

# PROJECT AGREEMENT - CENTENARY OF CANBERRA – JOINT NATIONAL PROGRAM

Council of  
Australian  
Governments

An agreement between

- the Commonwealth of Australia and
- the Australian Capital Territory

The output of this project will be a joint national program of activities to celebrate the Centenary of Canberra in 2013. These activities include cultural and civic awareness events, and activities and initiatives that are designed to engage communities across Australia to celebrate the centenary of the role of Canberra as the nation's capital.

# Project Agreement for Centenary of Canberra – Joint National Program

## INTERGOVERNMENTAL AGREEMENT ON FEDERAL FINANCIAL RELATIONS

### PRELIMINARIES

1. This Project Agreement (the Agreement) is created subject to the provisions of the **Intergovernmental Agreement on Federal Financial Relations** and should be read in conjunction with that Agreement and its Schedules, which provide information in relation to performance reporting and payment arrangements under the Intergovernmental Agreement on Federal Financial Relations.
2. This Agreement will support the delivery of a joint national program of activities to celebrate the Centenary of Canberra in 2013. These activities include cultural and civic awareness events, and activities and initiatives that are designed to engage communities across Australia to celebrate the centenary of Canberra's role as the nation's capital.
3. This Agreement and its Schedules constitute the entire agreement for this Project.

### PART 1 – FORMALITIES

#### Parties to this Agreement

4. This Agreement is between the Commonwealth of Australia (the Commonwealth) and the Australian Capital Territory.

#### Term of the Agreement

5. This Agreement will commence upon signature of this Agreement by both the Commonwealth and the Australian Capital Territory and will expire on 20 December 2013 or on completion of the project, including the acceptance of the Final Report and processing of final payments against milestones, unless terminated earlier or extended as agreed in writing by both Parties.

## PART 2 – PROJECT OUTPUT

### Output

6. The output of this Agreement will be delivery of a joint national program of activities as outlined in Schedule 1, to celebrate the Centenary of Canberra in 2013. These activities will include:
  - (a) cultural and civic awareness events;
  - (b) activities and initiatives that are designed to engage communities across Australia to celebrate the centenary of Canberra's role as the nation's capital; or
  - (c) other suitable or alternate activities as agreed by the parties.

## PART 3 – ROLES AND RESPONSIBILITIES OF EACH PARTY

### Role of the Commonwealth

7. The Commonwealth will be responsible for:
  - (a) monitoring and assessing achievement against milestones in the delivery of the Centenary of Canberra Joint National Program under this Agreement to ensure that outputs are delivered within the agreed timeframe; and
  - (b) providing a consequent financial contribution to the Australian Capital Territory to implement this Agreement.

### Role of the Australian Capital Territory

8. The Australian Capital Territory will be responsible for:
  - (a) implementing the Centenary of Canberra Joint National Program;
  - (b) all aspects of delivering Project outputs set out in this Agreement; and
  - (c) reporting on the delivery of outputs as set out in Part 4 – Project Milestones, Reporting and Payments.

### Shared roles

9. Both Parties will meet the requirements of Schedule E, Clause 26 of the **Intergovernmental Agreement on Federal Financial Relations**, by ensuring that prior agreement is reached on the nature and content of any events, announcements, promotional material or publicity relating to activities under this Agreement, and that the roles of both Parties will be acknowledged and recognised appropriately as set out in Part 6 – Acknowledgements and Publicity.

## PART 4 – PROJECT MILESTONES, REPORTING AND PAYMENTS

10. Table 1 below summarises the milestones for the Project, their relationship to the outputs, expected completion dates, relevant reporting dates and expected payments to be made, once a report certifying that milestones have been met is received and accepted by the Commonwealth.

**Table 1: Milestones, reporting and payment summary**

Output	Milestones	Relevant Report due	Payment
Delivery of a joint national program of activities by the ACT Government to celebrate the Centenary of Canberra in 2013. These activities will include: a) cultural and civic awareness events; b) activities and initiatives that are designed to engage communities across Australia to celebrate Canberra's role as the nation's capital; or c) other suitable or alternate activities as agreed by the parties.	Development of a contracting schedule for each of the activities in the Centenary of Canberra Joint National Program, which reflects the outputs of this Agreement, and the Joint National program endorsed by the Intergovernmental Working Group on the Centenary of Canberra and acceptance by the Commonwealth	February 2012	\$1.14m
	Endorsement of a progress report by the Intergovernmental Working Group on the Centenary of Canberra and acceptance by the Commonwealth	May 2012	\$1.46m
	Commonwealth review of the draft text of those aspects of the draft Full Centenary of Canberra Program in which it has an interest which includes: projects funded by the Commonwealth; references to Commonwealth assets, programs or infrastructure; any use the Commonwealth logo or other copyright and sponsorship marks; and any other aspect of the Program that may pose risk to the Commonwealth's reputation.  Note: The Commonwealth acknowledges that this will be a work in progress and that style and content decisions are ultimately the responsibility of the Territory	August 2012	n/a
	Endorsement of a progress report by the Intergovernmental Working Group on the Centenary of Canberra and acceptance by the Commonwealth	August 2012	\$1m
	Endorsement of a progress report by the Intergovernmental Working Group on the Centenary of Canberra and acceptance by the Commonwealth	November 2012	\$0.5m
	Endorsement of a program report by the Intergovernmental working group and acceptance by the Commonwealth	March 2013	\$0.54m
	Endorsement of a progress report by the Intergovernmental Working Group on the Centenary of Canberra and acceptance by the Commonwealth	July 2013	\$0.9m
	Delivery and acceptance by the Commonwealth of the Final Report	December 2013	\$0.091m

## Reporting arrangements

11. The Australian Capital Territory will provide progress reports in accordance with the above table during the operation of the Agreement. Progress reports will detail:

- (a) the progress of the Project, including achievements of Project objectives, proposed budget allocation the stage of completion, and if it is not completed, a status update and/or the expected completion date; and
  - (b) any significant developments, delays or difficulties encountered in performing the Project including the reasons and the action the Australian Capital Territory Government proposes to take to address the issue and the expected effects (if any) on the Project.
12. The Australian Capital Territory will also prepare and provide to the Commonwealth a Final Report upon completion of the Project agreed under this Agreement. The Final Report is to be a stand-alone document that can be used for public information dissemination purposes. The Final Report will:
- (a) describe the conduct, benefits and outcomes of the Project;
  - (b) detail the activities, events and initiatives undertaken as part of the Project;
  - (c) evaluate the Project from the Australian Capital Territory's perspective, including assessing the extent to which the Project outputs and milestones have been achieved and if not, an explanation of why any aspect was not achieved; and
  - (d) include a discussion of any other matters relating to the project, limited to the minimum necessary for the effective assessment of performance and agreed between the Commonwealth and the Australian Capital Territory 60 days before it is due.

## PART 5 – FINANCIAL ARRANGEMENTS

13. The Commonwealth will provide a total financial contribution to the Australian Capital Territory of \$5.631 million. All payments are GST exclusive.
14. The Commonwealth's funding contribution will not be reduced where the Australian Capital Territory secures funding from other activity partners.
15. The Commonwealth's and the Australian Capital Territory's estimated financial contribution to the operation of this Agreement, including through National Partnership payments to the States paid in accordance with *Schedule D – Payment Arrangements* of the Intergovernmental Agreement on Federal Financial Relations, are shown in Table 2.

**Table 2: Estimated financial contribution**

(\$ million)	2011-12	2012-13	2013-14	Total
Estimated National Partnership Payments	2.6	2.040	0.991	5.631

16. Having regard to the agreed estimated costs of activities specified in this Agreement, the Australian Capital Territory will not be required to pay a refund to the Commonwealth if the actual cost of the Project is less than the agreed estimated cost. Similarly, the Australian Capital Territory bears all risk should the costs of the project exceed the agreed estimated costs. The Parties acknowledge that this arrangement provides the maximum incentive for the Australian Capital Territory to deliver the Project cost effectively and efficiently.

## PART 6 – ACKNOWLEDGEMENTS AND PUBLICITY

### Acknowledgement of Support

17. The Australian Capital Territory agrees that in all significant collateral in relation to Centenary of Canberra Joint National Program activities funded by the Commonwealth under this Agreement, it will include branding (agreed to as Government partner) and/or wording such as 'this project is supported by funding from the Australian Government' to acknowledge the financial support received by the Commonwealth. Significant collateral includes but is not limited to:
  - (a) the preview brochure to be launched in March 2012;
  - (b) the full Centenary of Canberra Program document to be launched in September 2012;
  - (c) the Centenary of Canberra website, plus any joint national program project-related websites;
  - (d) the partner media backdrop; and
  - (e) speeches.
18. The Australian Capital Territory will provide a suite of Government Partner logo mock-ups for approval by the Commonwealth that will then be used on any significant collateral.
19. The Australian Capital Territory must invite a Commonwealth representative to official openings and/or other official public functions for Centenary of Canberra Joint National Program activities funded by the Commonwealth.

## PART 7 – GOVERNANCE ARRANGEMENTS

### Enforceability of the Agreement

20. The Parties do not intend any of the provisions of this Agreement to be legally enforceable. However, that does not lessen the Parties' commitment to this Agreement.

### Variation of the Agreement

21. The Agreement may be amended at any time by written agreement of both Parties.
22. A Party to the Agreement may terminate their participation in the Agreement at any time by notifying the other Party in writing.

### Delegations

23. The Commonwealth Minister may delegate the assessment of performance against milestones and the authorisation of related project payments to senior Commonwealth officials, having regard to the financial and policy risks associated with those payments.

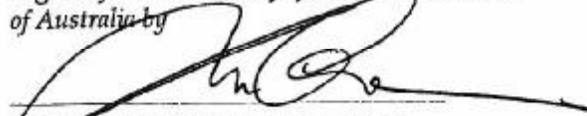
### Dispute resolution

24. Either Party may give notice to the other Party of a dispute under this Agreement.
25. Officials of relevant Parties will attempt to resolve any dispute in the first instance.

26. If a dispute cannot be resolved by officials, it may be escalated to the relevant Ministers and if necessary, the relevant Standing Council.
27. If a dispute cannot be resolved by the relevant Ministers, it may be referred by a Party to COAG for consideration.

The Parties have confirmed their commitment to this agreement as follows:

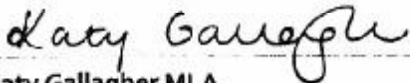
Signed for and on behalf of the Commonwealth  
of Australia by



**The Honourable Simon Crean MP**  
Minister for Regional Australia, Local Government,  
and Arts

Date **24 MAY 2012**

Signed for and on behalf of the Australian  
Capital Territory by



**Katy Gallagher MLA**  
Chief Minister of the Australian Capital Territory

Date **24 MAY 2012**