



Northern Peninsula Area Regional Council

AGENDA and NOTICE OF NPARC ORDINARY MEETING NUMBER 18 - Umagico

Notification Date:	Saturday 1 st November 2009
Meeting Date	Tuesday 3 rd November 2009
Meeting Location	NPARC Office - Umagico
Time	9:00am
Catering	Morning Tea and Lunch will be provided

Mayor and Councillors

Cr Joseph Elu	(Mayor)
Cr Gina Nona	(Division 1)
Cr Peter Lui	(Division 2)
Cr Reg Williams	(Division 3)
Cr Michael Bond	(Division 4)
Cr Jeffrey Aniba	(Division 5)
CEO	Stuart Duncan
Deputy CEO	Danny Sebasio
Secretary	Esme Newman

Welcome and Declare Meeting Open - Mayor at 9:20 AM

- Apologies
Reg Williams (*arrived at 10:00AM*)
- Declaration of Conflicts of Interest
nil
- Declaration of Material Interests
nil

AGENDA

Agenda Item 1 - 9:00am to 9:15am Minutes of previous meeting of October 2009

- CEO Mentioned the report from Queensland Transport on Marine Facilities had not been received and would be chased-up for the December meeting.
- Mayor – asked about the Corporate Plan
- CEO – advised that it needed to be open for public comment for 30 days and endorsed at the Council meeting in January 2010.
- CEO -Public notice of the Corporate Plan and Service Delivery Strategy to be advertised in the Torres News.
- CEO -The Corporate Plan will be made available to the public for a fee of \$5.00 a copy (set) under the Local Government Act, and all electronic copies will be free of charge.

Council endorsed the printing fee of \$5.00 per set (Corporate Plan and Service Delivery Strategy)

- Cr Bond – Corporate Plan should be made available on the NPARC Website.
- CEO – commented on the construction of the Council Web-Site and advised council had the *draft* lay-out and presentation of the Web Site was excellent. The Councillors were urged to visit the Media Officer at Injinoo and take a look at the *draft* web-site.
 - Council supported the advertising of the Web-Site once it is ready to go live

Recommendation: That Council Accept the Minutes of the October Meeting of Council 2009 as true and correct

Moved: Cr Lui.

Seconded Cr. Bond

Carried 5/0

Resolution 1-3.11.09

Matters Arising

- The Director of Community Services had resigned and the position was being advertised
- Cr. Bond – Can we clarify docking fees reported in the previous minutes, are vessels charged (per tonne or per docking)
- Cr. Lui – referring to page 13 of the previous minutes -the Gym is still in disrepair with a number of the exercise machine cables missing and; will PCYC be employing a gym instructor? – Council (Sub-Committee) is to coordinate with PCYC – CEO to join with CR. Lui to coordinate Sport & Recreation activities.
- Cr Elu –Community health organisations should have a part in providing funds for a gym instructor to promote healthier lifestyle and targeting obesity and chronic disease.
- CEO – It is sad fact that these facilities are in need of medium to major maintenance, it is suggested that once our new Director of Community Services is recruited that we consider the establishment of a Facility Manager at each relevant site.

Agenda Item 2 – 9:15am to 9:30am Chief Executive Officers’ Report

Reg Williams joined the meeting 10:00AM

Letter – Housing – 40 year leases

Cr. Elu – Council should withhold making a decision until after the November Ministerial meeting in Cairns, as the Housing issues will be a strong subject for debate.

Cr. Bond – Does this also now make a situation for outsiders to come-in and take control of community housing?

Cr. Elu – These are questions for the Minister at the round table discussions.

- *Council reviewed and endorsed the NPA News Letter No 7*

CEO – ‘Blue Light Disco, Injinoo’ The CEO commented on the blue light disco held in Injinoo on Friday night; which attracted 200 children. The event was promoted and coordinated by the State Police, Bamaga with assistance from school teachers, Community Police and the Cape PCYC.

CEO – “I was overwhelmed by the positive reaction of the children and the obvious benefit these types of events provide to the communities youth”. The ‘personnel effort’ of the Bamaga Police Officers is to be commended.

During the night the children had to access water from external taps, and I recommend that Council provide a donation of \$500.00 to the Blue Light Disco (NPA) for the purchase of water coolers, disposable cups and other minor items.

Cr. Nona – Commented that “I went and had a look at the Disco and was very pleased to see so many children enjoying a well-run event”.

Recommendation: That Council make a donation of \$500.00 to the State Police (Bamaga) for the purpose of purchasing minor items for the Blue Light Disco’s being held for the NPA Communities.

Moved Cr. Lui

Seconded Cr. Aniba

Carried 5/0

Resolution 2-3.11.09

- Council reviewed and considered the 2010 Leave Policy

Recommendation: That Council adopt the Leave Policy for 2010

Moved Cr. Bond

Seconded Cr. Nona

Carried 6/0

Resolution 3-3.11.09

Cr. Williams What about appreciation of the workforce in the form of a BBQ and/or ask the contractors to make a donation for a Christmas party

Cr. Elu – We need to get a social club going for the employees to support their own Christmas social function and other function they regard as important.

CEO – If Council is going to make a budget commitment to the staff for Christmas ‘break-up function’ we should consider a dollar (\$) amount per employee of \$10 dollars per head, this would be total commitment of approximately \$3,300.00

Council supports the NPARC providing a BBQ / afternoon tea for the employees as a Christmas break at a funded level of \$10.00 per employee.

Council – Discussed the issue of holding 1 x Council meeting per year in Cairns to take the opportunity to meet with senior officers of government agencies. Council endorsed a meeting to be held in Cairns on December the 8th and 9th to provide an opportunity for stakeholders to discuss any issues with the full Council and for the Council to request individuals to address the Council on a range of issues.

CEO – The CEO commented on the January meeting and advised council that the current endorsement by council to hold a meeting on the first Tuesday of each month will see the 2010 January meeting being held during the Christmas and New Year break.

Recommendation: That Council endorse the shifting of the January 2010 meeting of Council from the 5th of January to the 12th of January 2010.

Moved **Cr. Nona**

Seconded **Cr. Williams**

Carried 6/0

Resolution 4-3.11.2009

Agenda Item 3 – 11:45am to 12:30pm Director of Engineering Report (to follow Finance Report)

Cr. Williams The workshop bitumen seal needs to be increased to the whole Umagico Engineering compound as dust is still blowing into the welding shop and the surrounding houses. – *CEO to chase up with the Director of Engineering Services*

Cr. Elu - we also need to seal the Seisia Boat ramp area and storage shed area.

Cr. Williams – questioned the process for the airport fencing and the cost of the concrete, why can't the council supply the concrete which would reduce the tender price and the revised tenders may come within budget. – *CEO to discuss with the Director of Engineering Services*

Cr. Nona – Why are the parks looking so dry and a state of terrible disrepair?

CEO – We need to investigate options for the parks to ensure we construct appropriate structures and install drought proof plants. The issue of not having a water allocation is a major factor in the current poor health of the grounds.

Cr. Williams – I am going try and establish a community committee to revive the Lui street Park. Council needs to re-test the existing bores (at Bamaga nursery, near Mudu St. and the Lui St. Park.)

Cr. Bond – commented on the New Mapoon All Disability Playground (re: high ongoing cost) – we did consider and incorporate the use of drought resistant plants and sustainable play equipment.

Cr. Elu – As the infrastructure comes due for major up-grades we need to apply for Special Purpose funding to assist with Asset Renewals.

Recommendation: That Council endorse the Engineering Services report

Moved Cr. Williams

Seconded Cr. Nona

Carried 6/0

Resolution 4-3.11.09

Morning Tea 10:30am – 11:00am

Agenda Item 4 – 9:45am to 10:00am Finance Report (bought forward 11:00 AM)

Peter Andersen – As per written report

Mention –Umagico, it has taken a long-time to get the 2007 – 08 Financial Statement work through to the QAO, the statements are with the QAO and they have come back with only one query which is “was there any indication of a Budget for Umagico in the 2007 / 2008 year”

Cr. Elu – Why is the Bamaga 2007 – 2007 Qualified Audit still being reported to Council, does the qualification affect the NPARC 2009 Audit.

Peter Andersen – The 2006/07 is not our (NPARC) responsibility but qualifications are carried and must be resolved. QAO Auditors are currently in the Cairns office and will travel to the NPA next Monday for three days and then back to Cairns on the 13th November for the Exit interview with the Mayor and CEO.

Cr Nona – was concerned on several occasions where pays has been late. Peter Anderson commented that payroll has been extremely busy with the amount of amendments and back pay being process, and supervisors presenting timesheets late was a major concern for the payroll officers.

Cr. Lui – Can we re-investigate the issue of getting paid weekly? – *Peter Anderson to follow-up.*

Peter Anderson – announced the recruitment of Annette King as the new NPARC Grants Officer (Cairns)

Cr. Bond – Is it possible to have the NPARC Grants Officer assist community forums and / or enterprises to gain grant funding.

Cr. Elu – Alex Barker will continue to assist with his issue, we also need to establish a contact with the Department of Economic Development

CEO – Cautioned Council on distracting the Grants Officer from concentrating on NPARC grants as there are a large number of existing grants to reconcile and manage, and coordinate new grant applications.

Recommendation: - That Council endorse the report from the Senior Finance Officer

Moved Cr. Bond

Seconded Cr. Aniba

Carried 6/0

Resolution 5-3.11.09

Agenda Item 5 – 11:30am to 11:45am NPARC Enterprise Report

Cr Lui – that Council be presented at the next meeting with a more detailed enterprises report on the cost of running these enterprises or prepare a “quarterly divestment report.”

Cr. Nona – The manager of the Service Station was not operating the enterprise according to ‘full’ trading hours and that he was in need of support from Council to consider training and providing extra staff. I am getting reports from the community that we need to improve the variety of stock held at the Injinoo Service Station, in particular, essential items for the community members who lack mobility and cannot get the other community stores.

CEO – I will chase investigate this issue with the Director of Enterprises; we also need to get a building quote to “block-in” the back veranda to create additional covered storage area.

Cr. Williams – Will the Jardine Ferry operators begin staying in the house or are they going to travel each day. – *To be investigated by the Director of Enterprises.*

Recommendation: That Council endorse the Enterprise Report

Moved Cr. Nona

Seconded Cr. Bond

Carried 6/0

Resolution 6-03.11.09

Agenda Item 6 – 11:45am to 12:00am Community Services

Cr. Bond Youth Services, when will we see the youth Councils set-up – *DCEO to follow up on these committees?*

Cr. Nona – What about transport for the Dan Ropeyard Cup, can the council provide transport for the carnival? Council endorsed - *Buses will be available at a fee of \$2.00 for adults and \$1.00 for children.*

Cr. Lui – Arts and Crafts centre, is it for New Mapoon, NME or for the NPA? – I have an opportunity to lease the current arts and crafts building in Umagico (the old BRACS building), if I do this where will art and crafts be located to?

CEO – The arts and crafts centre in New Mapoon is for the NPA; and is funded by the State and Commonwealth Government with the intention that the sale of arts and crafts over time will make the facility self sustaining. If there is a move by Council to divest this enterprise to NME, the funding agencies would have to be involved in the discussion.

Recommendation: That the Council accept the Director of Community Services Report for November 2009

Moved Cr. Lui

Seconded Cr. Bond

Carried 6/0

Resolution 7-03.11.09

Lunch 12:00pm – 1:30pm

Agenda Item 7 – EEDU

The report from the Director of the Economic and Employment Development Unit was tabled.

Recommendation: That Council accept the report from the Director of the EEDU for November 2010

Moved Cr. Aniba

Seconded Cr. Bond

Carried 6/0

Resolution 8-03.11.09

Agenda Item 8 – Mail Registers

The inward and outward mails registers were tabled

Agenda Item 9– 3.30:pm to 3.45pm Community Forums and Meshed’s

- Injinoo and Seisia community forum documents were tabled for council to note.
- Mensheds requesting to lease block of land Little Lui as per letter, Council advised that it would be a long process to resolve this issue.
- Mensheds is currently still interested in renovating the ‘old canteen’ at New Mapoon.

Cr Bond- it was suggested that renovating the old canteen was originally included as part of the ‘men shed projects’, and Mensheds was to utilise the funds (ICC) made available for this project.

Cr Bond - suggested that the council lawyer should assist in drafting the MOU between the NPARC and Mensheds for the building

Agenda Item 10 – 3:45 to 4:00pm General Business

Cr. Williams – Renovations for houses. I have issues not being addressed and there are too many people investigating the same reported faults, but no-one is doing any repairs. By the time the repairs are being addressed additional faults are occurring as a result of the original issue not being dealt with. It appears that ‘good rent payers’ are not being serviced for genuine complaints? – *Issue to be raised with Engineering Services to investigate opportunities for a senior person from the Department of Housing or Q Build (Toni Malamoo) to meet with Council in Cairns at the December Meeting.*

Cr. Bond – The Road is being graded from the Main Road to Loyalty Beach, so why it is not graded to Blue Valley – *Question for Engineering Services*

Cr. Bond – The old camps, can they be cleaned up along the coast from Loyalty Beach to Patterson Creek – *Engineering Services to investigate*

Cr. Lui - Old BRACS Building Umagico – Council has an opportunity to lease the old BRACS Building. - *Engineering Services to identify a lease amount for Preston Law to include in the development of a lease agreement.*

Cr Nona – inform communities of a pre-wet season clean- up.

Cr Aniba – Inform council for his 2 weeks away from the community on an over-seas dance tour.

Meeting Close

Next Meeting – Cairns 9th December 2009

Matters Raised by	Date Raised	Matters Raised	Responsibility of	Current Status	Estimated Completion Date
Cr. Nona	16.09.08	The sewage pump station at Injinoo has no holding capacity and will over flow within 4 hours of a power outage	Engineering Services	This requires a major upgrade to the pump station and inlet works. Engineering Service will investigate and provide report	Submitted to the Major Infrastructure Program for investigation (2010)
Cr. Nona	16.09.08	Injinoo lookout where the Army set-up its camp – can we get funds to convert the area into a historic site	Economic Development	Engineering Service to consult with the community & investigate and provide a Budget report	Ongoing
Cr. Nona	19.08.08	Injinoo Parks are need of irrigation systems.	Parks and Gardens / SunWater to assess and report		Ongoing (meeting arranged with the State and Commonwealth as of the 23.11.09
Cr. Nona	19.08.08	With the high costs of Funerals, can the council consider producing locally made coffins to reduce costs and provide skilled employment	Engineering Service / CEO	Director of engineering to discuss with the NPARC Joinery staff	December 2008, reviewed and ongoing as-of December 2009

Cr. Bond	10.06.08	Can we investigate the housing previously built by the ACAP program (Army) and develop a report on the tasks and resource required to complete the dwellings	Director of Engineering	Engineering staff have investigated and provided the ICC with quote	Ongoing (Quote submitted to the Commonwealth – no funding available at present (23.11.09)
Cr. Nona	10.06.08	Can we investigate the opportunity to re-open the Injinoo Kiosk	CEO / Director of Engineering Services	Waiting for the electrical safety report	Ongoing
Cr Nona	10.06.08	Reported the Street Lights at the Boat Ramp at Injinoo are not working	Director of Engineering	Being investigated	Ongoing – Ergon to assess the street lights in the NPA and provide an estimate of cost as of October 2009
Cr. Lui	10.06.08	Can we provide house “green waste” bulk bags	CEO / Director of Engineering Services	Options Report	Ongoing – User pays for the service
Cr. Williams	07.11.08	Main Roads – Meet with Main Roads to review what is required to become a principle contractor before next wet-season	CEO / Engineering Services	Arrange meeting with Main Roads	Ongoing as of October 2009
Cr. Aniba	07.11.08	Taps at the Seisia Gazebo’s, we need to replace the existing taps with tamper proof taps	EHW / Engineering Services		December 2008
Cr. Aniba	07.11.08	Lights at Seisia Wharf are not working and dangerous	Engineering Services	Write to the Department of Transport	December 2008 – waiting on a report to Council from QT due for the December meeting.

Cr. Aniba	07.11.08	Toilets at the Seisia wharf need repairing and maintaining - Seisia Supermarket and IBIS Bamaga need to be monitored as well	EHW / Engineering Services		Ongoing
Cr. Aniba	Feb 2009	Can council write to Queensland Transport about the poor condition of the new boat ramp – Council to write to QT	Council to discuss with QT or have QT attend meeting	QT will prepare a report due to be presented to Council at the December Meeting 2009	
Cr. Bond	Feb 2009	What has happened to the establishment of “council history artefacts” being set-up in display cabinets in each council office	Community Services		Ongoing
Cr Williams	April 2009	Toilets at Cemeteries, draft a design to build new toilets			
Cr. Bond	April 2009	Toilet at the Seisia Car park (cleaning and maintenance)	Community Services		
Cr. Lui	September 2009	Central Park Umagico – Basketball court surface needs urgent attention	Engineering Service		
Cr Bond	September 2009	Training for Land Panel and Councillors (Governance)	EEDU		
Cr Bond	September 2009	Policy for Cemetery e.g. distance between grave plots (to include marking and register	Engineering Services		
Cr. Aniba	September 2009	Taps on Gazebo's – can the taps at public assets be replaced with tamper proof fittings	Engineering Services		
Cr Aniba	September 2009	Public Toilets – Safety issue (good signage)	Engineering Services		
Cr Aniba	September 2009	Sign at Seisia (burnt one to be removed)	Engineering Services		
Cr Williams	September 2009	RTC Building			
Cr. Williams	September 2009	Swimming Pool Times (to be reviewed 9:00AM – 6:00PM)	Sport and Rec Engineering Services		

Cr Williams	September 2009	Horses – Identify some land to detain horses that are found wondering the community – Fines etc..)	State / Council – Council will need powers under a local law process		Ongoing (as of December 2009) CEO has discussed council by-laws with the State
Cr. Elu	September 2009	Bamaga Gym – cables for the machines are broken and lighting and general maintenance is not being done	Recruitment of Community Services Director		
Cr Nona	September 2009	Fire Breaks – Review all communities fire breaks	Engineering Services		Review April 2010
Cr Nona	September 2009	Public Bus Service (Options report with costs)	Community Services	<i>Recruitment of Community Services Director</i>	
Cr. Nona	September 2009	Bus at Injinoo appears to be being used for private use.	Community Services	<i>Recruitment of Community Services Director</i>	
Cr. Nona	September 2009	Levy on Injinoo Dwellings (well the whole NPA be levied for User Pays / utilities)	CEO / Deputy CEO and Director of Engineering Services	Under review with the new housing policy and 40 year leases	
Cr Nona	September 2009	Bus Stop – pick-up at the top of the new subdivision (kids are currently walking down the hill)	Engineering / Community Services	<i>New sub-division due in 2010</i>	