



**SUPPLEMENTARY  
AGENDA**

**ORDINARY MEETING OF COUNCIL**

**WEDNESDAY, 21 JUNE 2023**

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

Wednesday, 21 June 2023 at 08:30am  
The Council Chambers Roper Gulf Regional Council Support Centre  
2 Crawford Street, Katherine, NT

Your attendance at the meeting will be appreciated.

A handwritten signature in black ink, appearing to be 'Marc Gardner', is written over a white rectangular box.

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 lisiin misalp, abum rispek en trastim misalp bla jinggabat bla luk lida, Roper Galf Rijinul Kaunsul deya maindim en kipbum bla wi pramis, dum wek brabli gudbalawei, en im laibliwan.”

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**COMMUNITY SERVICES AND ENGAGEMENT  
DIVISIONAL REPORT**

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<b>ITEM NUMBER</b>	17.1
<b>TITLE</b>	Department of Chief Minister - Feedback on Council's draft 2023-24 Regional Plan.
<b>REFERENCE</b>	1356265
<b>AUTHOR</b>	Cindy HADDOW, General Manager Corporate Services & Sustainability

**RECOMMENDATION**

That Council receive and note the feedback from the Department of the Chief Minister and Cabinet on the Council's 2023-24 Regional Plan.

**KEY OUTCOME AREA**

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

**BACKGROUND**

The Council published the draft Regional Plan for submissions and feedback. The Department of the Chief Minister and Cabinet have provided a contribution for consideration for inclusion.

**ISSUES/OPTIONS/SWOT**

The Council may adopt the Regional Plan pending the minor changes to formatting as outlined in this contribution.

**FINANCIAL CONSIDERATIONS**

NIL

**ATTACHMENTS**

- 1 RGRC - Comments on Draft Council Plan 2023-24.pdf

Council: Roper Gulf Regional Council

Released on: 1/06/2023

Submission closes: 20/06/2023

Our Ref: HCD2021/03413-007

Mr Marc Gardner  
Chief Executive Officer  
Roper Gulf Regional Council  
PO Box 1321  
Katherine NT 0850

Email: [info@ropergulf.nt.gov.au](mailto:info@ropergulf.nt.gov.au)

Dear Mr Gardner

**Re: Feedback on Council's draft 2023-24 Annual Plan out for Public Consultation**

Every year the Department of the Chief Minister and Cabinet (CM&C), as the Agency responsible for regulating the Local Government sector, provides feedback on the draft Annual Plan and budget (draft plan) published by councils.

Although the general public are invited to make a written submission on the draft plan, this letter is not a formal submission on Roper Gulf Regional Council's (Council) draft plan, rather it is a contribution to support the Council to meet its legislative obligations in relation to its planning and budgeting process under the *Local Government Act 2019* (Act).

Following a review of the draft plan, provided at **Attachment A** are matters that the Council must address to ensure compliance with *Guideline 5: Budgets*, and matters that may help readers better understand Council's plan and budget. Please note, the feedback on the draft plan does not include any assessment or comment on the Council's rates declaration. Council is encouraged to seek its own legal advice in relation to its rates declaration.

Once the Council has considered any written submissions and the final plan and budget is ready to be adopted, it is recommended the Council separately resolves to:

1. Fix the council member allowances (under section 106).
2. Declare the rates (under sections 237 and 238 of the Act).

[NOTE: before the council can adopt the budget, the CEO must check the rate records and certify in writing to the council that to the best of the CEO's knowledge, information and belief, the assessment record is a comprehensive record of all rateable land within the area (Regulation 29).

3. Adopt the budget (under section 203 of the Act).
4. Adopt the regional plan (under section 35(1) of the Act).

Under the Act the Council must adopt its 2023-24 Annual Plan including the budget on or before 30 June 2023. It is important to note that the Act does not provide the Minister or CM&C with the power to defer or waive the stipulated 30 June date.

Should you have any queries in relation to this feedback please email [lg.compliance@nt.gov.au](mailto:lg.compliance@nt.gov.au).

Yours sincerely

The Sustainability and Compliance Team

## Draft Annual Plan Feedback

### Feedback - for amendment to the budget for compliance with Guideline 5: Budgets

1. Under *Guideline 5: Budgets*, and Section 201(2)(i) of the *Local Government Act 2019* (the Act), the Council's budget must be in the form required by any guidelines that the Minister may make or as prescribed by regulation.

The following requires the Council's attention.

- i. As a best practice, it is advised that Council update the annual budget on page 81 so that the presentation of non-cash items, additional outflows and inflows is in accordance with the format of Table 1.2 template in *Guideline 5: Budgets*.
- ii. It was noted from page 86 to 88 that the "Capital Expenditure Budget 2023-2024" table excludes the "Outer Financial Year 1 Budget" column, along with any subsequent years, if applicable. These are mandatory inclusions as per the Table 2.1 template in *Guideline 5: Budgets*. Additionally, the Table 2.1 template specifies that monetary amounts must be included to show "Total Capital Expenditure Funded by" for each financial year, however this information is missing. It is essential to incorporate this information in the Annual Plan in accordance with the requirements of the Table 2.1 template in *Guideline 5: Budgets*.
- iii. While it was noted that pages 86 to 88 showed capital expenditure projects split by Local Authority area, the other information required under "Table 6.1 Local Authority Area Budget" in *Guideline 5: Budgets* could not be identified in the Annual Plan. All information specified in Table 6.1 in *Guideline 5: Budgets* must be included in the Annual Plan.
- iv. The information required as per "Table 3.1 Budget by Planned Major Capital Works" in *Guideline 5: Budgets* could not be located in the Annual Plan. Please ensure this information is included if required.

### Feedback - content required by local government legislation

2. Section 201(2)(g) of the Act requires the Annual Plan 2023-24 to state the allowances for Elected Members for the financial year and the amount budgeted to cover payment of these allowances. Under section 106 of the Act, the maximum allowance for each Elected Member is determined by the Remuneration Tribunal. As a result, the following requires the Council's attention:
  - i. On page 84 the Elected Member allowances will need to be amended to be in line with the *Determination of Allowances for Members of Local Government Councils - Determination No. 1 of 2023*. As a result, all amounts marked "Electoral" will need to be deducted from the total allowance allocation, as this no longer exists. The note referring to "Electoral Allowance Claims" on page 85 will also need to be removed.
  - ii. On page 85 there is a budgeted value of \$23,520.60 for the "Acting Principal Member". Please note that this allowance no longer exists as per the *Determination of Allowances for Members of Local Government Councils - Determination No. 1 of 2023*. As a result, the amount will need to be deducted from the total allowances. Also, the note referring to "Acting Principal Member Claims" on the same page will need to be removed.

## Attachment A

- iii. Due to the change in the budgeted allowances as noted above, please review and amend all the Elected Member allowances and expenses in the Budget and Long-term Financial Plan on page 81.

**Feedback for consideration**

3. In Council's adoption of the draft Annual Plan 2023-24, the following observations were made:
  - i. Before release for public consultation, it was noted that the draft Annual Plan was approved by the Finance and Infrastructure Committee on 24 May 2023. As best practice, it is recommended that future Annual Plan drafts be approved via resolution at an ordinary or special Council meeting. This helps to ensure that all Elected Members have an opportunity to review and understand the document and the processes involved, in their responsibility as elected officials.
  - ii. In addition, as per section 35(3)(c) of the Act, it is recommended that Council calculates the start date for the 21 days of public consultation to commence on the day after the last public notice is published (that is, whichever is the latter of publishing the notice on the website or in the newspaper).
4. On page 2 under "Public Consultation", the date of adoption for the final Annual Plan requires updating.
5. On page 4 under "Our Council", the number of Elected Members requires amendment to "13".
6. It was noted on page 7 that "Budget Highlights" was left blank. Please review and update as necessary.
7. From page 58 to 73 under the heading of "Deliverables", the financial year requires updating to "2023-24". A similar update is required for the heading on page 78.
8. On page 82, it was noted that the "Infrastructure maintenance budget" was left blank. Please review and update as necessary.
9. On page 83 the values for Conditional rateable land for 2023-2024 require a review. The gazette notice can be located on the Department's website.  
<https://cmc.nt.gov.au/supporting-government/local-government/conditionally-rateable-land>

**CORPORATE SERVICES AND SUSTAINABILITY  
DIVISIONAL REPORT**

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<b>ITEM NUMBER</b>	18.1
<b>TITLE</b>	Certification of Assessment Records
<b>REFERENCE</b>	1356262
<b>AUTHOR</b>	Cindy HADDOW, General Manager Corporate Services & Sustainability

**RECOMMENDATION**

**RECOMMENDATION**

**That Council acknowledges that Chief Executive Officer certification of the Assessment Record for rateable property in the Roper Gulf Regional Council.**

**KEY OUTCOME AREA**

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

**BACKGROUND**

Section 29 (1) of the *Local Government (General) Regulations 2021* requires that, before adopting the Budget for the forthcoming year, the Chief Executive Officer is to provide a certification, that to the best of their knowledge, that the Assessment Record for properties is a comprehensive record of all rateable land in the Council region.

**ISSUES/OPTIONS/SWOT**

NIL

**FINANCIAL CONSIDERATIONS**

NIL

**ATTACHMENTS**

- 1 CEO Certification Rates.pdf





20 June 2023

The Mayor and Councillors  
Roper Gulf Regional Council  
2 Crawford Street  
KATHERINE NT 0850

Postal Address:  
PO Box 1321  
Katherine NT 0850  
ABN: 94746956090

Tel: 08 8972 9000  
Fax: 08 8972 3714

Attention: Mayor Tony Jack

Dear Mayor and Councillors

### **Certification of Rates Assessments**

Section 29 (1) of the Local Government General Regulations 2021 requires that before adopting the Budget for the forthcoming year, the CEO is to provide a certification that, to the best of their knowledge, that the Assessment Record for the properties is a comprehensive record of all rateable land in the Council region.

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

This is to certify that the assessments declared pursuant to Sections 237-239 of the Local Government Act 2019 are recorded in the assessment record and to the best of my knowledge, information and belief, the assessment record is a comprehensive record of all rateable land in the within the Roper Gulf Regional Council region.

Yours sincerely,



Marc Gardner  
Chief Executive Officer

**CORPORATE SERVICES AND SUSTAINABILITY  
DIVISIONAL REPORT**


<b>ITEM NUMBER</b>	18.2
<b>TITLE</b>	Declaration of Rates 2023/24
<b>REFERENCE</b>	1356263
<b>AUTHOR</b>	Cindy HADDOW, General Manager Corporate Services & Sustainability

**RECOMMENDATION**

That the Council declare the General Rates, Charges and Special Rates as

<b>Zone/Class</b>	<b>2022-23</b>	<b>2023-24</b>
Residential Rate 1 – Aboriginal Land	\$1,296.97	\$1,335.88
Residential Rate 2 – Borroloola, Mataranka, Larrimah & Daly Waters	\$1,230.05	\$1,266.95
Residential Rate 3 – Vacant on Aboriginal Land	\$1,230.05	\$1,266.95
Commercial Rate 1 – Aboriginal Land	\$1,487.99	\$1,532.63
Commercial Rate 2 – Borroloola, Mataranka, Larrimah & Daly Waters	\$1,448.28	\$1,491.73
Commercial Rate – Tourist Commercial/Caravan Parks	7.4853% UCV	7.710% UCV
Rural Rate 1 – Under 200 hectares	\$1,239.50	\$1,276.69
Rural Rate 2 – Over 200 hectares	\$1,271.69	\$1,309.84
Conditional Rate 1 – Pastoral Leases valued	\$511.97	\$527.33
< \$ 1,230,000		\$0.00
Conditional Rate 2 – Pastoral Leases valued	0.0416.% UCV	0.0428 % UCV
< \$ 1,230,000		
Conditional Rate 3 – Mining Leases valued < \$ 255,100	\$1,211.71	\$1,248.06
Conditional Rate 4 – Mining Leases valued > \$ 255,100	0.4726% UCV	0.486778
Other – All other properties	\$1,269.97	\$1,308.07
Special Rate – Animal Control	\$132.50	\$136.48
Waste Management Charge – per standard rubbish bin multiplied by the number of collections per week	\$447.91	\$461.35

- a) That the Rates and Charges are payable in two (2) installments due by 30 September 2023 and 31 January 2024; and
- b) That an interest charge of 18% for late payment.

**KEY OUTCOME AREA**

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

**BACKGROUND**

The Council is required under Part 11.5 of the Local Government Act (2019) to declare General Rates, Special Rates and Charges by 30 June for the next year.

**ISSUES/OPTIONS/SWOT**

Once declared, Council has 21 days to publish the declaration on its' website and local newspapers. The rates declaration will be included in the Council regional plan.

**FINANCIAL CONSIDERATIONS**

NIL

**ATTACHMENTS**

- 1 CEO Certification Rates.pdf