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

- Wednesday, 29 June 2011 at
- The All Seasons, Katherine
- Commencing at 8.30am

Your attendance at the meeting will be appreciated.
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>ITEM</th>
<th>SUBJECT</th>
<th>PAGE NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PRESENT/STAFF/GUESTS</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>MEETING OPENED</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>WELCOME TO COUNTRY</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>APOLOGIES AND LEAVE OF ABSENCE</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>QUESTIONS FROM THE PUBLIC</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>DISCLOSURE OF INTEREST</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>CONFIRMATION OF PREVIOUS MINUTES</td>
<td></td>
</tr>
<tr>
<td>7.1</td>
<td>Confirmation of Audit and Finance Committee Meeting 25 May 2011 &amp; Special Finance Committee Meeting 10 June 2011 Minutes</td>
<td>5</td>
</tr>
<tr>
<td>7.2</td>
<td>Confirmation of Ordinary Council Meeting 20 April 2011 Minutes</td>
<td>6</td>
</tr>
<tr>
<td>8</td>
<td>BUSINESS ARISING FROM PREVIOUS MINUTES</td>
<td></td>
</tr>
<tr>
<td>8.1</td>
<td>Previous Action Lists:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1. 20 April 2011 Ordinary Council Meeting</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2. 25 May 2011 Audit &amp; Finance Committee Meeting</td>
<td>7</td>
</tr>
<tr>
<td>9</td>
<td>INCOMING CORRESPONDENCE</td>
<td></td>
</tr>
<tr>
<td>9.1</td>
<td>Correspondence Received by Council</td>
<td>8</td>
</tr>
<tr>
<td>9.2</td>
<td>Proposed Katherine Regional Land Council</td>
<td>11</td>
</tr>
<tr>
<td>10</td>
<td>OUTGOING CORRESPONDENCE</td>
<td></td>
</tr>
<tr>
<td>10.1</td>
<td>Correspondence Sent on Behalf of Council</td>
<td>12</td>
</tr>
<tr>
<td>11</td>
<td>WARD REPORTS</td>
<td></td>
</tr>
<tr>
<td>11.1</td>
<td>Never Never Ward Report</td>
<td>13</td>
</tr>
<tr>
<td>11.2</td>
<td>South West Gulf Ward</td>
<td>14</td>
</tr>
<tr>
<td>11.3</td>
<td>Yugal Mangi Ward</td>
<td>15</td>
</tr>
<tr>
<td>11.4</td>
<td>Numbulwar Numburindi Ward</td>
<td>16</td>
</tr>
<tr>
<td>11.5</td>
<td>Nyirranggulung Ward</td>
<td>17</td>
</tr>
<tr>
<td>12</td>
<td>EXECUTIVE DIRECTORATE REPORTS</td>
<td></td>
</tr>
<tr>
<td>12.1</td>
<td>Shire Plan - Section 10 Fees and Charges Schedule 2011/12</td>
<td>18</td>
</tr>
<tr>
<td>12.2</td>
<td>Roper Gulf Shire Plan 2011 - 2012</td>
<td>19</td>
</tr>
<tr>
<td>12.3</td>
<td>Report of the Chief Executive Officer</td>
<td>20</td>
</tr>
<tr>
<td>12.4</td>
<td>Public Submissions on the Ngukurr Town Plan</td>
<td>22</td>
</tr>
<tr>
<td>13</td>
<td>CORPORATE &amp; COMMUNITY SERVICES DIRECTORATE REPORTS</td>
<td></td>
</tr>
<tr>
<td>13.1</td>
<td>Purchase of a Boat for Training Purposes for Youth Services</td>
<td>24</td>
</tr>
<tr>
<td>14</td>
<td>INFRASTRUCTURE AND TECHNCIAL SERVICES REPORTS</td>
<td></td>
</tr>
<tr>
<td>14.1</td>
<td>Operational Report - June 2011</td>
<td>26</td>
</tr>
<tr>
<td>14.2</td>
<td>Vet Visit Summary Report January to June 2011</td>
<td>31</td>
</tr>
<tr>
<td>14.3</td>
<td>Shire Council Boundary Signs</td>
<td>32</td>
</tr>
<tr>
<td>15</td>
<td>FINANCE REPORTS</td>
<td></td>
</tr>
<tr>
<td>15.1</td>
<td>Approval of Outstanding Acquittals for Special Purpose and Closing the Gap funding from DLGHRs</td>
<td>34</td>
</tr>
<tr>
<td>15.2</td>
<td>Agreement Variation between Department of Health &amp; Families (Youth Diversion Program) and Roper Gulf Shire Council</td>
<td>35</td>
</tr>
</tbody>
</table>
16 DEPUTATIONS & PETITIONS
   Nil
17 GENERAL BUSINESS
   Nil
18 CLOSED SESSION
19 CLOSE OF MEETING
CONFIRMATION OF PREVIOUS MINUTES

**ITEM NUMBER** 7.1  
**TITLE** Confirmation of Audit and Finance Committee Meeting 25 May 2011 & Special Finance CommitteeMeeting 10 June 2011 Minutes.  
**REFERENCE** \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 218816  
**AUTHOR** Sarah Riggs, Executive Assistant to Council  

**RECOMMENDATION**

(a) That Council confirm the minutes from the Audit and Finance Committee Meeting held on the 25 May 2011 & the Special Finance Committee Meeting held on the 10 June 2011.

**BACKGROUND**
Nil

**ISSUES/OPTIONS/SWOT**
Nil

**FINANCIAL CONSIDERATIONS**
Nil

**ATTACHMENTS:**
1. FCM 25.05.2011 Unconfirmed Minutes.pdf  
2. Special FCM 10.06.2011 Unconfirmed Minutes.pdf
CONFIRMATION OF PREVIOUS MINUTES

<table>
<thead>
<tr>
<th>ITEM NUMBER</th>
<th>7.2</th>
</tr>
</thead>
<tbody>
<tr>
<td>TITLE</td>
<td>Confirmation of Ordinary Council Meeting 20 April 2011 Minutes</td>
</tr>
<tr>
<td>REFERENCE</td>
<td>\CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 219160</td>
</tr>
<tr>
<td>AUTHOR</td>
<td>Sarah Riggs, Executive Assistant to Council</td>
</tr>
</tbody>
</table>

RECOMMENDATION

(a) That Council confirm the minutes from the Ordinary Council Meeting 20 April 2011.

BACKGROUND

Nil

ISSUES/OPTIONS/SWOT

Nil

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1  Minutes OCM 20.04.2011 Unconfirmed.pdf
BUSINESS ARISING FROM PREVIOUS MINUTES

ITEM NUMBER 8.1
TITLE Previous Action Lists:
1. 20 April 2011 Ordinary Council Meeting
2. 25 May 2011 Audit & Finance Committee Meeting
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 218837
AUTHOR Sarah Riggs, Executive Assistant to Council

RECOMMENDATION

(a) That Council receive and note the updates for the 20 April 2011 Ordinary Council Meeting and the 25 May 2011 Audit & Finance Committee Meeting.

BACKGROUND
Nil

ISSUES/OPTIONS/SWOT
Nil

FINANCIAL CONSIDERATIONS
Nil

ATTACHMENTS:
1 20.04.2011 OCM Action List.pdf
2 25.05.2011 FCM Action List.pdf
INCOMING CORRESPONDENCE

ITEM NUMBER 9.1
TITLE Correspondence Received by Council
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\CORRESPONDANCE - 219145

AUTHOR Nerine Purton, Executive Assistant to the CEO

RECOMMENDATION

(a) That Council receive and note the incoming correspondence.

<table>
<thead>
<tr>
<th>Date Received</th>
<th>Correspondence Description</th>
<th>Received From</th>
</tr>
</thead>
<tbody>
<tr>
<td>13 May 2011</td>
<td>Request for comment on a development application NT Portion 3629, Gorge Road, Katherine locality.</td>
<td>Peter Clifton Department of Natural Resources, Environment, The Arts and Sport</td>
</tr>
<tr>
<td>16 May 2011</td>
<td>Written endorsement from RDA confirming the Roper Gulf Shire Regional Waste Management Services aligns to the Regional Plan/s of those RDA committees.</td>
<td>Damien Ryan RDANT</td>
</tr>
<tr>
<td>19 May 2011</td>
<td>Letter from Terina Koch, Attorney-General's Dept. to Avril Vaughan, Cridlands MB Lawyers regarding Borroloola and Mataranka native title claims refusal of application for grant of financial assistance.</td>
<td>Terina Koch, Attorney-General's Dept.</td>
</tr>
<tr>
<td>24 May 2011</td>
<td>Request for Council to write to the NT Government requesting that the Lemin Bight National Park be declared as a matter of urgency, and outlining the benefits thereof.</td>
<td>Yugul Mangi Aboriginal Corporation</td>
</tr>
<tr>
<td>24 May 2011</td>
<td>Request on behalf of Mr David Daniels information on the building on Block 10, Ngukurr and intentions of Mr Daniels applying for a section 19 lease from NLC for that building.</td>
<td>Bobby Nunggumajbarr Director, Yugul Mangi Aboriginal Corporation</td>
</tr>
<tr>
<td>24 May 2011</td>
<td>Letter requesting assistance from the Shire in the event of equipment breakdown at the Concrete Batching Plant Ngukurr, for hire of Shire equipment at Shire rates and as priority.</td>
<td>William Blackley Business Manager, Yugul Mangi Aboriginal Corporation</td>
</tr>
<tr>
<td>31 May 2011</td>
<td>Letter of thanks for Council’s letter dated 4 March 2011 regarding recommendations made in the assessment of Shire Councils’ Local Boards</td>
<td>Minister Malarndirri McCarthy Minister for Local Government</td>
</tr>
<tr>
<td>31 May 2011</td>
<td>Letter of response to Council’s letter to the Hon Simon Crean MP regarding concerns about the Indigenous employment Matching Funds program and subsequent announcement of the NT and Commonwealth Government’s commitment to a three year program to support Indigenous employment in Council core services valued at $10m.</td>
<td>Minister Malarndirri McCarthy Minister for Local Government</td>
</tr>
<tr>
<td>Date</td>
<td>Title</td>
<td>Sender/Department</td>
</tr>
<tr>
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<td>---------------------------------------------------------------------------------------------</td>
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</tr>
<tr>
<td>6 June 2011</td>
<td>Terms of Reference – Project Management Plan for a comprehensive review of Shire Council Financial sustainability</td>
<td>Department of Housing, Local Government and Regional Services</td>
</tr>
<tr>
<td>6 June 2011</td>
<td>NT Results for the Australian Early Development Index 2009.</td>
<td>NT Government</td>
</tr>
<tr>
<td>6 June 2011</td>
<td>Invitation to join the worldwide network of Mayors for Peace, a network of more than 4700 local governments across 150 countries calling for the complete elimination of nuclear weapons by 2020.</td>
<td>Tim Wright Australian Campaign Director International Campaign to Abolish Nuclear Weapons.</td>
</tr>
<tr>
<td>6 June 2011</td>
<td>Minister’s response to Council’s proposal for conditionally rateable land for the 2011-12 with her attached proposal's.</td>
<td>Malarndirri McCarthy Minister for Local Government</td>
</tr>
<tr>
<td>6 June 2011</td>
<td>Allocation of the 700 MHz (digital dividend) spectrum band relating the Shire’s television transmitter licences for services that use channels 52-69.</td>
<td>David Brumfield Australian Communications and Media Authority</td>
</tr>
<tr>
<td>6 June 2011</td>
<td>Response to Council’s letter requesting Mr Styles support the proposal that the Australian Constitution be amended to include a reference to local government.</td>
<td>Dee Davies Electorate Officer Office of Peter Styles MLA</td>
</tr>
<tr>
<td>6 June 2011</td>
<td>Letter advising changes to the Community Development Employment Projects (CDEP) program in the 2011/12 financial year.</td>
<td>Allyson Essex Branch Manager CDEP Policy &amp; Program Management</td>
</tr>
<tr>
<td>6 June 2011</td>
<td>Request for Council’s time lines and further information regarding the development on Lot 1938, Chardon St, Katherine.</td>
<td>Richard Morris Regional Manager, Department of Lands and Planning.</td>
</tr>
<tr>
<td>6 June 2011</td>
<td>Letter advising levy of the approved commercials to support constitutional recognition of Local Government. RGSC’s levy as invoiced by LGANT is $1799.28 inc GST.</td>
<td>Tony Tapsell CEO LGANT</td>
</tr>
<tr>
<td>6 June 2011</td>
<td>Invitation to attend RGSC Youth Services &amp; CDEP Graduation Celebration for Certificate II in Community Services Work to be held on 28 July 2011 at 6.00pm in Katherine.</td>
<td>RGSC Youth Services &amp; CDEP</td>
</tr>
<tr>
<td>6 June 2011</td>
<td>Response from The Hon Simon Crean MP regarding constitutional recognition of Local Government.</td>
<td>The Hon Simon Crean MP Minister for Regional Australia, Regional Development and Local Government. Minister for the Arts.</td>
</tr>
<tr>
<td>10 June 2011</td>
<td>Correspondence regarding a possible eight (8) unpaid invoices to the Shire dating from August 2009 and totalling $35,795.32.</td>
<td>Garry Russell Chief Information Officer Department of Housing, Local Government &amp; Regional Services.</td>
</tr>
<tr>
<td>10 June 2011</td>
<td>Information regarding Elected Member Capacity Development – Train the Trainer 2nd Program beginning July 2011 and</td>
<td>Tony Tapsell CEO LGANT</td>
</tr>
<tr>
<td>Date</td>
<td>Description</td>
<td>Contact Information</td>
</tr>
<tr>
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</tr>
<tr>
<td>10 June 2011</td>
<td>Invitation to undertake the graduate Certificate in Local Government Leadership which is being offered jointly by Charles Darwin University and University of Technology Sydney.</td>
<td>Fran Kilgariff, Department of Housing, Local Government and Regional Services</td>
</tr>
<tr>
<td>10 June 2011</td>
<td>Request of Council to approve the concept of the Yugul Mangi Bakery Development, Ngukurr and subsequent site of Lot 295, Ngukurr.</td>
<td>William Blackley, Business Manager, Yugul Mangi Aboriginal Corporation</td>
</tr>
<tr>
<td>10 June 2011</td>
<td>Email Invitation to attend the Grand Opening on the new Ngukurr Community General Store, 4 July 2011.</td>
<td>Andrew Johanson, Outback Stores</td>
</tr>
<tr>
<td>10 June 2011</td>
<td>Email regarding the sale of business to Numbirindi Corporation Limited for the Numbulwar Takeaway Store by July 1 2011.</td>
<td>Email from Martin Kelly, Cridlands MB Lawyers</td>
</tr>
<tr>
<td>17 June 2011</td>
<td>New Service Agreement offer between your organisation and the NT Department of Children and Families. The documents include:</td>
<td>Email from Tracey Nagle, Department of Children and Families.</td>
</tr>
<tr>
<td></td>
<td>• Variation to Service Agreement</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Service Plan for the Roper Gulf Youth Diversion Program 01/07/2011 to 30/06/2012</td>
<td></td>
</tr>
</tbody>
</table>

**ATTACHMENTS:**
INCOMING CORRESPONDENCE

ITEM NUMBER 9.2
TITLE Proposed Katherine Regional Land Council
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 219204
AUTHOR Sarah Riggs, Executive Assistant to Council

RECOMMENDATION

(a) That Council accept the correspondence regarding the proposed Katherine Regional Land Council

The attached letter from the Office of the Aboriginal Land Commissioner was listed at the Finance Committee Meeting on 25 May 2011. The letter invites the Council to make a submission regarding the proposed Katherine Regional Land Council application. The decision was made to table this letter at this Ordinary Council Meeting.

ATTACHMENTS:
1 Letter 11 05 03 Office of the Aboriginal Land Commissioner Re Proposed Katherine Regional Land Council (2).pdf
OUTGOING CORRESPONDENCE

ITEM NUMBER: 10.1

TITLE: Correspondence Sent on Behalf of Council

REFERENCE:
\CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\CORRESPONDANCE - 219158

AUTHOR: Nerine Purton, Executive Assistant to the CEO

RECOMMENDATION:

(a) That Council receive and note the outgoing correspondence.

<table>
<thead>
<tr>
<th>Date Sent</th>
<th>Correspondence Description</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>13 May 2011</td>
<td>Letter to Major General Dave Chalmers to apologise for the wrongly named photograph of him in the RGSC May Newsletter.</td>
<td>CEO Michael Berto</td>
</tr>
<tr>
<td>13 May 2011</td>
<td>Letter to Alison Doyle, Mabunji Aboriginal Resource Association Inc. regarding the Council’s happiness to work in partnership with the association on the delivery of the Healthy Dor Program’s registration campaign.</td>
<td>CEO Michael Berto</td>
</tr>
<tr>
<td>23 May 2011</td>
<td>Letter to Virginya Boon, Representative for the Mataranka Parent Interest Group regarding the Shires support to the development of a Childcare Service in Mataranka.</td>
<td>CEO Michael Berto</td>
</tr>
<tr>
<td>27 May 2011</td>
<td>Letter to Prime Minister, Leader of the Opposition, Legislative Assembly of the NT and House of Representatives for NT regarding the Recognition of Local Government in the Australian Constitution.</td>
<td>Mayor Tony Jack</td>
</tr>
<tr>
<td>15 June 2011</td>
<td>Letter to Maryanne Lewis, Mataranka Bushman’s Carnival Inc. regarding their non-successful Grant Application for funding up to $3,000.</td>
<td>CEO Michael Berto</td>
</tr>
</tbody>
</table>

ATTACHMENTS:
There are no attachments for this report.
WARD REPORT

ITEM NUMBER       11.1
TITLE             Never Never Ward Report
REFERENCE         \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 218675
AUTHOR            Sarah Riggs, Executive Assistant to Council

RECOMMENDATION

(a) That Council receive and note the Never Never Ward Report

BACKGROUND

Mataranka:
On the 1st April 2011, Deputy Mayor O’Brien attended the Northern Territory Cattlemen’s Association Industry Conference & AGM. At the April 2011 Ordinary Council Meeting a verbal report was given. Attached is Deputy Mayor O’Brien’s written report and the Conference and AGM program.

Mataranka had a Local Board Meeting on 5 April 2011. Unconfirmed minutes have been attached to this report. A further Mataranka Region Local Board Meeting was held on 14 June 2011. Draft minutes of this meeting are attached to this report.

The Never Never Festival was held on 13, 14, 15 May 2011, it was a great success. There are some great photos of the event in the June/July 2011 Never Never News, copies of the Newsletter have been printed for this OCM.

Jilkminggan:
Jilkminggan had Local Board Meeting on 14 June 2011. Draft minutes of this meeting are attached to this report.

ISSUES/OPTIONS/SWOT
Nil

FINANCIAL CONSIDERATIONS
Nil

ATTACHMENTS:
1 Deputy Mayor NTC AGM Report.pdf
2 NTCA Brochure.pdf
3 5.04.2011 MRLB Minutes Draft.pdf
5 Jilkminggan LB Draft Minutes 14th June 2011.pdf
WARD REPORT

ITEM NUMBER 11.2
TITLE South West Gulf Ward
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 218903

AUTHOR Sarah Riggs, Executive Assistant to Council

RECOMMENDATION

(a) That Council receive and note the South West Gulf Ward report.

BACKGROUND

Borroloola:
Borroloola Local Board Meeting was held on 7 June 2011. The unconfirmed minutes have been attached to this report.

The official opening of the $7 million McArthur River Bridge was on the 9 June 2011. The Minister for Construction, Gerry McCarthy joined members of the Borroloola community to open the 220 metre long bridge, which will improve access during the wet season.

ISSUES/OPTIONS/SWOT
Nil

FINANCIAL CONSIDERATIONS
Nil

ATTACHMENTS:
1 Borroloola LBM 7.06.2011 Minute DRAFT.pdf
WARD REPORT

ITEM NUMBER 11.3
TITLE Yugal Mangi Ward
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 218904
AUTHOR Sarah Riggs, Executive Assistant to Council

RECOMMENDATION

(a) That Council receive and note the Yugal Mangi Ward report.

BACKGROUND

Ngukurr:
The Local Implementation Plan (LIP) was signed for Ngukurr on Thursday, 21 April 2011.

The Ngukurr Youth Voice Committee held a meeting on 31 May 2011. The Minutes and Action List of this meeting are attached to this report.

ISSUES/OPTIONS/SWOT
Nil

FINANCIAL CONSIDERATIONS
Nil

ATTACHMENTS:
1 Minutes - Ngukurr Youth Voice Meeting - 31 05 11 _2_.pdf
2 Ngukurr Youth Voice Meeting Action List.pdf
WARD REPORT

ITEM NUMBER 11.4
TITLE Numbulwar Numburindi Ward
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 218905

AUTHOR Sarah Riggs, Executive Assistant to Council

RECOMMENDATION

(a) That Council receive and note the Numbulwar Numburindi Ward report.

BACKGROUND
Numbulwar:
The Numbulwar Local Board/Reference Group held a meeting on 5 April 2011. Attached to this report are the draft minutes. Another meeting was held on 14 June 2011. Minutes are being finalised and will be tendered at the next Ordinary Council Meeting.

The Numbulwar Youth Voice Committee held a meeting on 1 June 2011. The Minutes and Action List from this meeting are attached to this report.

ISSUES/OPTIONS/SWOT
Nil

FINANCIAL CONSIDERATIONS
Nil

ATTACHMENTS:
1 Numbulwar LBM Minutes DRAFT 5.04.2011.pdf
2 Minutes - Numbulwar Youth Voice Meeting - 01 06 11 _2_.pdf
3 Numbulwar Youth Voice Meeting Action List.pdf
WARD REPORT

ITEM NUMBER 11.5
TITLE Nyirranggulung Ward
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 218907

AUTHOR Sarah Riggs, Executive Assistant to Council

RECOMMENDATION

(a) That Council receive and note the Nyirranggulung Ward report.

BACKGROUND

Barunga:
The Barunga Local Board held a meeting on the 6 June 2011. Minutes from this meeting are being finalised and will be tendered at the next Ordinary Council Meeting.

The Barunga Festival was held on the June long weekend. Roper Gulf Shire Council held an information stall at the event.

Bulman:
The Bulman Local Board Meeting was scheduled for the 24 May 2011. Unfortunately the meeting had to be cancelled.

Eva Valley:
The Eva Valley Local Board held a meeting on 7 June 2011. Attached to this report are the unconfirmed minutes.

ISSUES/OPTIONS/SWOT
Nil

FINANCIAL CONSIDERATIONS
Nil

ATTACHMENTS:
1 Manyalluluk Eva Valley LBM Minutes 7.06.2011.pdf
EXECUTIVE DIRECTORATE REPORT

ITEM NUMBER 12.1
TITLE Shire Plan - Section 10 Fees and Charges Schedule 2011/12
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 219338
AUTHOR Joanna Holden, Corporate Planning & Compliance Officer

RECOMMENDATION

(a) That Council approve the introduction of the fees and charges schedule for 2011/12 as tabled.

BACKGROUND

At the Ordinary Council Meeting held 20 April 2011 endorsement was granted for the Draft Appendix 5 - Fees and Charges 2011-2012 Shire Plan.

The draft fees and charges have been subject to public submissions for 21 days, 1st June to 21st June 2011, as Section 10 of the Shire Plan.

The attached Fees and Charges Schedule 2011/12 has been compiled according to submissions from local boards and the Shire’s Department of Infrastructure and Technical Services.

Changes include reduced schedule of rates for photocopying over 50 copies, the inclusion of charges for two sided copying. Minor being a $10.00 or less, increase or decreases in equipment hire and the removal of hiring for items which cannot be “wet hired”, such as generators.

Through the public consultation process requests were made for the consideration of

- A request for “senior citizens” discounts for rates and council service fees and charges has come from several Local Boards.
- Several Local Boards also identified the need for the Shire to provide yard mowing services and fire wood. SSM’s advised that these services are economic development opportunities and also may be addressed in the HMSEP. Employment and Training indicated they will be able to provide these services in the future, therefore rates and discounts have not been included in the schedule.

ISSUES/OPTIONS/SWOT

- Fees and Charges :
  - Are for cost recovery of service delivery
  - Form part of the revenue growth strategy
  - Do not compete with private enterprise

- Awareness of the changes to the Fees and Charges Schedule 2011/12 has been undertaken as part of the consultation process. Information on removal of “dry hire”, what burial fees are and reduced rates for bulk charges has been provided to residents.

FINANCIAL CONSIDERATIONS

Nil

ATTACHMENTS:

1. Final Fees and Charges Schedule 201112.pdf
EXECUTIVE DIRECTORATE REPORT

ITEM NUMBER 12.2
TITLE Roper Gulf Shire Plan 2011 - 2012
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS - 219150
AUTHOR Joanna Holden, Corporate Planning & Compliance Officer

RECOMMENDATION

(b) That Council adopt the Roper Gulf Shire Council Shire Plan 2011 – 2012.
(c) That Council approve the forwarding of the Roper Gulf Shire Council Shire Plan 2011 – 2012 to Agency (Department of Local Government).

BACKGROUND
The Draft Roper Gulf Shire Council Shire Plan 2011 – 2012 has been made available for public submissions during the period 1st to 21st June 2011.

A summary of the submissions received is attached. Amendments to the draft plan have been made in accordance with the submissions.

Changes have been made to Town Priorities due to Local Board feedback, surveys and public meetings. The Fees and Charges Schedule has changed details of which are contained in agenda item for fees and charges.

ISSUES/OPTIONS/SWOT
Nil

FINANCIAL CONSIDERATIONS
Nil

ATTACHMENTS:
There are no attachments for this report.
EXECUTIVE DIRECTORATE REPORT

ITEM NUMBER 12.3
TITLE Report of the Chief Executive Officer
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 219166

AUTHOR Sharon Hillen, Manager of Governance and Corporate Planning

RECOMMENDATION

(a) That Council receive and note the Chief Executive Officer Report

BACKGROUND

Mayoral Engagements
Mayor attended Ngukurr LIP signing
10.05.2011 - attended Mataranka Community Plan Meeting
25.05.2011 - attended FCM
27.05.2011 - Mayor and CEO attended Big Rivers Region Meeting
31.05.2011 - Joint Headquarters Meeting (Cr Baker also attended)
9.06.2011 - McArthur River Bridge Opening
10.06.2011 - Special FCM via teleconference

Deputy Mayor =
10.05.2011 - attended Mataranka Community Plan Meeting
25.05.2011 - attended FCM
31.05.2011 - Joint Headquarters Meeting
10.06.2011 - Special FCM
19-22.06.2011 - National General Assembly Conference in Canberra (Cr Andrews also attended)

CEO Engagements
The CEO attended:
- Attended Ngukurr LIP signing
- Katherine Region Alcohol Group Meetings x 2
- Public Meetings – Mataranka x 2
- FCM x 2
- Acting DITS Wayne Buckley appointed
- DITS Restructure completed

Governance and Corporate Planning

Corporate Planning and Compliance
- Facilitated 2 day training of all Shire Regional Managers and SSM’s in Corporate Planning and the development of Operational Plans
- Support to Regional Managers and SSM’s to enable completion of Business Unit and Service Delivery Operational Plans by 12th May. Including workshops with Business Units.
- Delivery of information sessions to public meetings and/or local boards re: Shire Plan and Town Priorities at:
  - Barunga
  - Beswick
  - Jilkminggan
  - Mataranka
  - Manyallaluk
  - Numbulwar
  - Borroloola
• Bulman and Ngukurr confirmed for week of 20th June 2011.
• Completion of Draft Shire Plan 2011/12 as presented at Council training Day 24th May.
• Circulation of Draft Shire Plan for public submissions from 1st to 21st June as advertised in the Katherine Times and the Shires website.
• Attendance at public meetings and/or local board meetings re: Shire Plan
  o Jilkminggan
  o Mataranka
  o Barunga
  o Manyallaluk

Development of workshop presentations, posters and flyers to promote/educate on the Shire Plan.

o Drafting of policies and procedures:
  o Employee Performance Management and Development Procedure
  o Employee Code of Conduct Policy
  o Smoke Free Policy
  o Sorry Business policy
  o Employee Formal Discipline Procedure
  o Employee Formal Discipline Policy
  o Remuneration and Benefits policy
  o Leave, Hours of Work and Allowances Procedures

Governance Training
• Development of workshop presentations, posters and flyers to promote/educate on the Shire Plan.
• Governance and leadership training was commenced at Numbulwar on the 17th – 19th May. The Shire Induction was combined training with the RSD leadership workshop which was organised by FAHCSIA. The workshop provided local members with knowledge and confidence in individual and community leadership.
• Shire Induction training was delivered to Borroloola Local Board & Councillor Anderson on the 31st May, discussions throughout the training session indicated the members have a better understanding of the Roper Gulf Shire Council and the Governance structure.
• 08th June Visited Minyerri to complete one on one training with councillor Joshua, Training session was cancelled due the councillor unavailable on the day.
• One on One Councilor Training completed and organised:
  o Councillor Andrews at Manyallaluk - Friday 17th June
  o Yugul Mangi Ward Councilors Daniels and Rogers one on one training scheduled for the 12 -15th July.

ISSUES/OPTIONS/SWOT
Nil

FINANCIAL CONSIDERATIONS
Nil

ATTACHMENTS:
There are no attachments for this report.
EXECUTIVE DIRECTORATE REPORT

ITEM NUMBER 12.4
TITLE Public Submissions on the Ngukurr Town Plan
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 219246
AUTHOR Sharon Hillen, Manager of Governance and Corporate Planning

RECOMMENDATION

(a) That Council make a submission on the Ngukurr Town Plan

BACKGROUND
Council has been engaged in the Ngukurr Town Planning process and has made submissions on the previous drafts which have been considered in the development of the final plan. The Final Ngukurr Town Plan is now out for public comment until the 13th of July 2011.

Ngukurr Town Plan will be on public exhibition for comment. A notice will be made today in the Katherine Times and on Friday in the NT News and the exhibition package will be available at the front counter of the DLP offices in Katherine and Darwin for your reference.

The Department has requested that a copy of the Plan (Ngukurr Area Plan and zoning map) be place on display in the Ngukurr Council Office for public viewing and documentation of the exhibition package be available at the office (see attachment below).

Any queries are to be directed to DLP.

Comments from the previous submission made by Roper Gulf were considered in the final drafting of the Town Plan.

Jan Kinsella | Senior Planner | Strategic Planning - Indigenous Community Land Use Planning
Department of Lands and Planning
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ISSUES/OPTIONS/SWOT
The following submission has already been made to the Department:

Ngukurr Rubbish Dump
The Draft Plan identifies that the current waste management facility will be closed ((Residential use incorporating appropriate supporting land uses following closure of the Dump)). There has been some discussion regarding a site 5km along the Numbulwar Road which takes the new WMF site out of the Area Plan. The proposed closure of the existing WMF is of great concern to Council. Council has determined that it will maintain the existing site for the next decade at least as the following questions arise when contemplating a new WMF and the Ngukurr Area Plan:

1. Will the new WMF site be incorporated into the Area Plan?
2. Who determines the new WMF site and its compliance to the Waste Management and Pollution Control Act? Ngukurr community has a population over 1,000 and is required to have a licensed landfill and an Environmental Management Plan for the operation of the facility.
3. Who pays for the lease of the new WMF site? It has been suggested that an ILUA with the NLC could be in the vicinity of $2.00/m² with a proposed 30 hectare area, it could equate to at least $600k per annum lease fee.
4. How will Council be consulted and resourced to manage the proposed closure of the old WMF which would require capping and landscaping and on going monitoring and environmental protection?
5. How will Council be consulted and resourced with regard to the development of the new WMF?

**Shire Workshop**
In several Shire planning forums it was discussed that the Shire Workshop would be relocated to the industrial area near the power station on the approach to town in the next 5-10 years. If incorporated into the area plan it maybe necessary to highlight the existing site and the proposed site of this significant service delivery infrastructure.

The current shading of the area where the Council Workshop is located is “Community Purpose”. With heavy Machinery, oils and fuels should it not be coded as ‘Light Industrial’?

**Children and Family Centre**
This major development has been proposed and a site selected for its development as per the map attached.

**Council’s Land Tenure**
The Council is soon to negotiate leases for current Council managed facilities, buildings and community spaces. Once realised will this land tenure type be identified in the Area Planning process in the future?

Overall the plan is good and provides the town with the first semblance of a ‘real ‘town plan, a process of government which has been severally neglected in our remote communities in the past. The Council recognises the importance of urban planning and hopes that our remote communities will have greater attention paid to urban design during the Growth Towns era and similarly for our other communities and towns.

Town Planning is of great interest and concern for the Council and its Local Boards. Is it possible to arrange a presentation of the Area Planning process to the Council in their next meeting in Mataranka on the 22nd of February during their planning day or on the Ordinary Council Meeting day of the 23rd of February? I have attached a copy of the Council’s meeting dates for the year if other dates are more convenient.

The Plan continues to display the closing of the existing dump which has major concerns for the Shire. An investigation for a new dump site in conjunction with the NLC has been abandoned due to the unviable cost of leasing land outside the Town Plan area (Town Lease).

**FINANCIAL CONSIDERATIONS**
Nil

**ATTACHMENTS:**
1. Ngukurr Exhibition Documentation.pdf
2. Placeholder
ITEM NUMBER 13.1
TITLE Purchase of a Boat for Training Purposes for Youth Services
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 219099
AUTHOR Jake Quinlivan, Manager

RECOMMENDATION
(a) That Council receives and notes the purchase of the boat for Youth Services.

BACKGROUND
Over the last few months Youth Services have received feedback, via the 3 Youth Voice Committees located in Ngukurr, Borroloola and Numbulwar, that the youth would like to receive training and information sessions around water and boat safety.

Some of the key areas the youth would like more education and training relating to boats
• General boat safety
• Rules and regulations around boats and transportation of passengers
• Basic skills on maintaining small boats and the safety equipment
• Basic water rules
• Reversing boat trailers
• Emergency communication

Some of the key employability areas related to this training
• Rangers, all 3 communities have growing sea ranger employment opportunities
• Tourism
• Council workers
• Local shops
• Outstations
• Fisheries

Some of the key areas where this can directly support and build capacity in the delivery of core council services
• Council loading and supplies
• Access during wet sessions for service deliveries
• More local people with capacity and skills to help out in counter disaster times
• Interest in young people being volunteers for search and rescue

Training
The Department of Education and Training have indicated that they would be more than happy to fund a RTO, or voluntary organisation to deliver training and education sessions to youth across the Roper Gulf Shire Region.

ISSUES/OPTIONS/SWOT
In the 25 May 2011 Finance Committee Meeting the following recommendation was resolved:
“That Council approves the purchase of a water boat and safety training unit for Youth Services through their Capital Purchase.”
The FCM recommended the boat be of an appropriate size and design to suit the planned training purposes for Youth. Following the procurement process an appropriate boat was purchased. Refer to attachments.
FINANCIAL CONSIDERATIONS
The purchase of the boat is to be made through the Youth Service Capital Budget. Over the last year, Youth Service have been very successful in receiving out-come payments for the training achievements made by the youth of the region, thus giving YS capacity to directly purchase the boat though out-come payments generated by youth participation. This purchase shows that YS are re-investing youth generated income back into programs that the youth have requested though their Youth Voice Committees.

ATTACHMENTS:
1  Stabicraft 659 Frontier Brochure.pdf
2  YS Boat Tax Invoice.pdf
3  Invoice 659 extras _3_.pdf
RECOMMENDATION

(a) That Council receive and note the report on activities undertaken by the Directorate during April, May and June 2011.

BACKGROUND
This report is provided to update Elected Members on the activities of the Directorate during April, May and June 2011.

ISSUES/OPTIONS/SWOT
Operational Summary
This year’s “Big” Wet season has impacted severely on road access to almost all of our Service Delivery Centres, which is having an effect on community activities. Access into some of the towns is only now becoming accessible.

Council's general services have continued to be delivered albeit at varying standards. The setting of standardised key performance measures will aid in resolving these issues.

A key component of time spent during this reporting period has been developing the 2001/2012 Business Plan for the Directorate and the associated budgets to deliver these plans.

The decision by the land owner of 58 Crawford Street (ITS offices) has thrown a small spanner in the works, in that time has had to be redirected towards locating alternate offices and compound storage. Thankfully this has been resolved and Council approved the lease at its’ recent special meeting. Staff in the ITS are currently preparing for the move by the end of June.

Staff Matters
The Shire Service Manager for Jilkminggan has resigned to take up a position in Housing. Bobby’s contribution to the development at Jilkminggan is acknowledged. This vacancy has been advertised and closes mid June.

Following the resignation of the Workshop Manager in May an acting Manager has been appointed and recruitment for a permanent employee is progressing.

A number of staff members from the Directorate attended several training sessions during the reporting period, including Assets Management for Regional and Remote Councils and Supervisor Training.
Community Visits
During the reporting period visits were made to all Service Delivery Centres as part of the budget and planning preparation for the 2011/2012 Business Plan.

Meetings Attended
Meetings attended during this period were:
- Local Board meeting (Jilkminggan)
- Council meeting (Wugularr)
- Shire Service Managers’ planning forum
- Managers’ planning forum

The following information has been compiled from reports received from Managers of Departments within the Directorate.

Business Unit Reports
Assets Management
Valuations have been undertaken in all Service Delivery Centres. The report is being compiled and should be available mid June.

Insurance schedules have been reviewed and adjusted for relevancy and value.

Civil Works
The Civil Works program has been developed and the crew are now preparing to mobilise to Ngukurr as soon as the move into the new Works depot has been completed here in Katherine.

Tenders for the reseal of Robinson Road have closed and are being assessed. A report will be prepared by the Tender panel for presentation to Council.

The new M12 grader is back working on the Ngukurr/Numbulwar road after being the showcase at Numbulwar for visiting Federal politicians.

Commercial Operations
Powerwater ESO’s
Contract is up for renewal. Cost estimates indicate that we may be underpaid to deliver this service. Negotiations with Power Water have commenced.

Several ESO’s have been under performing, which has resulted in negative feedback from Power Water. These issues are being addressed.

Centrelink
All Centrelink positions are full. Centrelink staff have been conducting field visits and working with Shire officers throughout the Shire.

Airports
Routine maintenance is being carried out where it is possible.

GBM funding - Current projects:
- Ngukurr Playground – Playground has been delivered to Ngukurr. Waiting to access Ngukurr to remove the old stage until playground can go in.
- Bulman Fencing – Construction continues.
- Eva Valley Office Complex – Building work continues on the additional office at the rear of the complex.
RLCIP Funding Current Projects:
- Upgrade to the Ngukurr Aquatic Centre – Funds have been received
- Fencing of the Mataranka Community Sport and Rec Oval – funds have been received
- Roller doors for Numbulwar Sport and Rec Hall – Elliot Builders have been engaged and have commenced work – all equipment is on the next barge.

Housing Management
Ongoing operation continues; servicing the agreement that Council has with the Department of Housing, local Government and Regional Services. Where possible, this Department also provides maintenance support to the Asset Manager. There have been issues in receiving enough work from Territory Housing which

Mechanical Workshops
As indicated above the Workshop Manager resigned on short notice which required a rethink on the operations of the Workshop. An acting manager has been appointed, and recruitment for a replacement is currently in progress. The new operational plan which has a regional service delivery approach has been developed, however will now need the involvement of the new staff members.

Horticulture and Landcare
Now that access into communities has been re-established the Manager visited Ngukurr and Numbulwar recently and held sessions with supervisors in those communities.

Outstations
Program staff continue to deliver services to those outstations that are accessible. A rationalisation in the section will see the Outstations Supervisor moving from Bulman into Katherine so he is better located to service all the Outstations. There is also a proposal to restructure the section as part of the review into the Directorate.

Service Reports
Waste Management
Garbage continues to be collected; parks, open areas and street verges continue to get mown/slashed and other services like housing maintenance, Essential Service operations, Centrelink, etc continue to be delivered.

Companion Animal Welfare Service
Several of the Veterinary service visits that were originally planned for February and March were rescheduled to this reporting period due to access issues. Reports on individual visits are being merged into a single report which is being lodged separately.

Community Highlights
Barunga
While again successful at the National Tidy Towns Awards, Barunga did not get the gold gong. We picked up two awards for litter management and were commended for resource recovery waste management. We will try again next year.
Road patching and grounds maintenance in preparation for the Barunga Festival has taken precedence during the last two months.

Beswick
Mowing, slashing and major clean ups have been the priority over the last few months. Fencing around the cemetery and training centre is scheduled to commence in June. Landscaping at the Visitors Accommodation has also been identified as a needed project.
Borroloola
Road repairs and grounds maintenance have been the priority following this year’s wet. Staff are preparing for the local show weekend which is at the end of June. Municipal staff will have some involvement with the opening of the bridge over the MacArthur River, which will happen on 9th June 2011.

Bulman
Conditions along the Central Arnhem Road are poor; making vehicle access to the SDC difficult (and on occasions, impossible). Access issues are still impacting on parts of the service delivery within Bulman and Weemol. Some staff are cut off from the community and access to the dump is now restricted due to a number of “bog holes”. While local staff members are doing what they can, we are awaiting the arrival of the Civil Works crew in anticipation.

Jilkminggan
The construction of a new dump site and clean up of the old one took place in May. Municipal services crew are busy resurrecting the sprinkler systems around the community ready for the onset of the dry season.

Manyallaluk
The access road into Manyallaluk has been graded, with several sections needing to be resheeted. The Civil Works crew have done a great job on this. The new Council office is almost complete. We are waiting on the electrician and plumber to connect the services which will allow the building to be occupied. The SIHIP program has started in Manyallaluk with an expectation that work will bwe complete in about eight to ten weeks.

Mataranka
There have been some “teething” problems with the rubbish collection due to a new operator starting in the rubbish truck. These have hopefully been resolved. Machinery breakdowns have caused some delay in service delivery. Repairs are being carried out. There is a vacant Municipal Services position which has been advertised. Recruitment is in progress.
A public meeting has been held to present the 2011/2012 Shire Business Plan. Fourteen locals attended.
The Never Never Festival was a success. Thanks to all who helped.

Ngukurr
Delivery of services has continued, despite access issues “off the bitumen”. The Mayor and CEO attended a recent meeting of Australian Government, NT Government and NLC staff and the Traditional Owners to sign off on the Local Implementation Plan. The Government Business Manager (GBM) is looking for sources of funding for improvements to the Waste Disposal Facility. A fire in the old butcher shop has caused disruption to the accommodation availability due to the building containing asbestos and its proximity to the contractors accommodation. Contractors have been relocated into alternate accommodation which has impinged on the availability of temporary visitor accommodation. Council’s insurers have been notified and an assessment team will be on site before the end of June. The culprits have been identified, but due to their age, are unlikely to receive adverse punishment. Vandalism is impacting on the Municipal Services Crew’s ability to maintain the oval in a great state, as the lay flat hose that supplies water to the irrigator is continually being punctured by sharp objects and the rotator arms on the irrigator is being used as monkey bars. The Muns crew are unable to irrigate at night due to the constant vandalism.
Numbulwar
Service delivery has continued during the last two months. Road access is still difficult; however the barge has continued to arrive every fortnight. Machinery breakdowns and maintenance are causing concern due to the age of most of the equipment at Numbulwar. Several of the Municipal Works team will be assisting with the grading operations on the Numbulwar to Ngukurr road. While there they will receive on the job training in the operation of the ne grader.

FINANCIAL CONSIDERATIONS
There are no direct financial implications associated with this report.

ATTACHMENTS:
There are no attachments for this report.
 ITEM NUMBER 14.2  
 TITLE Vet Visit Summary Report January to June 2011  
 REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 219123  
 AUTHOR Andrea Dalton, Executive Assistant to Department of Infra. & Tech. Services  

RECOMMENDATION  
(a) That Council receive and note the report on the outcomes of veterinary visits during the period January to June 2011.  

BACKGROUND  
For the past 3 years Roper Gulf Shire Council has been funding veterinary visits to its communities for the purpose of improving the health of companion animals within the Shire. The program receives positive community support and feedback and the numbers of unhealthy animals in particular are slowly reducing on most communities.  

ISSUES/OPTIONS/SWOT  
The attached spreadsheet provides a summary of the range of services that were carried out in the individual communities during the period January – June 2011.  

As this data has only recently been received we have not been able to prepare comparative information for presentation to Council at this meeting. A comparative report will be provided to a future Council meeting as soon as the data has been compiled.  

FINANCIAL CONSIDERATIONS  
The cost for providing this service is included in Council’s Budget and is partially funded through a Federal Government Grant. Continuation of this project is dependent on such support.  

ATTACHMENTS:  
1 Vet Visit Summary Jan to Jun 2011.xls
ITEM NUMBER 14.3
TITLE Shire Council Boundary Signs
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 219174
AUTHOR Mark Hagger, Director Infrastructure & Technical Services

RECOMMENDATION

(a) That Council adopt design for the Roper Gulf Shire Council “Welcome to” sign as that identified as Shire Welcome Sign 4; and
(b) That Council approves the purchase of 10 “Welcome to” and 10 “Thank you for visiting” signs for erection at the entrances to the Shire
(c) That Council allocates $28,800 to the 2011/2012 Infrastructure and Technical Services budget for the purpose of purchasing and erecting the signs

BACKGROUND
Over the last two years, staff from this Directorate have been investigating the design and cost to install “Welcome” signs at the entrances to the Shire.

ISSUES/OPTIONS/SWOT
Attached are four designs that have been proposed for the “Welcome” sign along with one design for the “Thank you” sign.

The first design is the Council’s logo and is somewhat consistent with the design of the Welcome to signs that are at the Service Delivery Centres.

The second and third designs incorporate the area map of the Shire, with option 3 containing muted colours.

The fourth is a compilation of the two designs, which, as evidenced by the recommendation, is the preferred option.

Council may choose a different design, however that would add further delays to getting the signs installed.

FINANCIAL CONSIDERATIONS
In December 2010, the indicative costs for the preparation of the signs ranged from an estimate of $880 (GST Inclusive) for the “Thank You” sign to $1,600 for design 4. The reason for the increased cost was the number of colours that need to be used in design even though the area map is “washed out”.

The quotes are to provide signs of the maximum size allowable by the Department of Construction and Infrastructure and do not include installation. It is estimated that the time required to install two signs in each location will average eight hours per location (including travel time), which at a cost of sixty dollars per hour represents an extra $4,800 on top of the sign preparation.
ATTACHMENTS:
1  Shire welcome sign 1.doc
2  Shire welcome sign 2.doc
3  Shire welcome sign 3.doc
4  Shire welcome sign 4.doc
5  Boundary Exit.doc
FINANCE REPORTS

ITEM NUMBER 15.1
TITLE Approval of Outstanding Acquittals for Special Purpose and Closing the Gap funding from DLGHRS
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 219224
AUTHOR Sheree Bulbert, Grants Coordinator

RECOMMENDATION

(a) That Council approves the 2008/2009 acquittal of $125,000 Special Purpose funding for upgrading the visitor’s accommodation facilities at Ngukurr/Numbulwar
(b) That Council approves the 2008/2009 acquittal of $45,000 Special Purpose funding for assisting with the costs of operating the Shire Community Representative Group
(c) That Council approves the 2008/2009 acquittal of $50,000 Closing the Gap funding for assisting with the cost of training Local Board members
(d) That Council approves the 2009/2010 acquittal of $83,124.80 Capital Infrastructure Grant to provide training opportunities in the fabrication and installation of shade structures and seating at sports facilities at Beswick & Jilkminggan

BACKGROUND
All relevant transaction listings and invoices are attached. DLGHRS have already advised of their pre-acceptance of these acquittals and are now only waiting on minuted approval from Council.

ISSUES/OPTIONS/SWOT
NIL

FINANCIAL CONSIDERATIONS

(a) Council left with a surplus of $11,447.21 due to error in recording income (GST component). Council may be required to pay these monies back.
(b) Council absorbed a deficit of $101,272.00 due to transactions being recorded against one major Governance account.
(c) Council absorbed a deficit of $39,006.00 due to transactions being recorded against one major Governance account.
(d) Council left with a surplus of $13,264.80 with works still to be completed and expenditure recorded against the 2010/2011 financial year.

ATTACHMENTS: There are no attachments for this report.
FINANCE REPORTS

ITEM NUMBER 15.2
TITLE Agreement Variation between Department of Health & Families (Youth Diversion Program) and Roper Gulf Shire Council
REFERENCE \CORE SERVICES\GOVERNANCE\COUNCIL MEETINGS\2011 COUNCIL MEETINGS\11.06.29 ORDINARY COUNCIL MEETING - 19\REPORTS - 219226
AUTHOR Sheree Bulbert, Grants Coordinator

RECOMMENDATION

(a) That Council approve the Agreement Variation (administrative only) for Youth Diversion Program funding from Department of Health & Families by signing and affixing the Common Seal to both copies of the funding agreement.

BACKGROUND
The retention of surplus funds from the 2009-2010 financial year has been approved for the exclusive purpose of implementing one-off youth activities for youth in Borroloola between January and June 2011.

The addition of a new Schedule 2 has been proposed to vary this agreement.

Agreed utilisation of unexpended surplus funds from the 2009-2010 financial year to enable the ‘Rural Competencies Activity’ and ‘Case Management Training’ activities in 2010-2011 only.

ISSUES/OPTIONS/SWOT
Nil

FINANCIAL CONSIDERATIONS
The amount of $46,496.00 (ex GST) has been rolled over into 2010-2011 for these activities.

ATTACHMENTS:
There are no attachments for this report.