



## Northern Peninsula Area Regional Council

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### MINUTES OF NPARC ORDINARY MEETING NUMBER – 26 Bamaga

<b>Notification Date:</b>	Wednesday 7 <sup>th</sup> April 2010
Meeting Date	Wednesday 5 <sup>th</sup> May 2010
Meeting Location	Bamaga 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*      **9:16am**

- Apologies      Cr Reg Williams
- Declaration of Conflicts of Interest  
Nil
- Declaration of Material Interests  
Nil

## **Ministerial Indigenous Roundtable No. 8 Bamaga**

Cr Elu informed Council of the forthcoming Ministerial Roundtable Meeting which is to be held here in NPA on the 11<sup>th</sup> -12<sup>th</sup> of May in Bamaga.

Cr Elu mentioned that it is the first Ministerial indigenous round table held on an indigenous community. Councillors were encouraged to attend the Indigenous Roundtable Meeting on the 12<sup>th</sup> May, with the Hon. Minister Desley Boyle (Minister for Local Government, and Aboriginal & Torres Strait Islanders Partnership). Cr Elu also invited councillors to join the Ministerial tour of the NPA and to see Council's infrastructure, community assets, the sports fields, farm and workshops.

Cr Bond asked what the NPA Regional Council will be requesting of the Minister.

Cr Elu informed council that we will be asking the Minister to reimburse all the Amalgamation costs that were additional to the council's operating expenses.

Cr Elu highlighted that this was a great opportunity for the Council to approach the Minister with issues, our two most pressing issues being:

- LIPA
- Housing

Cr Elu questioned if the transportation was organised and that the parks and gardens need to be maintained to a standard.

Deputy CEO informed council that he is liaising with Director of Community Services and organising transportation for the tour in NPA.

CEO requested that council will host a light lunch at the resort on Tuesday and a BBQ at the fishing club on Wednesday night.

CEO informed council that there was a current issue between the Department of Main Roads and the Traditional Owners –CYLC. The relationship is now clouded by legal matters, which arose following Main Roads unauthorised clearing of trees from the roadside area.

Cr Nona insisted that Main Roads meet with the Traditional Owners and CYLC to resolve this Issue. So far Main Roads have declined to have a meeting.

Cr Elu – This Council is involved with maintaining the roads in the area. This would be the appropriate time to work on the roads while the road is still wet. This avoids the water trucks pumping waters out from creeks outside the national park area. Getting water and gravel within the national park area has always been an EPA issue.

It was noted that the money currently being held by Main Roads for work on the Peninsular Development Road would be lost to the NPA unless we resolve the issue and get work going again.

CEO stated that he is willing to 'Chair' the meeting between Main Roads and CYLC , as a facilitator to resolve the matter.

## **AGENDA**

### **Agenda Item 1 - 9:00am to 9:15am Minutes of previous meeting of 7<sup>th</sup> April 2010**

Resolution:

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

Moved: Cr Lui

Seconded: Cr Nona

Carried: 4/0

Date: 05/05/10

### **Matters Arising:**

Cr Lui referred to Agenda item 7 – EEDU report, paragraph two stated 120 participants. It should be amended to 80 participants. Currently this council have 120- 140 trainees on key performance indicator (KPI).

Council note and accept the change.

Cr Elu informed Council that the new ‘Tip’ sign was finally erected at Pajinka, and in time for the Minister’s visit.

Cr Elu advised the CEO that another follow up to be done with the parks and gardens clean up for minister’s visit next week.

CEO informed Council of a clean up experiment over the long weekend with just the core employees of Council. The outcome was very successful.

Cr Lui agreed as per his statement in previous minutes that it is now proven that CDEP would need to operate separately and that Council would need to utilise CDEP participants in other areas and assist in further training.

Cr Bond highlighted concerned about Parks and Gardens workers spraying weed killer near residential areas on windy days. Cr Bond mentioned the risks that the chemical is poisonous and nearby residents where spraying is done should be made aware.

CEO – the Director of Works to be informed.

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

#### **Revised NPARC Corporate Structure 2009 - 2012**

The CEO tabled the Draft Corporate Structure, with the two new staff. Grants Assistant – Ms Hanna Woolcott and Junior Accountant – Ms Jayne Barrett.

CEO also highlighted the areas of improvements such as Payroll and Human Resources (HR). Human Resources manager will now be working with the Payroll Manager and not with Economic Employment Development Unit (EEDU).

CEO mentioned that in the near future a new executive position of Corporate Services Manager, this role will be taken on by our current Finance Manager Mr Peter Andersen once his position is filled. The Payroll, human resources and Industrial relation will be operated under the Corporate Services manager.

Cr Lui questioned the role of the new Cairns based position of Corporate Services Manager, and asked who would be the NPA based officer?

CEO responded that Corporate Services manager would be responsible for Human Resources and Payroll. Human Resource manager - Ms Louisa West, is our Bamaga based officer 'on ground' if any issues might occur for immediate action.

CEO informed council that the Economic Employment Development Unit manager should be focusing on 'developing' role for employees.

Cr Lui queried the 'day to day' operation of the human resource unit and the need to employ or terminate employees, given that the payroll manager is situated in Cairns.

CEO advised that there is a process in place and that only the CEO has the powers to terminate an employee.

Cr Aniba questioned if these changes involved wage increase?

CEO mentioned that their rate will be sustained.

CEO advised that the Director of Enterprise will also be taking under its umbrella the Alau Eagles Sporting Association.

Cr Bond advised that under the Director of Enterprise structure did not include the Croc Shop and New Mapoon General Store.

CEO will amend the draft corporate structure 2009-2012, before final distribution.

CEO advised that there wouldn't be a reduction in wage cost immediately. He said it will take effect once council replaces employed consultants with our own employees.

Cr Elu asked whether Council would re-advertise for the Director of Community Service position.

CEO informed council that the Director of Community Services performance is outstanding and that it will be a great benefit for council to extend his employment..

Recommendation to Council:

Resolution: That Council accepts and endorses the revised Corporate Structure 2009-2012, submitted for the Council meeting on Wednesday 5th May 2010.

Moved: Cr Aniba

Seconded: Cr Lui

Carried: 4/0

Date: 06/05/2010

### **Budget Meeting**

CEO informed Council for a Special Budget Meeting to be held before the 30<sup>th</sup> June 2010, and should council wishes to have this in Cairns?

Council endorsed that the Special Budget Meeting nominated for the Friday 18<sup>th</sup> June 2010, be held in Cairns.

Resolved: That Council note and accept the Chief Executive verbal report and recommendations for the Council Meeting Wednesday 5<sup>th</sup> May 2010.

Moved: Cr Nona

Seconded: Cr Aniba

Carried: 4/0

Date: 05/05/10

### **Agenda Item 3 – 9:30am to 9:45am Director of Engineering Report**

The Director of Engineering Report Manager tabled his report as follow:

Numerous projects as weather conditions improved but recent heavy & consistent rain has caused us some delays; however Council expect to re-start these works around the 27/4/10. Our first priority is to replace the culvert south of Injinoo on the main road.

Recent information to hand suggests that our ongoing frustrations with obtaining information from ATSI housing is due to a major reshuffle of that particular department, including some resignations of senior key staff. Council will be continuing to pressure them for information. The housing rollout is continuing to progress and it is now mostly up to the various government departments to take the next steps.

Director of Engineering will be updating the CEO on issues as they occur.

Council has recently been negotiating with the RADS & RASP funding bodies for some \$800,000 for works at the airport, while there has been no definite approval yet, it seems Council are considered very favourably. Funds would be used to bitumen reseal the runway, additional drainage works and other general improvements at the site. NDRRA funding of \$340,000 has been allocated to various local roads and works will commence immediately.

An initial concept of the proposed Injinoo subdivision has been drafted and will be discussed with that community in the near future. It is not proposed in any specific location; rather it is to give community members a look at a modern style subdivision design complete with recreational areas. A copy is included in this report for council's perusal & thoughts.

Parks & Gardens staffs have been advised to increase their collection of roadside litter, particularly before mowing. The Hygiene staffs have been asked to examine their garbage collection system and correct some issues with refuse collection in Seisia. Housing Officers have been advised to increase their efforts on reducing rent arrears.

The NPARC veterinary service provider recently visited the local communities concentrating this time on de-sexing horses and other horse health issues. They did also euthanize & de-sex dogs as well. We are awaiting the vet's report on the number of animals dealt with.

All Engineering Services managers have been advised that an extra effort is required to have all NPA communities looking neat & tidy for the ministerial visit beginning on the 12<sup>th</sup> May 2010.

Due to the relatively short reporting period and the absence of the CEO at the previous meeting, the detailed operational structure of the various Engineering Services Dept presented last month has been included in the general departmental section of this report as well for further discussion if necessary.

### **Current Projects**

- **Umagico & Injinoo Sports fields-** The turfing is completed at the Umagico sports field and is growing well. There have been delays in getting materials to site but we are expecting to start the pump system installation shortly.
- **Umagico Sports Hall** – The hall is being used by the community and are pleased to see that Tropic Lawns have donated addition turf which Seaswift delivered at no cost which was laid in front of the building covering the bare earth. A letter of thanks will be prepared by the DoES.
- **Airport Perimeter Fencing Supervision-** Contractor appointed and work is progressing well.
- **Repairs to Major Culvert** – All materials recently arrived on site and repairs will commence 27/4/10.
- **Minor works Projects** – The following minor works have been advertised as tenders on the 23/1/10. The closing date of these projects was extended by order of the council. All interested parties have now submitted prices and the tenders have closed.
- Capping & Remedial Works at the Old Landfill.

Status – Contractor appointed and work will commence shortly.

- Extensions to the existing NPA Landfill

Status - Contractor appointed and work will commence shortly.

- Supply & Install Aeration Sprinklers at Bamaga Sewerage Ponds

Status - Council will undertake the works in house. Awaiting materials.

- Reconstruction of Seisia Carpark

Status - Contractor appointed and work will commence shortly.

- **\$2M Capital Works Program** - Currently discussing final works with contractor.
- **Provision of Fire Protection Services** - Contractor recommended – awaiting CEO's decision.

## 2. Financial and Resource Implications

Council are at last starting to see some specific purpose funds flowing into the Engineering Services Dept with the \$340,000 NDRRA (Flood Damage) 2007 / 2008 released by Main Roads for works on various local roads. Council are now confident that the 2008 / 2009 NDRRA funds will be released directly to the NPARC within the next 3 months. While this is of great benefit to the Roads Division other divisions are still on a very restricted spending policy. However, it now seems likely that the RADS & RASP funding applications for the airport works submitted last year are being favourably considered. While we may not get the entire \$864,000 we applied for, Council look certain to get a significant amount.

With recent adjustments to the NPARC accounting system, our Finance Dept has assured me we will be able to access financial data more easily and future Engineering Services reports will be able to show financial data on projects & general operations.

## 3. Conclusion

Council believe the idea of the 5 councillors providing a priority task list in each of their communities that was discussed at the last council meeting would be very beneficial in developing work programs. At a recent managers meeting, all managers (including the DoES) agreed that what we might see as a priority task might differ from what the community or councillor feels has the greatest priority. With this in mind the Engineering Services managers and the DoES are looking forward to working closer with the various councillors to gain a greater understanding of specific community needs.

Cr Lui requested that Council should consider our NPARC boilermaker take on fixing aluminium boats. Legacy Council has provided this welding service to the community previously.

CEO to investigate.

Cr Bond requested a follow-up from the previous meeting with Jim Foody and Manager of Parks and Gardens. A priority list for New Mapoon's parks and garden is yet to be made.

Resolution: That Council endorse the resubmitted NPA Council Vehicle Use Policy and note and accept the Director of Engineering Report for the Council Meeting Wednesday 5<sup>th</sup> May 2010.

Moved: Cr Aniba

Seconded: Cr Bond

Carried: 4/0

Date: 05/05/2010

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

The Director of Finance reported as follow :

The recruitment of the Assistant Grants Officer and Junior Accountant have commenced at the Cairns Office, and that applications for the Director Finance position has closed attracting 13 applicants. Interviews to proceed on the 21<sup>st</sup> May 2010

Tabled for council review and comments are the following reports:

1. Current Creditors 28/04/10
2. Current Debtors 28/04/10
3. Current Bank Accounts 31/03/10
4. Current Investments QTC 31/03/10

The Director of Finance noted that the work continues issues carried forward from the Year- End accounts. A work schedule has been prepared to cover all tasks to be addressed by accountants and consultants.

**Comparative Balance Sheet and Income Statements**

1. Statements of Current Debtors
2. Current Creditor

Current situation is sound, but collections need to be followed up vigorously and restraint on expenditure needs to continue.

CEO informed council that currently we are looking at two aged debtors reports – the current and that which we have inherited.



Cr Lui, complimented on finance report being very informative, but if it could be simplified into graphs as well as just the report.

CEO advised that Rental arrears were still a big issue, Housing Officer have approached and have written to tenants on a numerous occasion to arrange payment plan, These tenants are known to have large assets and have full time employment, but still no effort of payment have been made.

CEO advised that council will need to draft and put in place a payment policy.

Cr Elu suggested that CEO take action on writing to these tenants and Council would need to address this matter to the Minister to finalise a mainstream housing policy to enforce on these tenants eviction being the next step.

Cr Lui queried about the number of tenants that have large rent credits as per report.

CEO informed council that tenants were paying more than their standard rent charge, but have been notified and are encouraged to collect their monies.

Cr Bond asked by referring to Yorkston Construction, that if all businesses are approached in the same manner when monies were owed in their outstanding accounts.

CEO informed council that Yorkston Construction was charged for the material Council had purchase for the job at Alau canteen.

CEO also advised council that all commercial and business debtors with large account will be managed by the Cairns office. Ms Leandra Newman will tackle all the housing rental and small debtors account. The NPA Family Resource Centre account balance was not determined and need to be sorted out.

CEO also highlighted that \$500,000 of Tax bill is owed by previous legacy councils To Australian taxation office.

Cr Nona commented on the \$11,739 that is listed as the Injinoo Trust Account?

CEO advised that the money was held in trust on behalf of the Traditional Owners who had agreed that the money should be used towards the funeral arrangements for the last Traditional Elder of Atambaya. He noted that Council had spent in the order of \$25,000 undertaking funeral arrangements and that the \$11,739 would be a contribution towards that cost. Council would need to resolve to accept that funding and to agree to accept the remaining balance as a Council Cost.

**Resolution:**

That Council resolved to accept the contribution of \$11,739 from the Injinoo Trust Account and that the funds be placed to the credit of the Sundry Income account in the general Ledger and that further, Council would seek no further recompense for the costs it had incurred on behalf of the Traditional Owners by undertaking the funeral arrangements.

It was also resolved that Council note and accept the Finance Report for the Council Meeting of Wednesday 5th May 2010.

Moved: Cr Aniba

Seconded: Cr Lui

Carried: 4/0

Date: 05/05/2010

**Morning Tea 10:00am – 10:30am**

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

The Director of Enterprise Manager tabled his report as follow:

The financials do not include any depreciation

**Divestment:**

The Divestment Team of Enmark and Devenish Law have furnished 3 template documents as follows:

- *Licence to Occupy Part of Building*
- *Licence to Occupy Whole of Land.*
- *Licence of Enterprises and Rights of Occupation*

The documents were sent to the solicitor's of the Seisia Community Torres Strait Islander Corporation (SCTSIC) for comments and an independent review. A workshop with the Office of Registrar of Indigenous Corporation and "Directors" of the Corporations registered and to be registered as a community controlled Corporation was held the weekend of the 17<sup>th</sup> April.

The volunteers from the *Indigenous Volunteers Australia* (ICV) organisation assisting the respective communities apart from the Bamaga Community were also in attendance. These volunteers have given up their time to assist each organisation with governance requirements.. Apart from the SCTSIC whose volunteer has been involved in dissecting the Seisia Community development plan all other volunteers have been active in completing specific rules in order that once incorporated the individual incorporated body has a unique rule book specific to that community.

The financials for the Jardine Ferry, Readymix concrete plant and Injinoo service station appears to be flawed. I have included the figures as they appear in the general ledger and will continue to investigate the issue.

1. **Jardine River Ferry and Service Station**

Reporting Officer: Charles Woosup

Purpose of Report: Progress Report and Action Plan.

- **Ferry Motor** – A new motor was recently commissioned to replace an aged motor. An issue of the cable not rolling on and off the drive properly is being addressed. The closure of the ferry operation was a necessity for this exercise to take place. Notices via print and radio media were circulated to the public notifying closure.
- **MSQ Workshop** – The Department of Marine Safety Queensland recently held a workshop in relation to *Changes to the Commercial Vessel Records and manuals* requirements. All staff attended the workshop and respective procedures of same need to be identified and recorded accordingly. An issue to practice drills requires attending to.
- **Water Treatment** – The filtration of water suitable for safe human consumption is still being investigated by the engineer
- **Peninsula Development Road** – The issue of the closure of the Development road north as published in the Cooktown Bulletin has been resolved. A small number of visitors plus local traffic have started to use the road.
- **CDEP** – It is proposed to use the CDEP program to initially start 2 participants to marshal vehicles on and off the ferry as a safety issue. This will also enable data to be recorded at the ferry. The proposed start date will be the end of May.

The Endeavour Rally – ‘Just of Kids motor trail’ are visiting the NPA in August 2010, to raise fund to support the disadvantage and disabled children.

The organisation has requested a discounted fare in support of their cause to cross the Jardine Ferry.

Recommendation:

It is resolved that Council support and authorise as matter of goodwill the discounted fare to the Just for Kids Motor Trail.

Moved: Cr Nona

Seconded: Cr Aniba

Carried: 4/0

Date: 05/05/2010

2. **Injinoo Readymix**

Reporting Officer: George Ropeyarn

Purpose of Report: Progress Report and Action Plan.

- **Scale** - A problem with the scale has been attended to by an electrician. A quote to fix up all electrical issues at the plant has been requested from the electrician.

### 3. Injinoo Service Station

Reporting Officer: Josh Paii

Purpose of Report: Progress Report and Action Plan.

- **Service Station attendant** – A casual has been employed at the service station to assist the manager. It may now mean the opening hours may be more consistent.

Cr Nona was critical of the fact that the Injinoo Service Station is not providing an adequate service to the Community. She noted that it was often closed at inconvenient times including lunch time and on week ends.

CEO to action.

### 4. Alau Supermarket

Reporting Officer: Peter Craven

- Purpose of Report: Progress Report **Supermarket veranda roof** - Quotes are currently being obtained to replace the veranda roof and ceiling at the supermarket. The veranda roof requires replacing due to the current ceiling rotting and falling down. This occurred due to the existing veranda roof have no pitch and therefore no fall to allow for rain to run off. One block will be removed, and will still be in compliance with the building standard.
- **Trading** – The supermarket is trading well

Cr Lui requested that Alau store manager increase the stock of frozen vegetables, being much cheaper and that fresh vegetable were deteriorating too quickly.

The outcome from the Qld Health screening in the NPA is for the Alau supermarket to also install a healthy nutrition section, and to encourage people to have healthy eating lifestyle. Council to support and promote a healthy lifestyle program in newsletter.

CEO advised that Council had just purchase new fridges and it shouldn't be a problem to increase stock.

Cr Elu informed council that Seaswift's second vessel –MV Trinity Bay will recommence its service very soon.

### 5. Alau Tavern

Reporting Officer:

- Purpose of Report: Progress Report Workers have commenced in replacing the roof of the Tavern. This should be completed within two weeks

A meeting will be held with the project manager in order that the internal refurbishment of the kitchen can proceed as soon as possible.

6. **Umagico Campgrounds and Budget Lodge**

Reporting Officer: Delma Magala

Purpose of Report: Progress Report

- A n application for a grant to construct a camping ground office has been successful. The sign off on the grant is being processed. Hopefully an office is built within the next 3 months.
- Animal management is still a major concern

CEO informed council that the current manager for budget lodge is not correctly charging people for their accommodation. CEO will have a walk through with Cr Lui, the Enterprise director and the Engineering director.

Cr Lui highlighted on the proposal from Rob Camody to management the Alau campgrounds.

7. **New Mapoon Enterprises**

Reporting Officer:

Purpose of Report: Progress Report

- Volunteers from ICV have been involved with the directors from the New Mapoon Enterprises to develop a rule book for incorporation and also to dissect and further the New Mapoon Community Development plan
- The report below incorporates all rental payments with no expenditure charged against the respective "lease". Any works conducted and it is understood that there has been minimal works conducted, has been costed to Councils' general works.

Cr Bond informed council that the management of New Mapoon store is trying to sell the business and it been advertised.

CEO mentioned that due to no lease agreement that there is no guarantee with selling the business.

8. **Seisia Meat works**

Reporting Officer: Chris Cutuli

Purpose of Report: Progress Report

- A sentinel herd of 11 cattle will arrive at Seisia on the 3<sup>rd</sup> May. The cattle will be bled each month by AQIS for any exotic disease that may come from overseas. The meatworks is working closely with the AQIS to ensure this process is monitored regularly.
- The meatworks is looking at purchasing a fodder feeder to replenish fresh feed during the drier months.
- Pricing of products is continuing to be monitored.

9. **Tarzali Farm**

Reporting Officer: David Shaw

Purpose of Report: Progress Report

- The manager is currently working with the AQIS vet in preparing the cattle to be shipped to Seisia

**Bamaga Farm**

CEO advised that council now have the approval from DPI, and that the farm will be proceeding in phase one. The farm will produce vegetables such as potatoes, sweet potatoes, watermelon and zucchini, a report to be tabled at the next Council meeting in June 2010.

10. **Seisia kiosk**

Reporting Officer: Anna Nona

Purpose of Report: Progress Report

- o Pricing and staffing levels at the Kiosk are being monitored
- o The restaurant will open for normal trading once the tourists start arriving.

11. **Seisia Supermarket**

Reporting Officer: David Ross

- Purpose of Report: Progress Report Prices at the Supermarket are being continuously monitored and reviewed.
- Refrigeration problems have been and is currently a major issue including cost. Equipment repairs and maintenance have doubled its budget.
- Refrigeration issues mean no product on the shelf meaning no sale.
- Freight costs are also a big concern.

12. **Seisia Service Station**

Reporting Officer: Rosie Dunn

Purpose of Report: Progress Report

13. **Seisia Campgrounds**

Reporting Officer: Eugenie Ball

- Purpose of Report: Progress Report All brochures and flyers were delivered to Sydney for the 4WD Camping and Caravanning and Super show. Reports indicate that the NPA Torres Strait stall organised by the late Mick Crawley of TSRA was an overwhelming success. There should be benefits to the whole area from the show.
- Tourists are starting to arrive.
- The manager has closed the camping ground park to local families using the park facilities in the weekend due to some vandalism and littering of the area.

14. **Rental Properties**

Reporting Officer: Eugenie Ball

- Purpose of Report: Progress Report
- The renovation of a one bedroom unit should be completed with in the month

**Recommendation:**

It is resolved that Council note and accept the Director of Enterprise Manager Report for the Council Meeting of Wednesday 5<sup>th</sup> May 2010 be accepted.

Moved: Cr Nona

Seconded: Cr Bond

Carried: 4/0

Date: 05/05/2010

**Agenda Item 6- 11:15am to 11:30am Economic Employment Development Unit Manager Report**

The Economic Employment Development Unit Manager tabled his report as follow:

During the last month the team has been busy organising training in Cert 2 Horticulture, Coxswains, Cert I chainsaws, Light Construction, Retail, Cert I Plant Operations for the CDEP participants that have requested further training in their Employee Pathway Plans. We have approximately \$600,000 to spend on training before the end of this financial year and the selected areas are seen as potential employment opportunities in the future. The CDEP team has also commenced projects listed in the NPARC Community Action Plan which is a combination of training and project outcomes across all communities in the NPA.

The farm plan is expected to be completed by the end of this month.

**1. Business Assistance**

Continued support to assist Tony Mara to become a licence builder with his Cert IV

**2. Working on Country Application - Ranger Program**

The Ranger program is going very well with all reporting and operational requirements being exceeded by the Rangers.

- Clean up of beaches and Ghost nets from No2 to Red Point.
- Fee for service work with AQIS for the NPA plant survey.  
\$2500in fee invoiced.
- 3 Rangers have completed the Elements of Ship Safety course.  
This is the first stage of obtaining a coxswains licence.
- Weeds spraying out to Somerset and the old cemetery at Injinoo  
in preparation for the new fencing.

- Discussions with Rio Tinto on the rangers handling the NRM service on the lease area on the West Coast.

Ranger coordinator attended meetings in Cairns with other ranger groups as well as completing the 1080 Baiting training.

### **3. Employment and Human Resources**

Reporting Officer: Alex Barker

Purpose of Report: Update on Employment within the NPARC

Number of Jobs advertised – 2

Number of Terminations – 1

Number of Warning Letters Issued- 3

### **4. Conferences**

Reporting Officer: Alex Barker

Purpose of Report: To update Council on Conferences attended.

Nil

### **5. Meetings:**

Reporting Officer: Alex Barker

- Purpose of Report: To update Council on meetings attend Meeting with ITEC and JOB Find in regards to CDEP
- Meetings with DERM regarding Wild Rivers .
- Meeting with CAT regarding the New Mapoon Park project
- Meeting with the Schools regarding the Careers Market and Work experience planned over the school holidays

Meetings with TAFE regarding Training.ed.

Council was informed of an incident that happened with the Ranger's vehicle while trying to assist tourists across the Crystal Creek –on Virilya point road.

Cr Lui informed council that petrol has been stolen from the Ranger's compound.

CEO mentioned that the fuel has since been returned.

Recommendation:

It is resolved that Council note and accept the Economic Employment Development Unit Manager's Report for the Council Meeting of Wednesday 5<sup>th</sup> May 2010.

Moved: Cr Nona



Seconded: Cr Aniba

Carried: 4/0

Date: 05/05/2010

**Agenda Item 7 - 11:30am to 12:00pm Director of Community Service Mangers Report & PCYC**

The Director of Community Services -Russell Symons, together with Sonia Townson Coordinator for PCYC Bamaga was invited, to table the MOU and the (draft) NPA Sport and Recreation Reference Body - Terms of Reference, for council endorsement.

Cr Lui currently holds the portfolio for Sport & Recreation expressed his input in forming a NPA Sporting Association to run these events, and have other sporting interest to cater for everyone such has softball, basketball, and volleyball.

The aim is to hold these events leading up to main football match, creating a mini sports carnival every Saturday.

Another local interest was based on the high number of children seen horse riding in the community, to start a saddle club.

Cr Bond advises that they would need to speak to the NPA College who are currently running a similar program; it would only cause duplication, they should work together.

CEO recent visit to Cairns spoke to FNQ Swimming Club who is willing set up membership programs for NPA.

Cr Lui suggested that PCYC move into our Sports and Recreation building.

**Events Manager – Sports & Rec**

The Director of Community announced the resignation of Events Manager Sireli Vola vola. Council accept his resignation and will need to consider the existing staff to take on this position before readvertising.

Cr Lui request the yardmen for Bamaga sports field are to maintain all sports field in the NPA.

CEO to speak to Director of Engineering for Facilities Manager as per community.

Cr Bond also queried on the process of the AFL lease agreement for the new mapoon sporting oval.

### Community Police

1. The Community Police team are attending training to prepare them to better handle Domestic Violence:
  - a. Recognition and understanding (lead-up behaviour, impact on those involved, the violence cycle)
  - b. Dealing with DV incidents

Follow-up (referrals and strategies to reduce the recurrence of DV)

### **SEDS – Social and Economic Development Service**

Focus on establishing a Youth Forum in 4 of the communities – Seisia already has a functioning Youth Forum. The next stage is to create a NPA Youth Council that will lead to a NPA/Torres Strait Youth Council to provide youth representation for the region.

### **RIBS – Remote Indigenous Broadcasting Services**

The imminent filling of the vacant broadcasting position will enable to the current 4 hours per day of live radio broadcasting to be increased to 8 hours

### **Bus Services.**

Council is informed that Queensland transport –cannot fund the school runs for our senior students living outside the 4.8kilometer zone.

Deputy CEO highlighted that a community/school bus will be utilised for the Minister visit during 11- 13<sup>th</sup> May.

Cr Lui requested that the mini bus that transported CDEP participants to attend TAFE training, be also used for the sporting events on the weekends.

CEO agreed, on a trial basis and on the terms and conditions of the new vehicle policy and that PCYC contributes drivers and fuel also.

PCYC –Ms Townson, informed council that PCYC would be committed to money towards running these events.

### **IKC – Indigenous Knowledge Centres**

Funding has been confirmed until 2013 for the ‘Let’s Read’ early childhood language and literacy program to run in each of the 5 NPA communities

### **Funeral Services Arts, Craft and Culture**

1. Matthew Kulla Kulla has been employed as an Arts Support Officer
2. Discussions are being made with Umi Arts, the peak body for Indigenous arts and culture, to visit the NPA to further develop the level of support for artists in the NPA

3. Methods of supporting the NPA College's art and broadcasting programs are being investigated

### **Special Projects**

1. AFL - An initial meeting with the AFL was held to advance the project to develop the New Mapoon oval and prepare the way for a greater level of activity from AFL
2. NPARC infrastructure - Peter Anderson and I have been meeting with Telstra and Civica to address a number of issues regarding:
  - a. The roles and responsibilities of Telstra, Civica and NPARC
  - b. The point of demarcation between Telstra and Civica
  - c. Risk management for the new Managed Services IT model
  - d. Additional infrastructure costs and potential savings associated with implementing the proposed TIPT phone system
  - e. Design factors that NPARC need to understand in order to maximise the savings available through the TIPT phone system
3. Indigenous Mentoring Program - Registrations have been submitted for the training provided jointly by Department of Communities and Department of Education and Training – there will be no cost to NPARC. The program consists of 3½ days of workshops spread from May to November, with phone and email support over the duration of the course.
4. All Abilities Playground - Community Services will be providing logistical support and oversight to the development being project managed by Centre for Appropriate Technologies

NPA Show Sponsorship - Response to the letter requesting sponsorship for the Show has been very disappointing. Direct contact with our top 170 suppliers resulted in pledges amounting to only \$9,350 cash from 6 sponsors with a further approximately \$50,000 of "in kind" support from 4 sponsors.

Recommendation: That Council endorse the PCYC MOU and note and accept the NPA Sports & Recreation body terms of reference.

Moved : Cr Aniba  
Seconded : Bond

It is resolved that Council note and accept the Director of Community Services Manager Report for the Council Meeting of Wednesday 5<sup>th</sup> May 2010 be accepted.

Moved: Cr Lui  
Seconded: Cr Bond  
Carried: 5/0

Date: 05/05/2010

**Agenda Item 8 - 1:30pm - 1:45pm Mr Quentin Maclaine - Principal Project - ATSIIS**

Mr Quentin Maclaine is invited into the meeting to make his presentation to council.

Mr Quentin Maclaine, acting Principal Project Officer with Aboriginal and Torres Strait Islander Services (ATSIIS), addressed the Councillors on his role in the NPA and the experience and qualifications which he brings to the role. His broad brief is

- Encouraging productive partnerships
- Community engagement
- Improving governance
- Ensuring better performing and more accountable service providers and shared responsibility

Quentin's and ATSIIS' primary concerns at present are alcohol reform and job creation. His duties incorporate membership of the Alcohol Management Steering Committee.

Quentin has extensive background in dealing with social justice issues with Indigenous and minority groups in 5 Australian States and Territories, the Channel Islands and the Solomon islands. The roles include;

- an advisory role with the Solomons Government regarding Juvenile Detention reform;
- co-managing a Behavioural Management unit in a multi-racial High School in East London;
- running outward-bound courses for at-risk young Madeiran adults on canals in Western France;
- Assistant Director (Information Management) with the Office for Aboriginal and Torres Strait Island Health (OATSIH) in Canberra; and
- Project management at the Brisbane Youth Detention Centre in Indigenous youth transition reform, etc

Quentin's qualifications include;

- UK degree in Professional Studies;
- QA Internal Auditor Certificate;
- Cert IV in Workplace Training;
- Cert. Management of a Licensed Premises; and
- Blue Card for working with Children

Cr Elu advised that council here is the recognised body for governance in the NPA, and that all government workers would need to work together with council at the first instance without 'crossing over' and carry out their business in these communities. This was the case with the previous senior ATSIIP Officer based at Thursday Island.

CEO mentioned that Council plans are council driven for these communities, and should not be driven by other departments.

**Agenda Item 9 – 11:30am to 12:00pm – Ms Sonia Townson – PCYC**

**Refer to agenda 7**

**Lunch 12:00pm – 1:30pm**

**Agenda Item 10– 2:00pm to 2:15pm Mail Register**

Due to issues with the computer migration, the mail register could not be tabled It is resolved the Council note the Inwards and Outwards Mail Register will be tabled at the next meeting 1<sup>st</sup> June 2010.

**Agenda Item 9– 11:30pm – 12pm Other Business**

**1. Newsletters**

The following amendments to be done on the NPA Newsletters issue no. 13 and Issue no. 14, before distribution to the community.

**Newsletter Issue 13.**

Page 10 – 2<sup>nd</sup> paragraph

Page 13 – apprentices to be named as per community Council.

**Newsletter Issue 14.**

Page 8 – first paragraph in brackets (buried at Injinoo) should be Alau

Page 8 – the white stone lined main road in Injinoo, right side picture wrong location.

Page 9 – Last paragraph work finder – should be jobfind

Council endorses the publication of the 13th Issue of the NPA News.

Moved: Cr Lui

Seconded: Cr Nona

Carried: 4/0

Date: 05/05/2010

**2. Josephine Sebasio – Rental Issue**

CEO to investigate further with Director of Engineering.

**General Businesses.**

**Cr Nona**

- Bus Shelters to be installed in the new subdivisions

- Street Lights that were purchase prior to the amalgamation to be install at the look out, could the lights be divided and also install in the parks at Injinoo.

CEO to follow up with Director of Engineering.

**Cr Bond**

- Invited CEO next Form meeting to discuss – Enterprises, and lease issues.

**Cr Lui**

- Street lighting and fencing for the central park

**3. Queensland Rugby League Northern Division – Sponsorship**

Letter was tabled Queensland Rugby League Northern Division seeking support in funding assistance of \$10,000 - \$15000 to the Torres Cape 2010 Foley Shield.

Council resolved to decline due to financial constraints and noted that we would be applying any surplus funds towards our own association.

Deputy CEO to respond to QRL.

<b>Meeting Close 2:45pm</b>
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**Next Meeting –Tuesday 01<sup>st</sup> June 2010**