



Northern Peninsula Area Regional Council

MINUTES OF NPARC ORDINARY MEETING MEETING NUMBER 33 - Cairns

Notification Date	Friday 29th October 2010
Meeting Date	Tuesday 2nd November 2010
Meeting Location	Cairns Council Office
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
Cr. Lui
- Declaration of Conflicts of Interest
Nil
- Declaration of Material Interests
Nil

AGENDA

Agenda Item (1) - 9:00am to 9:15am - Minutes of previous Council Meeting October 2010

- Cr. Elu, requested that when Council is meeting next time in Cairns that Seth Fourmile is invited to provide the welcome to Country.
- Cr. Elu announced that he and Cr. Williams are now members of the NQNRM Board

Recommendation:

It is resolved that the Minutes of the previous meeting held 2nd October November be accepted true and correct.

Moved: Cr Aniba

Seconded: Cr Bond

Carried: 5/0

Resolution 01.02.2010

Matters Arising from the previous Minutes .

- CEO mentioned the issues around the Housing tenancy management and that the request to have a senior officer from the department of Communities, Housing branch has not been forthcoming. Council was contacted by housing in Brisbane and an offer of a representative was made and declined by the NPARC as a presentation by a junior office was pointless
- Cr Elu commented that this issue of housing and how the State government treats this council and other remote councils will be a large point of discussion at the next Round Table

The CEO informed Cr. Elu that the presenters from Cardno for Agenda Item two (2) will be late arriving from Brisbane and suggested that Item three (3) be brought forward.

Agenda Item (2) – 9:15am to 10:00 am Chief Executive Officers’ Report

- CEO handed out a range of documents and Policy Recommendation – that the NPARC Adopt the Queensland Department of Local Government Model Local Laws

Resolution: That the NPARC is to adopt the Queensland State Government Model Local Laws

Moved Cr. Williams

Seconded Cr. Nona

Carried 5/0

Resolution 03.02.20.2010

- Grants Commission – CEO announced that he has been appointed as a member of the Queensland Local Government Grants Commission, the membership begins on November 1st and goes for three years
- CEO tabled the letter from Council legal advisors Preston Law with regards to two lease requests received by them from Optus Mobile. The terms of the lease were

discussed. Council had no objection to the lease agreements and requested that the matter be forwarded to the New Mapoon Community Forum, Land Panel.

Recommendation:

That Council note and accept the report given by the Chief Executive Officer for the council meeting of Tuesday 2nd November 2010.

Moved: Cr Aniba

Seconded: Cr Bond

Carried: 5/0

Resolution 04.02.102010

Morning Tea 10:00am – 10:30am

Agenda Item (4) – 11:00pm to 11:15pm Director of Engineering Report

1. Extraction of Sand for the Injinoo concrete batching plant – Council review the report by the Director of Engineering Services. Council requested that the Director of Engineering Services develop a technical paper on the extraction of sand from the NPA for discussion. A Council sub-committee is to be established with the members of:-
 - a. Cr. Nona
 - b. Cr. Williams
 - c. CEO
2. **Recommendation:** Council resolved to accept the recommendation by the Director of Engineering for the award of the contract to Craig Knowler of \$477 per week for a period of 12 months to be reviewed in 3 months and reported back to Council by the Director of Engineering Services

Moved Cr. Bond

Seconded Cr. Williams

Carried 5/0

Resolution 05.02.10.2010

3. **Recommendation:** Council resolved to accept the recommendation by the Director of Engineering for the award of the contract to Surum Services of \$825 per week, for a period of 12 months to be reviewed in 3 months and reported back to Council by the Director of Engineering Services

Moved Cr. Williams

Seconded Cr. Nona

Carried 5/0

Resolution 06.02.10.2010

4. **Recommendation:** Council resolved to accept the recommendation by the Director of Engineering for the award of the contract to Surum Services of \$0.10 per square meter for mowing and ground slashing, for a period of 12 months to be reviewed in 3 months and reported back to Council

Moved Cr. Bond

Seconded Cr. Aniba

Carried 5/0

Resolution 07.02.11.2010

5. **Recommendation:** That the offer from Remote Area Earthmoving for the construction of new house-pads be accepted as recommended by the Director of Engineering Services.

Moved Cr. Williams

Seconded Cr. Bond

Carried 5/0

Resolution 08.02.11.2010

Recommendation: That the Report from the Director of Engineering be for the Council of November 2010 be accepted.

Moved Cr. Aniba

Seconded Cr. Nona

Carried 5/0

Resolution 08.02.11.2010

Morning Tea – 10:08 - 10:30

Agenda Item (2) moved to Agenda Item three (3) NPARC Management Plan – 10:30am

Kerry Jones – Cardno Engineering Consultants, Brisbane

Patrick Lavery – Cardno Engineering Consultants, Brisbane

Ian Doust – RPS Land Planners and Surveyors, Cairns

Welcome by Cr. Elu

Opening address by Patrick Lavery. Patrick led the Council through a Power Point Presentation on the NPARC Total Management Plan and Land Use Plan project.

Cardno were engaged by the NPARC to help produce:

- A Total Management Plan (TMP) – to plan Council services
 - An Asset Replacement Report
 - Infrastructure and Land Use Planning (in conjunction with RPS)
-
- Funding was provided through the MIP program
 - Started in June 2010, finish in December 2010

Opportunities identified:

- To develop a Community Plan to lead the Total Management process
- Satisfy requirements of the *Local Government Act 2009*
- Satisfy requirements of the *Sustainable Planning Act 2009*
- Introduce software into Council operations
- The Asset Replacement Report was completed in July 2010
- For the Enhanced Total Management Plan (ETMP) and the Land Use Planning, community consultation was carried out in August 2010
- Talks with the Council executives was carried out in October 2010
- CEO reviewed the full documentation in late October 2010

The ETMP Project will allow Council to:-

- Plan the provision of services
- Allow community input into Council planning
- Justify grant applications for capital works
- Document strategic information
- Provide a road-map for sorting out land tenure
- Inform the community of Council's limitations
- Help plan finances and human resources
- Meet regulatory requirements

Questions?

Cr. Bond – can we change the State 20% employment policy to 40% “local” indigenous employment?

CEO commented that the State Government 20% Indigenous Employment policy is a minimum requirement, council can work with the successful contractor/s to provide the best opportunity to the contractor to engage more locals.

Cr. Elu – I am yet to see this policy outcome achieved

Cr. Williams – the policy should be drafted in the reverse = 20% imported employment and the rest local

Cr. Elu – there should be penalties for contractors who do not comply (can there be penalties in the contracts)

Cr. Aniba – we also need to investigate the capacity of the regions ‘potential’ trade base, starting in the senior school environment and provide assistance through to the proposed Trade College and on to employment (with support).

Cardno continued and took the Councillors through the *draft* Corporate Plan, Financial Plan – 10 year financial forecast, and the Land Management Plan

Ian Doust from RPS presented and provided copies the draft Land Plans to the Council

Resolution: Council resolves to endorse the ETMP Project 2010 including the land plans and mapping as presented by Ian Doust of RPS

Moved Cr. Williams

Seconded Cr. Aniba

Carried 5/0

Resolution 09.02.11.2010

Lunch 12:19pm – 1:30pm

Agenda Item (5) – 1:33pm Director of Finance Report

Annette King and Peter Anderson

- Peter acknowledged the Council and distributed a copy of the 2010 unaudited financial statements.
- Reported that this years audit was completed in reasonable time, but the 2010 Statements are yet to be signed by the QAO.

- Mr. Anderson highlighted the differences between the two sets of Statements.
- A Statement of material concern will be issued by the QAO which relates to our liability against Grants versus the Cash in Bank “Going Concern”.
- Mr. Anderson and Mrs. King highlighted the reasons for the cash shortage and indicated that the NPARC had expended \$1.7M in funds for Amalgamation restructure activities, and the impact of the Employment Code of Practice
- The changes by the Commonwealth with regards to the CDEP has also reduced cash coming into the Council by an estimated \$1.2M per year.
- The finance team also indentified a blow-out in the increase in Superannuation between 2008 and 2009 and 2010. It was discovered that quite a few employees were not receiving the right employer contributions and this issue was corrected in the 2009/10 fiscal year (*note 5 in this years financial statements*)

Meeting suspended 1:55

Melbourne Cup

Meeting resumed 2:11

- CEO commented to the Council that council is working with the Queensland Treasury Corporation to complete a sustainability review of the NPARC.

CEO - Announced the resignation of Peter Anderson and Council acknowledged Peter's outstanding effort over the passed two years

Recommendation: That Council accept the report from the Director of Finance and adopt the Unaudited Financial Statements for 2010

Moved: Cr Bond

Seconded: Cr Williams

Carried: 5/0

Resolution 10.02.112010

Recommendation: Council accept the Inwards and Outward Mail Registers

Moved: Cr Aniba

Seconded: Cr Bond

Carried: 0/5

Resolution 11.02.11.2010

Recommendation: The NPARC nominate Cr. Bond to sit on the WCCCA Trust and Committees for the two year term beginning October 2010 and ending in October 2012

Moved: Cr. Williams

Seconded: Cr Nona

Carried: 0/5

Resolution 12.02.11.2010

Recommendation: That Council nominate Erra Bond to be the proxy for Cr. Bond to sit on the WCCCA Trust and Committees

Moved: Cr. Nona

Seconded: Cr. Williams

Carried 5/0

Resolution 13.02.11.2010

Council authorise the CEO to formerly forward the resolution of Council to the WCCT Executive Officer

Afternoon Tea 2:45pm – 3.15pm

Agenda Item (11) - 3:45pm – 4:00pm

1. NPARC Newsletter Issue 19

Council endorsed the NPARC News Letter No 19 and requested that comments for any amendments can be received up to this Friday at 5:00PM

Meeting Close 3:00PM at 7th December Alau

Attachment – *Table of matters raised by Council in General Business*

Matters Raised by	Date Raised	Matters Raised	Responsibility of	Current Status	Estimated Completion Date
Cr. Nona	02.11.2010	Leasing of the Injinoo Council office Kiosk	EEDU	CEO Commented that the EEDU was investigating the condition of the Kiosk and arranging the Lease agreement	December 2010
Cr. Williams	02.11.2010	A large number of the street lights in Sagaukaz Street are not working	Engineering / Ergon		
Cr. Aniba	02.11.2010	Announced the launch of the NPA Education Council on 24 th November at 08:30am at Injinoo	N/a		
Cr. Bond	02.11.2010	Issue at quarry heights with traffic crossing the unsealed central area. Council needs to construct a barrier to protect this area	Engineering		
Cr. Bond	05.10.2010	Training to be organised for the Community Forum Members	D CEO		
Cr. Bond	05.10.2010	Ely Trust Meeting will be held on the 6 th & 7 th October at New Mapoon	n/a	Info only	
Cr. Nona	05.10.2010	Kiri Blarrey - Letter	n/a	Information in Confidence	
Cr. Nona	05.10.2010	Investigate the construction of a foot bridge over the stormwater drain at Mimi Street and Moses Close	Engineering	New requests	
Cr. Nona	05.10.2010	That all stormwater drains are cleaned prior to the wet season	Engineering	Routine Maintenance	

Cr. Nona	05.10.2010	Plants for the Injinoo Landscaping project have not been received	Engineering	Outstanding, feedback required by Engineering – Parks & Gardens	
Cr. Nona	05.10.2010	Request to fence around the ‘old store building stumps’ at the Injinoo lookout, including an interpretive sign	Engineering / Community Services		
Cr. Nona	05.10.2010	The Injinoo Community are still waiting on the installation of lights at the Injinoo Lookout	Engineering		
Cr. Nona	05.10.2010	Requested an administration space to be made available for the purposes of Injinoo Enterprises activities – <i>Council support this request</i>			
Cr. Aniba	05.10.2010	Tabled a letter from the Bamaga Campus requesting sponsorship for a Civic Leadership Program, the outstanding amount was \$8,000	Council agreed to sponsor the remaining amount of \$8,000 Moved Cr. Nona Seconded Cr. Bond Carried 5/0		
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. 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 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	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 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>	

Meeting closed at 2.30pm

Meeting Close

Next Meeting – Tuesday 2nd November 2010