



Northern Peninsula Area Regional Council

MINUTES OF NPARC ORDINARY MEETING NUMBER - 25 Injinoo

Notification Date:	Tuesday 9 th March 2010
Meeting Date	Wednesday 7 th April 2010
Meeting Location	Injinoo Conference Room
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

- Apologies
Stuart Duncan –CEO is currently on Leave
Cr Williams - who will later join the meeting

(Cr Williams entered boardroom at 9.55am)

- 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 9th March 2010

Recommendation:

It is resolved that the minutes of the previous NPARC meeting of the Wednesday 7th April be accepted true and correct.

Moved: Cr Bond

Seconded: Cr Aniba

Carried: 5/0

Date: 07/04/2010

Matters Arising:

Cr Lui – requested the progress following the PCYC MOU. Currently PCYC have already drawn up their Yearly Planner and their Events calendar but claim to be unable to deliver programs due to the absence of an MOU.

DCEO – Informed Council that the Director of Community Services has met with ICC/ PCYC on Thursday 1st April to re develop the MOU which originated from a ‘cut and paste’ job.

Cr Lui – Activities are currently being run by PCYC but Council’s Events Team would need to lead the way, given that it is council’s asset. Will NPARC public liability cover us for PCYC programs?

- Director of Finance to follow up on Insurance cover in relation to PCYC.

Cr Elu – Suggested that the Director of Community Services and PCYC- Sonya Townson be invited to the next Council Meeting in May 2010.

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

Mayor Elu informed council that the Chief Executive Officer is currently on leave, and will table his report at the next meeting.

Recommendation:

Moved:

Seconded:

Carried:	Date:
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Agenda Item 3 – 9:30am to 9:45am Director of Engineering Report

Jim Foody -Director of Engineering, and Titom Tamwoy – Manager for Parks & Garden, were invited to provide their report.

Cr Williams joins the meeting at 9.55am

Director of Engineering – informed Council of a wash out of a culvert on the Injinoo/Jardine road. Col Moore -Main Road, have indicated that funds from the 07/08 financial year \$340,000 could be accessed as emergency funds to replace the Culverts. The Culverts could be here within the next 2 weeks. Work will commence immediately with repairs.

Cr Elu – asked if there will be any EPA issue with the gravel pits?

Jim Foody – Shouldn't be any issue because it is not a huge quantity of gravel. Currently Main roads and Cook Shire are 'off side' with the EPA, but our relationship is sound.

Cr Elu -highlighted that through the Government champions that are visiting the NPA on the 10th -13th May. Council could approach Allan Tesch –Minister for Main Roads, making enquiry for NPARC to be the principle contractor for the Peninsular Development Road (PDR) –from Wenlock River to Jardine River – or perhaps the turnoff to Weipa.

Cr Lui –the Punsand Bay and Pajinka boundary also need to change .NPARC should write to the Torres Shire for NPARC to receive the funds for its roads maintenance.

Cr Bond – Do our workers have a liability cover when working in the Torres Shire area?

Jim Foody – They would be covered by this council, because they are covered for the work they are doing for their employer. Where they happen to be working is immaterial – (unless they are in a prohibited area).

Cr Elu –reported that at the Inaugural Meeting on the NPA Regional Council, he relayed advice from Minister Pitt that an Agreement could be made between the three mayors to address the change to Local Government boundaries, without the need for legislation.

Cr Elu – the CEO to draft a letter to the Mayors of the Torres and Cook Shires to consider an exploratory discussion about the boundaries with the NPA.

Parks and Gardens.

Cr Elu -the state of community parks and gardens is erratic also asked who is responsible for managing parks and gardens.

Jim Foody - mentioned that would be Titom Tamwoy (P&G Manager), and then informed council that it is always difficult in getting CDEP workers to work.

Jim Foody also highlighted a communication breakdown between managers, with having to convert CDEP Participant to full time position and at the same time being told to cut down on workers.

- Council has tried various ways to operate and maintain parks and gardens in the communities, this did not work.

-If things are not working right then Council have a 'swat team' to do emergency clean up in a community. Where all parks and garden workers are asked to join together for a special clean up.

P & G Manager - informed council that the Parks and Garden teams have made three changes to manage parks and gardens in each community and none of them have worked.

P & G Manager - highlighted that one issue is that when CDEP workers are given jobs to do in their own community they would leave jobsite and go home. Currently the Parks and Garden managers are again reviewing its way to improve operation.

Cr Lui - asked if the director has considered reorganising Parks and Garden, running it separately from CDEP?

Cr Bond - mentioned that there aren't any tools and equipment at the New Mapoon nursery.

Cr Lui - Council need to develop strategy and plan for the community parks and gardens.

Jim Foody - council are currently experiencing a lot of problems with the 'Toro 'Ride on mowers. The supplier -Braschs, is looking at fixing the mowers under warranty.

Cr Elu - highlighted that at the last Seisia public meeting, its' community members have mentioned that since Amalgamation the community parks and gardens have not been properly maintained. Seisia residents are concerned that their Parks and Gardens have deteriorated since amalgamation.

Cr Elu - informed council that even supervisors are not doing anything and are seen sitting in their vehicles.

P & G Manager - mentioned that this has been noticed and that many Supervisors are not setting a good example.

Cr Nona – asked who is the supervisor for the Injinoo parks and garden team?
Titom Tamwoy- stated that Michael Bowie and Roy Solomon.

Cr Bond/ Cr Nona - asked if P & G Manager could attend their community forums to plan and prioritise parks and garden areas in their community.
- P & G Manager agrees to attend.

Cr Elu – asked does council check their fuel usage?
Jim Foody mentioned that the Works manager and his Personal assistant do a ‘spot check’.

Cr Williams – asked about the boundary for the IBIS Complex and that council should not be maintaining IBIS lawn or garden beds.

Jim Foody – Council will only maintain the lawn from the roadside to the wall below the plant beds. The boundary will be checked.

CR Nona – What is happening with the Injinoo sports field?

Jim Foody – informed council that getting water from Sun water was the problem at first. The director then informed council that it will cost \$300- \$400k to source water for the oval.

A recharge pit could work but Council would need to consider EPA regulations because of the current run offs of the creek, directly into the river.

Jim Foody – Council will do the turfing next year 2011 and during the wet season.

Housing/ Sub Divisions.

Cr Nona – What is the current Rental Arrears of Injinoo community?

Jim Foody – Currently all communities are holding steady. Injinoo is well behind the rest

Cr Nona – Where are we with the Subdivision for Injinoo?

Jim Foody – Black and Moore are putting some options together for the community. There are problems with Community preferred areas as they will be right across water easements.

Propose Council Vehicle Policy.

NPA Proposed Vehicle Policy –submitted by Director of Engineering and Services.

NPA Council Vehicle Use Policy – Council Agrees in Principle to adopt the policy. The proposed policy will be re drafted and then resubmitted at the next council meeting.

Moved: Cr Nona

Seconded: Cr Aniba

Carried: 5/0

Date: 07/04/2010

Cr Lui – highlights that in regards to directors report, that council should consider seeing the outcomes documented - given the current situation, what has been done, where are we and where to from here?

Recommendation:

It is resolved that the Director of Engineering Report for the Council Meeting of Wednesday 7th April 2010 be accepted.

Moved: Cr Bond

Seconded: Cr Aniba

Carried: 5/0

Date: 07/04/2010

Agenda Item 4 – 9:45am to 10:00am Finance Coordinator Report

The Director of Finance tabled the following documents – which are attached with these minutes.

1. Financial Statements comparing the position and operating results for the 8 months to 28th February 2010 with the same information for the period from 15th March 2008 to 30th June 2009.
2. Letter of advice from Pacifica Chartered Accountants on NPARC Superannuation.
3. Aged Debtor and Creditor Reports to as at 30/3/2010
4. Copies of Draft Submissions for the National Local Government Awards Program.

Financial Statements

Mr Anderson explained to the Council that there had been a slight deterioration in the Council's overall position with a reduction in equity of \$518,296. He noted that this represents only a 0.20% change.

However, he said that within the Balance sheet there had been some movements which needed monitoring. There has been a significant reduction in cash reserves down \$1,104,695 from \$5,654,538 at 30/6/2010. This has been partly offset by increases in Debtors – (\$583,000), Inventories – (\$108,957) and Property, Plant and Equipment (\$219,614) leaving assets down by \$193,123.

Our liabilities have increased over the same period by \$325,173, the majority of which has come about as a result of the recognition of Holiday pay and Long Service Leave liabilities. The Council's Payroll manager has been working diligently to get these provisions corrected following the amalgamation.

Mr Anderson noted that the level and age of our debtor balances was of concern – particularly the long outstanding rental debtors. He told Council that some of the debtor balances were left over from the amalgamation process and that they needed to be corrected. He proposes to set up a project team to address the figures and particularly to start collection procedures for rental debtors with arrears. He noted that the reporting structures were confusing, with many debtors with duplicated account codes. These will need to be closed out before 30th June 2010 so the problems do not roll forward into 2010/11.

Superannuation

We are currently addressing a range of matters to do with Superannuation which were raised with Pacifica Chartered Accountants for their advice. They made useful suggestions on the 10 matters we raised and we have been following their advice. There are still a number of anomalies which still remain. One of these is the arrangements for the payment of Superannuation on Councillors Allowances. P. Anderson will be writing to councillors on this matter.

National Local Government Awards

The Council has submitted papers in the categories of "Financial and Asset Management" and "Strengthening Indigenous Communities". The submissions were prepared by Cardno MBK on behalf of Council, from material provided by the CEO. That material included the Council Corporate Plan, the Annual Report and Financial Statements and the NPARC Newsletters.

Recommendation:

It is resolved that the Finance Coordinator Report for the Council Meeting of Wednesday 7th April 2010 be accepted.

Moved: Cr Lui

Seconded: Cr Nona

Carried: 5/0

Date: 07/04/2010

Morning Tea 10:00am – 10:30am

Agenda Item 5 – 10:30am to 10:45am Enterprise Manager Report
Report

Council noted that the Jardine River Ferry will be closed on the 17 & 18th April to Allow maintenance works to be carried out on it.

Mayor -informed council of the forthcoming Enterprises /Corporations Training that will be conducted by ICV and ORIC, and also on the same weekend

Recommendation:

It is resolved that the Director of Enterprise Manager Report for the Council Meeting of Wednesday 7th April 2010 be accepted.

Moved: Cr Aniba

Seconded: Cr Bond

Carried: 5/0

Date: 07/04/2010

Agenda Item 6 – 10:45am to 11:00am Director of Community Service Mangers
Report

Cr Lui – Director of Community Services and PCYC NPA coordinator –Ms Sonia Townson will be invited to the next council meeting.

- Director of Community Services to provide council with update and a monthly / yearly events calendar for the Events -Sports & Rec team, and for the SEDS Officer.

Cr Williams – Who pays to recover the costs for the continuing work in ground maintenance? This is a matter between Community Services and Engineering as to who provides the budget and who does the work.

Cr Elu -requested information regarding the Events- Sports & Rec team with its current cost to council, if council is getting the same amount of money from PCYC.

Recommendation:

It is resolved that the Director of Community Services Manager Report for the Council Meeting of Wednesday 7th April 2010 be accepted.

Moved: Cr Williams

Seconded: Cr Nona

Carried: 5/0

Date: 07/04/2010

Lunch 12:00pm – 1:30pm

Agenda Item 7- 11:00am to 11:15am Economic Employment Development Unit Manager Report

Cr Elu – How many participant do we currently have doing training?

Cr Lui – Currently 120 CDEP Trainees, doing Cert 1 –Chainsaw and Cert 2 in Horticulture. The amount of \$600,000 received is already committed to that purpose.

Cr Lui – Council can provide staffs through training, but need to consider the outcomes. In conclusion Council can only employ one person for a position. There are changes coming to the CDEP and council will need to adjust and get the information to all CDEP participants.

Cr Elu – requested a progress report on the NPARC Farm to be tabled by the CEO at the next meeting

Cr Bond –informed council that the horticulture course is a Cert 2 and not Cert 1 as stated in the directors' report.

Recommendation:

It is resolved that the Economic Employment Development Unit Manager's Report for the Council Meeting of Wednesday 7th April 2010 be accepted.

Moved: Cr Aniba

Seconded: Cr Bond

Carried: 5/0

Date: 07/04/2010

Agenda Item 8 – 11:15am to 11:30pm Mail Register

Recommendation:

It is resolved the Council note the Inwards and Outwards Mail Register.

Moved: Cr Lui

Seconded: Cr Williams

Carried: 5/0

Date: 07/04/2010

Agenda Item 9- 11:30pm - 12pm Other Business

Council noted that Other Business will be discussed at the 7th May 2010 Meeting.

Director of Finance informed council that NPARC will be submitting an application for the 2010 National Awards; and this will be included at the next council meeting.

Cr Elu - Given that the next meeting date which is the first Tuesday - 4th May falls immediately after a public holiday, Council agrees that the date for that meeting be moved to the 5th May 2010.

Afternoon Tea 3.00pm - 3.30pm

Meeting Close 3.00pm

Next Meeting -Wednesday 5th May 2010