



Northern Peninsula Area Regional Council

MINUTES OF NPARC ORDINARY MEETING

Meeting Date: Tuesday 27th September 2016
Meeting Location: **UMAGICO** Chambers
Time: 9:10am

Mayor and Councillors

Cr Edward Newman	(Mayor)
Cr Gina Nona	(Division 1)
Vacant	(Division 2)
Cr Cassandra Adidi	(Division 3)
Cr Michael Bond	Deputy Mayor (Division 4)
Cr Elu	(Division 5)
CEO	Stephen Wilton
D/ CEO	Danny Sebasio
Executive Assistant	Esme Newman

Welcome and Declare Meeting Open – Mayor

1. Apologies - Mayor - Edward Newman
2. Declaration of Conflicts of Interest-
Cr Elu advised an update to his LGAQ Register of Interest for Councillor and their related persons
 - Member for TSRA
 - Start of Small Fishing Business
3. Confirmation of Minutes of Council Meeting Tuesday 30th August 2016

Resolution :

That Council confirms that the Minutes of Tuesday 30th August 2016 are true and accurate record of the meeting.

Moved : Cr Elu

Seconded : Cr Adidi

Vote : 4/0

Resolution : 3.1-270916

4. Business Arising from Minutes of Wednesday Tuesday 30th August 2016

Report Number : 5.1

Subject : Chief Executive Officers Monthly Report

Attachments : Nil

Author : Stephen Wilton

Date : 27 September 2016

Executive Summary:

This report presents an update on current issues by the Chief Executive Officer.

Resolution :

That the Council note the Chief Executive Officers monthly report for August 2016

FURTHER

That Council writes to the Ipima Ikaya Prescribed Body Corporate, The Cape York Land Council and the State (DATSIMA) advising that the Northern Peninsula Area Regional Council wishes to negotiate a Residential and Commercial Indigenous Land Use Agreement (ILUA).

Moved : Cr Elu

Seconded : Cr Bond

Vote : 4/0

Resolution : 5.1-270916

Report Number : 5.2
Subject : 40 Year lease properties with Non-Indigenous Tenants
Attachments : NIL
Author : Stephen Wilton
Date : 27 September 2016

Executive Summary:

This report grants Council approval for Non Indigenous residents in 40 year lease properties

Resolution :

That Council advise the department of Housing and Public Works that the following Non Indigenous long term resident families of the Northern Peninsula Area residing in 40 year lease properties have Council approval.

No.	Address	Name of NPA Regional Council Tenant	40yr Lease YES/NO
1	CLI 40 Langi Draha St, NEW MAPOON	Mr Aaron Thurgate	NO
2	CLI 122 Williams Cres, BAMAGA	Mr Illiesa Sanim - Vacant	NO
3	CLI 76B Lui St, BAMAGA	Mr Illiesa Sanim - Indigenous Tenant moving in	NO
4	CLI 5A Charlie St, UMAGICO	Mr Peter Austin – Pending on Bi election -Councillor	Pending

Moved : Cr Nona
Seconded : Cr Adidi
Vote : 4/0
Resolution : 5.2-270916

Report Number : 5.3
Subject : Adoption of Operational Sub-Plans to the Local Disaster Management Plan
Attachments : Annexure 1 - Activation of the LDMG Sub Plan
Annexure 2 - Community Support Sub Plan
Annexure 7 - Initial Impact and Needs Assessment Sub Plan
Author : Stephen Wilton
Date : 27 September 2016

Executive Summary:

This report presents completed Sub Plans forming part of the Northern Peninsula Area regional Council Disaster Management Plan for adoption by Council.

Resolution :

That the Council adopt the revised Local Disaster Management Plan

Moved : Cr Adidi

Seconded : Cr Nona

Vote : 4/0

Resolution : 5.3 - 270916

Report Number : 5.4
Subject : Division 2 Umagico Councillor Vacancy
Attachments : Nil
Author : Stephen Wilton
Date : 13 September 2016

Executive Summary:

This report presents formally advises Council of the circumstances leading to the Councillor vacancy for Division 2 Umagico. It also outlines the options for filling the vacancy.

Resolution:

That the Council advise the Director General Department of Infrastructure Local Government and Planning and the Electoral Commission Queensland of the vacancy.

Further that Council resolve to fill the vacancy will by way of by-election and recommend the following election timetable to the Electoral Commission Queensland;

EVENT	DATE
Election Notice calling for nominations	3 October 2016 (possibly 4 October due to public holiday)
Nomination Day	Friday 14 October 2016
Close of Roll	Friday 21 October 2016
Election Day	Saturday 5 November 2016

Moved : Cr Elu

Seconded : Cr Adidi

Vote : 4/0

Resolution : 5.4 – 270916

Report Number:

6.1

Subject :

Priority Route Maps (PRM) /Principal Cycle Network Plan (PCNP) for Northern Peninsula Area.

Attachments :

Yes

Author :

Executive Manager Community Services

Date :

27th September 2016

Executive Summary Report.

This report is basically a brief based on previous consultation done through TMR and council with the purpose of future economical benefit for the Northern Peninsula area.

A letter was received from the Director –General of Dept of Transport and Main Roads seeking council endorsement of the North Queensland Priority Route Maps (PMR).

The Priority Route Map forms an addendum to the Far North Queensland principal network plan. Council is eligible to apply for the funding for the delivery of cycling infrastructure project, and under the Queensland Government Cycle Network –Local Government grants program. The process is that the assessment will generally be based on the higher priority routes,

where PRM will then notify DTMR of the submission.

Resolution

That Council endorses the Priority Route Map (PRM) for the Northern Peninsula Area.
(Priority Route Map 23 – page 26).

Moved : Cr Nona

Seconded : Cr Adidi

Vote:4/0

Resolution Number : 6.1-270916

Resolution :

That Council notes the Community Services Progress Report for the month of August 2016.

Moved : Cr Bond

Seconded : Cr Elu

Vote : 4/0

Resolution : 6.2 - 270916

Agenda Item: 7.0
Subject: Financial Services Monthly Report
Attachments: NPARC Financial Statements @ 31 August 2016
Author: G Gillam (Executive Manager Finance)
Date: 12th September 2016

Executive Summary :

This is the Council Report for the month of August. There are still adjustments being made to the 2015-16 Financial year which may impact on this report. The following financial information is provided for the period 1st July 2016 to 31st August 2016:

- Cash Position Summary
- Revenue and Expenditure Summary
- Breakdown of Council Income
- Funding split between State/Federal
- Balance Sheet
- Debtors
- Creditors

Cash Position Summary – Attachment A

This attachment shows the cash we currently have available for use, less any unexpended grants and payables, borrowings and provisions. This also includes depreciation for the year to date which is a non cash item.

There is a net cash position of \$7,419,011. The provisions for annual leave and Long service leave have not been updated since 30 June 2015. The provision for depreciation is to the end of August 2016, using \$506,667 per month as the estimated depreciation amount. Whilst depreciation is not a cash expense it is being used to estimate the cost of replacement assets over the year.

Revenue and Expenditure Summary

The table below gives a comparison between the actual revenue and expenditure and the budgeted revenue and expenditure to the end of August. Overall NPARC has received only 82% of the income which it had budgeted to receive in this month and has spent 70% of its estimated expenditure to the end of August.

The following is an explanation for variances for each of the departments:

Corporate Governance – The \$46K overspent to the end of August was due to timing differences for the LGAQ subscription (\$52,976) and Legal fees (\$22,461) paid but budgeted on a monthly basis. A budget allocation review will prevent these timing variances appearing in future reports.

Finance and Administration – The revenue shortfall of \$254K is a combination of the FAG actual being \$273,348 more than budget and the SGFA Grant not being yet received. Expenditure has a favourable variance of \$635k This is mainly due to timing differences of on Cost Recoveries and budget timing will be a factor until year end.

Corporate Services – Corporate Services income is marginally under budget by \$8,213 due to less than anticipated stores sales.

Expenditure is higher by \$295K, which is mainly due to the insurance for the year of \$450K being paid in July but budgeted monthly. There appears to be a credit note processed incorrectly and this will need adjustment before the next Council report.

Engineering Services – Income is \$1,231K less than budgeted as a result of the budget being allocated monthly. The TSRA MIP5 Contract Income has not been received as budgeted (\$1M) and Housing Lease \$470k was received but not budgeted. Various other grants and income receipts reflect timing differences which will need budget adjustment. Expenditure is \$1,849k less than budgeted and this relates to a few main items.

Depreciation expense charge (\$954,998) not yet being processed (it will be in September – based on budget at this stage). Also the NPARIH Fencing Contract actual project costs (\$398,666) Budget to 31 August have not been charged and as well BAS Community Housing Upgrade Contract Works & Services (\$333,334).

Community Services – Income is down on budget by \$78,810 and this is due mainly to the timing of the receipt of the CHSP-Operating Grant of \$55,504.

Expenditure is on target with the budget.

Economic Development – Actual income is \$214K less than budgeted income. This is due to grant funds for both the Working on Country grant and ILSR grant being budgeted but not received.

CHSP-Operating Grant Actual expenditure is \$96K less than budgeted expenditure. This is also mainly due to the Working on Country expenses.

Enterprises – The enterprises both overall and individually are within track of budget.

Report to 31 August 2017 (Budget to End of Month)								
Program	REVENUE				EXPENSES			
	Actual	Budget	Variance	%Rec'd	Actual	Budget	Variance	% Spent
Corporate Governance	463	0	463	>100%	278,133	232,040	(46,093)	120%
Finance and Administration	1,001,359	1,254,912	(253,553)	80%	234,505	869,600	635,095	27%
Corporate Services	51,787	60,000	(8,213)	86%	651,416	355,944	(295,472)	183%
Engineering Services	3,078,781	4,309,560	(1,230,779)	71%	1,982,165	3,830,952	1,848,787	52%
Community Services	139,834	218,644	(78,810)	64%	431,673	429,094	(2,579)	101%
Economic/Employ. Development	237,264	451,688	(214,424)	53%	313,159	408,776	95,617	77%
Enterprises	1,360,056	858,066	501,990	159%	1,005,513	868,904	(136,009)	116%
TOTAL	5,869,082	7,152,870	(1,283,788)	82%	4,896,564	6,995,310	2,098,746	70%

- B. Statement of Financial Position
- C. Balance Sheet Support Report
- D. Note 23 – Grants By Project

Debtors

The current debtors balance at 31 August 2016 is \$5,132,501 with a provision of \$1,325,307 for Doubtful debts. The majority of the doubtful debt provision relates to housing rental not received by NPARC, prior to the State Housing taking over the rentals. Finance is currently reviewing the outstanding debtors in preparation for year end write off of debt that Council considers is uneconomical to pursue. Unpaid utility charges of \$928,036 exist. I am advised that the notices for 2015-16 have not yet been sent to Commercial lessees. This amount is reflected in the trade receivable balance.

Please see attachment

- E. Debtor aged balances

Creditors

The creditors balance at 31 August 2016 is \$811,371.79. The majority of these balances fall within the current or 30 days and are being processed on a regular basis. Please note that the August Aged Creditors report was not run as part of the month-end rollover and the report included is up to 5th September. The current position of the aged creditors is a total \$857,569 owing to creditors.

Please see attachment

- F. Aged Creditors Report

Budget

We have recently found an oversight in the budget in that there was no allowance for materials and maintenance of the Swimming Pool in the budget adopted by Council. It is requested that Council agree to add to the budget \$40,000, for materials and maintenance work for the Swimming Pool.

Resolution :

It is recommended that:

1. Council agree to the increase of \$40,000 to the budget for the purchase of materials and maintenance for the Swimming Pool.
2. The financial report be adopted by Council. This report reflects the financial and cash position of the Council.

Moved : Cr Elu

Seconded : Cr Adidi

Vote : 4/0

Resolution Number : 7. - 270916

Agenda Item: 7.1
Subject: Housing Debtors Write Off
Attachments: Schedule of Uncollectable Debts
Author: G Gillam (Executive Manager Finance)
Date: 19th September 2016

Executive Summary :

This is a Council Debtors Write Off Report for the month of August.
The Debtors Write Off Schedule will allow Council to consider the recommended action.

Council has a provision of \$1,325,307 for Doubtful Debts. The majority of this debt provision relates to housing rental not received by NPARC.

Debtors

The Finance section regularly monitors outstanding debtors and it is considered good practice to regularly write off long-outstanding debts. The attached schedule totaling \$188,418.65 is deemed uncollectable and uneconomical to pursue and the request is for the write off of this amount.

Council's Provision for Doubtful Debts means that there will be no adverse impact on NPARC's financial position by this action. The majority of this Debt Provision relates to housing rental.

Schedule of Debts for Write Off – Attachment

Resolution :

It is recommended that:

Council agrees to write off the debts of the amount of \$188,418.65 listed in the attached schedule which are deemed to be uncollectable.

Moved : Cr Bond

Seconded Cr Nona

Vote : 4/0

Resolution Number : 7.1-270916

Agenda Item: 7.2
Subject: Financial Statements 2015
Attachments: Financial Statements Year Ended 30 June 2015
Closing Report to Mayor and CEO (Draft)
Author: G Gillam (Executive Manager Finance)
Date: 20th September 2016

Executive Summary :

The Queensland Audit Office (QAO) has finalised the audit of Council's financial statements for the year ended 30 June 2015.

Council will be aware of the significant issues that have affected the quality and timeliness of the financial statements. The management letter has already been signed by Council's delegates.

The procedure is that Council approve the signing of the financial statements and these will then be returned to the QAO for the issue of their Independent Audit Report.

A draft copy of this report should be available prior to the Council meeting.

Financial Statements Year Ended 30 June 2015

The Statement of Comprehensive Income shows an operating deficit of \$34,086,826 as compared with a surplus of \$727,406. The main reason for this unfavourable result is the amount of \$33,660,386 referred to in Note 8 which represents capital losses on revaluations and transfers of assets (finance leases).

Despite adjusting for this unusual item Council still had an operating loss of \$2,043,006 for the year.

In the QAO Report to Mayor and CEO document attached (page 11) it is noteworthy that the assessment of Council's financial sustainability risk is "overall financial sustainability".

The issue of Property, Plant and Equipment registers and valuation continues to reflect in adverse findings of QAO and this will require considerable effort to solve.

Resolution :

It is recommended that:

Council receive the Financial Statements and the QAO's Closing Report to the Mayor and CEO for the Year Ended 30 June 2015 and authorise the Mayor and CEO to execute the documents and return to the QAO.

Moved : Cr Elu

Seconded : Cr Bond

Moved : 4/0

Resolution Number : 7.2-270916

Report Number : 8.0
Subject : Corporate Services Report
Attachments :
Author : Executive Manager Corporate Services
Date : 27 September 2016

Executive Summary :

This report contains an overview of the various components that make up the Corporate Services area of Council.

A summary of leases considered at the Trustees meeting and requests to Council are included in this report with other overall information on the operational areas of Corporate Services.

Resolution:

That Council note the content of this Corporate Services Report.

Moved : Cr Adidi

Seconded : Cr Elu

Vote : 4/0

Resolution : 8.0 -270916

That Council close the meeting 2:14pm to the public under the Local Government Regulation 2012, Section 275 (1) for purpose discussion of commercial lease proposal.

Moved : Cr Elu

Seconded : Cr Nona

Vote : 4/0

Report Number : 8.1
Subject : Commercial Lease proposals for Council buildings Confidential session
Attachments : Nil
Author : Lesley Palmer
Date : 27 September 2016

Executive Summary:

One commercial lease arrangement proposal from Nicole Sit to establish a massage, beauty and well being salon business at 126B Charlie St Umagico, is submitted for Council consideration.

This report contains information in the business, the contribution from the proponent, the council contribution, starting details, lease term and rent rate. In summary

Proposal A – Nichole Sit – Lyv n’ Up Massage and Beauty – 126B Charlie Street, Umagico

Recommendation:

That Council hold until November meeting ,

- A. the proposal from Nichole Sit to establish a massage, beauty and well being salon business for a 12 month lease with an option for a second 12 months at 126B Charlie St, Umagico. Rental rate of \$100/week, with a rental review for commercial rental rate in the second 12 months at a minimum rate of \$200/week; electricity costs to be paid by the tenant. Lease to commence in mid January.

Report Number : 8.2
Subject : Pajinka Lease Council Report Confidential Session
Attachments : Composite Map Lot 22 Pajinka
Author : Lesley Palmer
Date : 27 September 2016

Executive Summary:

This report provides information on the progression of an EOI from Gudang Amung Aboriginal Corporation for Lot 22 Pajinka that has been waiting on the applicant to provide a Business Plan to Council for consideration.

NPARC is the Trustee for the reserve area which is located at Pajinka a very popular tourist destination. Since the vernalisation and closure of the Wilderness Lodge there are no facilities or amenities available to tourists at Pajinka.

Recommendation:

It is recommended that Council as trustee resolves to pursue the EOI with Gudang Amung Aboriginal Corporation; to confirm the area to be offered as the whole reserve; contact Gudang Amung AC to ascertain if the Business Plan requested last year was sent to Council for consideration. If the Business plan was not sent, to request that the plan is sent with confirmation that the organisation wishes to

- continue with the EOI for Pajinka Lot 22 including the former Wilderness Lodge,
- submit a Business Plan,
- operate the reserve for recreational purposes,
- agree to the provision that public access to the reserve must be maintained.

In the event that the Gudang Amung Aboriginal Corporation no longer wishes to pursue the EOI, that tenders are called from other interested parties.

Report Number : 8.3
Subject : Ergon Energy Lease Council Report Confidential Session
Attachments : Sketch Plan Ergon Energy Site Lui St Bamaga
Author : Lesley Palmer
Date : 27 September 2016

Executive Summary:

This report follows a series of letters of offer and counter offer between NPARC and Ergon Energy to formalise a lease agreement between the two parties for reserve land under Council Trusteeship, already occupied by an Ergon Energy power plant.

It has become clear that Ergon Energy are not motivated to pursue a lease and Council needs to progress the formalisation of a lease under legislative process.

Resolution:

It is recommended that Council as trustee resolves that the exception in Section 236(1)(b)(i) of the Local Government Regulation 2012 is to apply to the proposed disposal by Lease of that part of Lot 89 on SP 243595 having an area of 9994 square metres and shown hatched in black on the attached sketch plan to Ergon Energy Corporation Limited, subject to the following conditions:-

- a) the commencing annual rental to be at the market value of \$17,489.50 plus GST as assessed by Knight Frank, Registered Valuers Cairns in their report to Council dated 9 May 2015;
- b) the lease term be a maximum of 30 years;
- c) the Lease is to provide for annual rental increases determined by reference to the Brisbane All Groups Consumer Price Index;
- d) the Lease is to include Mandatory Standard Terms 711932933 and other terms confirmed as satisfactory by Council's solicitors;
- e) Ergon Energy is to pay the costs of any boundary survey and fencing arising from the recent alteration to the lease area. In the event of any increase in the lease area the annual rental will be increased at the rate of \$1.75 per square metre plus GST.

Moved : Cr Elu

Seconded : Cr Adidi

Vote : 4/0

Resolution Number : 8.3 – 270916

Cr Elu & Cr Nona declare their conflict interest as being related to party (as per the Local Government Act 2009) in relation to 8.4 Lot 108 and Lot 109 Lease Council Report Confidential Session, Councillors and took part in the debate and vote.

Report Number : 8.4
Subject : Lot 108 and Lot 109 Lease Council Report Confidential Session
Attachments : Map of Lot 108 and Lot 109 showing areas A,B,C,D
Author : Lesley Palmer
Date : 27 September 2016

Executive Summary:

This report provides a comprehensive background regarding Lot 108 and Lot 109 that have been used for a number of years by Reginald Williams with no registered lease and no lease payments being made.

Previous efforts by Council to negotiate a lease led to an eviction notice being issued, the notice was ignored and no follow up action was taken.

The block is currently being used for a roadworks and earth moving operation, vehicle air conditioning, mechanical work, and accommodation for employees.

In order to retain a functioning local business and also establish a rental return on the land for the purpose of supporting Council activities in the community, this paper proposes a resolution of the lease with either a final letter of offer for a composite lease rate based on a lease rate for buildings and a lease rate for the remaining land, or alternatively a professional valuation to be undertaken.

Resolution :

It is recommended that Council endorse a letter to Reginald Williams to

- A. Offer areas B, C and D on Lot 108 and part of Lot 109 Airport Rd Bamaga, a total area of 14,532m² at a lease composite rate of a minimum of \$6,300 pa (area of buildings on site to be checked and lease rate verified), with a 4% increase each year for a period of 20 years OR

Moved : Cr Adidi

Seconded : Cr Bond

Vote : 4/0

Resolution Number : 8.4 – 270916

That Council come out of committee 3:20pm
Moved : Cr Elu
Seconded : Cr Nona
Vote : 4/0

Agenda Item : 9.1
Subject : Executive Manager of Operations Progress Report
Attachments :
Author : Philip Krisanski
Date : 22 September 2016

Resolution :

That Council note the contents of the Executive Manager of Operations Progress Report.

Moved : Cr Elu
Seconded : Cr Bond
Vote : 4/0
Resolution Number :

1. Roadworks

(a) NDRRA Road Restoration

- Army Back Rd - 90% (need headwall)
- Bald Hills Rd - 0% (connected to Umagico Back Road – not proceeding)
- Fly Point Rd - 100%
- Little Lui St - 100%
- LB Pajinka Rd -100%
- Pajinka Rd – 95% (two pipe replacements required, pipes have arrived in Stores)
- Loyalty Beach Rd - 100%
- Luff St - 0% (needs shoulder repair)
- Lui St - 100%
- Mudu St - 100%
- Mutee Heads Rd - 100%
- Parry St - 0% (needs shoulder repair)
- Punsand Bay - 40% (Need to do table drains)
- Sagaukaz St - 0% (needs spray seal)
- Sawyer Rd - 100%
- Sebasio St - 0% (needs spray seal)
- Tuckanoo Rd - 100%
- Tumena St - 100%
- Umagico Back Rd - 0% (decision by Council not to proceed)
- Ferry Rd - 100%
- Poi Poi St - 100%

(b) NPARC NDRRA 9.15 – Airport Drain Cleaning

Final report being prepared for QRA submission.

(c) TSC NDRRA Restoration

TSC NDRRA substantially complete.

Works progress to date:

- Jackey Jackey Creek Rd - 100%
- Pajinka Rd – 95% (three pipe replacements required)
- Punsand Bay Rd – 100%
- Somerset Rd – 100%

(d) NPARC NDRRA 2016

QRA have approved works to the value of \$975,000. Negotiations are currently in progress to increase this value.

(e) TIDS

TMR have confirmed that \$860,000 of grant funds are available through the ATSI TIDS program for 2016-17. Investigations are currently under way with TMR to identify the most appropriate use of the funds. Geotechnical investigations that were undertaken earlier in the year indicated that poorly drained subgrades had a significant impact on the strength of the runway pavement. These funds are likely best used for drainage improvements prior to any pavement upgrades.

However, applications have just been invited from the Federal Government's Department of Infrastructure and Regional Development for Remote Airstrip Upgrading and these funds may be considered as part of a co-funding arrangement and boost the likelihood of success of the application for a more sizeable funding package.

(f) CIMA

Planning is currently underway for the Ferry Road components of the funding package including two sets of culverts and road upgrades. There is potential for some of these works to be delivered by Council's road construction crew. The projects need to be completed by June 2018.

2. Airport

The final section of the boundary fence around the terminal section of the airport is currently under construction and due for completion by the end of September 2016. The end result will be improved security and better animal control.

Radio training has been arranged for the airport's ARO to improve his skills to assist the Airport manager in undertaking his duties at the airport.

The airport manager Simon Spence has submitted his resignation which will become effective from 9 December 2016. A recruitment process is currently underway to find a suitable replacement with the hope of achieving this prior to Simon's departure.

Investigations are currently underway to achieve a better means of delivering fuel to the airport to give increased fuel supply buffers at a more economical rate. To date deliveries have been made via IBC units with a capacity of 1,500 litres. Progress updates will be provided.

3. Parks & Gardens

Operations have focussed on the tourist traffic areas of the through roads, the Seisia jetty and the Bamaga oval for the Cultural Festival and upcoming Ropeyarn Cup.

Following budget approvals, orders have been placed for the following plant items:

- Tractor, slasher and road broom
- Ride-on mowers
- Small machines

with deliveries expected in 6 to 8 weeks.

Again I wish to make the comment that our P&G's team spends a lot of time picking up Community rubbish and this trend needs to be discouraged and increased community pride will result. Strategies need to be implemented throughout all sections of the Communities to achieve real and long lasting impacts.

4. Environmental Health

Department of Health offices will be visiting NPARC during the week commencing 26 September in conjunction with Vet – Duncan Smith to assist with the implementation of the Responsible Dog Management Plan and make preparations for an upcoming animal management workshop.

The Vet visit is targeted to provide the following services:

- provide further staff training in the use of "Green Dream" and certification for its use
- provide de-sexing services
- assist with the removal of sick and unwanted animals from communities
- provide any additional Vet services required by the public

It has been previously indicated that the Animal Management Workshop will be managed predominantly by the Dept of Health and is set to occur on the 18-20 October 2016. This workshop will provide hands-on training and networking opportunities for animal management staff from communities throughout the Cape. It will present NPARC an ideal opportunity to make further impacts on the unwanted and sick animal population in the communities. Extensive public information will also be available.

Following the approval of the 2016/17 budget, orders are being placed for an additional:

- 4 skip bins, and
- 4 portaloos

and this will assist Council to better respond to requests for these services during various events in NPARC.

Future Waste Facility Project. Update as follows:

- Design documentation in progress with completion expected in December 2016
- Should funds become available, construction could commence in mid 2017

5. Concrete Batching Plant

In August, 307 cubic metres of concrete was supplied to our building contractors for projects including house slabs, driveways, footings and civil works at the Mosby Creek bridge crossing and Umagico subdivision. The Jardine Ferry sandbar issues are still limiting loads of concrete aggregate that can be transported across the ferry.

6. Mechanical Workshop

The workshop transformation continues however the attendance of staff is still very poor and needs improvement to enable the workshop to reach its full potential.

The workshop continues to provide work experience for students from the senior college. Some disinterested students will not be returning but this will provide opportunities for those that are keen and willing to learn. They will be at the workshop for a week every month and progress will be closely monitored. Apprenticeships may then be made available.

Following approval of the capital budget, tenders were sought for the supply of plant and light vehicles through the Local Buy system. Following a thorough review of the responses received, orders are being placed for the following:

- Backhoe (subject to a separate report and Council approval)
- Tip truck
- Tractor, slasher and road broom
- Ride-on mowers
- Wacker packer and plate compactor
- 9 x light vehicles

Delivery of the plant and equipment is expected within 4 to 8 weeks. These fleet updates will be a welcome addition and as the fleet has deteriorated over the years without replacement, it is expected the following years will require similar capital expenditure to bring the fleet up to an acceptable standard.

In addition some of the suppliers have offered training opportunities for our mechanical staff in their workshops in Cairns. Funding opportunities will be investigated for this.

7. Jardine Ferry Operations

Maritime Safety Queensland (MSQ) have not made any recent visits to the ferry following the inspection of the recent improvements. The new boom gates appear to be operating effectively.

It is still disappointing to see the ferry, on occasions, being operated by one person even though the manager has been informed of his responsibilities on numerous occasions. MSQ have stipulated that 2 staff must be on the ferry at all times of operation.

With the river now getting low and the sandbar continually growing on the northern side of the river, regular attention is required to keep the sand clear of the ferry path. A combination of chains under the ferry, sand jetting and excavation by an excavator have been used to keep the sand at bay. Maximum ferry weight loads are still not possible due to the sand bar issues.

There have been recent concerns about security at the ferry and vehicle incidents while boarding or leaving the ferry. To assist our management of the operations and protect Council's interests, CCTV cameras are to be installed on the ferry and at the service station which will provide security footage and evidence of ferry incidents in the case of any claims being made against Council or for any claims Council may wish to make for damage by others. These should be operational in 4 to 6 weeks.

8. Building & Maintenance

(a) BAS Portal Maintenance

With our new Building Construction Manager on board, we are able to better manage the Portal and contractor performance for BAS projects. Contractor compliance for improved procedures and processes is improving and we are carefully monitoring submitted prices to ensure value for money which is being well received by BAS. Our outstanding job cards remain at low levels.

(b) BAS Housing Upgrades

BAS have confirmed 19 upgrade projects will be required for the 2016/17 financial year. BAS have made a number of requests for tender prices and these have been returned for assessment.

(c) Pergolas, Verandas and Louvres

Our Building Construction manager is still meeting daily with the contractor in an attempt to keep the jobs progressing. This seems to be having a positive effect. We are still a number of weeks from completion – probably not until the end of the year.

9. Contracts

(a) BAS Houses (13)

Following the previous Council meeting, the status is as follows:

- 2 Lots at Seisia - Strategic Builders – 100%
- 2 Lots at Seisia - Positive Concrete – 100% complete
- 1 Lot at Bamaga - Yorkston Constructions – 80% complete
- 2 Lots at Bamaga - Cape York Building and Maintenance – 60% complete
- 1 Lot at Seisia - Somerset Building Company – 80% complete
- 1 Lot at Injinoo – Somerset Building Company – 80% complete
- 2 Lots at Injinoo – Injinoo Building Constructions - no siteworks started
- 2 Lots at Bamaga – Strategic Builders – 100%

Completion date for all 13 houses remains at 31 October 2016. This is achievable by all builders except for Injinoo Building Constructions who we are discussing the possibility of having the slabs down before Christmas which would be beneficial in the event of a Wet season this year.

(b) BAS Houses (12)

BAS have assisted Council and prepared the tender documents to Document and Construct 12 x Detached Houses – Project NPC5. Tenders have been advertised on eTender and close on Thursday 13 October 2016.

The tender comprises the following houses:

- Bamaga – 3 x 3 bedroom and 3 x 4 bedroom
- New Mapoon – 1 x 3 bedroom and 1 x 4 bedroom
- Seisia – 1 x 4 bedroom and 1 x 5 bedroom
- Umagico – 2 x 3 bedroom

Upon close of tenders, assessments will be made and the tender awarded in one package of 12 houses. Contract supervision will be undertaken by NPARC with assistance from BAS. Completion is required by April 2017.

(c) MIP 5

As reported at the previous Council meeting the MIP5 works were accepted as practically complete on 20 July 2016. Minor additional variations are now being completed. In addition the Bamaga Treatment plant lagoons will be re-fenced as part of the project.

(d) Seisia / Umagico Subdivision

NPAEY's works are 95% complete and the sewage pump station installation was due for completion in July but due to delivery delays will not be completed now until the end of September.

(e) Radio System

As previously reported Stage 1 is complete and Stage 2 is dependent on gaining approval from DILGP to construct the new towers on the reservoirs or additional funding of \$120,000 being provided to construct ground based towers. On-going negotiations have progressed with DILGP and a draft agreement has been prepared.

This should enable completion of the works before the end of the year.

The grant funding has been extended until 31 December 2016.

(f) Mosby Creek Crossing

The construction of the new crossing is now complete and the contract works have been accepted as Practically Complete. The contract has a 12 months Defects Liability period where the contractor is responsible to repair any defects should they arise during that period.

Final claims and documentation are currently in progress.

BEL Dongavile

Executive summary

The current condition of the Dongaville accommodation was discussed regarding a possible solution to the issue of Council liability due to the deteriorated conditions of the buildings.

Resolution :

That Council make an offer to BEL in relation to the Dongaville Buildings, transfers as is where is basis at nominal cost of \$ and all hazards are identify to BEL and the Land be offered at \$15600 p/a for a maximum term of 3years .

Moved : Cr Adidi

Seconded: Cr Elu

Vote : 4/0

Resolution Number : 9.2-270916

Report Number :

9.2

Subject :

Purchase of Backhoe

Attachments :

Summary of Local Buy Responses and Quote

Author :

Executive Manager of Operations – Phillip Krisanski

Date :

20 September 2016

Executive Summary :

Council has approved a capital expenditure budget for 2016/17 and this includes the purchase of a new backhoe for the Operations department. As the purchase price exceeds the delegated authority of the CEO, this report is presented to Council to seek approval for the purchase of the backhoe.

The tender opportunity was advertised through Local Buy and responses were received from six reputable companies.

Following a detailed review it is recommended that a Caterpillar 432F2 be purchased from Hastings Deering in Cairns, together with some optional extras, for the amount of \$195,751.20 GST exclusive .

Recommendation :

That Council hold this matter over to the October 2016 Council Meeting pending further information.

Close meeting at 4:27am

