



Victoria Daly
REGIONAL COUNCIL

AGENDA

**YARRALIN LOCAL AUTHORITY MEETING
TO BE HELD ON THURSDAY 16 FEBRUARY 2023
AT 12:30 PM
AT THE YARRALIN COUNCIL OFFICE
VDRC OFFICE**

MEMBERS

Member	Charlie Newry
Member	Wesley Campbell
Member	Charlie James
Member	Elwyn Anzac
Member	Simon Campbell
Member	Mayor Brian Pedwell

STAFF

Chief Executive Officer	Brian Hylands
Council Operations Assistant Manager	Noleen Campbell
Director of Operations	Matthew Chemanant
Manager of Executive Services	Michelle Griffin
PR and Communications Coordinator	Maggie Coggan

GUESTS

The Department of the Chief Minister and Cabinet	Hailey Dack
Electorate Liason Officer, GWOJA Electorate	Jo Nichol
AEC – Indigenous Electoral Participation Program Team	Neville Khan, Maryanne Walley, Rheannon Vevea, Michelle Connolly, Sian Powell



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A handwritten signature in black ink, appearing to read 'BH', followed by a long horizontal flourish.

Brian Hylands
Chief Executive Officer



TABLE OF CONTENTS

1. Meeting Opening	4
2. Welcome.....	4
3. Attendance and Apologies	4
3.1. Attendees.....	4
3.2. Apologies and Absentees	4
4. Disclosure of Interest.....	4
5. Resignations, Terminations and Nominations	4
6. Presentations and Training	4
6.1. Australian Electoral Commission - Indigenous Electoral Participation Program	4
6.2. Local Authority Training - Roles and Responsibilities	4
7. Confirmation of Minutes	19
7.1. Yarralin Nitjpurru Local Authority held on 10 August 2022	19
8. Business Arising from Previous Minutes	27
8.1. Council Response to Previous Minutes	27
9. Reports	28
9.2. Local Authority Project Funding Update	33
9.3. Action Items	37
9.4. Service Delivery	40
10. General Business	42
11. Next Meeting	42



1. Meeting Opening

2. Welcome

3. Attendance and Apologies

3.1. Attendees

3.2. Apologies and Absentees

4. Disclosure of Interest

5. Resignations, Terminations and Nominations

6. Presentations and Training

6.1. Australian Electoral Commission - Indigenous Electoral Participation Program

Presentation Indigenous Electoral Participation Program (15 minutes allocated)

6.2. Local Authority Training - Roles and Responsibilities

Report Type Local Authority Reports

Attachments

1. Roles and Responsibilities Local Authorities [6.2.1 - 14 pages]

Department of THE CHIEF MINISTER & CABINET

Roles and Responsibilities of Local Authority Members



Course overview



- **The role of a local authority member**
- **How are local authorities formed?**
- **What is the business of the local authority**
- **What is the business of council**
- **Responsibilities of local authority members**
- **Engaging your community**
- **Local Authority Project Funding**

1. What is the role of a local authority member?

A local authority member is the voice of people in their community. Their role includes:

- Supporting your community to have a say in council business.
- Providing recommendations to the council.
- Let the community know what the council is doing.



2. How are local authorities formed?

- It is the Minister for Local Government that picks the local authorities for your regional council.
- The council creates the local authority and the area it covers.
- The council will decide on the number of members for the local authority.
 - 6 is the minimum number and 14 is the maximum.
- The local authority includes at least one council member from the local authority's ward.

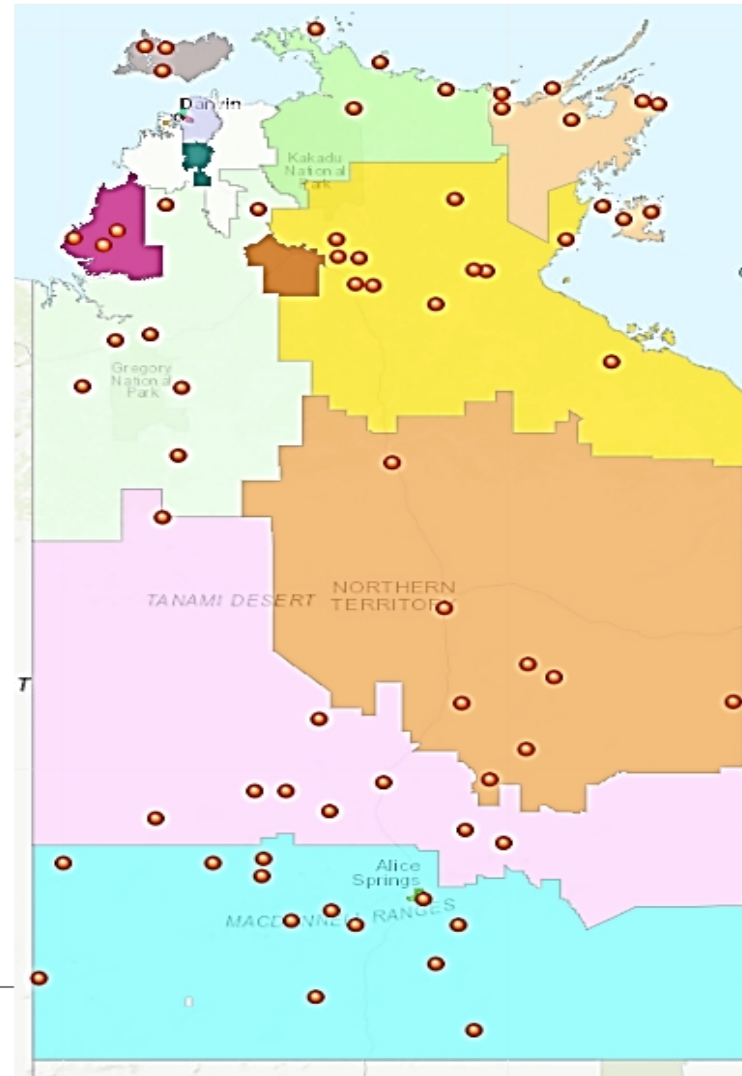


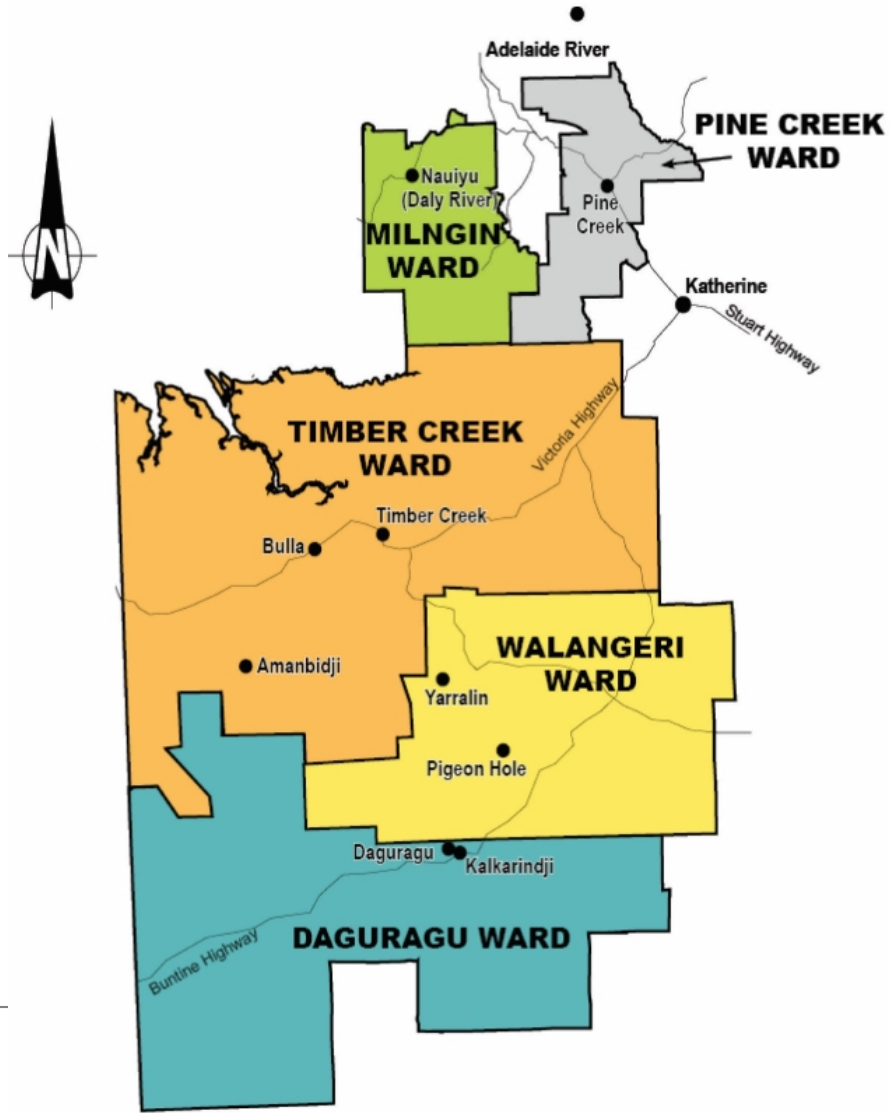
Where are the Local Authorities?

There are currently 67 Local Authorities

Local Authorities are connected
with the following regional councils:

- Barkly
- Central Desert
- East Arnhem
- MacDonnell
- Roper Gulf
- Tiwi
- Victoria Daly
- West Arnhem
- West Daly





3. What is the business of a local authority?

Local authorities work with their communities and their council on local issues and priorities.

The Local Authority provides advice to the council on:

- budget
- priorities for expenditure
- service delivery
- regional plans
- strategic directions
- funding



4. What is the business of council?

The business of a council in the Northern Territory includes making decisions on services and infrastructure to the council are:

- waste collection
- roads
- street lighting
- libraries
- parks and gardens
- community events



Regional councils also often deliver services such as aged care, disability services, youth programs and early childhood/child care. They help plan and deliver community projects that have been identified as priorities by each local authority.

5. What are the responsibilities of local authority members?

Local Authority members:

- Attend meetings (meetings must be held at least 4 times a year)
- Make recommendations to council about issues in their area
- Provide recommendations to council about Local Authority Project Funding
- Exercise any delegated powers from the council
- Comply with the code of conduct
- Act in the best interests of your area
- Declare any conflicts of interest



Code of Conduct

The Code of Conduct outlines the expected behaviour of council and local authority members.

The Code of Conduct requires members to:

- Act with honesty and integrity; care and diligence; and courtesy
- Be respectful to each other and council staff; of culture and diversity; and of confidential information shared with them.
- Declare conflicts of interest and gifts that may influence their decision
- Be accountable to the community and act in the interests of all
- Take part in training where required.



5. What is the role of the Chair?

The Chair is appointed by the Local Authority members.

They have the same roles and responsibilities as other local authority members, but they also have some extra roles. These include:

- Chairing meetings of the local authority
- Running a good meeting, keeping everyone on track and respectful.
- Making sure all voices are heard and the local authority is making good recommendations to the council.



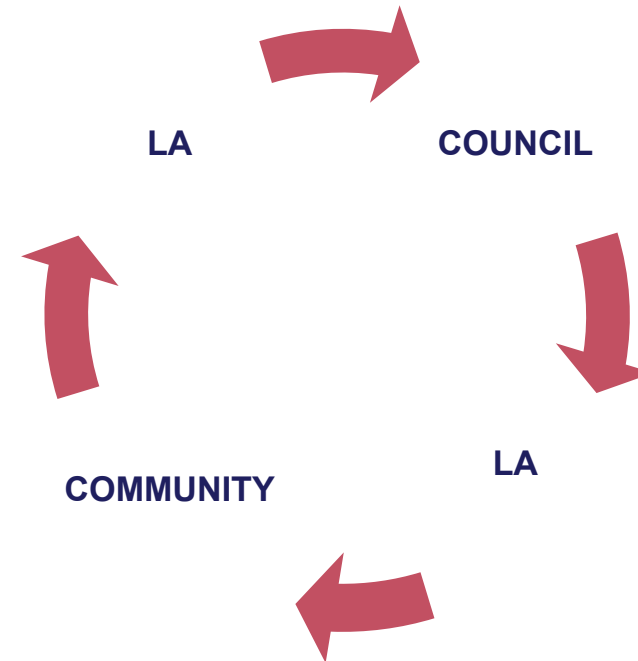
6. How can I perform my role well?

You should know what is going on in your community.

Talk to the community about their concerns and what they would like council to do for them and provide this feedback to council.

Think about the information and the options and what the community needs.

It is important to ask questions about things that are not clear and seek more information.



7. Local Authority Project Funding

Each local authority has a bucket of money to assist with local projects.

- You should talk to your community about what is needed and make recommendations for how this money should be used. e.g playgrounds or street lighting.
- You might also want to use the money to support the local authority and local councillors to understand their roles and how to achieve the best outcomes for the community.



Resources



For more information, view the following resources:

- The Local Government Act 2019 at Part 7.2 talks about declaring interests, conflict of interests, and gifts and benefits.
- The Code of Conduct is contained at Schedule 1 to the Act also covers the areas in this module.
- The Local Authority Project Guidelines can be found here:

https://cmc.nt.gov.au/_data/assets/pdf_file/0010/595585/local-authority-project-funding-guidelines.pdf



7. Confirmation of Minutes

7.1. Yarralin Nitjpurru Local Authority held on 10 August 2022

Recommendation

That the minutes of the Yarralin Nitjpurru Local Authority held on 10 August 2022 be taken as read and be accepted as a true record of the meeting.

Attachments

1. 20220810_YPHLA_MIN_unconfirmed [7.1.1 - 7 pages]



MINUTES

**YARRALIN LOCAL AUTHORITY MEETING
HELD ON WEDNESDAY 10 AUGUST 2022
AT 12:30 PM
AT THE YARRALIN COUNCIL OFFICE
VDRC Office**



Victoria Daly
REGIONAL COUNCIL

MINUTES
Yarralin Local Authority Meeting Wednesday 10 August 2022

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A handwritten signature in black ink, appearing to read 'Russell Anderson', written over a large, light grey diagonal watermark that says 'DRAFT'.

Russell Anderson
Chief Executive Officer



Victoria Daly
REGIONAL COUNCIL

MINUTES
Yarralin Local Authority Meeting Wednesday 10 August 2022

1. Meeting Opening

10th August 2022 12:49pm

2. Welcome

Department of Chief Minister and Cabinet - (Via Team Viewer) Kalium Peckham
EON Foundation - Jacqui Young

3. Attendance and Apologies

Simon Campbell
Wesley Campbell
Elwyn Anzac
Charlie James – Vice Chair
Charlie Newey - Chair

3.1. Staff

Alicia King (minute taker)

3.2. Apologies and Absentees

Mayor Brian Pedwell

4. Disclosure of Interest

There were no declarations of interest at this meeting.

5. Resignations, Terminations and Nominations

5.1. Resignations

Nil

5.2. Terminations

Nil

5.3. Nominations

Nil

6. Call for Items of General Business

Nil



Victoria Daly
REGIONAL COUNCIL

MINUTES
Yarralin Local Authority Meeting Wednesday 10 August 2022

7. Guest Presentations

7.1. EON Foundation - Jacqui Young

Jacqui spoke about the project that they have been working on in the communities

- The Head office is based in Perth and they also have a small office in Katherine
- Funding is available to employ a local person on community casual 10hrs a week or 2 casual 5 hrs a week or 10 people for 1 hr a week or whatever the community is happy with
- The first vegetable garden is at the school at the entrance and the second one will be next to the shed which is at the school and then there will be a third one that will be in a fenced off area that belongs to Walangeri Ngumpinku Aboriginal Corporation
- The project is all about healthy choices of growing and eating fresh fruits, Vegetables and even herbs
- All the produce is free to everyone in the community and can access at anytime
- They have the project running with 6 other communities around the top end and will be bringing on Yarralin and Kalkarinji
- Information will be held in community with training and how to set the Vegetable gardens and also do some cooking classes with the foods that they grow

8. Confirmation of Minutes

8.1. Yarralin | Nitjpurru Local Authority Meeting held on 12 April 2022

Motion

That the minutes of the Yarralin | Nitjpurru Local Authority Meeting held on 12 April 2022 be taken as read and be accepted as a true record of the meeting.

Amendment needs to be made as Christine Daly was an apology and did not attend the meeting.

The LA members would like to ask the council if it's possible if Nitjpurru start their own Local Authority as it's difficult for them to attend meetings here in Yarralin and they do not have phone coverage.

Mover: Wesley Campbell

Second: Charlie Newry

Resolution: YLA-2022/9: Carried 6 / 0

9. Councillor Update

9.1. Councillor Update from Mayor Pedwell

Mayor Pedwell has given an apology for this meeting.



Victoria Daly
REGIONAL COUNCIL

MINUTES
Yarralin Local Authority Meeting Wednesday 10 August 2022

10. Business Arising from Previous Minutes

Nil

11. Correspondence

11.1. Incoming Correspondence

- All the members to have a read of the information that was attached about the Big Rivers Report and they decided to get back to Kallum about what they thought at the next meeting
- Kallum spoke about key issues 9 all up
- Access to the great outdoors
- Healthcare
- Education
- Cost of living
- Natural environment
- Amenity
- Employment opportunities
- Digital connectivity
- Community connection
- This report is set across the whole of the Vic Daly Region
- 3 top Strengths in the region where: [access to the great outdoors, quality of health care and community connection and need improving](#)
- 3 things that need improvement are: [education, quality of amenity and quality of health care and also housing](#)
- Poor attributes around the region where: [cost of living, digital connectivity and the community connectiveness](#)

Motion

That the following in-coming Correspondence be noted.

1. Big Rivers Liveability Report Victoria Daly Regional Council LGA [11.1.1 - 10 pages]

Mover: Wesley Campbell

Second: Simon Campbell

Resolution: YLA-2022/10: Carried 6 / 0

12. Reports

12.1. YPHLA Financial Report

The board members were discussing about where they would like to spend their LA funding:

- Disco equipment



- Gym Equipment
- Vet program
- Water park
- Playground

Community Operations Manager to follow up with the quotes for the next LA meeting

Motion

A. That the report YPHLA Financial Report is received and noted

Mover: Simon Campbell

Seconded: Charlie James

Resolution: YLA-2022/11: Carried 6 / 0

12.2. Yarralin Community Report

Motion

A. That the Yarralin Community Report is received and noted

Mover: Charlie Newry

Seconded: Charlie James

Resolution: YLA-2022/12: Carried 6 / 0

12.3. 2022-23 Regional Plan

Motion

A. That the 2022-23 Regional Plan report is received and noted

Mover:

Seconded:

Resolution:

The resolution above will be submitted to next meeting as it was missed.

13. Questions from the Public

Nil

14. General Business

Nil



Victoria Daly
REGIONAL COUNCIL

MINUTES
Yarralin Local Authority Meeting Wednesday 10 August 2022

15. Confidential

Nil

Meeting finished at 2:10pm

16. Next Meeting

The next Meeting of Yarralin | Nitjpurru Local Authority will be held Wednesday, 9 November 2022.

unconfirmed



8. Business Arising from Previous Minutes

8.1. Council Response to Previous Minutes

Report Type Local Authority Reports
Department Chief Executive Office
Prepared by Manager of Executive Services

Purpose

The purpose of this report is to provide feedback to the Yarralin/Nitjpurru Local Authority from the relevant Ordinary Council meeting.

Recommendations

- A. That the Yarralin Nitjpurru Local Authority receive and note the feedback from Council

Feedback

At their meeting on Tuesday, 30 August 2022, Council received and accepted the minutes of the Yarralin/Nitjpurru Local Authority meeting held on 10 August 2022 [OCM-2022/116].

All reports were for information, and therefore Council were not required to endorse any commitment of Local Authority Project Funding.

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

Nil



9. Reports

9.1. Finance Report for period ending 31st December 2022

Report Type Finance Report
Department Financial Services Corporate Services
Prepared by Senior Accountant

Recommendations

- A. That the Yarralin / Nitjpurru Local Authority receive and note the finance report.

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

1. Yarralin Finance Report December 2022 [9.1.1 - 4 pages]

YARRALIN / PIGEON HOLE

Income and expenditure for the period ending 31st December 2022

Victoria Daly Regional Council
Income and Expenditure

Description	Year To Date Ended on 31st December 2022		
	Actual	Budget	Variance
Income			
Fees and Charges	507,814	535,221	(27,407)
Operating Grants and Subsidies	329,943	577,631	(247,688)
Commercial and Other Income	50,195	94,595	(44,400)
Total Income	887,952	1,207,447	(319,495)
Expenditure			
Employee Expenses	708,024	1,016,385	308,360
Materials and Contracts	230,128	308,324	78,196
Elected Member Allowances	45,857	47,444	1,587
Elected Member Expenses	12,271	11,662	(610)
Council Committee & LA Allowances	561	1,663	1,101
Council Committee & LA Expenses	192	1,100	908
Allocations	446,812	0	(446,812)
Total Expenses and Allocations	1,443,846	1,386,576	57,270
Surplus (Deficit) For the period	(555,894)	(179,129)	(376,765)

Variance is due CDP income for December will be receipted and posted in January. Income is received in arrears.
The variance is due to Grant for Aged care has been received but not posted and LA funding of \$88,800 has not been released by Dept
Client contributions (aged care) for the month of Oct, Nov and December from Medicare have not yet been received

Underspent is due to vacant positions
For period ending 31 December, council underspends on Contractors exp (plumbing, labour, and other contractors), general material and consumables

Fewer LA meetings held than planned
Fewer LA meetings held than planned

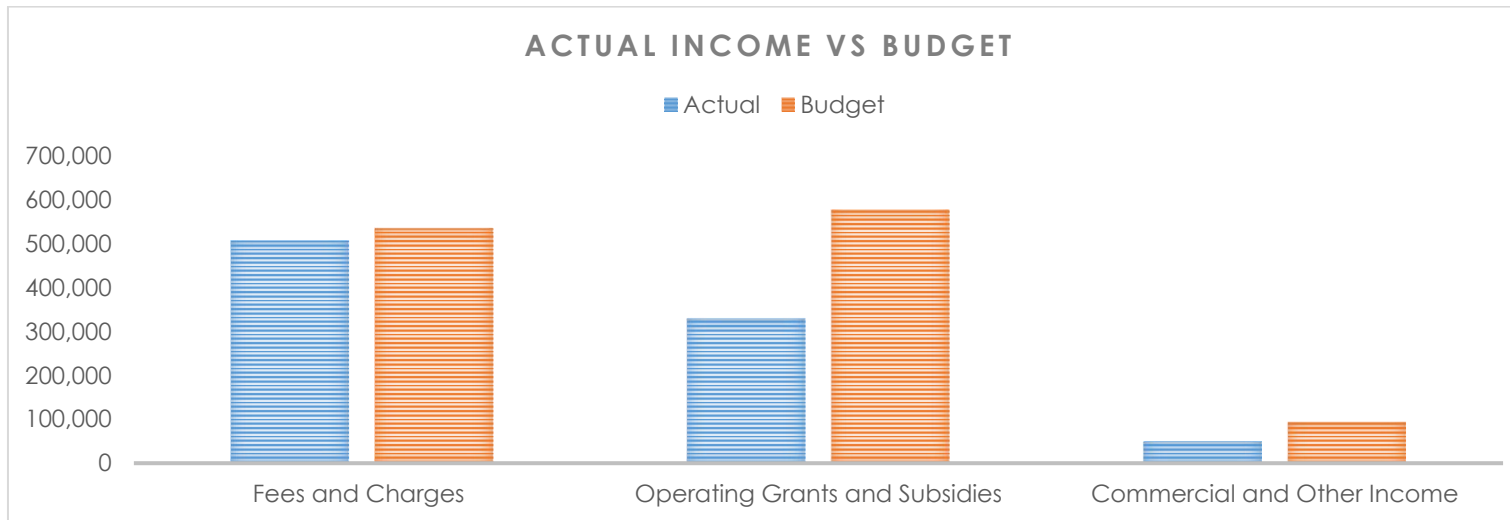
In Yarralin, Pigeon hole and Lingara, Council received \$887,952 in revenue and spent \$1,443,846 in the six months period ending 31st December 2022
Capital works update: Telstra Small cell project was completed and final payment of \$54,950 was processed. Security fence was built at cost of \$17,281.

INCOME

The following are main sources of income received to date.

NDIS Income	100,360
Community Patrol- Yarralin and Pigeon	170,946
CDP Income	361,475
Homelands-Lingara	105,852
Remote Sch attendance	53,145
	<u>791,778</u>

The graph below shows actual vs budget income for the period July to December 2022.

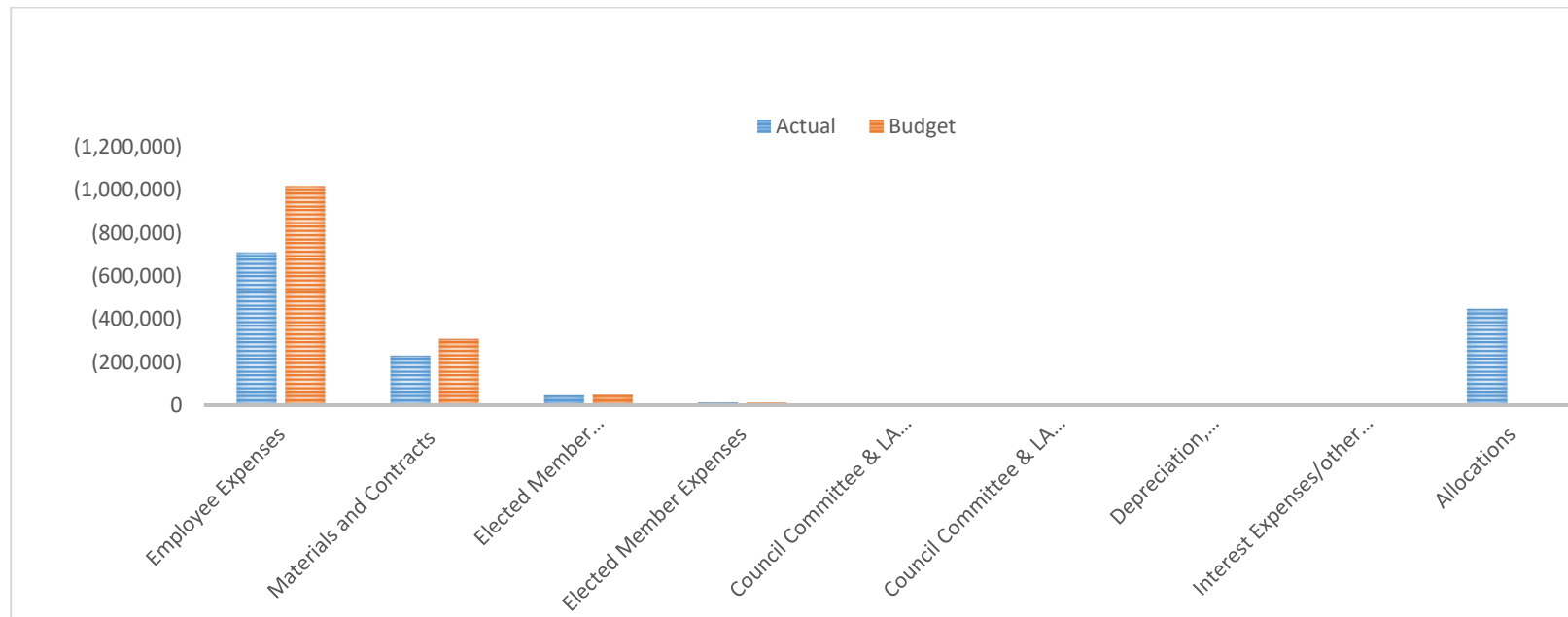


EXPENDITURE

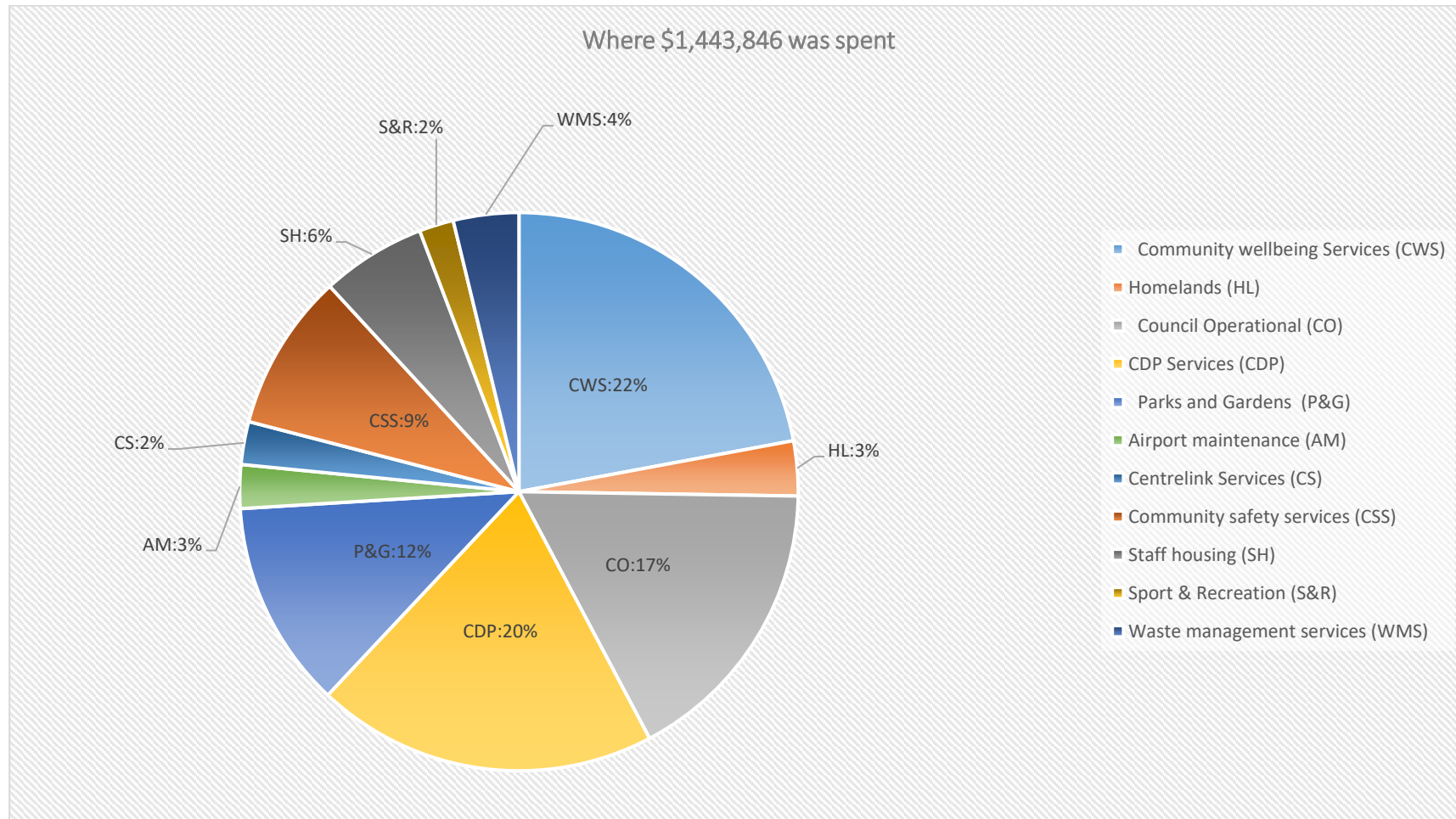
The following are Key Expenses paid to date

Fuel Expenses	35,839
Rent Expenses - Facilities	35,634
Repairs & Maintenance MV and Plant	25,558
Training, Seminars and Professional Development	14,252
Utilities - Water & sewerage	13,356
	<u>124,640</u>

The Graph below shows actual vs Budget expenditure by Account Categories for period July to December 2022



The graph shows where \$1,443,846 was spent in providing council services.





9.2. Local Authority Project Funding Update

Report Type Local Authority Reports
Department Chief Executive Office
Prepared by Manager of Executive Services

Purpose

The purpose of this report is to provide an update on the Local Authority Project Funding (LAPF) that has been spent or committed, and to provide an overview of funds available for future projects.

Recommendations

- A. That the Local Authority Project Funding Update is received and noted
- B. That the Yarralin / Nitjpurru Local Authority consider projects for investigation

YARRALIN LAPF

Funds Spent financial year

\$99 has been spent this financial year on parts for irrigation (beautification project).

Funds Committed

\$45,259 of Yarralin's LAPF is committed to the following projects:

- \$30,000 towards power card operated lights for Yarralin oval
- \$15,259 towards Yarralin beatification project

Funds Available

\$209,906 of LAPF is available for future projects

NITJPURRU LAPF

Funds Spent financial year

No money has been spent this financial year

Funds Committed

No money is committed to projects.

Funds Available

\$57,783 of LAPF is available for future projects

The Yarralin / Nitjpurru Local Authority is encouraged to discuss and consider suitable projects to be funded with the remaining LAPF.



Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

1. LAPF Yarralin and Nitjpurru [9.2.1 - 2 pages]

LOCAL AUTHORITY FUNDS AND PROJECTS - YARRALIN

Fund Carried forward from last financial year	185,264
Grant expected to be received this financial year	70,000
	255,264
Amount spent on project this financial year 2022-23	-99
Money committed to project but not yet spent	-45,259
Funds available for future projects	209,906

Project Name	Resolution passed on	Amount committed to project	Amount spent to date	Remaining funds available	Status
Power card operated lights for Yarralin Oval	260520021-05	30,000	-	30,000	
Yarralin beautification projects	Motion 2020/04Y-006	20,000	4,741	15,259	On going
		50,000	4,741	45,259	-

LOCAL AUTHORITY FUNDS AND PROJECTS - PIGEON HOLE

Fund Carried forward from last financial year	38,983
Grant expected to be received this financial year	18,800
	<hr/> 57,783
Amount spent on projects this financial year 2022-23	-
Money committed to projects but not yet spent	<hr/> -
Funds available for future projects	<hr/> 57,783 <hr/>

Project ID	Project Name	Resolution passed on	Amount committed to project	Amount spent to date	Remaining funds available	Status
-			-	-	-	
-					-	
			-	-	-	



9.3. Action Items

Report Type Local Authority Reports
Department Chief Executive Office
Prepared by Manager of Executive Services

Purpose

To provide an update on Yarralin / Nitjpurru Local Authority action items.

Recommendations

- A. That the Yarralin / Nitjpurru Local Authority receive and note the action items update; and
- B. That the completed action items be removed from the list.

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

1. 20230216 Action Items Report YPHLA (1) [9.3.1 - 2 pages]

ACTION REGISTER

Yarralin / Nitjpurru Local Authority



Victoria Daly
REGIONAL COUNCIL

MEETING DATE	ITEM	ACTION REQUIRED	ASSIGNED DEPARTMENT	ACTION TAKEN	STATUS
24 April 2020	Power Card operated lights for Yarralin Oval	2020/04Y-005 That the Yarralin Local Authority agrees to allocate \$30 000 of Yarralin Local Authority funding towards the installation of power card operated lights at the Yarralin Community Sports Oval	Council Operations	Previous Council Operations Manager begun investigations and discovered land tenure issues.	Investigation phase
24 April 2020	Beautification project	2020/04Y-006 That the Yarralin Local Authority agrees to allocate \$20 000 of Yarralin Local Authority funding towards projects designed to enhance the beautification of Yarralin Community.	Council Operations	Plants and irrigation were purchased for the areas surrounding aged care, council office, and accommodation. <i>(\$4,741 spent, \$15,259 remaining)</i>	In progress



9.4. Service Delivery

Report Type Local Authority Reports
Department Chief Executive Office
Prepared by Manager of Executive Services

Purpose

The purpose of this report is to provide an overview of core service delivery for the area and to seek feedback from the local authority to guide the development of the Regional Plan.

Recommendations

- A. That the Service Delivery report is received and noted; and
- B. That the Yarralin / Nitjpurru Local Authority provide feedback on core service delivery for the area.

Background Information

During the development of the Regional Plan the council considers the core services that it is responsible for delivering.

The Yarralin / Nitjpurru Local Authority members are encouraged to review, discuss and provide feedback on the attached core service delivery chart for the area to assist in the development of the 2023-24 Regional Plan.

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

1. YPHLA Service Delivery [9.4.1 - 1 page]

Service Delivery

Yarralin / Pigeon Hole (Nitjpurru)

Service Categories	Amanbidji	Bulla	Kalkarindji	Daguragu	Naiyu	Pine Creek	Timber Creek	Yarralin	Pigeon Hole	Lajamanu	Gilwi	Kybrook	Lingara	Myatt	Wooliana
CORE SERVICE DELIVERY															
Cemetery			✓		✓	✓									
Road Maintenance			✓	✓	✓	✓	✓	✓	✓						
Sports Grounds				✓		✓	✓	✓							
Parks			✓	✓	✓	✓	✓	✓							
Playgrounds			✓	✓	✓	✓	✓	✓							
Waste Collection, Management & Landfill			✓	✓	✓	✓	✓	✓	✓						
Council Infrastructure			✓	✓	✓	✓	✓	✓							
Local Authority Administration	✓	✓	✓		✓	✓	✓	✓							
FUNDED PROGRAMS															
Community Development Program	✓	✓	✓	✓			✓	✓	✓	✓			✓	✓	
Aged Care (CHSP, HCP, NATSIFACP)		✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓
National Disability Insurance Scheme		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Night Patrol		✓	✓	✓	✓	✓	✓	✓	✓						
Remote School Attendance Program			✓	✓				✓							
Outside School Hours Care						✓									
Library						✓									
Remote Indigenous Broadcasting			✓	✓	✓			✓							
Sports and Recreation		✓	✓	✓		✓	✓	✓							
Airstrip Maintenance			✓		✓		✓	✓	✓						
Centrelink			✓	✓	✓	✓	✓	✓							
Post Office Agency			✓	✓	✓			✓							
Street Lights			✓	✓	✓	✓	✓	✓	✓						



10. General Business

11. Next Meeting

The next Meeting of Yarralin / Nitjpurru Local Authority will be held on Wednesday, 10 May 2023.