



Northern Peninsula Area Regional Council

MINTUES OF NPARC ORDINARY MEETING

Notification Date: Tuesday 18th December 2012
Meeting Date: Tuesday 29th January 2013
Meeting Location: Bamaga Chambers
Time: 9:00am

Mayor and Councillors

Cr Bernard Charlie	(Mayor)
Cr Anthony Mara	(Division 1)
Cr Dennis Getawan	(Division 2)
Cr Edward Newman	(Division 3)
Cr Trevor Lifu	(Division 4)
Cr Benjamin Gebadi	(Division 5)
Deputy CEO	Danny Sebasio
Secretary	Esme Newman

Welcome and Declare Meeting Open – Mayor

- Apologies - Cr Ben Gebadi
- Declaration of Conflicts of Interest
Nil
- Declaration of Material Interests
Nil

Agenda Item (1) - 9:00am to 9:15am

Acting CEO informed Council of making declaration to matters concerning conflict of interests or conflict of material interests. Acting CEO stated that the Register of interests of councillor need to be kept up to date with any changes.

Minutes of previous Council Meeting 18th December 2012

Resolution:

THAT: Council accept the minutes of previous Council Meeting 18th December 2012

Moved: Cr Lifu

Seconded: Cr Getawan

Vote: 5/0

Resolution number: 01-290113

Matters arising – nil

Agenda Item (2) - 9:15am – 9:45am

Acting CEO Report - Information / Resolution from Council.

1. Vacant positions in Council
 - Director of Corporate Services & Director of Operations
 - The Enterprise manager position.
2. New CEO for NPARC / update
3. ALGA – progress of Constitutional Recognition.
4. Seisia Jetty and Barge Ramp – Expression of Interest
5. NPARC Media Stance
6. Councillors Remuneration
7. Assistance Agreement & Delivery of Housing Services in NPA.
8. Draft Annual Report 2011/2012
9. Ergon Energy – HACC Offer Document
10. Project Management – for the New HACC Building
11. Internal Audit – EOI.
12. Schedule of Council Meeting Dates for 2013
13. Deed of Variation (GST) between the State of Queensland through the Dept. Local Government and NPARC.
14. Draft Management Plan – North Commonwealth Marine Reserve Network Item (Dept. of Sustainability, Environment, Water, Population & Communities) - Submission to be made by 14th February 2013

Matters for Council's decision.

Item1. Vacant Positions Council.

Applications have been received for the Director of Corporate services and the Director of Operation. Acting CEO requests that an elected member is nominated to participate in the recruitment process.

Interview Panel.
Recommendation.

Resolution:

THAT: Council agrees that Cr Getawan be a member of the interview and selection panel for positions of Director of Corporate Services & Director of Operations

Moved: Cr Mara

Seconded: Cr Lifu

Vote: 6/0

Resolution number: 02-30.01.13/19

Item 2. New CEO for NPARC

CEO Contract

Recommendation.

Resolution:

THAT: Council agrees that it is imbedded into the new CEO's contract the followings

(a) Leave loading is not included for executive staffs whose salary package is above \$80k.

(b) The relocation costs is capped at \$8,000.00

(c) Contract is set - 4 year contract

(d) Contract includes 5 weeks annual leave.

Moved. Cr Mara

Seconded. Cr Lifu

Vote. 6/0

Resolution no. 2-290113-16

Item 3. ALGA - Update on progress of Constitutional recognition

Acting CEO advised that information is provided to council and for council to consider making a submission.

Item 4. Seisia Jetty & Barge Ramp - EOI for the Management of the Seisia Wharf and Barge Ramps.

Item 5. NPARC Media Stance – Community Disaster Management Plan

Recommendation.

Resolution

THAT: Council note and agrees to the Media Stance, and that made to create awareness in the Communities of NPA.

Move: Cr Newman

Seconded: Cr Mara

Vote: 6/0

Resolution no. 2-29.01.13 /13

Item 6. Councillor's Remuneration

Recommendation.

Councillors Remuneration –that the level for special categories are set by the Remuneration & Disciplinary Tribunal is accepted.

Resolution.

That: Council receives and adopts the Remuneration Levels determined for the special categories as set by the Remuneration & Disciplinary Tribunal.

Moved: Cr Charlie

Seconded: Cr Getawan

Vote: 5/0

Resolution no: 02-29.01.13 /7

Item 7. Assistance Agreement Delivery of Housing Services in NPA – between NPARC, Indigenous Housing Programs and Dept. of Housing & Public Works.

Acting CEO advised that this agreement has been tabled at the recent TWG meeting and again for council's consideration.

Recommendation. Council approves the Mayor & ACEO signs the document.

Resolution:

That: Council note the Assistance Service Agreement and Delivery of Housing Services in NPA; between the Northern Peninsula Area Regional Council and Indigenous Housing Programs/ Dept. of Housing & Public Works.

That Council requests further discussion and a review of the Assistance Services Agreement.

Moved: Cr Newman

Seconded: Cr Mara

Vote. 5/0

Resolution No. 02-29.01.13 / 8

Item 8. The Draft Annual Report for year 2011/ 2012; and Year 2010/ 2011.

Annual Reports.

Council note that the due date is no longer the 30 November, but has been moved forward to the 31 October of each year – commencing this year 2013.

108 Preparation of annual report

(1) The local government must prepare an annual report for each financial year.

(2) The annual report must be adopted before—

(a) 30 November in the year after the end of the financial year; or

(b) a later day decided by the Minister.

Going forward - please note the legislative requirement as per Local Government Regulation 2012 -which came into effect in December 2012 is,

182 Preparation of annual report

(1) A local government must prepare an annual report for each financial year.

(2) The local government must adopt its annual report within 1 month after the day the auditor-general gives the auditor-general's audit report about the local government's financial statements for the financial year to the local government.

(3) However, the Minister may, by notice to the local government, extend the time by which the annual report must be adopted.

(4) The local government must publish its annual report on its website within 2 weeks of adopting the annual report.

Recommendation.

Council adopts the draft Annual Report for 2011/2012; and that Council also accept and adopt the previous 2010/2011 Annual Report which places this council in breach of the legislative requirements and repeals the Local Government (Finance, planning and reporting) Regulation 2010 act.

Resolution:

THAT: Council accepts and adopts the Draft Annual Report for 2011- 2012; and that Council also accept and adopt the Year 2010 / 2011 Annual Report

Moved: Cr Lifu

Seconded: Cr Mara

Vote: 6/0

Resolution number: 02- 29.01.13.13

Item 9. Ergon Energy Offer Document – New Hacc Building.

Recommendation.

That council note and accept the 'Acceptance of Offer Document' provided by Ergon Job Description – Ergon Energy work request and electricity supply to the Health & Aged Care Centre at 232 Sagaukuz St, Bamaga.

Date of offer -23rd November 2012 until 21st December 2013.

Resolution:

That. Council note and accepts the Offer Document provided by Ergon Electricity, and that Council approves that the Acting CEO signs the offer totalling \$50,695.00.

Moved. Cr Newman

Seconded. Cr Getawan

Vote. 6/0

Resolution No. 02-291013-10

Item 10. Remote Project Management P/L- New HACC Building.

That Council agrees to engage Ron Flecknoe as Project Manager for the design and construction of the new HACC building. The project has experienced a number of delays, and in the interim, Ron Flecknoe contract to supply Project Management services to Council has expired in 2012.

Recommendation - that Council contract Ron as the Project Manager for the construction phase

Resolution:

That. Council agrees to engage Ron Flecknoe -Remote Project Management P/L, to provide Consultancy Services and Project Manage the construction of the new HACC building.

Moved. Cr Getawan

Seconded. Cr Lifu

Vote. 4/0

Resolution No. 02-29.01.13 /10

Item 11. Internal Audit – Expression of Interest

Previous Internal audits were carried out by a consultant. Mr Wright was engaged by LTC (Local Transition Team) prior to the amalgamation in 2008. Council discussion In October 2012 is to call for an Expression of Interest to carry out NPARC internal audits.

Recommendation.

THAT:

Council resolves that an Expression of Interest is called for an Internal Auditor for NPARC, to be in compliance with the Local Government Finance standard.

Move. Cr Mara

Seconded. Cr Lifu

Vote.6/0

Resolution no. 02- 29.01.13 /12

Item 12. Schedule of Council Meeting Dates for 2013

Local Government Act Regulation 2012 (QLD) Section 257 (3), (b).

Council meetings are open to public. Acting CEO advised that members of the public that wishes to make deputation or representations must in writing give notice to council, and in advance to the Chief Executive Officer or Deputy CEO.

Recommendations. – Meeting Dates/Venues.

Tuesday 26 th February	New Mapoon
Tuesday 26 th March	Injinoo
Tuesday 30 th April	Umagico
Tuesday 28 th May	Bamaga
Tuesday 25 th June	New Mapoon
Tuesday 30 th July	Injinoo
Tuesday 27 th August	Umagico
Tuesday 24 th September	Bamaga
Tuesday 29 th October	New Mapoon
Tuesday 26 th November	Injinoo
Tuesday 17 th December	Umagico

Resolution :

That: Council resolves that its 2013 Council Meetings is schedule for the following dates and Venues; and

that Council note that meetings are open to public and requests that members of the public who wishes to make deputation or representations must in writing give notice to council, and in advance to the Chief Executive Officer or Deputy CEO.

Tuesday 26 th February -	New Mapoon
Tuesday 26 th March –	Injinoo
Tuesday 30 th April –	Umagico
Tuesday 28 th May –	Bamaga
Tuesday 25 th June –	New Mapoon
Tuesday 30 th July –	Injinoo
Tuesday 27 th August –	Umagico
Tuesday 24 th September –	Bamaga
Tuesday 29 th October -	New Mapoon
Tuesday 26 th November –	Injinoo
Tuesday 17 th December –	Umagico

Moved: Cr Newman

Seconded: Cr Mara

Vote: 6/0

Resolution no: 02-29.01.13/17

Item 13. Deed of Variation (GST) between the State of Queensland through the Dept. Local Government and NPARC.

Resolution:

THAT: Council agrees that Acting CEO sign off the GST Deed of Variations between the State of Queensland through the Dept. Local Government and NPARC.

Moved: Cr Getawan

Seconded: Cr Mara

Vote: 6/0

Resolution number: 02-29.01.13/18

Resolution:

THAT: Council receives the report from the Acting Chief Executive Officer Report.

Moved: Cr Getawan

Seconded: Cr Charlie

Vote: 6/0

Resolution number: 02-30.01.13/

Agenda Item (3) - 9:45am – 10:15am

Director of Operations Report

Director of Operation presented his report to council.

Recommendation.: Council submit an EOI.

Resolution :

THAT: Council note and Agrees an expression of interest is submitted by Council to Department of Transport for the management responsibility & role for Seisia Wharf & Barge ramp.

Moved: Cr Getawan

Seconded: Cr Mara

Vote: 6/0

Resolution number: 03-29.01.13

That Council:

(a) Council delegates the Director of Operations to progress the acquisition of lands for the proposed Antenna Sites from the relevant stakeholders/land owners.

(b) Advice of relevant approvals will be tabled to Council on completion.

(c) Investigate possibility of a tower constructed south of Jardine River.

Move: Cr Mara

Seconded: Cr Getawan

Vote: 6/0

Resolution no: 03-290113 -1

Resolution:**THAT:** Council receives the report from the Director of Operations.

Moved: Cr Mara

Seconded: Cr Getawan

Vote: 6/0

Resolution number: 03-290113 /2

Agenda Item (4) – 10:30am to 11:00am**Director of Finance**

Acting Director of Finance presented her report to Council.

Recommendation: Council adopts the 2011 -12 Certified Financial Statement**Resolution:****THAT:** Council has read and considered the 2011/2012 Certified Financial Statement audited by the Queensland Audit Office; and accepts and adopts the 2011/2012 Certified Financial Statements audited by the Queensland Audit Office.

Moved: Cr Mara

Seconded: Cr Newman

Vote: 6/0

Resolution number: 04-29.01.13 /1

Resolution:**THAT:** Council receives the report from the Acting Director of Finance

Moved: Cr Mara

Seconded: Cr Newman

Vote: 6/0

Resolution number: 04 -29.01.13 /2

Agenda Item (5) – 11:00am – 11:30am**Director of Community Services**

The Director of Community Services provided his report to Council.

- Events Calendar 2013
- PCYC – contract awarded
- School Bus
- New Hacc Building.

Resolution:**THAT:** Council receives the report from the Director of Community Services

Moved: Cr Newman

Seconded: Cr Mara

Vote: 6/0

Resolution number: 05-29.01.13

Agenda Item (6) – 11:30am – 11:45am

Director of Employment Economic Development Unit Report

Acting CEO advised that the EEDU report is tabled for council to note.

Resolution:

THAT: Council notes the report from the Director of Employment Economic Development Unit.

Moved: Cr Mara

Seconded: Cr Lifu

Vote: 4/0

Resolution number: 06-30.01.13

Agenda Item (7) – 1:00pm- – 2:00pm

Department of Local Government (Jo Stephenson, Tim Bastian
AECOM (James Jentz)
BDO (Craig Casagrande)

Recommendation: Council notes the presentation for DLGP /AECOM / BDO

Resolution

THAT: Council note the presentation from Department of Local Government (Jo Stephenson, Tim Bastian AECOM (James Jentz) and BDO (Craig Casagrande)

Moved: Cr Getawan

Seconded: Cr Mara

Vote: 6/0

Resolution number: 07-29.01.13

Day 2 – Wednesday 30th January 2013

Apologies – Cr Gebadi

Cr Newman

Meeting Commenced 10am

Agenda Item (8) – 2:00pm – 2:30pm

Other Business.

Meeting close- 12.30pm

Next meeting 26th February 2013 – New Mapoon Office.

