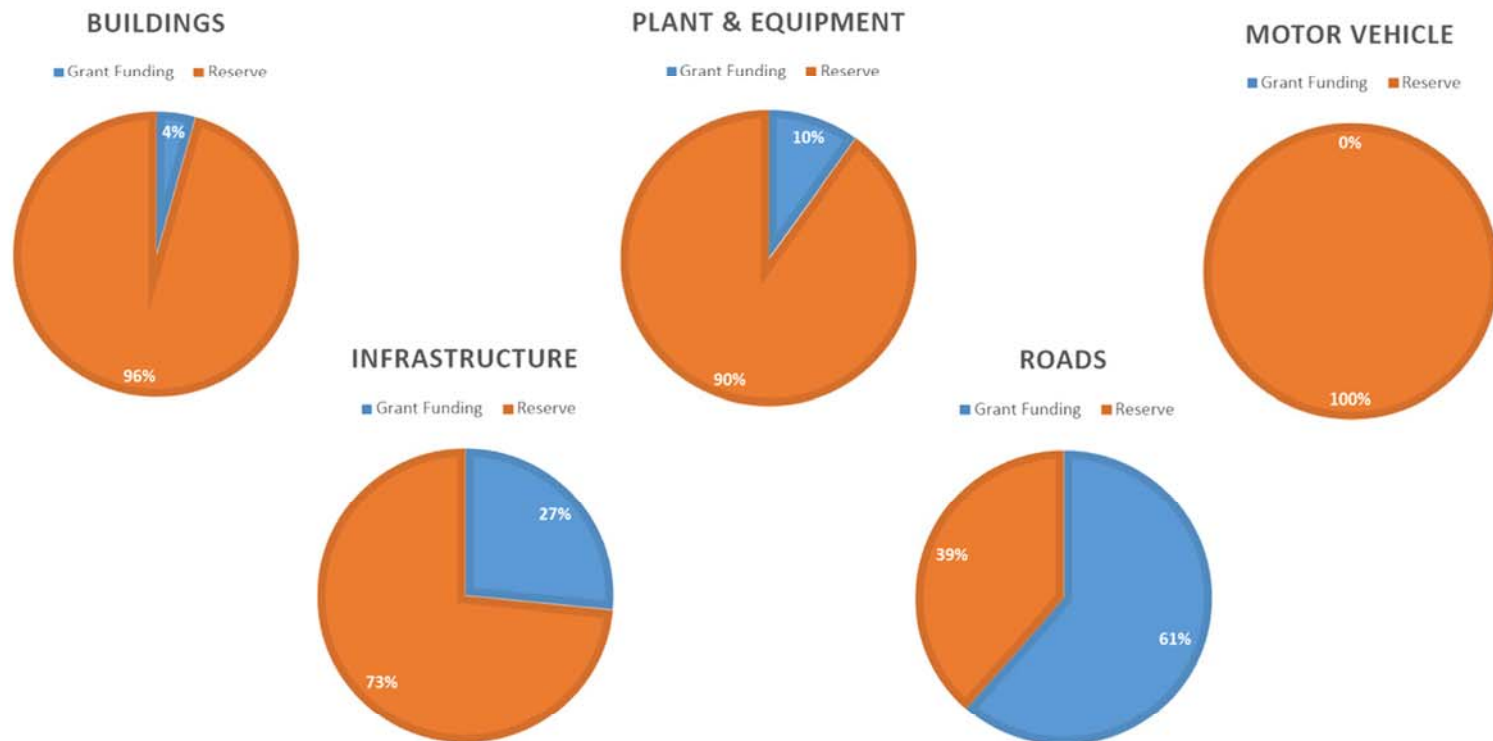
Capital Expenditure as at 30 April 2023

Capital Expenditure	Year to Date Actual (\$)	Year to Date Budget (\$)	Variance (\$)	Full Year Budget (\$)
Buildings	4,552,439	9,388,745	4,836,306	7,788,745
Infrastructure	210,008	2,106,842	1,896,834	2,023,508
Plant and Equipment	852,916	1,398,543	545,627	1,398,543
Motor Vehicles	124,761	2,104,500	1,979,739	2,104,500
Roads	671,339	3,294,758	2,623,419	2,994,758
Total Capital Expenditure	6,411,463	18,293,388	11,881,925	16,310,054

Major Projects Status and Forecasting

Capital Expenditure ▾	Sum of By Dec 2022	Sum of By Mar 2023	Sum of By Jun 2023	Sum of By Sep 2023
Building	908,508	650,000	1,124,581	320,000
Infrastructure	1,096,000	60,000	261,145	-
Roads	1,170,600	-	350,000	1,000,000
Grand Total	3,175,108	710,000	1,735,726	1,320,000
	Work on going			

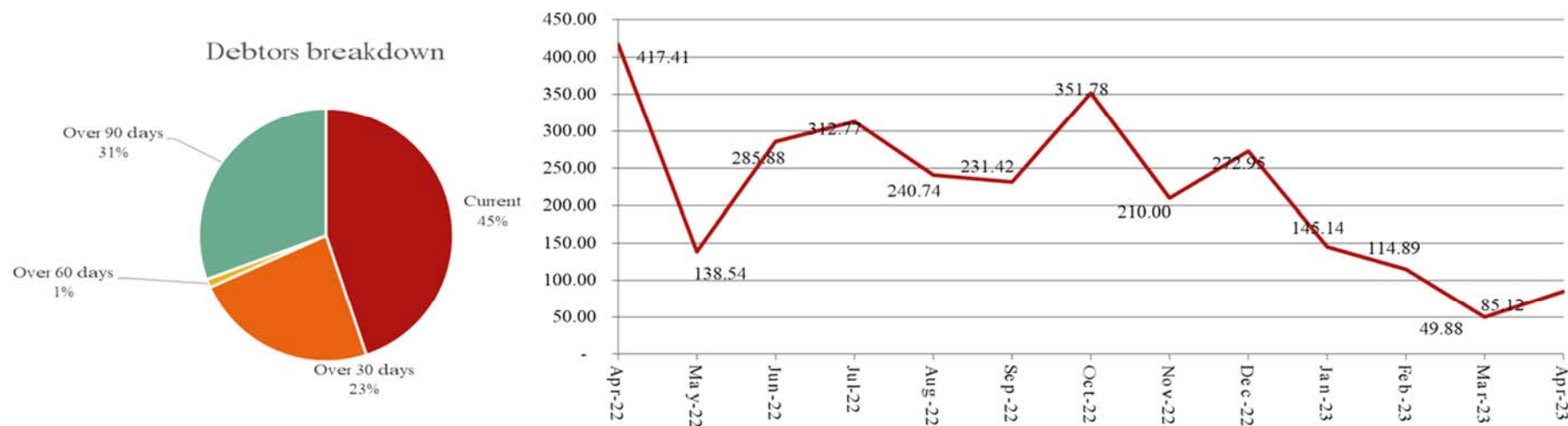
The below graphs depicts the categories of capital expenditure and the percentage used from Council's reserve and Grant Funding



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
\$38,186.05	\$19,939.22	\$936.01	\$26,055.46	\$85,116.74
Balance after accounting for Unapplied Credits (\$0.00)				\$85,116.74



The difference in balance as compared to the balance sheet is mainly due to a timing difference in the posting of some transactions

Rates Outstanding as at 30 April 2023

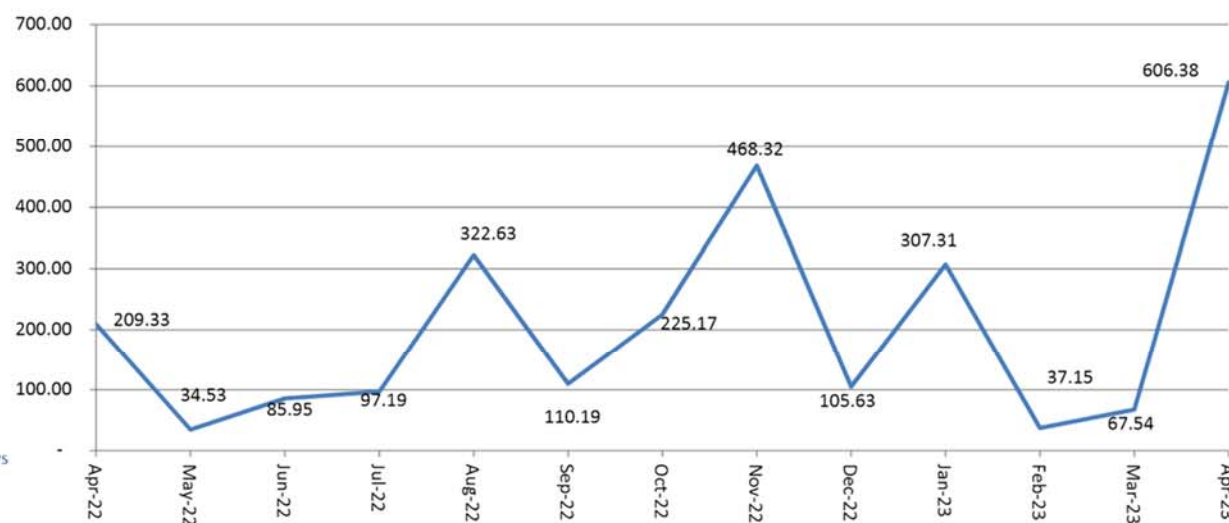
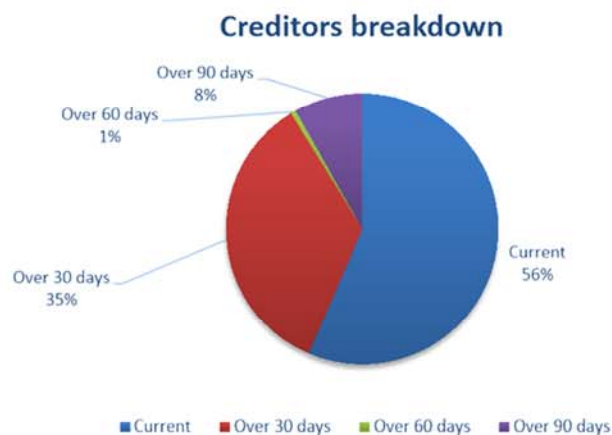
Financial Year	Total Balance (\$)	Percentage of Total Outstanding
2012-13	183.97	0.03%
2013-14	2,075.62	0.35%
2014-15	11,705.34	1.98%
2015-16	6,956.89	1.18%
2016-17	7,601.98	1.29%
2017-18	9,318.72	1.58%
2018-19	23,998.02	4.07%
2019-20	43,183.67	7.32%
2020-21	64,693.86	10.96%
2021-22	123,891.92	20.99%
2022-23	296,495.11	50.24%
Total	590,105.10	

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 been 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
\$348,093.44	\$214,333.46	\$3,963.71	\$50,311.07	\$616,701.68
Balance after accounting for Unapplied Credits (\$)				10,320.80
				\$606,380.88



The difference in balance compared to the balance sheet is mainly due to a timing difference in the posting of some payroll transactions

The following table lists the top ten suppliers from whom invoices were received and processed during the month of April 2023. All amounts have been paid.

Creditor	Amount \$	Transaction Description
Department of Health and Families	27,132.90	Return of unspent funds for Remote Sport Voucher Scheme
Easy Clean Services	9,817.50	Cleaning Charges for the month of March 2023
BM Constructions NT Pty Ltd	107,203.00	Rocky Creek Borrooloola hand rail extension
Northern Building And Property Services Pty Ltd	9,021.09	Building repairs in Ngukurr
Alawa Aboriginal Corporation	28,124.25	CDP Trial Project payment for February 2023
Australian Institute of Management And Training	17,100.00	Training expenses for various council staff
Qantas Airways Pty Ltd	10,228.27	Air travel expenses
WEX Australia Pty Ltd	42,692.55	Fuel Cards for March 2023
ASPL Australia	22,000.00	Professional fee for development of workforce engagement plan
Better Cities Group	51,648.00	Sport and recreation master plan

**CORPORATE SERVICES AND SUSTAINABILITY
DIVISIONAL REPORT**



ITEM NUMBER	12.2
TITLE	Review of FIN011 Investment Policy
REFERENCE	1349621
AUTHOR	Cindy HADDOW, General Manager Corporate Services & Sustainability

RECOMMENDATION

That the Finance and Infrastructure Committee receives and notes the actions relating to the review of FIN011 Investment Policy.

KEY OUTCOME AREA

Governance: Increase the effectiveness and efficiency of the organisation, including in engagement with staff members, residents and external stakeholders.

BACKGROUND

The Finance and Infrastructure Committee requested a report to be provided by the Independent Member and this report then be submitted to the Ordinary Meeting of Council on 27 April 2023.

The Independent member submitted his report to the Ordinary Meeting of Council, with the recommended updates to the Policy supported by Council via resolution. The Council has requested the Chief Executive Officer Present the updated FIN001 Investment Policy at the next Ordinary Meeting of Council on 21 June 2023.

ISSUES/OPTIONS/SWOT

The updates to the Policy are currently being drafted and will be presented to the next Ordinary Meeting of Council on 21 June 2023.

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS

There are no attachments for this report.

**CORPORATE SERVICES AND SUSTAINABILITY
DIVISIONAL REPORT**



ITEM NUMBER	12.3
TITLE	Homelands Emergency Capital Grant Program 2022-2023
REFERENCE	1348206
AUTHOR	Sev ABEYRATNE, Grants Coordinator

RECOMMENDATION

That the Finance and Infrastructure Committee:

- (a) receives the Grant Agreement for Emergency Project – Emergency Food Drop at Badawarrka outstation due to the Flooding in the homelands with Homelands Capital Grant 2022/2023;
- (b) amends the 2023/24 Budget to include costs and income associated with the emergency response of \$6,911; and
- (c) accepts the grant contract and authorises the use of the Common Seal to execute the contract document.

KEY OUTCOME AREA

Wellbeing: Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

Environment: Protect and care for the physical environment, including developing and maintenance of clean and environmentally focused communities.

BACKGROUND

Due to the Wet season, Badawarrka was flooded and isolated, and the Outstation department of the Council had to send the emergency food and provisions via Helicopter to the outstation.

The costs associated by this are recoverable and the Council has applied for grant funding amount of \$6911.00 to cover the emergency response, and we have been successful.

The Council has received the agreement for signature by the Mayor and CEO for execution with the Common Seal.

ISSUES/OPTIONS/SWOT

Roper Gulf Regional Council Contracts and Outstation department has delivered the Food and once the Council send this signed agreement, Council will receive the mentioned funds and the council has to provide all the relevant receipts to complete the grant process.

FINANCIAL CONSIDERATIONS

Budget to be amended for \$6911.00 per grant for payment of the Project.

ATTACHMENTS

- 1 Letter of offer and Funding Agreement - EME222310149 Homelands Emergency Grant 2022-23 - Badawarrka.pdf



Department of TERRITORY
FAMILIES, HOUSING AND
COMMUNITIES

Level 2, RCG Centre
47 Mitchell Street, Darwin City NT 0801

Postal address
GPO Box 4621
DARWIN NT 0801

E Homelands.program@nt.gov.au

T 1800 031 648

File reference
HCD2022/05615-19

26 April 2023

Mr Marc Gardner
Chief Executive Officer
Roper Gulf Regional Council
PO Box 1321,
Katherine East, NT 0851

Via email: Grants.ropergulf@ropergulf.nt.gov.au

Dear Mr Gardner,

RE: Homelands Emergency Capital Grant Program 2022-23 – EME222310149

I refer to the attached Homelands Emergency Capital Grant Agreement between the Northern Territory of Australia, care of its agency the Department of Territory Families, Housing and Communities (the department) and Roper Gulf Regional Council.

The department is pleased to advise that funds of \$6,911.00 (GST exclusive) has been approved for the emergency food drop at Badawarrka Outstation due to the flooding in the homeland.

To accept this offer, you are required to sign the agreement and return a scanned copy to the Homelands Services Group email address homelands.program@nt.gov.au as soon as possible.

For operational or program queries, please contact the Homelands Services Group by phone on 1800 031 648 or email Homelands.Program@nt.gov.au

Yours sincerely

A handwritten signature in blue ink, appearing to read "Brenna".

Brenna Toner
A/Executive Director, Remote Housing Reforms and Programs

26 April 2023



Northern Territory of Australia

Short Form Grant Agreement: EME222310149 Homelands Capital Emergency Grant 2022/2023

Emergency Food drop to Badawarrka

DETAILS

Grant Activity	Emergency Food drop to Badawarrka		
Us, We, Our (the Territory)	Northern Territory of Australia, care of its agency Territory Families, Housing and Communities		
Our Contact Details	Contact name	Jacob Peggie	
	Contact person position	Director Homeland Services Group	
	Postal Address	GPO Box 4621 Darwin NT 0801	
	Telephone	1800 031 648 / 08 8999 8390	
	Email	Homelands.Program@nt.gov.au	
You, Your (the Recipient)	Roper Gulf Regional Council (ABN: 94 746 956 090)		
Your Contact Details	Contact name	Mr Marc Gardner, CEO	
	Postal Address	PO Box 1321, Katherine East, NT 0851	
	Telephone	0437 525 092	
	Email	Grants.ropergulf@ropergulf.nt.gov.au	
Grant Purpose	Purpose of the Grant Activity: HCE2200020 To urgently arrange food drop at Badawarrka Outstation Scope Charter food drop to Badawarrka due to flooding emergency in the area.		
Grant	Grant Amount exclusive of GST		
	\$6,911.00		
Payment Requirements	The Grant will be paid in accordance with the following table, provided that you are compliant with this Agreement.		
	Pmt No.	Anticipated Date	Payment Amount (excl GST)

	1.	Upon execution of the agreement	\$6,911.00		
Reporting Requirements	Requirement		From	To	Due Date
	Full documentation of the completed works including all mandatory certificates, warranty documents and photographic evidence to be provided at the end of the project as part of acquittal process.		01/03/2023	30/06/2023	28/08/2023
Acquittal Requirements	Requirement		From	To	Due Date
	N/A				
Grant Period	01/03/2023 to 30/06/2023				
Special Conditions:	N/A				

TERMS AND CONDITIONS

1. Interpretation and Definitions

- 1.1 A word or phrase in this Agreement that is capitalised is a reference to that word or phrase in the first column of the Details at the start of this Agreement, or as otherwise defined in these terms.
- 1.2 No rules of construction apply to the disadvantage of a party on the basis that that party was responsible for the preparation of this document or any part of it.
- 1.3 The word "including" is not a word of limitation.

2. Acknowledgments

- 2.1 You acknowledge:
 - (a) and agree that this Agreement is, and is intended to be, legally binding;
 - (b) your failure to comply with this Agreement may be taken into consideration in any future grant applications and may result in you being excluded from consideration for subsequent or other funding;
 - (c) where you have an Australian Business Number (ABN), details of this grant may be provided by us to the Australian Taxation Office;
 - (d) and agree we may do anything in connection with this Agreement that may be required for compliance with our public accountability responsibilities, including legislative obligations under privacy and freedom of information laws and the *Independent Commissioner Against Corruption Act 2017* (NT) ("ICAC Act"); and
 - (e) you are a "public body" for the purposes of the ICAC Act with respect to the Grant and you are subject to mandatory obligations under that Act to report suspected improper conduct.

3. Special Conditions and Additional Conditions

- 3.1 You must comply with the Special Conditions (if any) and the Additional Conditions to the extent they have application to you or the Grant Activity.
- 3.2 To the extent of any inconsistency between the documents or parts comprising this Agreement, then the following order of precedence will apply:
 - (a) the Special Conditions;
 - (b) the Additional Conditions;
 - (c) these terms and conditions;
 - (d) the Details; and
 - (e) any other document incorporated by reference.

4. Grant of funding

- 4.1 We agree to pay you the Grant subject to the terms and conditions set out in this Agreement.
- 4.2 You must provide us with your Organisation's bank account details and issue a tax invoice (or alternatively we may issue a recipient created tax invoice and you must not issue a tax invoice) before we are obliged to pay any amount under this Agreement.
- 4.3 The Grant must be held only in an account in your name at a bank, credit union or building society that is registered in Australia.

5. Use of the Grant

- 5.1 You must use the Grant (including any interest earned on the Grant) within the Grant Period (or such other period as is agreed to be us in writing) for the Grant Purpose and for no other purpose (unless and until a variation is approved by us in writing).
- 5.2 During the Grant Period, you may request a variation of the Grant Purpose, which request must be in writing, providing reasons for the proposed change and (if applicable) providing a budget for the varied purpose. Approval will be at our discretion and must be in writing.

6. Conduct of the Grant Activity

- 6.1 You must:
 - (a) carry out the Grant Purpose, including all tasks, activities, any project plan, budget and/or performance measures, and in a manner that meets the objectives;

- (b) carry out the Grant Activity diligently, effectively, in a professional manner to accepted industry standards, in accordance with this Agreement and consistent with the representations made in your grant application/proposal;
- (c) adequately resource the Grant Activity with appropriately qualified, competent, experienced and skilled personnel;
- (d) promptly comply with all of our reasonable requests or directions in respect of the Grant Activity;
- (e) if required by us, keep us fully informed as to the progress of the Grant Activity and the expenditure of the Grant; and
- (f) promptly advise us in writing of any relevant matters which might affect your ability to deliver or complete the Grant Activity or to meet any of your obligations under this Agreement.

7. Acknowledgement of Grant

- 7.1 You agree to acknowledge our contribution to the Grant Activity in all promotional, advertising or other publications (such as annual reports, newsletters, websites) by using our "Proudly supported by" logo.
- 7.2 We will provide you with the current version of the logo.
- 7.3 The logo must be reproduced only in the format provided and of equal size and prominence to your logo.
- 7.4 We reserve the right to limit and withdraw the use of our name and logo by you.

8. Records, Reporting, Acquittal and Audit

- 8.1 You must keep accurate financial records relating to the Grant so that at all times the use of the Grant is identifiable, ascertainable and substantiated.
- 8.2 You must comply with all Reporting Requirements and Acquittal Requirements by the specified Due Dates.
- 8.3 You authorise us to inspect and audit all of your records in connection with this Agreement and you agree to fully cooperate with us in that regard.
- 8.4 You authorise us to publish or otherwise report on the outcome of the Grant Activity.

9. Withholding funding

- 9.1 If in our reasonable opinion you have not complied with this Agreement in any material way we may, by notifying you in writing, withhold payment of all or any part of the Grant.

10. Unspent, Misused or Unacquitted Grant

- 10.1 If the Grant, or part of it, is not spent on the earlier of:
 - (a) the end of the Grant Period (and we have not agreed a variation); or
 - (b) termination of this Agreement,you must promptly return that part of the Grant that has not been spent to us.
- 10.2 If at any time we form the reasonable opinion that the Grant, or a part of it, has not been used in accordance with this Agreement or has not been acquitted by you to our reasonable satisfaction, then you must repay the Grant, or any part of it, as we require in any written notice we give you.

11. Conflict of Interest

- 11.1 For the purpose of this Agreement, "Conflict" means any matter, circumstance, interest, activity or other matter in connection with you, or your officers, employees, subcontractors, agents, advisors, volunteers and other personnel and their related entities, such as parent or subsidiary companies, directors, managers or other persons in a position of influence and their close relatives, which may or may reasonably be perceived to impair you or your personnel's ability to carry out any responsibilities or obligations under this Agreement diligently, independently and impartially.
- 11.2 You warrant that, at the date of signing this Agreement, to the best of your knowledge no Conflict exists or is likely to arise in connection with this Agreement.
- 11.3 If during the performance of this Agreement you become aware of a Conflict, you must immediately notify us and the steps you propose to take to resolve or deal with the Conflict. We may suspend your delivery of the Grant Activity and your use of the Grant until such time as the Conflict is resolved to our satisfaction.

12. Insurance

- 12.1 You must hold and maintain insurance policies in amounts sufficient to insure for your risks and liabilities in connection with this Agreement (such as public liability, accident or injury to your volunteers and employees,

plant and equipment, motor vehicle, loss, damage or theft of assets, travel) and provide us with written proof from your insurers when requested.

- 12.2 You are responsible for determining what types and levels of insurance are required to cover the Grant Activity and comply with this clause.

13. Risk & Indemnity

- 13.1 You agree to deliver each Grant Activity at your own risk and we are not liable:

- (a) to you or your personnel for any loss or damage you suffer or the injury or death of any person, howsoever occasioned; or
- (b) for the actual cost of the Grant Activity being greater than anticipated.

- 13.2 You indemnify us against all claims, proceedings or actions whatsoever brought or made against us and all losses, damages, costs or expenses we may sustain or incur howsoever arising, whether directly or indirectly in connection with this Agreement, except to the extent caused or contributed to by our negligent act or omission.

14. GST

- 14.1 Any term used in this clause that is referred to in A New Tax System (Goods and Services Tax) Act 1999 (Cwth) will have the meaning which it has in that Act.

- 14.2 You must pay all taxes, duties and government charges imposed or levied in connection with the performance of this Agreement, except as provided by this clause.

- 14.3 The Grant Amount is GST exclusive.

- 14.4 If you are not registered for GST, you warrant that you are not required to be registered for GST, and you must not charge GST.

- 14.5 If you are registered for GST or are required to be registered for GST and the Grant Amount is being provided in return for a Taxable Supply, we will pay you the GST Amount on provision of a tax invoice by you or a recipient created tax invoice ("RCTI") by us.

- 14.6 The parties acknowledge and agree that, prior to the Supplier (you) providing the Recipient (us) with a tax invoice for a supply as described in clause 14.5, we may (at our discretion) issue you with a RCTI and/or adjustment note in respect of the supply on the following terms and conditions, or otherwise in a format set out by the Australian Taxation Office:

- (a) both parties acknowledge that they are registered for GST when the RCTI is issued and the RCTI must show your Australian Business Number ("ABN");
- (b) you agree that we can issue tax invoices in respect of the supply within 28 days from the date of determining the value of the supply;
- (c) you will not issue tax invoices in respect of the supply;
- (d) you will notify us if you cease to be registered for GST purposes.

- 14.7 If the GST Amount differs from the amount of GST paid or payable, we must issue an appropriate recipient created adjustment note and pay you or you must pay us, as the case may be, any difference within 14 days.

- 14.8 No party may claim or retain from the other party any amount in relation to a supply made under this Agreement for which the first party can obtain an input tax credit or decreasing adjustment.

- 14.9 If you become registered for GST or become required to be registered for GST, or you cease to be registered for GST, you must notify us within 7 days.

15. Intellectual Property

- 15.1 Intellectual property in material created by or on your behalf in the course of, or for the purpose of, the Grant Activity ("Agreement Material") vests in you.

- 15.2 You grant us a perpetual, irrevocable, royalty-free, non-exclusive licence to use, adapt, communicate, publish, reproduce, and sub-licence Agreement Material (including material that is incorporated in or supplied with that Agreement Material) for our governmental purposes.

- 15.3 Where the Agreement Material is a work that is primarily created for aesthetic appeal or artistic expression, the licence in clause 15.2 is limited to use promoting the purpose of the Grant Activity or promoting the Northern Territory Government or the Northern Territory.

16. Confidential Information and Privacy

- 16.1 The parties will not disclose each other's information that is marked as or is agreed to be confidential, or which should reasonably be assumed to be confidential, without prior written consent of the party whose information is to be disclosed unless required or permitted by law.
- 16.2 You agree to deal with all 'personal information' (as defined in the *Information Act 2002* (NT)) in connection with the Grant Activity in a manner that is consistent the Information Privacy Principles set out in that Act as if you were a public sector organisation.
- 17. Notices**
- 17.1 All communications required to be given in writing in this Agreement must be given by registered post or by email to the relevant party's Contact Details. A communication sent by:
- (a) prepaid post is taken to be received on the 3rd business day after posting; and
 - (b) email is taken to have been received at 9.00 a.m. on the following business day, subject to no automated notification having been sent advising that the email was not delivered or the addressee is "out of office" or similar.
- 18. Debt Due and Payable**
- 18.1 Without prejudice to any of our other rights under this Agreement, we may recover any amounts that you owe to us under this Agreement as a debt due and payable to us by you upon demand or set off the amount against future payments under this or any other agreement with you.
- 19. Intervening Event**
- 19.1 You must notify us if you are unable to perform any part of your obligations under this Agreement due to a circumstance or event which could not reasonably have been foreseen by you and is caused by circumstances beyond your reasonable control (but does not include circumstances caused by acts or omissions of you, your officers, employees, subcontractors or agents) ("**Intervening Event**").
- 19.2 In the event of an Intervening Event, your performance under this Agreement and our obligation to pay shall be suspended for the period that the event continues and you will have a reasonable extension of time for performance of your obligations in the circumstances.
- 20. Disputes:**
- 20.1 The parties agree not to initiate legal proceedings in relation to a dispute unless they have first tried and failed to resolve the dispute by negotiation and mediation. The procedure for dispute resolution does not apply to action relating to termination or urgent litigation or where a party unreasonably fails to participate in negotiation or mediation.
- 21. Termination**
- 21.1 We may immediately terminate this Agreement by written notice to you if in our reasonable opinion:
- (a) you are no longer able or willing to complete the Grant Activity;
 - (b) you have a Conflict that cannot be resolved to our satisfaction or remains unresolved after a reasonable period of time;
 - (c) information provided to us by you contained materially incorrect, false or misleading information;
 - (d) you breach or otherwise fail to comply with this Agreement and you fail to remedy that breach within the period specified in our notice to you;
 - (e) an Intervening Event continues for more than 30 consecutive days; or
 - (f) you are insolvent or become subject to any form of external administration,
- and clause 10 will apply.
- 22. General**
- 22.1 Survival: The expiry or earlier termination of this Agreement does not affect the continued operation of a clause that expressly or by its nature survives the termination or expiry of this Agreement.
- 22.2 No assignment: This Agreement is not assignable or transferrable without our written consent.
- 22.3 Variation: This Agreement may only be varied by an agreement in writing between the parties.
- 22.4 Warranties: You warrant that you are properly established and constituted at law and you have the power and authority to enter into this Agreement.

- 22.5 Compliance with laws: You agree to comply with all laws relevant to the Grant Activity and your obligations under this Agreement.
- 22.6 Entire Agreement: This Agreement constitutes the entire agreement between the parties in respect of the Grant.
- 22.7 Severance: If a court determines that a word, phrase, sentence, paragraph or provision in this Agreement is unenforceable, illegal or void then the rest of this Agreement continues in effect as if the invalid part were excluded.
- 22.8 Waiver: A waiver by a party of any right under this Agreement, including a failure to enforce an obligation or exercise a right, is not, and will not be deemed to be, a waiver of any other right of that party under this Agreement.
- 22.9 Governing law: This Agreement will be governed by and construed in accordance with the laws of the Northern Territory. The parties submit to the non-exclusive jurisdiction of the courts of the Northern Territory.
- 22.10 Execution: The parties agree that this Agreement may be executed in any number of counterparts, which may be signed using a digital signature and may be given to the other party by electronic means. Each signed counterpart when read together will be deemed to form one binding Agreement.
- 22.11 Legal costs: Each party must pay their own legal costs of and incidental to the preparation, negotiation and execution of this Agreement.

EXECUTION PAGE

You agree that, before executing this Agreement you have read and understood all of the terms and conditions of this Agreement, you are fully aware of your rights, duties and obligations under this Agreement, and the persons signing are fully authorised to execute this Agreement to legally bind the Recipient.

Executed as an Agreement.

SIGNED by

(print name of delegate)

for and on behalf of the **NORTHERN TERRITORY OF AUSTRALIA**
pursuant to a delegation under the *Contracts Act*

on the day of (Print Month and
year) in the presence of:

.....
(Signature of Delegate)

.....
(Signature of Witness)

.....
(Name of Witness)

The **COMMON SEAL of ROPER GULF REGIONAL COUNCIL**)
was hereto affixed in accordance with section 26 of the *Local*)
Government Act 2008 on the day of)
2023 in the presence of:)

)

)

.....
Signature of Chief Executive Officer

.....
Signature of Council Member

Marc Gardner - Chief Executive Officer
.....
Print full name of Chief Executive Officer

Tony Jack - Mayor
.....
Print name of Council Member

Additional Conditions

1. Subcontracting and Buy Local

- 1.1. If you engage subcontractors to carry out the Grant Activity (or any part of it) you must:
- (a) use your reasonable endeavours to engage enterprises operating in the Northern Territory, that have a permanent presence in the Northern Territory, and employ Northern Territory residents ("Territory Enterprises");
 - (b) conduct an appropriate competitive process inviting Territory Enterprises (and any other enterprises) to submit quotes or tenders, having due regard to probity;
 - (c) avoid conflicts of interest; and
 - (d) encourage subcontractors to engage Territory Enterprises to carry out subcontract work associated with the Grant Activity,
- and, if required by us, you must provide us with details of your compliance with this clause.
- 1.2. Subcontracting does not relieve you of any obligation or liability under this Agreement.
- 1.3. If you have not paid a subcontractor for its completed work on the Grant Activity, we may, in our absolute discretion, directly pay the subcontractor on your behalf and you will owe that amount to us.

2. Capital and Minor Works

- 2.1. This clause applies where the Grant Activity involves the acquisition, construction or improvement of structural assets or equipment, including building and construction of new facilities, extension to or upgrading of existing facilities, the purchasing, installation or upgrading of equipment, fixtures and fittings, general repairs and maintenance on existing facilities, equipment, fixtures and fittings ("**Works**").
- 2.2. You must:
- (a) ensure the Works are completed by the end of the Grant Period;
 - (b) ensure the Works are carried out diligently, effectively, in a proper and workmanlike manner, and in accordance with all applicable laws and Australian Standards;
 - (c) only engage contractors who are appropriately qualified, skilled and experienced;
 - (d) unless you have our prior written consent, only engage contractors and personnel with respect to the Works that do not have a Conflict; and
 - (e) ensure that you, your employees and your contractors, comply with all requirements of the work health and safety legislation applicable to such Works, including legislation relating to asbestos.
- 2.3. You warrant that:
- (a) you have the right to undertake the Works at the site at which the Works will be carried out, and you have obtained any consents, approvals, agreements, authorisations or permissions of the owner and/or lessee of that site; and
 - (b) the site at which the Works will be carried out is, and will at all times be, fit for the purposes of carrying out the Grant Activity and the Works.

3. Registered Training Organisations

- 3.1. If you are a registered training organisation, you must maintain registration in accordance with, and comply with the requirements of, the *National Vocational Education and Training Regulator Act 2011* (Cth) and the VET Quality Framework.

4. Auspiced bodies

- 4.1. If you are the administering body of the Grant for another organisation (such as an unincorporated association):
- (a) prior to disbursing the Grant Amount to that organisation, you must first ensure we are aware of, and have agreed to, your grant administration arrangement for that organisation; and
 - (b) you are not relieved of any of your obligations under this Agreement.

5. Assets

- 5.1. For the purpose of this clause, "Asset" means any item of property that has been created, acquired or leased wholly or in part with the Grant Amount, or that we otherwise provide to you for a Grant Activity, but does not include consumable items.
- 5.2. You must first obtain our written consent before using the Grant Amount to acquire an Asset valued at \$10,000 or more. Our consent is already granted for any Asset expressly described in the Details.
- 5.3. The Asset must be used primarily for the Grant Activity and you must:
 - (a) own the Asset in your name and, if the Asset is capable of being registered, register it in your own name;
 - (b) hold the Asset securely and safeguard it against theft, loss, damage and unauthorised use;
 - (c) maintain the Asset in good working order; and
 - (d) maintain, and provided to us on request, a register of Assets including date of acquisition, price, description and location.
- 5.4. You must seek our prior written consent before disposing of an Asset and we may direct you to sell for the best price reasonably obtainable (and retain for an approved purpose, or pay to us, some or all of the sale price) or otherwise dispose of the Asset, including transferring the Asset to a third party.
- 5.5. If you dispose of an Asset without our prior written consent, we may by written notice require you to repay that part of the Grant Amount we contributed to the acquisition cost of the Asset.

CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT



ITEM NUMBER	12.4
TITLE	Local Authority Projects Update
REFERENCE	1349289
AUTHOR	Puspa KARKI, Executive Support Coordinator

RECOMMENDATION

That the Finance and Infrastructure committee receives and notes the Local Authority Projects Update report.

KEY OUTCOME AREA

Wellbeing: Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

Environment: Protect and care for the physical environment, including developing and maintenance of clean and environmentally focused communities.

Infrastructure: Support building and maintaining community infrastructure which positively contributes to resident needs and aspirations.

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

Recent Completions;

- **Barunga:** Second glass cabinet purchased and has recently been delivered.
- **Jilkminggan:** Family BBQ area project has been now completed with \$4,327 surplus.
- **Mataranka:** Both Railway quad project and Ramp access to Museum has been completed with CDP's assistance.

- **Manyallaluk:** Playground softball has been completed and we are waiting on final invoice. Expenses are likely to be over the budgeted amount.

Current Updates;

- **Ngukurr:** Section 19 submitted for the proposed site of the new park for Town Beautification project.
- **Borroloola:** Projects team to soon start Tender process for Toilet at Cemetery and Airport. Paperwork currently in progress.
- **Bulman:** Purchased and received ablution block for toilet near council office. Section 19 EOI lodged for extended size of Weemol Basketball Court.

Latest Allocations;

- **Jilkminggan:** \$10,000 for purchasing of musical instruments.
- **Manyallaluk:** Remaining funds (\$28,264.70) towards fencing at bottom cemetery.
- **Mataranka:** \$30,000 for surveying installation of footpath in Gunn Street and \$561 for purchasing a plaque for the Mataranka Cemetery.

FINANCIAL CONSIDERATIONS

NIL

ATTACHMENTS

- 1 LA projects attachment 30.04.2023.pdf

Summary Local Authority Projects
30 April 2023

	Funds Received from Department & Council	Funds Allocated by Local Authorities	Surplus/(Deficit) from completed projects	Remaining Unallocated funds
Barunga	\$ 400,239.00	\$ 400,222.32	\$ 7,342.81	\$ 7,359.49
Beswick	\$ 528,821.00	\$ 471,711.60	\$ (79,528.25)	\$ (22,418.85)
Borrooloola	\$ 1,045,408.00	\$ 1,070,063.49	\$ 24,655.49	\$ (0.00)
Bulman	\$ 331,440.00	\$ 394,370.49	\$ 62,930.49	\$ -
Hodgson Downs	\$ 636,240.00	\$ 581,140.00	\$ 61,012.73	\$ 116,112.73
Jilkminggan	\$ 346,031.00	\$ 349,770.00	\$ 25,537.79	\$ 21,798.79
Manyallaluk	\$ 108,978.00	\$ 122,880.36	\$ 13,902.36	\$ -
Mataranka	\$ 367,363.00	\$ 367,913.20	\$ 9,113.40	\$ 8,563.20
Ngukurr	\$ 1,291,922.00	\$ 1,300,882.61	\$ 4,747.29	\$ (4,213.32)
Numbalwar	\$ 1,227,356.00	\$ 1,080,670.91	\$ 12,114.91	\$ 158,800.00
Urapunga	\$ 77,600.00	\$ 58,800.00	\$ (190.00)	\$ 18,610.00
Robinson River	\$ 65,000.00	\$ 16,500.00	\$ 1,364	\$ 49,863.64
	\$ 6,361,398.00	\$ 6,198,424.98	\$ 141,639.02	\$ 304,612.04

Summary Local Authority Projects
30 April 2023

Project Expenditure	Funds Received from		Funds Expended	Unexpended
	Department			
Barunga	\$ 400,239.00	\$ 267,179.51	\$ 133,059.49	
Beswick	\$ 528,821.00	\$ 549,568.68	\$ (20,747.68)	
Borrooloola	\$ 973,931.00	\$ 572,849.89	\$ 401,081.11	
Bulman	\$ 298,859.00	\$ 221,249.32	\$ 77,609.68	
Hodgson Downs	\$ 636,240.00	\$ 490,127.31	\$ 146,112.69	
Jilkminggan	\$ 346,031.00	\$ 314,232.21	\$ 31,798.79	
Manyallaluk	\$ 108,978.00	\$ 55,484.42	\$ 53,493.58	
Mataranka	\$ 367,363.00	\$ 319,998.53	\$ 47,364.47	
Ngukurr	\$ 1,191,091.00	\$ 791,778.71	\$ 399,312.29	
Numbalwar	\$ 1,068,556.00	\$ 562,410.09	\$ 506,145.91	
Urapunga	\$ 77,600.00	\$ 24,596.00	\$ 53,004.00	
Robinson River	\$ 65,000.00	\$ 14,090.91	\$ 50,909.09	
	\$ 5,997,709.00	\$ 4,183,565.58	\$ 1,879,143.42	

Barunga Local Authority Project Funding				30 April 2023
Funding received from Department		Funds Allocated		
Funding Received from Department		\$	400,239.00	
Funds Allocated by Local Authorities		\$	400,222.32	
Surplus/(Deficit) from completed projects		\$	7,342.81	
Remaining Unallocated funds		\$	7,359.49	
Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
30/4/2019 1113814	Barunga Statement Project (formerly Memorial at Council Office)	\$ 20,000.00	\$ 1,200.00	10K Allocated on 30.04.2019; Projects team are sourcing the seating. Concept drawings presented to LA. Project scope changed 6/12/2021. Project now with Barunga statement memorial. On 10/01/2023 LA provisionally agreed to reallocate \$20K towards payment for Consultancy fees for the project. Officially re-allocated on 04/04/2023 LA meeting. Consultants been engaged.
9/02/2021	Playground Softfall	\$ 35,000.00		Quotes being sought. \$ 25,000 allocated 13/7/2021. Scope of work prepared. Works to be conducted in conjunction with Shade Shelter.
8/06/2021	Football scoreboard repairs	\$ 17,000.00	\$ 5,100.00	Council to contribute \$ 10,000. \$7,000 added at LA 5/4/22. Purchased scoreboard trailer.
10/08/2021	2 x Glass Cabinets	\$ 4,500.00	\$ 5,363.75	1 of 2 Cabinet purchased. \$3,000 added at LA 5/4/22. Second cabinet purchased and delivered. COMPLETED.
10/01/2023	Oval Beautification	\$ 10,000.00		On 10/01/2023 LA provisionally allocated \$10K for the beautification around the oval and softball oval. Officially allocated on 04/04/2023 LA meeting.
10/01/2023 PR0013	2X Seating stands at Basketball court and Seating Stand at softball Oval	\$ 30,000.00		On 10/01/2023 LA provisionally allocated \$20K towards purchasing of 2 seating stands at basketball court and \$10K to purchase 1X seating stand at softball Oval. Officially allocated on 04/04/2023 LA meeting. Under Procurement stage.
10/01/2023	Barunga Cemetery Arch	\$ 20,000.00		On 10/01/2023 LA provisionally allocated \$20K towards the barunga Cemetery Arch. Officially allocated on 04/04/2023 LA meeting.
Total for current projects in progress		\$ 132,000.00	\$ 6,300.00	
Total for Completed Projects		\$ 268,222.32	\$ 260,879.51	
Grand Total		\$ 400,222.32	\$ 267,179.51	

Beswick Local Authority Project Funding		30 April 2023
Funding Received from Department	\$	528,821.00
Funds Allocated by Local Authority Members	\$	471,711.60
Surplus/(Deficit) from completed projects	\$	(79,528.25)
Remaining Unallocated Funds	\$	(22,418.85)

Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
9/08/2021 1213821	Catering for community events	\$ 3,000.00	\$ 1,328.83	CSM notified.
	Total for Current projects	\$ 3,000.00	\$ 1,328.83	
	Total for Completed projects	\$ 468,711.60	\$ 548,239.85	
	Grand Total	\$ 471,711.60	\$ 549,568.68	

Borroloola Local Authority Project Funding		30 April 2023
Funds Received from Department	\$	973,931.00
Funds allocated from Council	\$	71,477.00
	\$	1,045,408.00
Funds Allocated to projects by Local Authority Members	\$	1,070,063.49
Surplus/(Deficit) from completed projects	\$	24,655.49
Remaining Unallocated funds	\$	(0.00)

Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
Pre 2017 1313818	Toilet at Cemetery	\$ 25,000.00	\$ -	Should include the steel shade structure attached to the toilet block, as well as a concrete slab under the shade and in front of both toilet entries. The septic tank and its location will also need to be identified. The project team working on this project. The toilet from the sports court is non-compliant. Projects team soon to start tender process.
6/2/2020 1313822	Replace Toilet Block at Airport	\$ 428,464.49	\$ 110,737.38	Commenced - Funded allocated \$ 130,580 on 6.12.18. A further \$ 140,000 on 6.2.2020. \$ 17746.45 allocated 8.10.2020 . Construction contract signed. Works have begun . Underground plumbing complete. Request for tender paperwork in progress.
9/02/2023	Tamarind Park Power supply	\$ 129,831.00		On 9/02/2023 LA allocated \$129,831 to install power supply at the Tamarind Park.
	Total for current projects in progress	\$ 583,295.49	\$ 110,737.38	
	Total for Completed projects	\$ 486,768.00	\$ 462,112.51	
	Grand Total	\$ 1,070,063.49	\$ 572,849.89	

Bulman Local Authority Project Funding				30 April 2023
Funds Received from Department		\$	298,859.00	
Allocated by Council		\$	32,581.00	
Funds allocated to projects by Local Authority Members		\$	394,370.49	
Surplus/(Deficit) from completed projects		\$	62,930.49	
Remaining unallocated funds		\$	-	
Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
5/12/2018 1413806	Toilet near council office	\$ 144,361.59	\$ 75,570.91	\$72,000 was LA allocated on 05/12/2018 and addition allocation of \$25,000 on 22/08/2019 LA meeting. The project is under planning stage. S19 License approved. PWC to be contacted for services response by 31/3/2021. Currently in Design phase to provide a final costing. 12/6/2021 Unallocated funds (\$ 47,361.59) allocated to toilet block. In procurement phase. Site visit scheduled for Feb 2nd. Project now with RGRC Assets Team. Purchased Ablution block. Projects team soon to start tender documents.
12/01/2023	2X Community Notice Boards	\$ 8,000.00		On 12/01/2023 LA allocated \$8000 to purchase two community notice boards. CSM and CSC notified.
12/01/2023	Weemol Basketball Court	\$ 33,400.00		On 12/01/2023 LA allocated \$33,400 to extend Weemol Basketball court to a full sized court. S19 EOI lodged for extended space.
	Total for current projects in progress	\$ 185,761.59	\$ 75,570.91	
	Total for completed projects	\$ 208,608.90	\$ 145,678.41	
	Grand total	\$ 394,370.49	\$ 221,249.32	

Hodgson Downs Local Authority Project Funding		30 April 2023
Funds received from Department	\$ 636,240.00	
Funds allocated to projects by Local Authority Members	\$ 581,140.00	
Surplus/(Deficit) from completed projects	\$ 61,012.73	
Remaining unallocated funds	\$ 116,112.73	

Project ID	Projects	Project Budget	Actual Expenditure	Project Status
5/12/2022	Extra Sports equipment	\$ 5,000.00		ON 5/12/22 LA allocated \$5000 for extra sports equipment. Under procurement phase.
27/03/2023	Signage	\$ 2,000.00		ON 27/03/2023 LA allocated \$2000 towards Signage.
27/02/2023	Water Cart Trailer	\$ 20,000.00		ON 27/02/2023 LA allocated \$20000 towards Water Cart Trailer.
27/03/2023	Plantation around public areas	\$ 1,000.00		ON 27/03/2023 LA allocated \$1000 towards Plantation around public areas.
27/03/2023	Rubish BinsX60	\$ 2,000.00		ON 27/03/2023 LA allocated \$2000 towards purchase of Rubish BinsX60.
	Total projects in Progress	\$ 30,000.00	\$ -	
	Total completed projects	\$ 551,140.00	\$ 490,127.31	
	Grand Total	\$ 581,140.00	\$ 490,127.31	

Jilkmिंगgan Local Authority Project Funding				30 April 2023
Funds received from Department		\$	346,031.00	
Funds allocated to projects by Local Authority Members		\$	349,770.00	
Surplus/(Deficit) from completed projects		\$	25,537.79	
Unallocated remaining funds		\$	21,798.79	
Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
3/08/2021 1613818	Family Area at S&R Ground	\$ 28,000.00	\$ 23,672.05	COMPLETED
7/02/2023	Musical Instruments	\$ 10,000.00		On 07/02/2023 LA provisionally allocated \$10K towards purchasing of musical instruments. To be finalised on next LA meeting. Officially allocated on 02/05/2023 LA.
Total for current projects in progress		\$ 10,000.00	\$ -	
Total for completed projects		\$ 339,770.00	\$ 314,232.21	
Grand Total		\$ 349,770.00	\$ 314,232.21	

Manyallaluk Local Authority Project Funding		30 April 2023
Funds Received from Department	\$	108,978.00
Funds allocated to projects by Local Authority Members	\$	122,880.36
Surplus/(Deficit) from completed projects	\$	13,902.36
Remaining Unallocated funds	\$	-

Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
7/06/2021 1513812	CDP Projects	\$ 2,500.00	\$ 2,271.12	
28/07/2021	Playground soft fall	\$ 25,000.00		<i>Requested by Council to support RGRC contribution of \$ 40,000. Contract awarded & construction commenced. On hold due to dispute on contractor performance. New contractor hired, works commenced January 2023.</i> COMPLETED. Awaiting final invoice.
3/04/2023	Fencing at bottom Cemetery	\$ 28,264.70		<i>On 03/04/2023, LA provisionally allocated remaining funding(\$28,264.70) towards purchasing and installing mesh fence at the bottom cemetery.</i> Officially allocated on OMC 27/04/2024
3/04/2023	Upgrade-Crossing to the bottom Cemetery			<i>On 03/04/2023 LA requested the project to be LA project and Council purchase materials required.</i>
	Total for current projects in progress	\$ 55,764.70	\$ 2,271.12	
	projects	\$ 67,115.66	\$ 53,213.30	
	Grand Total	\$ 122,880.36	\$ 55,484.42	

Mataranka Local Authority Project Funding		30 April 2023
Funding received from Department	\$	367,363.00
Funds allocated to projects by Local Authority Members	\$	367,913.20
Surplus/(Deficit) from completed projects	\$	9,113.40
Remaining Unallocated Funds	\$	8,563.20

Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
2/02/2021	Stan Martin Park irrigation System	\$ -		On 09/08/2022 LA decided to withheld \$53,858.80 for the project. Contractors asked to visit the site to provide quotes for the installation of the equipment.
8/11/2022	Shelter over top of railway quad	\$ 5,000.00	\$ 4,734.60	On 08/11/2022 LA allocated \$5,000 for purchasing of a shelter over top of the railway quad. COMPLETED.
8/11/2022 PR1813822	Ramp access to Museum	\$ 10,000.00	\$ 1,759.73	On 08/11/2022 LA allocated \$10,000 towards installation of ramp to museum building. COMPLETED. Awaiting final invoice.
2/05/2023	Plaque for the Cemetery	\$ 561.00		On 02/05/2023 LA allocated \$561 towards purchasing of A4 size plaque for Mataranka Better Half Club.
2/05/2023	Surveying for Installation of Footpaths	\$ 30,000.00		On 02/05/2023 LA allocated \$30K towards surveying of one side of Gunn street for installation of Footpaths.
	Total for current projects in progress	\$ 40,561.00	\$ 1,759.73	
	Total for completed projects	\$ 327,352.20	\$ 318,238.80	
	Grand Total	\$ 367,913.20	\$ 319,998.53	

Ngukurr Local Authority Project Funding				30 April 2023
Funds received from Department		\$	1,191,091.00	
Allocated by Council		\$	100,831.00	
Funds allocated to projects by Local Authority Members		\$	1,300,882.61	
Surplus/(Deficit) from completed projects		\$	4,747.29	
Remaining Unallocated funds		\$	(4,213.32)	
Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
29/06/2020	Sport Court Project	\$ 170,000.00		\$ 170k allocated June 20 - \$ 150k from RGRC. Council approved in Budget 2020/21. Design for storm water drainage received and under reviewed. SCP doing peer review and are putting together a fee to redesign.
24/06/2021	Town Beautification Project	\$ 165,156.61		Initial scoping has identified the need for a S19 lease on the proposed site of the new park. Section 19 submitted.
20/09/2022	Refurbishment of Sport and Recreation Hall.	\$ 169,200.00		On hold until Drainage issue resolved.
	Total for current projects in progress	\$ 504,356.61	\$ -	
	Total for completed projects	\$ 796,526.00	\$ 791,778.71	
	Grand Total	\$ 1,300,882.61	\$ 791,778.71	

Numbulwar Local Authority Project Funding				30 April 2023
Funds received from Department		\$	1,068,556.00	
Allocated from Council		\$	158,800.00	
Funds allocated to projects by Local Authority Members		\$	1,080,670.91	
Surplus/(Deficit) from completed projects		\$	12,114.91	
Remaining Unallocated funds		\$	158,800.00	
Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
12/6/2018 2113805	New/Upgrade Toilets at the Airport	\$ 97,000.00		\$87,000 allocated on 12/06/2018 \$10,000 allocated on 09/10/2018; Design commenced; Expression of interest with NLC has been lodged. Awaiting response. Location to be discussed with TO's. S19 license approved. Preparing design docs and research for options. Site inspections done. Quotes received. Tender documents for the construction being prepared.
9/10/2017	Sports Precinct Upgrade	\$ 409,145.91		Lot - 97 Sports and Rec Hall: \$ 40,000 Allocated on 09/10/2018 \$66,305.04 Allocated on 20/02/2019; Finalising Design. Extra funding needed. Proposed to allocate \$ 159,589.97 (no quorum at LA to decide) Approved to go to tender. Site inspections done. Fencing Purchased. Awaiting Mobilization.
	Total for current projects in progress	\$ 506,145.91	\$ -	
	Total for completed projects	\$ 574,525.00	\$ 562,410.09	
	Grand Total	\$ 1,080,670.91	\$ 562,410.09	

Urapunga Local Authority Project Funding		30 April 2023
Funds received from Department	\$	77,600.00
Funds allocated to projects by Local Authority Members	\$	58,800.00
Surplus/(Deficit) from completed projects	\$	(190.00)
Remaining Unallocated funds	\$	18,610.00

Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
18//8/2020	Irrigation	\$ 10,000.00		
18//8/2020	Community Hall	\$ 10,000.00		<i>Being scoped up. Application for Community place for people grant soon to be lodged.</i>
18//8/2020	Welcome Sign	\$ 10,000.00		
28/06/2022	Solar Lights to Store	\$ 18,800.00	\$ 14,406.00	<i>Purchased and delivered solar lights and premix. Solar lights to be erected soon, Contractors engaged.</i>
Total for current projects in progress		\$ 48,800.00	\$ 14,406.00	
Total for completed projects		\$ 10,000.00	\$ 10,190.00	
Grand Total		\$ 58,800.00	\$ 24,596.00	

Robinson River Local Authority Project Funding		30 April 2023
Funds received from Department	\$	65,000.00
Funds allocated to projects by Local Authority Members	\$	16,500.00
Surplus/(Deficit) from completed projects	\$	1,363.64
Remaining Unallocated funds	\$	49,863.64

Date Approved Project ID	Projects	Project Budget	Actual Expenditure	Project Status
3/06/2021	Entrance Sign	\$ 1,500.00	\$ 454.55	
	Total for current projects in progress	\$ 1,500.00	\$ 454.55	
	Total for completed projects	\$ 15,000.00	\$ 13,636.36	
	Grand Total	\$ 16,500.00	\$ 14,090.91	

**INFRASTRUCTURE SERVICES & PLANNING
DIVISIONAL RPT**



ITEM NUMBER	13.1
TITLE	Major Projects Report
REFERENCE	1349993
AUTHOR	Dave HERON, Acting Finance Manager

RECOMMENDATION

That the Finance and Infrastructure Committee receives and notes the Major Projects report.

KEY OUTCOME AREA

Infrastructure: Support building and maintaining community infrastructure which positively contributes to resident needs and aspirations.

BACKGROUND

Major Project Report has changed its focus to alleviate unnecessary reporting to the Council. The report presents the projects that have reached the progress status of preparing a business case or is in actually construction.

This is represented through the use of the Project Gate System which has been used irregularly over the past few years since its introduction. The system provides a measured method by which projects are assessed and progressed in a best practice approach to meet Councils strategic goals. Each project is assessed by the Project Steering Committee, consisting of the CEO and General Managers, as to its viability and is reported back to Council when it is ready to enter its business case and procurement phase.

Attached is a report on major projects that have reached the Gate 3 Business Case preparation including procurement and budget requirements, and Gate 4 in which the project is under construction and an estimated completion time is included. By entering the Gate 3 status the project has been assessed to

1. Meet the Strategic Goals of Councils.
2. Meet the basic requirements of construction of a Council asset.
3. Meet a basic positive cost versus benefits analysis.

Also attached is a Roads Project Report which provides the status of all roads projects at all levels of progression through the Gate System. This report is provided in response to a request of Council at its November meeting.

ISSUES/OPTIONS/SWOT**Bulman Internal Roads**

Contracted works on this project have progressed, with the final stage of re-seal currently being undertaken.

Jilkminggan Crèche Playground Shade Structure and Soft Fall

The contract has been awarded for this work, works commenced on the 15th May 2023.

Numbulwar Clinic Road

Tender documents and scope of work have been prepared, with Tenders are currently open for this opportunity.

Barunga Night Patrol Relocation

NLC did not approve the S19 lease over s19 for where it is currently located (behind the Council office) and has been recently been moved to. Council are required to remove the building and concrete slab and repatriate to original grass. A contractor has been engaged to complete this work.

Mataranka Aged Care Kitchen

Council's contracted Projects Manager is currently liaising with the contractor on the scope and eta of these works. A further update will be provided at the June Council meeting.

Mataranka Dump Point

This has been prioritised as urgent works. After subsequent discussions with DIPL it was identified that a replacement Dump Point will be located at the existing site as soon as possible. Future options for alternative sites will continue to be explored in line with the Mataranka Local Authorities wishes.

Homelands Solar Power and Water Tanks

The contract for this project has been issued, with works commencing mid May 2023.

Borroloola Cyclone Shelter

This project is being project managed by DIPL. A project steering committee meeting was held on 8 May 2023, with progress reports provided. This project is on schedule. The next project steering meeting is scheduled for 22 May 2023.

Bulman Community Ablution Block

The flat pack materials have arrived in Katherine. Currently awaiting outcome of s19 application and procurement for installation works.

Borroloola Airport Ablution Block

Tender documents are being prepared by AWS consultants.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS

**INFRASTRUCTURE SERVICES AND PLANNING
DIVISIONAL REPORT**



ITEM NUMBER	13.2
TITLE	Budget Amendment - Mataranka Dump Point
REFERENCE	1350471
AUTHOR	Cindy HADDOW, General Manager Corporate Services & Sustainability

RECOMMENDATION

That the Finance and Infrastructure Committee approve the budget variation for the Mataranka Dump Point. *Details to be provided at the Meeting.*

KEY OUTCOME AREA

Wellbeing: Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

Environment: Protect and care for the physical environment, including developing and maintenance of clean and environmentally focused communities.

Infrastructure: Support building and maintaining community infrastructure which positively contributes to resident needs and aspirations.

Economic Development: Foster strengthening and growing jobs, industries, and investment attraction.

BACKGROUND

The dump point at Mataranka was forced to be closed by the Department of Infrastructure, Planning and Logistics (DIPL) as it was no longer serviceable or safe (leaking blackwater into the environment). This is an urgent works to replace the dump point for the convenience of tourists and the economy of Mataranka.

ISSUES/OPTIONS/SWOT

We are able to reinstall a new dump point at the same location as part of our sub lease arrangements over the lot with Northern Territory Land Corporation.

FINANCIAL CONSIDERATIONS

Quotations have been sought and management will provide them, along with detailed drawings at the meeting for Councillors consideration.

ATTACHMENTS

There are no attachments for this report.

**INFRASTRUCTURE SERVICES AND PLANNING
DIVISIONAL REPORT**



ITEM NUMBER	13.3
TITLE	Declaration of a Burial Ground
REFERENCE	1348025
AUTHOR	Ray HOCKING, Operations Manager

RECOMMENDATION

That the Finance and Infrastructure Committee:

- a) Investigate which Burial areas (Other than Elsey Cemetery) that the Council has current leases and licenses to operate a cemetery; and
- b) Decline to request the Minister for Local Government formally declare extra Burial Grounds within the Council region as a Declared Cemetery as per the Burial and Cremation Act 2022 on those Burial Grounds Roper Gulf do not have a lease or license to operate a cemetery.

BACKGROUND

On 28 November 2022, burial and cremation laws were changed. The Burial and Cremation Act 2022 (the Act) and the Burial and Cremation Regulations 2022 replaced the Cemeteries Act 1952 and Cemeteries Regulations 1967.

Previously, cemeteries in regional and remote communities on Aboriginal land were not legally recognized. This means burial records were not kept for these areas. The new legislation requires records be kept for all burials in the NT. The new legislation recognizes 2 types of burial areas:

- cemeteries
- burial grounds.

The difference between a cemetery and a burial ground is that burial grounds don't have an organization that looks after and manages the area.

Under section 16 of the Burial and Cremation Act 2022 councils can apply for a burial area to be formally declared by the Minister for Local Government by Gazette notice. The Department of the Chief Minister and Cabinet (CM&C) is facilitating the declaration process and would like to start by progressing the declaration of burial areas that currently have a lease or license agreement.

On 26 April 2023, councils across the NT received an email from the CM&C advising that council will be contacted soon with a request for the following:

- a list of burial areas (community cemeteries and burial grounds) within local government area that have lease or license agreements and have not been declared
- a completed 'application to declare a cemetery' for each burial area in the local government area (form attached)
- a copy of the lease or license agreement for each burial area.

ISSUES/OPTIONS/SWOT

Roper Gulf Regional Council would need to be responsible and comply with the Act, and most likely would need to employ staff dedicated to create the cemetery plan for each burial ground currently within the region, which currently the plan to include as per part 24 Subdivision 2 (p18)

- The layout, including any area for specific use
- The types of Burial available

- The location of each burial site
- Review of the plan
- The Cemetery Plan
- General Information relating to the cemetery, including opening hours
- Details of the application process for a burial approval
- Fees and Charges
- Establish a plan for the Cemetery
- Establish policies for the Cemetery
- Ensure that there is access to equipment to undertake burials and exhumations at the cemetery
- To care and maintain the cemetery
- To fund maintenance of the cemetery
- To ensure that the cemetery is accessible to the public
- To ensure that the burial register is accessible to the public
- Ensure a burial register is accessible to the public
- Have regard to cultural or religious values of the community

To do this would be a full time undertaking by Infrastructure staff.

FINANCIAL CONSIDERATIONS

Cost of establishing Cemetery Plans, website maintenance, signage, recruiting staff to deal with the cemeteries will need to be scoped, quantified and budgeted for by the Council at a future stage.

ATTACHMENTS

There are no attachments for this report.

**INFRASTRUCTURE SERVICES AND PLANNING
DIVISIONAL REPORT**



ITEM NUMBER	13.4
TITLE	Update on subdivisional and land release matters at Borroloola and Mataranka.
REFERENCE	1348674
AUTHOR	Marc GARDNER, Chief Executive Officer

RECOMMENDATION

That the Finance and Infrastructure Committee receives and notes the report in relation to subdivisions and land release matters for Borroloola and Mataranka.

KEY OUTCOME AREA

Wellbeing: Contribute to the wellbeing of residents individually and communities as a whole; by fostering increased participation in community activities, education, healthy lifestyles, and a safe living environment.

Infrastructure: Support building and maintaining community infrastructure which positively contributes to resident needs and aspirations.

Economic Development: Foster strengthening and growing jobs, industries, and investment attraction.

BACKGROUND

The Council has for many years been advocating the development of subdivisions and land release in many of its communities to meet housing and industry needs, as well as for future growth which is expected. Outlined below is a summary of actions that have been undertaken by the Council to progress the matters.

ISSUES/OPTIONS/SWOT

Mataranka and Borroloola subdivisions have been at the forefront of Council's agenda where we have been consistently pursuing governments (Australian and Northern Territory) to seek progress on the matter. Both townships have plans already identified for subdivisions, however, to date, land release and subdivision programs have been slow.

So what is the status as we see it and what actions have we been undertaking in relation to the subdivision development and land releases, particularly for Borroloola and Mataranka?

For Committee Members information, the Northern Territory Government are the land administrators over Crown Lands (which includes land proposed for subdivision in Borroloola and Mataranka) and have the responsibility for subdividing and releasing land for development or sale. This is different to local governments interstate which have far more jurisdiction and legal capability around town planning matters.

We have received sent and received correspondence in the past to government departments and Minister in relation to the above matters. In addition to this, we have raised several times through the Local Government Association about these matters and also through motions at Australian Local Government Association meetings. When raising this in the past (through LGANT, through the NTG and NTG staff, and previous Ministerial correspondence), the common response is governments are working with the NLC in relation to the matters around Native Title. The vacant Crown Land in Borroloola and Mataranka is subject to Native Title determination and clearance.

The Council and LGANT have met previously with the NLC about the progress of the subdivision matters with the NTG, and we have been advised that the progress is also dependent on Native Title clearance.

Our Council has initially thought that the NLC are responsible for Native Title Clearance, but they are not, they are involved in arranging consultations with Traditional Owners, but not for organising Native Title Determinations or clearances. However, there is a Native Titles division within the NIAA (Federal Government) that processes Native Title issues and is responsible for this. Knowledge of this has come about through Council's management (a staff member who used to work for NIAA who now works for us), and we are planning on meeting with them in Canberra next month to talk directly with them about progressing the Native Titles determinations/clearances for Borroloola and Mataranka and at least get an understanding of their timeframes so we are able to communicate back to stakeholders/community. To Council's management, this is where the bottleneck is and that this component is the responsibility of the Australian Government.

More recently, through LGANT following our motion at last year's LGANT general meeting about the subdivision issue, the matter was also raised through a meeting of the Northern Territory Land Development Committee in early April. Our LGANT representative on the committee is Alice Percy from Darwin City Council who has followed up and raised it at the committee meeting last month. The response from the Land Development Committee is to meet with us (Council/LGANT) and the NLC about progressing the matter. LGANT has tried to facilitate a meeting with the NLC over the past several weeks and we are still waiting to hear as suitable date and time. Mary Watson from LGANT is leading this process. This component has had no real outcome so far and therefore hasn't been communicated until after we meet with the NLC.

Additionally, last week, the CEO met with the Northern Territory Government member for Arnhem met with Selena Uibo and again advocated the progress of the matters in her capacity. The CEO invited her to attend the next Mataranka LA meeting on the 1 August and a representative from the Strategic Aboriginal Lands Policy Unit of the NTG to undertake a presentation on the subdivision issue at the Mataranka Local Authority. It is hoped by this meeting, we will also have a clearer picture from the Australian Government in relation to the Native Titles Determination/clearances to collaborate further.

As you can appreciate, Councillors and Council staff are trying to advocate this on a number of fronts, dependent on the information provided to us by the entities responsible for actually processing the various aspects, and getting something done and be able to provide communication back to our Communities with facts in association with progress on the subdivision and land release matters, particularly for Borroloola and Mataranka.

FINANCIAL CONSIDERATIONS

Nil.

ATTACHMENTS

There are no attachments for this report.