

NOTICE AND AGENDA OF NPARC ORDINARY COUNCIL MEETING

Tuesday 17TH November 2020

CAIRNS NPARC OFFICE

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Northern Peninsula Area Regional Council

NPARC ORDINARY MEETING AGENDA

Time: 9:00am

Date: Tuesday 27th October 2020

Venue : **Umagico Conference Room**

Mayor & Councillor

Mayor Patricia Yusia

Cr Gina Nona

Cr Robert Tamwoy

Cr Kitty Gebadi

Cr Eric Cottis

Cr Francis Elu

Mayor

Division 1

Division 2

Deputy Mayor/ Division 3

Division 4

Division 5

Other Attendees

Interim CEO

D/CEO

A/Executive Manager of Operations

A/Executive Manager of Corporate

Executive Manager of Finance

Executive Assistant

Building and Construction Manager

Community Services Manager

Ms Renee Williams

Mr Danny Sebasio

Mr Peter Dutailis

Mr Ross Higgins

Mr Gavin Amarasiri

Ms Lanitta Jawai

Robert James

Naianga (Nandy) Nona

9:00 am	1. Opening Prayer 2. Welcome and Declare Meeting Open – Mayor Yusia 3. Acknowledgement of Traditional Land Owners 4. Apologies 5. Declaration of Conflicts of Interest 6. Confirmation of Minutes of Council Ordinary Meeting Tuesday 27th October 2020 & Special Meeting Monday 2nd November 2020 7. Business Arising from Minutes of Council Ordinary Meeting Tuesday 15th September 2020 & Special Meeting Friday 2nd October 2020
10:00 am	8. Sea Swift – Ben Hemphill
10:30 am	9. Regional Housing Summit, Gur A Baradharaw Kod Torres Strait Sea and Land Council- Rachelle Singleton and Mary Bani
11:00 am	10. Mayor Report 9.0 Progress Report
11:30 am	11. CEO Report 11.0 Progress Report 11.1 Building & Construction Manager Report
12:00 pm	12. Executive Manager of Community Services Report 12.0 Information Report 12.1 Christmas Light Comp 12.2 Mayoral Award 12.3 New Year's Eve Fire Works 12.4 Mud Rally Report (Project Plan handed out separately)
12:30 pm	13. Executive Manager of Finance Services Report 13.0 Progress Report
1:00 pm	<u>LUNCH</u>
2:00 pm	14. Executive Manager of Corporate Services Report 14.0 Corporate Services Report 14.1 Approval of Annual Report 14.2 Patterson Hill Road Dedication
2:30 pm	15. Executive Manager of Operations Services Report 15.0 Operation Update Report (1) Roads (2) Community Works (2) Environmental Health (Operations) (3) Water Supply (4) Airport (5) Workshop
3:30pm	16. Other Business Closing Prayer -

6. Confirmation of Minutes Tuesday 27th October 2020 & Special Meeting Monday 2nd November 2020

Northern Peninsula Area Regional Council

NPARC ORDINARY MEETING MINUTES

TIME: 09:25am

Date: Tuesday 27th October 2020

Venue : **Umagico Conference Room**

Mayor & Councillor

Mayor Patricia Yusia

Cr Gina Nona

Cr Robert Tamwoy

Cr Kitty Gebadi

Cr Eric Cottis

Cr Francis Elu

Mayor

Division 1

Division 2

Deputy Mayor/ Division 3

Division 4

Division 5

Other Attendees

~~Interim CEO~~

D/CEO

A/Executive Manager of Operations

A/Executive Manager of Corporate

Executive Manager of Finance

Executive Assistant

Biosecurity Queensland

Biosecurity Queensland

Barbara Schmidt and Associates

~~Ms Renee Williams~~

Mr Danny Sebasio

Mr Peter Dutailis

Mr Ross Higgins

Mr Gavin Amarasiri

Ms Lanitta Jawai

Mr Mick Jeffery

Mr Michael Zitha

Ms Barbara Schmidt

17. **Opening Prayer** - Cr Tamwoy

18. **Welcome and Declare Meeting Open – Mayor Yusia**

19. **Acknowledgement of Traditional Land Owners**

20. **Apologies**

Interim CEO Renee Williams on bereavement leave

21. **Declaration of Conflicts of Interest**

Cr Nona & Mayor Yusia declare their conflict of interest for Agenda Items 10.3, 11.1, 13.5

22. **Confirmation of Minutes of Council Ordinary Meeting Tuesday 15th September 2020 & Special Meeting Friday 2nd October 2020**

Resolution:

That Council notes and confirms the minutes of Ordinary Meeting Tuesday 15th September 2020.

Moved: Cr Cottis

Second: Cr Elu

Vote: 6/0

Resolution: 6.0 - 27102020

Resolution:

That Council notes and confirms the minutes of Special Meeting Friday 2nd October 2020.

Moved: Cr Gebadi

Second: Cr Nona

Vote: 6/0

Resolution: 6.0 - 27102020

23. **Business Arising from Minutes of Council Ordinary Meeting Tuesday 15th September 2020 & Special Meeting Friday 2nd October 2020**

24. **Biosecurity Queensland – Presentation – Prevention & Control Program**

25. **Mayor Report**

25.0 Progress Report

25.1

Resolution

That the Council notes and accept Mayors verbal report for Ordinary Meeting Tuesday 27th October 2020.

Move: Cr Cottis

Second: Cr Gebadi
Vote: 76/6
Resolution: 9.0 - 27102020

26. CEO Report

26.0 Alignment of Planning Scheme

Resolution:

That Council:

- Decides to make an alignment amendment to the Northern Peninsula Area Regional Council Planning Scheme under the Alignment Amendment Rules made by the Planning Minister under section 293 of the *Planning Act 2016* for the purpose of aligning the terminology of the planning scheme with the *Planning Act 2016* and making codes more robust for the purposes of development assessment under the new decision rules.
- Note the steps and actions in relation to an alignment process.

Move: Cr Gebadi
Second: Cr Elu
Vote: 6/0
Resolution: 10.0 - 27102020

26.1 Job Guarantee Policy

Resolution:

That council is supportive of TCICA working with Cape York Partnerships to advocate for the Job Guarantee Policy to be implemented.

Moved: Cr Cottis
Second: Cr Tamwoy
Vote: 6/0
Resolution: 10.1 - 27102020

26.2 Christmas/New Year's Shutdown

Resolution:

That council endorses the Christmas / New Year 2020 – 2021 Council shut down period to commence from midday Thursday 24 December with workers returning to work on Monday 4 January 2021.

Moved: Cr Gebadi
Second: Cr Nona

Vote: 6/0
Resolution: 10.2 - 27102020

26.3 Confidential ALT Compensation Proposals

- Mayor Yusia hands meeting over to Deputy Mayor Gebadi
- Mayor Yusia and Cr Gina Nona exit the room – Conflict of Interest

Confidential – In Committee – 12:05 pm

In pursuant to *Section 275 9) of the Local Government, Regulation 2012*, the Council move into closed session to discuss the ALT Compensation Proposals.

Moved: Cr Elu
Second: Cr Cottis
Vote: 4/0
Resolution 10.3 - 27102020

Out of Committee – 12:31 pm

Moved: Cr Tamwoy
Second: Cr Cottis
Vote: 4/0
Resolution: 10.3 - 27102020

Resolution:

That Council notes the options sought by Apudthama land Trust for compensation for past gravel take and delegates to the Chief Executive Officer to continue discussions with ALT to reach a satisfactory outcome in line with Council's expectations

Chief Executive Officer to bring outcome to Council for final decision

Moved: Cr Tamwoy
Second: Cr Cottis
Vote: 4/0
Resolution: 10.4 -27102020

11:30 am 27. Executive Manager of Community Services Report

27.0 Information Report

Resolution:

That Council notes the Community Services Report for October 2020.

Move: Cr Tamwoy
Second: Cr Gebadi
Vote: 6/0
Resolution: 11.0 - 27102020

27.1 Community Services Department MOU between NPARC and NPAFACS

- Mayor Yusia and Cr Nona declare conflict of interest on MOU

Resolution:

That Council delegates CEO to negotiate the MOU (Memorandum of Understanding) between NPA Community Options Program and NPA FACS, commencing 01-07-20 to 30-06-23

Move: Cr Gebadi

Second: Cr Elu

Vote: 4/0

Resolution: 11.1 - 27102020

12:00 pm 28. Executive Manager of Finance Services Report

28.0 Progress Report

Resolution:

That Council accepts the Executive Manager of Finance Report for the month of September 2020.

Move: Cr Elu

Second: Cr Cottis

Vote: 6/0

Resolution: 12.0 - 27102020

28.1 Audit Reports – Financial Year 2019 – 2020

Resolution:

That the Council received and accepted the following;

- The Queensland Audit Office 2020 closing report to the Council dated 8 October 2020
- The general Purpose Financial Statements for him financial year ending 30 June 2020 and the Current year Financial Sustainability Statement for the financial year ending 30 June 2020.

Move: Cr Cottis

Second: Cr Gebadi

Vote: 6/0

Resolution: 12.1 - 27102020

12:30 pm

LUNCH

1:30 pm

29. Executive Manager of Corporate Services Report

29.0 Information Report

Resolution:

That Council notes the Corporate Services report for October 2020.

Move: Cr Nona

Second: Cr Gebadi

Vote: 6/0

Resolution: 13.0 -27102020

29.1 New Legislative Requirements post 12 October 2020

To summarise all recent changes to legislation and identify impact on councillors and council operations.

Resolution:

That Council notes the report.

Move: Cr Cottis

Second: Cr Tamwoy

Vote: 6/0

Resolution: 13.1 27102020

29.2 13.2 Road Dedication – Patterson Hill Road

This matter to be held over until the next meeting in November

29.3 2019 – 2020 Annual Report Discussion – Deferred

This matter to be held over until the next meeting in November

2:00 pm

30. Executive Manager of Operations Services Report

30.0 Operation Update Report

- (1) A/EMO Report
- (2) Community Works incl Roads, Parks & gardens Report
- (3) MIP6 Projects
- (4) Environmental Health & Essential Services
- (5) Water Supply
- (6) Airport Managers report
- (7) A/Workshop Manager Report

Resolution:

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

Move: Cr Cottis

Second: Cr Elu

Vote: 6/0

Resolution: 14.0 - 27102020

3:00 pm **31. Barbara Schmidt Associates**

3:30pm **32. Other Business**

Late report presented by A/EMCS relating to the NPARC Leasing Policy 2020. There were some errors in the previously approved policy and the policy needed to be amended

Resolution:

That Council endorses and approves the amended NPARC Leasing Policy

Move: Cr Gebadi

Second: Cr Tamwoy

Vote: 6/0

Resolution: 16.0 -27102020

6:28pm **Closing Prayer - Cr Gebadi**
Meeting Closed

Resolution:

That Council notes and confirms the minutes of Ordinary Meeting Tuesday 27th October 2020.

Moved:

Second:

Vote:

Resolution:

Northern Peninsula Area Regional Council

NPARC SPECIAL MEETING MINUTES

Time: 11.44 am

Date: **Monday 2nd November 2020**

Venue: Bamaga Conference Room

1. **Opening Prayer** - Cr Gebadi
2. **Welcome and Declare Meeting Open** – Mayor Yusia
3. **Acknowledgement of Traditional Land Owners**
4. **Apologies**
5. **Declaration of Conflicts of Interest**
6. **Items to Discuss :**
 - 6.1 Contracts for building extensions to existing community housing
7. **Closing Prayer**

BUILDING AND CONSTRUCTION MANAGER

Agenda Item	6.1
Subject	Northern Peninsula Area – 10 x 2 Bedroom Extensions
Classification	For Noting
Author	Robert James
Date	14th October 2020
Attachments	Nil

All prices shown are exclusive of GST.

Building Manager Summary:

Q- Build in partnership with Northern Peninsula Area Regional Council has called RFQ's for the 10 x 2 Bedroom Extensions in the 5 NPA Communities, the completion time for the project in 32 weeks with completion May 2021.

Pending review of NPARC tender submission to Q-Build is recommended to award the contract in three separate portions.

Recommendation:**That Council:**

- (1) Award separable portion of RFQ NPARC Project to NQ Building to the value of \$1,217,307.48**
- (2) Award separable portion of RFQ NPARC Project to HC Builders to the value of \$313,706**
- (3) Award separable portion of RFQ NPARC Project to NPARC to the value of \$488,231.84**
- (4) Delegate authority to the Chief Executive Officer to finalise contracts with respective contractors in accordance with this approval**

Move: Cr Elu

Second: Cr Gebadi

Vote: 5/1

Resolution: 6.1 - 02112020

Background:

NPARC in partnership with Q-Build is calling RFQ's 10 x 2 Bed House Extensions in the NPA.

- New Mapoon – 1 x Modular Extension and 1 x Under Build
- Bamaga – 1 x Modular Extension and 1 x Under Build
- Umagico - 1 x Modular Extension and 1 x Under Build
- Seisia - 1 x Modular Extension and 1 x Under Build
- Injinoo – 2 x Under Build

NPARC has been given the opportunity to tender on project. Which has closed on the 30/6/2020.

The completion time for this project is 31 May 2021 to have 10 x 2 Bedroom Extensions housed.

Closing Prayer – Cr Tamwoy

Meeting Closed: 12:20pm

Resolution:

That Council notes and confirms the minutes of Special Meeting Monday 2nd November 2020.

Moved:

Second:

Vote:

Resolution:

7. Business Arising from Minutes of Ordinary Council Meeting, Tuesday 15th September 2020 & Special Meeting Friday 2nd October

8. Delegation from -

Recommendation:

That Council accept Presentation from

Move:

Second:

Vote:

Resolution:

9. Delegation from -

Recommendation:

That Council accept Presentation from

Move:

Second:

Vote:

Resolution:



NORTHERN PENINSULA AREA REGIONAL COUNCIL

Council Ordinary Meeting

17 November 2020

COUNCIL REPORT

Mayors Report

Agenda Item	10.0
Subject	Northern Peninsula Area Regional Council Planning Scheme 2018 – Alignment Amendment
Classification	For Decision
Author	Patricia Yusia
Authoriser	
File Number	
Attachments	Verbal Report



NORTHERN PENINSULA AREA REGIONAL COUNCIL

Council Ordinary Meeting

17 November 2020

COUNCIL REPORT

Interim Chief Executive Officer

Agenda Item	11.0
Subject	
Classification	For Decision
Author	Renee Williams
Authoriser	
File Number	
Attachments	

- To be handed out seperatley



NORTHERN PENINSULA AREA REGIONAL COUNCIL

Ordinary Council Meeting

17 November 2020

COUNCIL REPORT

BUILDING & CONSTRUCTION MANAGER

Agenda Item	11.1
Subject	Building and Construction - Information Report
Classification	For Noting
Author	Robert James
Authoriser	
File Number	
Attachments	

PURPOSE OF REPORT

To provide Council with a summary of Operations within the Building & Construction Services Department

OFFICERS RECOMMENDATION

That Council notes the Building & Construction Report for November.

SUPPORTING INFORMATION

The following information is an update on the Operations of the different sections within the Building & Construction Department of Council

Current Works 20/21

- 20 Carport/Garage
- 6 DISMOD
- Vacant House Works.... These work are an ongoing works scheduled in for transitional housing
- 5 Kitchen Upgrade
- Smoke Alarms All NPA
- 10 x Plug In's NPA
- Remote Interim Capital Program (5 x 3 Bedroom Detached Dwellings)
- Demolition 250 Sebasio St / Bamaga

COUNCIL REPORT

NPARC Job Cards / Minor Works

Works are at a manageable level 102 aged job cards > that are presently over 60 days. For the month October NPARC have been receiving 20 Job Cards a day. NPARC currently has 266 active jobs in the portal which have been shared out to Contractors

NPARC Carpenters

Current works NPARC Carpenters that are active:

- **BAS Maintenance / Job Cards – On going.**
- **Property & Leasing / Building Maintenance-**
- **Projects that are Active in NPARC**

Construction of 5 x Houses

NPARC have now engaged the services off an Engineer, Drafts men and Surveyor for works to start on houses. Heavy machine crew have started to prep the House pads.

- Sesia – Danalgub Street Lot 66 SP273364
- New Mapoon – Luft Street Lot 89 SP273360
- Bamaga – Elu Street Lot 173 SP273361
- Umagico – Lot 58 SP 292855
- Injinoo – Lot 146 SP273363

Background Detail

NPARC in partnership with Q-Build is calling RFQ's 10 x 2 Bed House Extensions in the NPA.

- New Mapoon – 1 x Modular Extension and 1 x Under Build
- Bamaga – 1 x Modular Extension and 1 x Under Build
- Umagico - 1 x Modular Extension and 1 x Under Build
- Seisia - 1 x Modular Extension and 1 x Under Build
- Injinoo – 2 x Under Build

NPARC has been given the opportunity to tender on project. Which has closed on the 30/6/2020. The completion time for this project is 31 May 2021 to have 10 x 2 Bedroom Extensions housed.

COUNCIL REPORT

Critical Dates

Nil

Previous Considerations

Nil

Legal and Legislation Considerations

NIL

Policy Considerations

Nil

Corporate and Operational Plan Considerations

All of these matters mentioned fall within Councils 20/21 operational plans

Financial and Resource Considerations

Nil

Consultation

Nil

Thanks

Robert James

Building Manager NPARC



NORTHERN PENINSULA AREA REGIONAL COUNCIL

Ordinary Council Meeting

17 November 2020

COUNCIL REPORT

EXECUTIVE MANAGER COMMUNITY SERVICES

Agenda Item	12.0
Subject	Information Report – Community Services Department
Classification	For Noting
Author	Executive Manager Community Services
Authoriser	
File Number	
Attachments	

PURPOSE OF REPORT

To provide Council with a summary of operations within the Community Services Department

OFFICERS RECOMMENDATION

That Council accepts the Community Services Report for November 2020

SUPPORTING INFORMATION

The following is an up-date on the operations of the individual sections within the Community Service Department of Council.

GENERAL

This report is basically a brief progress report on all the current operations under NPARC Community Services Department, with its aim and purpose of effective communication in updating Council of each department's current activities and service provision.

1. Commonwealth Health Support Program & HCP

Barbara Schmidt and Associates were engaged by the Service Development Assistance Panel (SDAP) in June 2020 with the key aim to provide training, support and assistance to the Northern Peninsula Area Regional Council (NPARC) to transition to the new aged care standards.

The key aim of the visit was to support the CHSP & CHP Service and commence Medicare back claiming for Home Care Package clients.

Aged Care working group

The Aged Care Working group met during the site visit. This was the second meeting of this group. Key topics discussed include shared files, the legislative compliance register, compliance reporting, policies and procedures, governance presentation to the Council, community consultation to inform the strategic plan, staffing and training.

Policies and procedures

Sections that still need to be completed include the finance policies related setting fees, claiming subsidies and producing expenditure reports, human resources policies, and work, health and safety (WHS) policies. The human resource management and WHS policies will be completed in the next 2 weeks, but the finance related policies will take a little longer as they will be dependent on the outcome of the finance working group activities.

Legislative compliance register

A meeting was held with the Executive Manager to review the legislative compliance register and responsibilities for ensuring implementation of policies to comply with legislation. The legislative compliance register was updated to reflect the outcome of these discussions.

Registering for PRODA

To register for a PRODA account the person registering must meet identification requirements.

The Administration Officer and Finance Officer are now registered for the PRODA account. Medicare claiming have since been submitted.

2. Events

- Dance rites 2020 will be performing on Sydney Opera House's Digital Stage November 11-15 from 8pm NSW - the link <https://www.sydneyoperahouse.com/festivals/dance-rites.html>
 - Communication Strategy – Bill Boards / Pamphlets and Website updates and Community Roadside Vending / Markets.
 - Christmas lighting competition – Report Agenda Item 11.1
 - Mayoral Award – Report Agenda Item 11.2
 - New year's fireworks – Report Agenda Item 11.3

3. Sport & Rec

- **ICARP** – Physical Activity Plan (PAP) to be developed in collaboration with Community members, stakeholders and stakeholders. PAP will need to reflect Community need for period 1st Oct to 30th June 2021. The 12 Month Plan is currently not completed however sports & rec team has been doing month by month. Council have requested a month's extension to complete the plan.

Basketball Association:

Kerry Williams and Nate Jawai will be in Npa for the basketball Grand Final. They will be doing other programs with the school as previously planned prior to the sorry business.

Netball & AFL Clinic

Geva Mentor has reschedule their clinic for 17th November 20. Venue to utilise will be Bamaga outdoor courts and Bamaga oval. Risk assessment will be carried out before the event.

Holiday Program:

Holiday Program is currently planned for - December 14 – 18 & 21 – 24 January 4 – 8, 11 – 15 & 18 – 22

- Network with stakeholders to come together to drive this 3 weeks program
- Volunteer flyers to send out/ assistance from community service workers
- Draft plan on program/ venues

4. Arts & Culture

Council have received flyers about attending the Cooktown - Cape York & Torres Strait Arts Expo 2021 –The Rising Tide on the 11th- 20th 2021. The event will be clashing with the Npa Culture Festival which is also schedule for June 2021.

NPARC Arts and Events Coordinator have been working with Dance Rites and Bamaga Production team in coordinating local dance team in participating in cultural event.

As plans changed Dancers had to choose their own venue along with decorating it, and some also used natural sites of significants which was a one of the values.

5. Ribs (Remote Indigenous Broadcasting Services)

NPARC Radio Station 91.9FM - Broadcasting daily 10:04am – 12 midday

Nparc Promotional for Npa Transmitter only.

- The rate for NPA Council is \$8.40 per 30 sec spot plus g.s.t.

This is the same rate I have locked in other business in the NPA & is for the NPA transmitter only.

- The rate card is \$20 plus g.s.t. for a single station buy.

An example:

4 x 30 sec spots per day x 7 days per week = \$8.40 x 28 = \$235.20 plus g.s.t. \$23.52 = \$258.72 per week.

Community News and Service Announcements

- Trility & NPARC – Urgent Water Notice
- TCHHS Bamaga Hospital – updated Weekly news re Covid19 testing and visiting services at the hospital, Bamaga Primary Health re Flu vaccination and Health Screening of NPA State College Junior and Senior Campuses.
- NPA State College – P & C AGM
- Australian Electoral Commission re 2020 TSRA nominations closing date.
- Bamaga Police - Drivers Licenses and Vehicle registration
- Australian Govt Bureau of Meteorology Qld – weather

Job Spot - Nai-Beguta Agama Aboriginal Corporation

6. Swimming Pool

Swimming Pool staffs had previously experience issues with sand at the base of the swimming pool. Therefore council have engaged Kirratch on 30.10.2020 to do the Pool maintenance. Kirratch staffs identified some filters were brittle and snapped in half. This would have been the main cause of the sand in the pool. To replace these filters will be an additional cost to council.

7. Hunter's Gym & Fitness Centre

Council have now engaged an Assistant Gym Assistant. Timacoy Bamaga has commenced on 9th November 2020, However yet to receive induction.

8. IKC's (Indigenous Knowledge Centres)

IKC's continues to see community members coming in and utilising the computers – internet banking, Utube, doing their Resumes, book loans, DVD etc. (Covid 19 Safety plan is still being practiced).

- Floor Planning with SLQ ongoing with Josh Kitchen
- New P/C has arrived for each IKC's

- Statistical Reports / annual obligation report/ Covid Survey have been completed
- First 5 Program – Mums & Babs program is progressing slowly at this time.

9. Funeral / Cemeteries -

Nothing to report

Critical Dates

Not applicable for this report

Previous Considerations

Council may be previously aware of some of the issues that have been raised in this report however it is hoped that this and future reports will provide particular issues from the previous month only.

Legal and Legislation Considerations

Not applicable for this report

Policy Considerations

Not applicable for this report. It is the expectation that all operations and activities are in accordance with Council policies.

Corporate and Operational Plan Considerations

NPARC Operational Plan 2020/2021 are applicable.

Financial and Resource Considerations

CHSP & HSP – Funded service

IKC's – Part Funded

Swimming Pool – Council funded

Events – Council funded

RIBS – Funded service

Sports & Rec –Funded Service

Gym – Council Funded

Arts & Culture – Council funded

Consultation

This report is prepared from information supplied from the Manager, Coordinators and Staff members of each individual section



NORTHERN PENINSULA AREA REGIONAL COUNCIL

Ordinary Council Meeting

27 October 2020

COUNCIL REPORT

EXECUTIVE MANAGER COMMUNITY SERVICES

Agenda Item	12.1
Subject	Annual Christmas Light Competition for 2020
Classification	Council to Support
Author	Executive Manager Community Services
Authoriser	Danny Sebasio
File Number	
Attachments	nil

PURPOSE OF REPORT

To provide Council with a brief report in relation to the Christmas light competition for the 2020 Northern Peninsula Area Communities.

OFFICERS RECOMMENDATION

That Council accepts the Report

SUPPORTING INFORMATION

The Christmas Light Competition is an annual event recently recreated for Npa Communities and families to embrace and share the joy of an annual event.

GENERAL

This report is basically a brief report seeking Council's support towards the annual Christmas Light competition. The Christmas Light competition has become an annual event for the area. The event will help make NPA sparkle again and put something back to the community. All Entrants will be judged according to their artistic, visual and creative elements and council will encourage all community residents to enter the competition.

Winners of the 2019 Christmas light competition:

1 st	Sharee Sebasio	Grand Prize
2 nd	Flo Daniel	Runner Up
3 rd	Mary Yoelu	Most Unique
4 th	Elizabeth Sebasio	Great Effort
5 th	Lynese Jacob	Encouragement Award

The Competition will provide all NPA residents with the chance to embrace the festive spirit and light up your home and street. These festive displays will be enjoyed by many local families throughout our communities who spend their night leading up to Christmas touring around and looking at the awesome displays.

The important dates and information for this year's competition are:

Entries Open: 23rd November 2020

Entries Close: 12.00pm, 24th December 2019

Winners will be announced at the New Year's Eve Community Fireworks.

** Council encourages Entrants to also consider using solar power o LED lights to conserve energy.*

For 2020 :

1st Prize - Grand Champion 2020 – Santa's Home Away from Home

2nd Prize- Santa's Runner Up

3rd Prize- Unique Home for Santa

(Proudly sponsored by NPARC)

Condition of Entry:

- All entrant and registration fees must be registered with a fee of \$25.00 before 12.00miday 24th December 2020 at your nearest Council Office at Injinoo, Umagico, Bamaga and New Mapoon and also at the Seisia IKC Building.
- All entrant who will be entering must have their lights displayed until 10.00pm at night from the 23rd to 25th December 2020 (To be judged).
- All entrant must understand that their residential property will be photographed and these photograph will be used by council to further promote the event.
- All residents who are entering the competition must restrain their pets (DOGS) for the judges to access entry into their premises to judge.
- The Judges reserve the right to make their selections, and then make the award per category at their discretion.
- All entrant will be notified and will be announced at the New Year's Eve Community Fireworks. However the prizes will be presented to the winners on the 5th January 2021.

Critical Dates

Not applicable for this report

Previous Considerations

Legal and Legislation Considerations

Not applicable for this report

Policy Considerations

Not applicable for this report. It is the expectation that all operations and activities are in accordance with Council policies.

Corporate and Operational Plan Considerations

Financial and Resource Considerations

Nparc - Council currently have no budget allocation.
Sponsors – Other sources / Contractors & Suppliers

Consultation

This report is prepared from information supplied Community Services Staffs.



NORTHERN PENINSULA AREA REGIONAL COUNCIL

Ordinary Council Meeting

27 October 2020

COUNCIL REPORT

EXECUTIVE MANAGER COMMUNITY SERVICES

Agenda Item	12.2
Subject	Mayoral Awards for 2020
Classification	Council to Support
Author	Executive Manager Community Services
Authoriser	Danny Sebasio
File Number	2020/04405
Attachments	nil

PURPOSE OF REPORT

To provide Council with a brief report in relation to the Mayoral Award for the Peninsula Area Regional Council.

OFFICERS RECOMMENDATION

That Council accepts the Report and supports the Annual Event.

SUPPORTING INFORMATION

The following request requires Council support towards the Nparc Mayoral Award for 2020.

GENERAL

This event is hosted as an annual Council Mayoral Awards held at the end of each year as a get together for all Nparc employees to appreciate and congratulate nominees from each department. This event recognises employees' outstanding work efforts throughout the year. The event is a private banquet barbeque luncheon held prior to the annual Christmas closure.

The Mayor and respective managerial head of each department congratulates the Nominees and Award Winners.

The Awards:

- Employee of the Year
- Trainee of the Year
- Team of the Year
- Encouragement Award

Individual department Awards – Operation, Corporate Services, Community Services & Finance
(There is one award for each Council department and then one encouragement award from the balance of nominations from all departments.)

Last year's recipients each received a prize valued at about \$160 (including cash) they will also appear on an honour board so their efforts will be remembered in the future.

Nomination should be email to ceo@nparc.qld.gov.au with a brief comment on why the person is nominated, and before a closing date.

Critical Dates

Not applicable for this report

Previous Considerations

Not Applicable

Legal and Legislation Considerations

Not applicable for this report

Policy Considerations

Not applicable for this report. It is the expectation that all operations and activities are in accordance with Council policies.

Corporate and Operational Plan Considerations

Financial and Resource Considerations

Nparc - Council currently have no budget allocation.

Consultation

This report is prepared from information supplied Community Services Staffs.



NORTHERN PENINSULA AREA REGIONAL COUNCIL

Ordinary Council Meeting

27 October 2020

COUNCIL REPORT

EXECUTIVE MANAGER COMMUNITY SERVICES

Agenda Item	12.3
Subject	Annual New Year's Fire Work for 2020
Classification	Council to Support
Author	Executive Manager Community Services
Authoriser	Danny Sebasio
File Number	D20/04616
Attachments	nil

PURPOSE OF REPORT

To provide Council with a brief report in relation to the Festive Season Fireworks held previously in our communities.

OFFICERS RECOMMENDATION

That Council accepts the Report and Supports the Annual Fire Works for 2020/21

SUPPORTING INFORMATION

The New Year's Eve Firework is an annual event recently recreated for Npa Communities and families to embrace and share the joy of an annual event.

GENERAL

This report is basically a brief report seeking Council's support towards the annual New Year Firework display in the community. Last year, council have supported the fireworks display at both New Mapoon and Seisia. The first firework display was held New Mapoon at 9.00pm for children and then the second firework display at Seisia for the adults. During the event council events team have engaged the local community market group to hold market stalls and sell items over the evening.

This year we are looking at holding the Firework display at just one community given that it was difficult for stallholders to relocate their stalls.

A risk management plan will be carried out by council staffs and the Firework operator. Community Services team is seek Council support to make further arrangement for the event.

Critical Dates

Not applicable for this report

Previous Considerations**Legal and Legislation Considerations**

Not applicable for this report

Policy Considerations

Not applicable for this report

Corporate and Operational Plan Considerations**Financial and Resource Considerations**

Nparc - Council currently have no budget allocation.
Sponsors – will be sourced

Consultation

This report is prepared from information supplied Community Services Staffs.



NORTHERN PENINSULA AREA REGIONAL COUNCIL

Ordinary Council Meeting

27 October 2020

COUNCIL REPORT

EXECUTIVE MANAGER COMMUNITY SERVICES

Agenda Item	12.4
Subject	Annual Mud Rally & Pig Hunting Events for 2021
Classification	Council to Support
Author	Executive Manager Community Services
Authoriser	Danny Sebasio
File Number	
Attachments	nil

PURPOSE OF REPORT

To provide Council with a brief report in relation to the 2021 Annual Mud Rally Event & Pig hunting Events in aid of recruiting local volunteers for the Npa SES & RFS.

OFFICERS RECOMMENDATION

That Council accepts and supports the Annual Mud Rally & Pig Hunting Events for 2021.

SUPPORTING INFORMATION

The Annual Mud Rally & Pig Hunting petition is an annual event previously held each year during the Australia Day public holiday in January.

GENERAL

This report is basically a brief report seeking council's support for the annual Mud Rally and Pig Hunting event. The event is held at the back part of the Bamaga sporting oval in aid of recruiting local volunteers to the SES & RFS team.

Last year we have recruited approximately 5 more members to the SES/RFS services which brings the total volunteers to 12 members.

Local men and women have participated in the event over the years. The Mud Rally and Pig hunting event are usually divided into different category and the register forms and payments will be receipted at the New Mapoon Office:

Category for Mud Rally Event.

Men's and Women's entry for 6 or 4 Cylinder - 1st & 2nd Place

Category for Pig Hunt event.

Men's and Women's entry for Pig Hunt (4 in a group).

Men's Pig Hunt 1st & 2nd Place

Women's Pig Hunt 1st & 2nd Place

The groups are required to register before weighing hunt

Critical Dates

Not applicable for this report

Previous Considerations

Legal and Legislation Considerations

Not applicable for this report

Policy Considerations

Not applicable for this report. It is the expectation that all operations and activities are in accordance with Council policies.

Corporate and Operational Plan Considerations

Financial and Resource Considerations

Nparc - Council in Kind

Sponsors – Other sources / Contractors & Suppliers

Consultation

This report is prepared from information supplied Community Services Staffs.



NORTHERN PENINSULA AREA REGIONAL COUNCIL

Ordinary Council Meeting

17 November 2020

COUNCIL REPORT

Executive Manager of Finance

Agenda Item	13.0
Subject	Financial Services Monthly Report
Classification	For Decision
Author	Gavin Amarasiri
Authoriser	
File Number	
Attachments	NPARC Financial Statements @ 31 October 2020

Executive Summary :

This is the Council Financial Report for the month of October 2020.

The following financial information is provided for the period 1 July 2020 to 31 October 2020:

- Revenue and Expenditure Summary
- Breakdown of Income and Expenses
- Cash Position Summary
- Balance Sheet
- Income Statement
- Debtors
- Creditors

Recommendation

That Council accepts the Executive Manager of Finance Report for the Month of October 2020.

Moved:

Seconded:

Vote:

Resolution Number:

Revenue and Expenditure Summary

Revenue and Expenditure Report - Northern Peninsula Regional Council								
Financial Year 2020 -2021 (Budget to End of Report Month)								
Program	REVENUE				EXPENSES			
	31-Oct-20				31-Oct-20			
	Actual	Budget	Variance Favourable/ (Unfavourable)	% Received	Actual	Budget	Variance Favourable/ (Unfavourable)	% Spent
CORPORATE GOVERNANCE	42,236	40,896	1,340	0%	670,982	584,856	(86,126)	115%
FINANCE & ADMINISTRATION	2,904,426	2,918,680	(14,254)	100%	574,078	1,062,092	488,014	54%
CORPORATE SERVICES	375,491	185,332	190,159	203%	942,723	1,005,092	62,369	> 100%
ENGINEERING SERVICES	3,470,459	7,034,272	(3,563,813)	49%	6,496,043	7,752,012	1,255,969	84%
COMMUNITY SERVICES	361,523	420,484	(58,961)	> 100%	608,029	950,088	342,059	64%
DEVELOPMENT	788,398	756,988	31,410	104%	465,881	907,336	441,455	51%
ENTERPRISES	3,091,248	3,457,000	(365,752)	> 100%	2,758,294	2,959,316	201,022	> 100%
TOTAL REVENUE & EXPENDITURE	11,033,781	14,813,652	(3,779,871)	74%	12,516,029	15,220,792	2,704,763	82%
SURPLUS/(DEFICIT)	(1,482,248)							

Enterprise Revenue

	Actual EXP to 31-10-2020	Budget EXP to 31-10-2020	Actual INC to 31-10-2020	Budget INC to 31-10-2020	Actual Surplus/ (Deficit) to 31-10-2020	Budget Surplus/ (Deficit) to 31-10-2020
ENTERPRISES						
BAMAGA PO	190,169	227,900	130,925	145,000	(59,244)	(82,900)
INJINOO READYMIX	296,693	429,352	234,901	516,668	(61,792)	87,316
INJINOO SERVICE STATION	369,076	328,396	431,913	554,168	62,837	225,772
JARDINE FERRY, ROADHOUSE & CAMPGROUND	301,465	353,136	475,956	271,332	174,491	(81,804)
UMAGICO STORE	1,557,377	1,620,200	1,811,839	1,957,996	254,462	337,796
	2,714,780	2,958,984	3,085,534	3,445,164	370,754	486,180

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

Corporate Governance –

Income – is within the budget.

Expenditure – is **over** the budget by \$86k due to on off payment for recruitment and consultancy fees and LGAQ annual subscription.

Finance and Administration –

Income - is within the Budget

Expenditure has a **favorable** variance of \$488k.

This is mainly due to saving in wages and On Costs and other General Expenses

Corporate Services –

Income is a **favorable** variance of \$190K

This is mainly due to one off income from CDP employer incentives, insurance claims etc.

Expenditure – is a **favorable** variance of \$62K.

Mainly due to saving in wages and oncosts

Engineering Services –

Income is \$3.5Mn **less** than budgeted.

Mainly due to considerable less income from Housing Maintenance and Upgrade and un-allocation of capital grant income as projects have not been started.

Expenditure is \$1.25Mn **less** than budgeted.

Mainly due to under spend in contract expenditure as above.

Community Services –

Income is \$58.9K **less** than the budget.

Grant not received yet for communication equipment project.

Expenditure is \$342K **less** than budgeted.

Mainly due to underspent in wages and other overheads.

Economic Development –

Income is **favorable** variance of \$31k.

Expenditure is \$441k **less** than budgeted expenditure.

Mainly due to under spend in wages and oncost and Actual expenditure of Ranger Project is the under budget.

Breakdown of Council Income and Expenses

The detailed report is to the Program and Sub-Program levels respectively and gives better information to Council. Council and Managers are now able to use this report (to the Account level) to monitor areas of responsibility.

Attachment A

PROGRAM OCTOBER 2020

PROGRAM	Sum of 31-10-2020		Sum of 31-10-2020		Sum of 31-10-2020	Sum of 31-10-2020
	Actual	EXP	Budget	EXP	Actual INC	Budget INC
⊕ COMMUNITY SERVICES		610,443		950,420	361,523	420,484
⊕ CORPORATE GOVERNANCE		671,148		584,856	136,484	40,896
⊕ CORPORATE SERVICES		944,494		1,005,092	375,491	185,332
⊕ ECONOMIC EMPLOYMENT DEVELOPMENT		464,111		907,336	794,114	762,156
⊕ ENGINEERING SERVICES		6,498,060		7,752,012	3,376,211	7,034,272
⊕ ENTERPRISES		2,758,714		2,958,984	3,085,533	3,451,832
⊕ FINANCE & ADMINISTRATION		574,078		1,062,136	2,904,426	2,918,680
Grand Total		12,521,047		15,220,836	11,033,783	14,813,652

SUB –PROGRAM OCTOBER 2020

Sub-Programs	Sum of 31-10-2020		Sum of 31-10-2020		Sum of 31-10-2020	
	Actual	EXP	Budget	EXP	Actual	INC
COMMUNITY SERVICES		610,443		950,420		361,523
⊕ AGED & COMMUNITY CARE		6,715		1,668		6,117
⊕ ARTS & CULTURE		14,494		37,140		235
⊕ BUS OPERATIONS		1,718		1,668		1,555
⊕ COMMUNICATIONS		30,936		28,376		22,143
⊕ COMMUNITY SERVICES ADMIN		65,817		56,656		-
⊕ Economic Development Stimulus Office		-		16,168		-
⊕ EVENTS		16,387		65,668		3,950
⊕ FUNERALS		3,475		3,000		364
⊕ HACC & AGED CARE		125,672		183,628		117,429
⊕ IKCs - NPA		86,437		91,780		26,846
⊕ NAT'L JOB CREATION PACKAGES		141,471		242,016		123,503
⊕ SPONSORED COMMUNITY PROJECTS		-		3,500		-
⊕ SPORTS, RECREATION & YOUTH		117,320		219,152		59,381
CORPORATE GOVERNANCE		671,148		584,856		136,484
⊕ CORPORATE GOVERNANCE EXPENSES		185,329		224,336		-
⊕ EXECUTIVE		484,453		360,520		136,484
⊕ CORP GOV COMMUNITY FORUMS		1,366		-		-
CORPORATE SERVICES		944,494		1,005,092		375,491
⊕ CORPORATE SERVICES		492,417		502,648		140,570
⊕ Corporate Services IT Projects		113,168		171,484		-
⊕ STORES ADMINISTRATION		337,138		330,960		234,921
⊕ BIO SECURITY		1,771		-		-
ECONOMIC EMPLOYMENT DEVELOPMENT		464,111		907,336		794,114
⊕ Commercial Rentals		18,426		131,412		150,291
⊕ Community Housing		24,526		56,644		-
⊕ Contractors' Camp		1,793		71,852		21,862
⊕ Employee Wage Support		37,540		27,948		53,333
⊕ RANGERS		338,609		531,184		562,912
⊕ Staff Housing		43,216		88,296		-
⊕ BAMAGA COMMERCIAL RENTALS		-		-		5,715
ENGINEERING SERVICES		6,498,060		7,752,012		3,376,211
⊕ AIRPORT OPERATIONS		162,246		225,020		133,892
⊕ BOAT RAMP CAR PARK		-		-		-
⊕ Community Housing		555,300		500,000		647,470
⊕ CONCIL PROPERTIES - RENTS REC'D		4,078		2,668		12,224
⊕ COUNCIL BUILDINGS R&M		39,339		22,752		26,194
⊕ COUNCIL CONTRACTS		-		-		-
⊕ Disaster Management NPARC		-		-		170,816
⊕ EMERGENCY SERVICES		3,211		332		4,106
⊕ ENGINEERING ADMINISTRATION		3,104,639		3,127,584		-
⊕ HEALTH & ENVIRONMENT		138,703		184,372		322,604
⊕ HEARSE		1,867		-		1,100
⊕ HOUSING		676,202		1,617,776		861,228
⊕ HOUSING SUBDIVISIONS		-		-		2,727
⊕ MUNICIPAL SERVICES		140,812		201,008		1,200
⊕ PARKS & GARDENS		321,305		480,284		-
⊕ ROADWORKS		448,531		288,564		295,762
⊕ SPORTS CENTRES & FACILITIES		20,581		63,860		-
⊕ STREET LIGHTING MAINTENANCE		14,569		12,500		-
⊕ WATER & SEWERAGE		582,482		455,468		766,956
⊕ WORKPLACE HEALTH & SAFETY		103,425		107,288		-
⊕ WORKSHOP & PLANT		145,514		462,536		3,029
⊕ Contractor costs		22,955		-		-
⊕ WHARF		12,300		-		-
⊕ QRRRF 2019-20		-		-		132,358
ENTERPRISES		2,758,714		2,958,984		3,085,533
⊕ BAMAGA PO		190,169		227,900		130,925
⊕ INJINOO READYMIX		296,693		429,352		234,901
⊕ INJINOO SERVICE STATION		369,076		328,396		431,913
⊕ JARDINE FERRY		273,974		275,388		1,719
⊕ JARDINE ROADHOUSE/CAMPGROUND		27,491		77,748		474,237
⊕ UMAGICO BUDGET LODGE & CAMP GROUNDS		43,935		-		-
⊕ UMAGICO STORE		1,557,377		1,620,200		1,811,839
FINANCE & ADMINISTRATION		574,078		1,062,136		2,904,426
⊕ CENTRELINK		9,515		-		33,189
⊕ Community Housing		561		16,360		-
⊕ FINANCE COSTS		8,296		-		-
⊕ FINANCE GENERAL		93,739		-		42,770
⊕ GENERAL EXPENDITURE		643,891		1,136,984		2,630
⊕ GRANTS		-		-		2,774,010
⊕ ONCOSTS & RECOVERIES		22,147		91,208		-
⊕ RTC		-		-		51,827
Grand Total		12,521,047		15,220,836		11,033,783
						14,813,652

Cash Position Summary

This attachment shows the cash we currently have available for use, less any unexpended grants and payables, borrowings and provisions. This also includes an estimate for capital expenditure based on depreciation for the year to date.

The estimated net cash position of \$436,479 is an improvement on the negative Cash flow position (\$1,826,207) reported in September 2020 mainly due to cash inflow from service charges and receipt of State Government Financial Assistance Grant.

Cash Available at 31 October was **\$ 14.8M**

Of this:

\$3.4M is invested at QTC at 0.87%

\$3.4M is invested at CBA at 1.8%

\$7.9M is in trading a/c

Est. Net Cash at 31 October was **\$436k**

Northern Peninsula Area Regional Council

Cash Position as at 31 October 2020

CASH	\$
NPARC CBA General Account	7,954,715
NPARC CBA Grant Funds	3,436,860
NPARC Cash Floats	11,510
NPARC QTC Investment	3,439,398
Cash on Hand - ATM Umagico Store	6,560
Cash Available	14,849,042
 ADD RECEIVABLES	
Accounts Receivable (Debtors)	5,062,003
GST Control (Receivable)	228,173
Less Provision for Doubtful debts (Impairment)	(2,985,352)
	2,304,825
Estimated Cash Position	17,153,867
 LESS	
Unspent Grant Funds	5,188,817
Grants in Advance	3,263,743
Differed revenue	1,884,300
Accounts Payable (Creditors)	777,766
Other Payables and Suspense	157,692
Provision for LSL (Current)	606,279
Provision for LSL (Non-Current)	201,354
Provision for Rehabilitation Tip	1,065,497
Annual Leave Liability	695,483
Capital Expenditure (approximated by Depreciation)	2,876,456
	16,717,388
Estimated Net Cash Position excluding Commitments	\$436,479

Statement of Financial Position

The Statement of Financial Position is often referred to as the Balance Sheet and is a snapshot of the financial position of Council at a particular time. It measures what Council owns (Assets) and what Council owes (Liabilities). The difference between these two components is the net wealth (Equity) of Council.

Northern Peninsula Area Regional Council

Statement of Financial Position

As at 31 October 2020

	<u>As at</u> <u>30 June 2020</u> <u>Actual</u>	<u>As at</u> <u>31 Oct 2020</u> <u>Actual</u>
Current Assets		
Cash and cash equivalents	10,569,306	14,849,367
Trade and other receivables	2,388,438	2,080,753
Inventories	1,052,599	1,131,173
Other financial assets	791,582	399,474
	<u>14,801,925</u>	<u>18,460,766</u>
Non-current assets classified as held for sale	-	-
Total current assets	<u>14,801,925</u>	<u>18,460,766</u>
Non-current Assets		
Trade and other receivables	-	-
Other financial assets	15,853,860	15,853,860
Property, plant and equipment	204,886,132	203,215,132
Intangible assets	-	-
	<u>220,739,992</u>	<u>219,068,992</u>
TOTAL ASSETS	<u>235,541,917</u>	<u>237,529,758</u>
Current liabilities		
Trade and other payables	2,753,332	1,158,652
Grants in advance	-	3,263,743
Provisions	1,966,888	1,966,888
Other	2,989,269	4,790,295
Total Current liabilities	<u>7,709,489</u>	<u>11,179,578</u>
Non-current liabilities		
Provisions	601,725	601,725
	<u>601,725</u>	<u>601,725</u>
TOTAL LIABILITIES	<u>8,311,214</u>	<u>11,781,303</u>
NET COMMUNITY ASSETS	<u>227,230,703</u>	<u>225,748,455</u>
Community Equity		
Asset revaluation reserve	62,006,652	62,006,652
Retained surplus/(deficiency)	169,107,789	167,625,541
Reserves	(3,883,738)	(3,883,738)
TOTAL COMMUNITY EQUITY	<u>227,230,703</u>	<u>225,748,455</u>

Statement of Comprehensive Income

The Statement of Comprehensive Income is often referred to as the Profit and Loss statement. This statement shows what Council has earned (revenue) and what costs Council has incurred (expenses) for the year to date.

Northern Peninsula Area Regional Council
Statement of Comprehensive Income
For the period year ended 31 October 2020

	<u>Financial Year</u> <u>End 30/06/2020</u>	<u>Period End</u> <u>31/10/2020</u>	<u>Budget</u> <u>2020-2021</u>
Income			
Recurrent Revenue			
Rates, levies and charges	2,721,483	920,028	2,782,508
Fees and charges	497,102	34,464	387,500
Rental income	602,803	282,765	1,334,044
Interest received	97,621	12,225	70,000
Sales revenue	8,977,055	1,441,988	9,554,500
Enterprise revenue	8,148,749	3,079,666	10,345,000
Other income	1,363,331	774,180	1,351,374
Grants, subsidies, contributions and donations	11,910,468	4,037,526	11,937,045
Total recurrent revenue	34,318,612	10,582,842	37,761,971
Capital revenue			
Grants, subsidies, contributions and donations	53,208,706	446,854	6,673,941
Loss on sale Assets	-	-	
Total capital revenue	53,208,706	446,854	6,673,941
Total revenue	87,527,318	11,029,696	44,435,912
Capital income	979,512		
Total income	88,506,830	11,029,696	44,435,912
Expenses			
Recurrent expenses			
Employee benefits	(13,050,727)	(4,217,224)	(16,170,987)
Materials and services	(21,389,883)	(5,407,824)	(20,439,300)
Finance costs	(1,301,176)	(10,440)	(39,489)
Depreciation and amortisation	(8,571,316)	(2,876,456)	(8,629,362)
Total recurrent expenses	(44,313,102)	(12,511,944)	(45,279,138)
Capital Expenses	0	0	(754,500)
	0	0	(754,500)
Total expenses	(44,313,102)	(12,511,944)	(46,033,638)
Result from ordinary activities	44,193,728	(1,482,248)	(1,597,726)
OPERATING RESULT			
Operating Revenue	34,318,612	10,582,842	37,761,971
Operating Expenses	(44,313,102)	(12,511,944)	(45,279,138)
Operating Surplus/(Deficit)	(9,994,490)	(1,929,102)	(7,517,167)

Debtors Outstanding

Total debtors outstanding as of 31 October 2020 was \$5,062,003 and total number of outstanding debtors were 279. The provision for bad debt as of 31 October 2020 was \$2,985,352.

The age analysis of the debtors outstanding is as follows.

Northern Peninsula Area Regional Council					
Aged Debtors Analysis					
As of 31 October 2020					
Description	Current	30 Days	60 Days	90 Days	Total
Debtors outstanding	259,615	435,881	102,276	4,264,231	5,062,003
Number of Debtors					375
Provision for Bad					2,985,352
Number of Debtors					171

Creditors Outstanding

Total Creditors outstanding as of 31 October 2020 was \$777,766 and number of Creditors outstanding were 54.

The age analysis of the Creditors outstanding is as follows

Northern Peninsula Area Regional Council					
Aged Creditors Analysis					
As of 31 October 2020					
Description	Current	30 Days	60 Days	90 Days	Total
Debtors outstanding	382,876	184,651	1,415	208,360	777,302
Number of Debtors					54



NORTHERN PENINSULA AREA REGIONAL COUNCIL

Ordinary Council Meeting

17 November 2020

COUNCIL REPORT

ACTING EXECUTIVE MANAGER CORPORATE SERVICES

Agenda Item	14.0
Subject	New Legislative Requirements post 121 October 2020
Classification	For Noting
Author	Ross Higgins
Authoriser	
File Number	
Attachments	Nil.

PURPOSE OF REPORT

To provide Council with a summary of operations within the Corporate Services Department

OFFICERS RECOMMENDATION

That Council notes the Corporate Services Report for November 2020

SUPPORTING INFORMATION

The following is an up-date on the operations of the individual sections within the Corporate Service Department of Council.

PROPERTY AND LEASING

Unfortunately with the new Property and Leasing Officer now declining the position, this has put the section back about 1 month and work on reviewing and finalising the Community Housing and Staff Accommodation Registers has stalled somewhat. We are currently looking at temporary measures that can be put in place to assist in the short term whilst permanent recruitment can take place.

From a strategic perspective, there are a number of issues that are of concern.

Leased Council Building and Facilities

A number of these buildings and facilities have ageing infrastructure and requests are being made by Lessees for major repairs in accordance with terms included in lease agreements. My understanding

is that Council should have an obligation to undertake this work as the owner however in the meantime I am seeking some legal advice to confirm this.

It is now an appropriate time to undertake a condition assessment of these building/facilities to understand what Council's liabilities might be into the future. These assessments should also be used to up-date our Asset Management Plans. Quotes from appropriately qualified people will need to be obtained to ascertain the cost and whether Council has the financial resources to meet these costs.

Community Housing

The provision of community social housing is a complex matter and it is believed that NPARC are not controlling the process very well. This is especially evident whilst the Queensland Government through the Department of Housing and Public Works manages the majority of housing in the Northern Peninsula Area.

The Queensland State Regulatory System for Community Housing (QSRSCH) is the Queensland system for registering, monitoring and regulating local government and prescribed state providers of community housing, including Indigenous councils.

All local governments funded by the Department of Housing and Public Works to provide community housing in Queensland must be registered under the QSRSCH to continue their funding relationship.

This ensures that local government providers meet national service standards and are held to the same industry-based performance outcomes as nationally registered providers.

DHPW only give funding for social housing services to registered providers as per the Housing Act.

This is a matter that requires discussion at a strategic level and could form part of the discussion when the review of the Corporate Plan is undertaken and the development of the Housing Action Plan with DHPW. We should be undertaking a condition assessment of all houses.

In the meantime, Property and Leasing is identifying all dwellings available for community social housing that are currently vacant. It will be recommended to Council that these be transferred to DHPW for their use as they have a waiting list.

Staff Accommodation

P & L is currently identifying the number of vacant houses against the number of vacant positions where recruitment is either underway or proposed. Some houses will require maintenance and up-grade works prior to tenancy.

There has been a request from the Principal of the School to ascertain if Council had any surplus dwellings that could be used by them as they have a shortage of teacher accommodation. Council's views on this would be appreciated to enable decisions to be made in the coming weeks. Unfortunately, the condition of the dwellings will impact on whether there are any surplus properties.

UMAGICO SUPERMARKET

Major issue is absenteeism and getting a core group of casuals to be able to come to work on short notice.

The Executive Manager Finance's report will show income and expenditure figures.

BATCHING PLANT

Concrete production for the month of October has been very low. Unfortunately this business is consumer driven and building activity is very slow at present.

It is known that there is some housing programs ready to commence so this should increase production.

JARDINE RIVER FERRY

We are now in receipt of a report from Queensland Ship Surveyors that has detailed a number of repairs required to bring the ferry back to an acceptable standard.

The inspection by the Marine Safety Authority has identified a number of deficiencies which have required urgent repair. These works need to be completed by Friday 13 November. There is an allocation of \$50,000.00 within the current COVID W4Q funding to allow repairs to the ferry however this will not be enough. We are looking at where savings can be made in other projects to allow the important works to be completed.

I am putting together a report for the ferry, roadhouse, camping ground to ensure regular maintenance is undertaken and future needs are met. This will include a review of financial arrangements as cash handling needs to be constantly monitored.

NPARC STORES

It is apparent that there has been a number of issues that are constantly raised for improvements at the stores area either from a maintenance, capital improvements or operational perspective.

The stores can be an area of large risk to Council and a review of control of stock movements needs to be implemented. Looking into a Point of Sale (POS) system to be installed to improve stock control.

To ensure all issues are captured, it is intended to develop a plan that identifies all future needs within the stores area to ensure better security and more efficient operations.

INJINOO SERVICE STATION

Work has commenced on the expansion to the shop area which is being funded from the COVID W4Q program.

Other works that have been identified as workplace, health and safety issues (as below) should be able to be addressed as part of this W4Q funding:

- Deterioration of concrete in the servo's forecourt to be repaired to prevent possible damage to underground tanks and pipe work
- Protection of pumps and vent pipes required.
- The roof over the pumps needs to be inspected and repaired to meet Building Standard

Discussions have commenced with the Manager around increased hours and the availability of different grocery items.

APUDTHAMA LAND & SEA RANGERS

Rangers are undertaking most of their regular activities on country.

Discussions have commenced with Apudthama Land Trust around the sub-contractor agreement which will allow ALT to engage 3 positions. In saying that, it has been difficult to engage NIAA around how this is supposed to work and where the funds would come from. NIAA are instead focussing on NPARC meeting its financial reporting commitments from over the past few years.

Critical Dates

Not applicable for this report

Previous Considerations

Operational issues relating to Corporate Services have been reported to Council on a monthly basis

Legal and Legislation Considerations

Not applicable for this report

Policy Considerations

Not applicable for this report. It is the expectation that all operations and activities are in accordance with Council policies.

Corporate and Operational Plan Considerations

Sections 5.1.3, 5.1.4, 5.1.5, 5.1.6, 5.1.13, 5.1.14, 6.1.8 and 6.1.9 of the NPARC Operational Plan 2020/2021 are applicable. A review of the Plan indicates that some of the timeframes with the Plan have not been met but steps are in place to meet the requirements as soon as possible. A status report to 30 September on achievements within the Operational Plan has been submitted to the CEO.

Financial and Resource Considerations

Nothing specific other than information noted in each section above

Consultation

This report is prepared from information supplied from the Managers of each individual section



NORTHERN PENINSULA AREA REGIONAL COUNCIL

Council Ordinary Meeting

17 November 2020

COUNCIL REPORT

Acting Executive Manager Corporate Services

Agenda Item	14.1
Subject	2019/2020 NPARC Annual Report
Classification	For Decision
Author	Ross Higgins
Authoriser	
File Number	
Attachments	2019/2020 NPARC Annual Report

PURPOSE OF REPORT

To seek council's endorsement of the 2019/2020 NPARC Annual Report

OFFICERS RECOMMENDATION

That council endorses and approves the 2019/2020 Northern Peninsula Area Regional Council Annual Report

SUPPORTING INFORMATION

The *Local Government Regulation 2012* s182 states that Council must adopt its Annual Report within one month after the day the auditor-general gives their audit report about council's financial statements for the financial year to council, (unless the Minister, by notice to the council, extends this time).

The Queensland Auditor General's letter enclosing the signed annual financial statements was dated 14 October 2020, therefore the Annual Report should be approved by 14 November. As 14 November is a Saturday and a number of councillors are absent from the NPA in the days prior, the report is being presented for approval at the council meeting being held on 17 November.

The draft report has been sent to councillors and senior executive managers for feedback and nothing has been received.

Also, the draft was also sent to the QAO for review. Some minor changes relating to financial data were requested and the Executive Manager Finance has now made those amendments.

Critical Dates

The Annual Report has to be approved at this meeting to meet legislative requirements.

Previous Considerations

nil

Legal and Legislation Considerations

Refer to section 182 of the *Local Government Regulations 2012*

Policy Considerations

nil

Financial and Resource Considerations

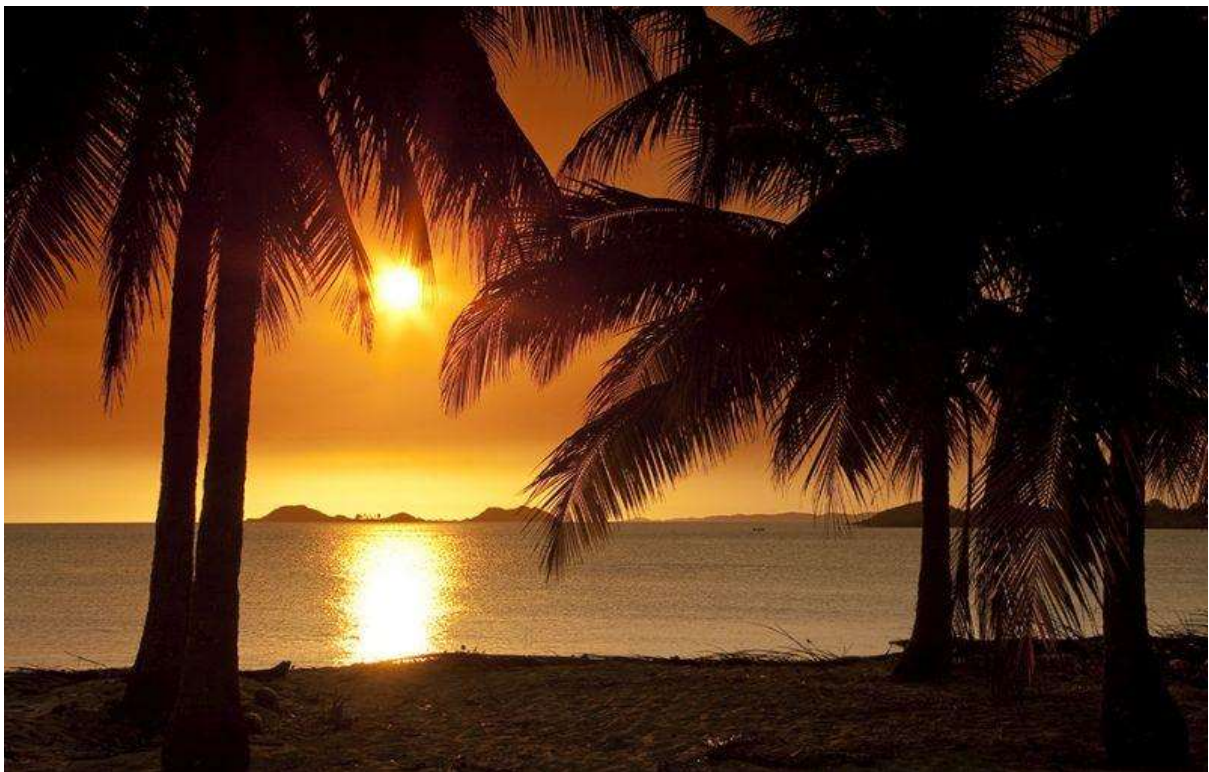
nil

Consultation

A copy of the draft report has been circulated to councillors and senior staff. It has also been reviewed by the Queensland Audit Office.



NORTHERN PENINSULA AREA REGIONAL COUNCIL



Annual Report 2019/2020

Welcome

to the

Northern Peninsula Area Regional Council 2019/2020 Annual Report

Our 2019/2020 Annual Report is an important component of Councils performance management process. This is an essential document that will inform the community how our Council has performed over the 2019/2020 financial year. It captures the achievements, hopes, aspirations, priorities and goals of our community.

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INTRODUCTION AND OVERVIEW

The Northern Peninsula Area Regional Council's Annual Report provides an account of the organisation's performance, activities and other information for the financial year 1 July 2019 to 30 June 2020.

The Annual Report is an important document by which Council is transparently accountable for its financial and operational performance throughout the year. It contains important information for residents and ratepayers, Councillors, staff, community groups, government, developers / investors and other interested parties on Council's operations, achievements, challenges, culture, purposes and plans for the future.

Council is strongly committed to serving the NPA community and provides this Annual Report in accordance with relevant local government legislation.

Availability of Documents

Objectives and strategies addressed in this Annual Report are contained in the Northern Peninsula Area Regional Council 2018-2022 Corporate Plan and 2019 – 2020 Operational Plan. Copies of both the Corporate Plan and this Annual Report are available from:

Northern Peninsula Area Regional Council, 180 Adidi Street, Bamaga.

Council's website at : www.nparc.qld.gov.au

In written request to : Northern Peninsula Area Regional Council,
PO Box 200, Bamaga, Qld, 4876

Feedback

Feedback and suggestions for any improvement to this Annual Report are welcomed by the Northern Peninsula Area Regional Council and maybe forwarded by emailing info@nparc.qld.gov.au or by phoning 07 4090 4100.

MESSAGE FROM OUR MAYOR

It is with great pleasure that I present the Northern Peninsula Area Regional Council Annual Report for the financial year ending 30 June 2020.

Following the March 2020 local government elections, we saw 4 new councillors and myself as Mayor elected to represent the people and communities of the Northern Peninsula Area (NPA). I would like to acknowledge the previous Mayor and Councillors for their work and leadership during the past 4 years as well as the mayors and councillors that preceded them.

Our entry to public office has come at a time when there were many challenges facing local government and the NPA Communities. At our time of election, the world was in the middle of the COVID-19 pandemic and we needed to manage community responses to ensure our residents were kept safe. In addition, there have been major changes to the Local Government Act and Integrity Act to strengthen conflict of interest, meeting procedures and registers of interest processes.

With COVID 19 responses, this required a strengthening and re-focus of the Local Disaster Management Group (LDMG) operations as the NPA had not had to deal with a global pandemic previously as well as improved communication with our community organisations and residents. I would like to recognise the impact of the COVID-19 restrictions on our community, especially impacting on our ability to practice cultural protocols. I would like to thank the Community for their ongoing support and compliance with the restrictions. In addition, I would like to thank the members of the LDMG for their contribution towards disaster management operations, community organisations and businesses for their support.

As new Councillors, there was a lot of training to be undertaken especially around the roles and responsibilities of being a Councillor as well as the changes to the legislation. I would like to acknowledge the support of the Department of Local Government, Racing and Multicultural Affairs for providing these important training programs.

The 2019/2020 financial year was a difficult year for the Northern Peninsula Area Regional Council as there was a loss of a number of senior executive staff including the Chief Executive Officer. It is intended to review the organisational structure and commence a recruitment process for people who want to become part of the Council and our community. In addition, we will focus on embedding our local cultural protocols into council procedures and strengthening the communication and feedback to community. Moving forward, Council will continue to collaborate with all stakeholders both in the NPA and externally to ensure we can provide the best service we can to the residents of this area. Council has embarked on a review and development of our Community Safety Plan and wants to have a focus on improved street lighting and footpaths around all communities.

Finally, I would like to thank my fellow Councillors, Senior Executive Staff and all of the workers of Council who are providing the services to our communities.

Mayor Patricia Yusia

PROFILE OF OUR REGION

Northern Peninsula Area Regional Local Government Area (LGA) includes the communities of Seisia, New Mapoon, Bamaga, Umagico and Injinoo.

The Northern Peninsula Area Regional Council has a strong and productive relationship with State and Australian government, industry, community, private sector, community and traditional owner groups. In the context of traditional owner groups, the Apudthama Land Trust is the representative body established to act as a custodian for the Injinoo land.

The Land Trust is committed to high quality natural resource management programs which lead to self-sustaining Aboriginal-owned enterprises.

Council is directly involved with a significant part of the local economy through providing customary civic services, operating local enterprises, and administering government assistance programs.

It is envisaged that NPARC will aim to increase involvement to accelerate towards achieving the goals and aspirations that is underpinned by the strategic themes of our region.

The area receives a significant influx of visitors and tourists during the dry season, both by road, air and sea links which can boost the population by thousands of people and provides a huge economic boost to the economy.

STATISTICS

Size	1,061.1 sq/km	Average Rainfall	1,838 mm per annum
Population	2,773 based on ABS 2016 Census individual communities Bamaga - 1,164 Injinoo - 561 New Mapoon -361 Seisia - 260 Umagico - 427	Average Daily Temperature	range of 23.5 to 30.2 degrees Celsius

FACILITIES

Seisia is the main seaport for the NPA and Bamaga is the commercial and administrative centre for government services. Community services in Bamaga include a hospital, Police Station, a health centre and ambulance service, a family resource centre, a healing centre, a healthy lifestyle centre, Home and Community Care, a women's shelter, a crisis shelter, magistrate's court

services, and child safety services and support. The health centre provides primary health care and general nursing service.

Community service facilities found in other communities include Indigenous Knowledge Centres at Seisia, New Mapoon, and Injinoo and a health service in Injinoo.

OUR ELECTED REPRESENTATIVES

Quadrennial elections were held on 28 March 2020 for Queensland Local Governments. Following declaration of the poll, we saw the election of a new Mayor and 4 new councillors. One current sitting councillor was re-elected.

Current councillors are:



Mayor Patricia Yusia



Cr Gina Nona
Division 1 - Injinoo



Cr Robert Tamwoy
Division 2 –Umagico



Cr Kitty Gebadi
Deputy Mayor
Division 3 - Bamaga



Cr Eric Cottis
Division 4 - New Mapoon



Cr Francis Elu
Division 5 - Seisia

Northern Peninsula Area Regional Council elected representatives for the period 1 July 2019 to 21 April 2020 were:

Mayor Edward Newman

Cr Gina Nona – Division 1 Injinoo

Cr Dennis Getawan – Division 2 Umagico

Cr Cassie Adidi – Division 3 Bamaga

Cr Michael Bond – Division 4 – New Mapoon

Cr Joseph Elu – Division 5 – Seisia

STRATEGIC DIRECTION

Our Vision

With respect and pride we will build a future for our children based on unity, equitable self-governance, education and culture.

Our Mission

- To provide unity and cohesion across the Northern Peninsula Area five communities, and
- To establish the unified NPA community as a single point of accountability, with Government and service providers as enablers (not the implementers)

Our Goals

Community Ownership:	A unified NPA, leaving a legacy of pride and respect,
Accountability:	Trust, transparency and confidence in thought, word and behaviour,
Community Engagement:	Connecting and communicating with everyone, with mutual respect,
Respect:	For yourself, family, community and culture,
Working Together:	We encourage everyone to be creative and innovative.

Strategic Themes

- Infrastructure Services
- Community Wellbeing
- Community Economics
- Local Environment
- Leadership

Strategic Corporate Outcomes

- Organisational Management and Corporate Governance
- Fiscal Management
- Infrastructure Lifestyle
- Community Development

- Environmental
- Land Use Planning
- Quality assurance

THE YEAR IN REVIEW

CORPORATE SERVICES

The NPARC Corporate Services Department consists of the following Units and Enterprises.

- ***Property and Leasing***

The Property and Leasing Unit continues to coordinate leasing and tenancy management across commercial leases, land leases, community social housing and staff accommodation. This also involves the provision of maintenance requirements for existing council housing as well as Council controlled buildings

- ***Apudthama Ranger Operations***

Council continues to manage the Ranger program in conjunction with support from the Apudthama Land Trust. The area that is patrolled by the Rangers covers approx. 250,000 hectares including 300km of coastline.

Rangers continue to undertake work activities on country such as checking roads for fallen trees, checking fence lines, putting up signage to identify areas where camping is not allowed, checking camp grounds, patrols for croc sightings, monthly biosecurity activities, turtle monitoring and coastal surveillance collecting data on ghost nets, marine debris on the beach and dugong/dolphin monitoring.

- ***Injinoo Batching Plant***

Provides concrete for all building and civil projects being undertaken within the Northern Peninsula Area.

- ***Injinoo Service Station***

The Injinoo Service Station provides fuel supplies and basic grocery items for local residents as well as tourists visiting the area.

Planning has commenced for an up-grade of the building to allow for increased retail space with work expected to commence in October 2020.

- ***Jardine River Ferry***

The ferry was closed to operations when the COVID 19 restrictions came into force which impacted the business. Inspections of the ferry are programmed to ensure repairs and maintenance can be undertaken once the next wet season commences. Due to the restricted tourist season, it is estimated that approx. 2,000 vehicles were transported on the ferry during the financial year.

- ***Umagico Supermarket***

The Alau Supermarket continues to provide an essential service to not only the residents of Umagico but the whole of the NPA. The supermarket is operated in conjunction with ALPA from the Northern Territory who provides management and commercial expertise.

- ***NPARC Stores***

The Stores is an integral component of the Council operations providing materials and supplies for all Council operations. It also provides sales of materials to private contractors and community residents.

- ***Bamaga Post Office***

An important community service providing mail collection and delivery, parcel collection as well as banking services.

COMMUNITY SERVICES

Activities undertaken through the year included the following:

HACC Services

- A new storage shed funded through Age Care Regional & Remote Infrastructure Grant. This provide more storage space for the HACC services.
- An open concrete area has been enclosed to provide a friendly outdoor seating area for Staffs and clients to use for recreational purposes.
- A shelter over the HACC Genset has been constructed, to protect and keep the Genset covered from the weather.

Bamaga Sporting Oval

- The replacing of the oval light poles to suit NRL standard and fitted with new LED lights.

New Mapoon Sporting Oval

- The replacing of the oval light poles with 30m poles to suit AFL standard, and also fitted with new LED lights
- Planting of trees along the fence line to create a buffer (as windbreak) and to beautify the area.

RIBS

- We have constructed a shelter over the RIBS Genset. The Genset has been out in the weather for a number of years, so this will extend the life of the asset, given the need to provide the communities with update news especially important announcements.

Cemetery.

- The constructed of 4 new public toilets – Bamaga, Injinoo, Umagico and New Mapoon
- New Mapoon cemetery beautification project. The purpose was to create a buffer, and block out the ongoing busy traffic along the road to Seisia; and for community members to respect the final resting place for their love ones.

Playgrounds.

- The refurbishment of the community playgrounds in the communities.

Injinoo – at the Dan Ropeyarn memorial park, and Jomen Tamwoy central park. (The outdoor basketball court at Jomen Tamwoy central park was also covered by the outdoor vinyl to encourage more local participations.

Umagico – at the Davis Wilson memorial park

Bamaga – at the Lui Street park

New Mapoon – repairs at New Mapoon park

Seisia – 2 playgrounds (near the community hall and across from the Seisia enterprise building.

Sports Ovals.

- We have received funding to upgrade and improve the community sporting ovals, however the funding did not go a long way given the condition of each oval at the time. The Bamaga oval was looked after because of its water supply from Mosby creek. The other oval had water issues and problems with sensitive weeds.

Community Events.

- Annual NPA Mud Rally and Pig Weighing competition – this event has been used by Council & Emergency services to engage the communities and encourage local community member to join the SES/RFS services.
- The Annual Mabo Day Celebration – is also held each year to celebrate the Mabo high court win for all indigenous community. NPA celebrate by holding the event and rotating it at each community, each year.
- NPA Anzac Day Commemoration – last year the Anzac commemoration, breakfast and parade was held in Bamaga. Hopefully 2021 dawn service will be held at the DC3 wreck on the airport road (bi-annual event).
- Annual NPA Show & horse riding events (mid- end of August each year.) The NPA Show is held here at the Bamaga sporting oval and has been an attraction for tourists and neighbouring indigenous community.
- NPA Sporting Carnival – annual sporting event held at end of October each year. Council have previously engaged local sporting corporation to administer the sporting event, and given them that opportunity to expand.
- Christmas Lighting competition – this is becoming popular and a lot of community members are now participating in the completion. There have been wonderful prizes won by locals and many on the prizes are from sponsors.
- New Year's fireworks – this has only began in the last 3 years. Council host the events in each of the communities. Last year, the 9.00pm fireworks was held at New Mapoon sporting oval and the 12midnight firework was held at Seisia oval. It's always spectacular to watch these events.
- Occupational Health Safety has been a major part of our planning and delivering of events or programs.

INFRASTRUCTURE AND OPERATIONS

Water Supply

An important event within the financial year was the transfer of water assets and land from the Queensland Government to the Northern Peninsula Area Regional Council. The transfer deed for the NPA water supply system was signed on 16 September 2020.

Master Planning

On the 17 December 2019, Council endorsed the Northern Peninsula Area Master Plan. The first planning meeting between Council, DATSIP and consultants was undertaken in May 2017 with community consultations seeking feedback from community members commencing in November 2017. The Master Plan provides a roadmap for future development and facilities within the Northern Peninsula Area.

Roads and Infrastructure

Work continued on NDRRA road restoration works projects within the region based on assessments of damage following declared natural disaster events. Council maintains a good cooperative relationship with the Queensland Reconstruction Authority.

As part of Council's on-going road works program, Council also received funds from the Cape York Regional Package Round 2 to work on roads to the south and north of the Jardine River Ferry.

In September 2019, a contract was approved for major drainage works to be undertaken in Bamaga.

In July 2019, funding was secured from Department of Transport and Main Roads under the Aboriginal and Torres Strait Islander Transport Infrastructure Development Scheme (ATSI TIDS) to undertake temporary repairs of damaged sections of the airstrip runway at Bamaga Airport. Council crews focused its resources to undertake repairs to the payment of the airstrip and install subsoil drainage prior to the onset of the wet season.

Housing and Building

As part of a \$40 million allocation from the Queensland Government for housing purposes for indigenous councils, Council received approval for an amount of \$2.35 million. It was decided by Council that these funds would be put towards the construction of one new house in each of the 5 NPA Communities. Planning is well advanced on this project with the selection of allotments in each community as well as the commencement of house designs.

The Northern Peninsula Area Regional Council also took part in discussions around allocation of funds for housing provided within a \$104 million grant by the Commonwealth Government to Queensland Indigenous Councils. The amount agreed for allocation to NPARC was \$8.35 million. Once the funding process is finalised by both the Commonwealth and State Governments, Council will be able to plan for the best use of these funds.

STATUTORY INFORMATION

The following information provides the details required by the Local Government Act 2009 and the Local Government Regulation 2012.

SECTION 185 LGR 2012 - COUNCILLOR EXPENSES REIMBURSEMENT AND FACILITIES POLICY

As required to report in accordance with section 250 (1) of the Local Government Regulation 2012, Council did not pass a resolution to amend the Councillor Expenses Reimbursement and Facilities Policy during the financial year.

SECTION 206 (2) LGR 2012 – NON CURRENT ASSETS

This process is noted in the Council's Procurement Policy which was in place during the 2019/2020 financial year.

SECTION 186 LGR 2012 - COUNCILLORS

Councillor Meeting Attendance and Remuneration

(Information provided for councillors during period 1 July 2019 to 21 April 2020 and 21 April 2020 to 30 June 2020)

Councillor	General Meetings	Special Meetings	Remuneration	Superannuation Contribution	Expenses
Mayor Patricia Yusia	4 *	1	16,731.16	1,589.45	465.45
D/Mayor Kitty Gebadi	4 *	1	9,652.51	917.01	--
Cr Gina Nona (re-elected)	10 *	1	50,251.28	5037.51	10,352.95
Cr Robert Tamwoy	4 *	1	8524.14	809.78	--
Cr Eric Cottis	4 *	1	8524.14	809.78	--
Cr Francis Elu	4 *	1	8524.14	809.78	--
Mayor Edward Newman	8	-	85,304.87	8,483.61	30,573.49
D/Mayor Michael Bond	8	-	49,213.92	4,894.46	6,040.86
Cr Dennis Getawan	9	-	41,727.14	4,227.73	3,327.82
Cr Cassandra Adidi	9	-	41,727.14	4,227.73	5,850.89
Cr Joseph Elu	8	-	41,727.14	4,227.73	528.19

- Includes Post Election Meeting held on 21 April 2020

Facilities provided to Councillors -

Mayor – Vehicle, office space and fittings at Bamaga

Deputy Mayor – Office space and fittings at Bamaga

Councillors – Office space and fittings at office in each division

Conduct and Performance of Councillors

Compliance with S186 of the Local Government Regulation 2012 under Sections 186 (1)(d)-(f) and Section 353 of the Local Government Regulation 2012, the Council performance against set standards were as follows:

Orders made under section 150I(2) of the LGA	Nil
Orders made under section 150AH(1) of the LGA	Nil
Decisions, orders and recommendations made under section 150AR(1) of the LGA	Nil
Name of each Councillor for whom a decision, order or recommendation was made under section 150I(2), 150AH(1) or 150AR(1) of the LGA	Nil
A description of the unsuitable meeting conduct, inappropriate conduct or misconduct engaged in by each councillor	Nil
A summary of the decision, order or recommendation made for each councillor	Nil
Complaints referred to the assessor under section 150P(2)(a) of the LGA: a councillor and the chief executive officer	Nil
Matters, mentioned in section 150(P)(3) of the LGA, notified to the Crime and Corruption Commission	Nil
Notices given under section 150R(2) of the LGA	Nil
Notices given under section 150S(2)(a) of the LGA	Nil
Decisions made under section 150W(1)(a)(b)(d) of the LGA (1 July 2019 to 31 August 2019)	1
Decisions made under section 150W(1)(a)(b)(e) of the LGA (1 September 2019 to 30 June 2020)	7
Referral notices accompanied by a recommendation mentioned in section 150AC(3)(a) of the LGA	Nil
Occasions information was given under section 150AF(4)(a) of the LGA	Nil
Occasions the local government asked another entity to investigate, under chapter 5A, part 3, division 5 of the LGA for the local government, the suspected inappropriate conduct of a councillor	Nil
Applications heard by the conduct tribunal about the alleged misconduct of a councillor (1 July 2019 to 31 August 2020)	Nil

Applications heard by the conduct tribunal under chapter 5A, part 3, division 6 of the Act about whether a councillor engaged in misconduct or inappropriate conduct (1 September 2019 to 30 June 2020)	Nil
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SECTION 187 LGR 2012 – ADMINISTRATIVE ACTION COMPLAINTS

The Northern Peninsula Area Regional Council is committed to dealing fairly and promptly with administrative action complaints. Council has an Administrative Action Complaints Policy to ensure there is a framework to receive, resolve and report upon any administrative action complaints. The policy is available in the policies section of Council's website. This policy will be reviewed during 2020/2021.

There were no administrative action complaints made during the financial year.

SECTION 188 LGR 2012 – OVERSEAS TRAVEL

There was no overseas travel undertaken by Councillors or staff during the 2019-2020 financial year

SECTION 189 LGR 2012 – EXPENDITURE ON GRANTS TO COMMUNITY ORGANISATIONS

There were no funds granted to community organisations

SECTION 189 LGR 2012 – DISCRETIONARY FUNDS

Council does not have discretionary funds available to individual Councillors.

SECTION 190 (a) (b) LGR 2012 – ASSESSMENT OF CORPORATE PLAN AND OPERATIONAL PLAN

Assessments are undertaken as part of monthly reports presented to Council by individual Departments

SECTION 190 (c) & SECTION 190 (2) LGR 2012 – COMMERCIAL BUSINESS UNITS

Council operated the following enterprises during the year however none of these activities were deemed "significant commercial business units" in terms of the Local Government Regulation. The code of competitive conduct was not applied to any of these business activities.

- Jardine River Ferry
- Injinoo Service Station
- Injinoo Batching Plant
- Umagico Supermarket
- Bamaga Post Office

SECTION 190 (d) LGR 2012 – OTHER LOCAL GOVERNMENTS AND SPECIAL RATES AND CHARGES

There were no instances where Council was involved in any activities relating to other local governments during the 2019-2020 financial year, or for which special rates and charges have been levied.

SECTION 190 (e) LGR 2012 – INVITATIONS TO CHANGE TENDERS

There were no instances where Council invited tenderers to change tenders under Section 228(7) during the financial year.

SECTION 190 (f) LGR 2012 – LIST OF REGISTERS

The List of Registers as required by the *Local Government Regulation 2012*, s190, maintained by Council and open for inspection, is as set out hereunder:

SECTION OF ACT	NAME OF REGISTER	HELD BY
Local Government Regulation 2012, S290	Register of Interests of the CEO and a person who is related to the CEO	Mayor
Local Government Regulation 2012, S290	Councillors' Registers of Interests and a person who is related to a Councillor	Mayor
Local Government Regulation 2012, S290	Register for Executive employees and a person who is related to a senior executive employee	Mayor
Section 125-137 LGA 2009	Authorised Persons	Mayor
Section 60 of LGA 2009 Section 105 of Local Government Regulation 2012	Register of Delegations by Chief Executive Officer to Employees	Mayor
Local Government Act 2009 S181 A(1)	Councillor Conduct Register	Mayor
Local Government Act 2009 S181 A(1)	Register of written complaints received by the Office of the CEO, outcome of each complaint including any disciplinary action taken in relation to the complaint.	Mayor
Section 13 of LGA 2009	Register of Planning & Sustainable Development Fees	Mayor
Section 14 of LGA 2009 Section 17 of the Local Government Regulation 2012	By-Laws and Register of Roads	Mayor
Local Law No. 2 (Animal Management) 2011	Stray and Feral Animals	Mayor
Section 1 of Animal Management (Cats and Dogs) Act 2008	Cat and Dog Register	Mayor
Section 12 of Animal Management (Cats and Dogs) Act 2008	Unlicensed Dog Register	Mayor
Section 40 of Environmental Protection Act 1994	Environmentally Relevant Activities—Development Approvals	Mayor
Section 40 of Environmental Protection Act 1994	Environmental Authorities	Mayor
Section 40 of Environmental Protection Act 1994	Environmental Development Approvals and Registrations	Mayor
Section 1 of LGA 2009 Section 14 of the Local Government Regulation 2012	Register of Local and Subordinate Local Laws	Mayor
Local Government Regulation 2012 S56	Register of Business Activities to which competitive neutrality applies	Mayor

SECTION 190 (g) LGR 2012 – CONCESSIONS FOR RATES AND CHARGES

Council granted concessions for rates and charges for the 2019-2020 financial year for Churches on application to the CEO as per Council's policy.

SECTION 190 (h) LGR 2012 – INTERNAL AUDIT FUNCTION

An internal audit function helps Council to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve effectiveness or risk management, control and governance processes in relation to:

- Effectiveness and efficiency of operations
- Reliability and integrity of financial and operational information
- Safeguarding of assets
- Compliance with laws, regulations and contracts

Council's internal audit function is undertaken by Altius Advisors (Chartered Accountants) in Cairns.

The focus for this financial year was in the following 3 areas:

1. Implementation of new accounting standards
2. Review of asset valuations, including initial recognition of water assets
3. Detailed review of outstanding receivables balances

SECTION 190 (i) LGR 2012 – COMPETITIVE NEUTRALITY COMPLAINTS

Council did not receive any notices under S49 for competitive neutrality complaints.

SECTION 190 (j) LGR 2012 – RESPONSES TO QCA RECOMMENDATIONS – COMPETITIVE NEUTRALITY

As there were no competitive neutrality complaints, there were no responses to QCA under Section 52(3).

SECTION 201 LGA 2009 – SENIOR CONTRACT EMPLOYEES

The total remuneration payable to senior contract employees during the financial year was \$788,489.24

The following list identifies the number of senior contract employees who are each being paid remuneration in the package ranges identified:

- Five senior management employees with a total remuneration package in the range of \$100,000 to \$200,000

COMMUNITY FINANCIAL REPORT

CONTENTS

Comprehensive Income

Financial Position

Cash flow

Measures of Financial Sustainability

COMMUNITY FINANCIAL REPORT 2019 - 2020

The purpose of this Community financial Statement is to provide the member of the Community an understanding of NPARC's Financial performance and its Financial position as of

The Community Financial report is prepared and presented in accordance with Section 179 of the Local Government Regulation 2012.

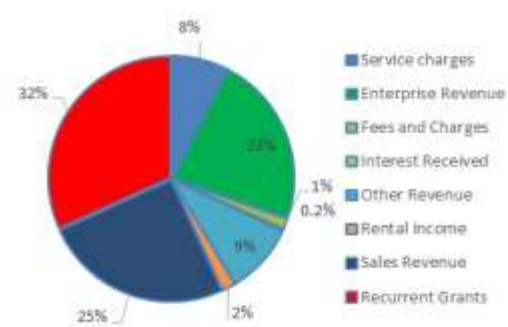
The figures below are rounded in thousands \$'000

Comprehensive Income and Expenditure - Recurrent

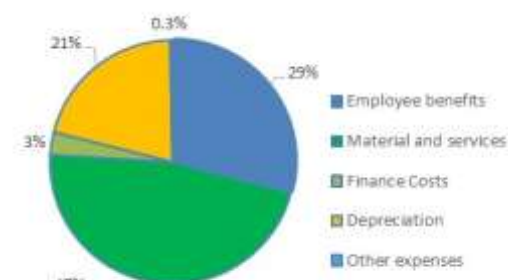
for the year ended 30 June 2020

\$'000	Actual 2020	% of sub- Total
Income		
Service charges	2,721	7.6%
Enterprise Revenue	8,133	22.7%
Fees and Charges	530	1.5%
Interest Received	73	0.2%
Other Revenue	3,374	9.4%
Rental Income	628	1.7%
Sales Revenue	9,007	25.1%
Recurrent Grants and Contributions	11,394	31.8%
Total Income	35,859	100%
Expenses		
Employee benefits	12,816	29%
Material and services	20,694	47%
Finance Costs	1,331	3%
Depreciation and amortisation	9,147	21%
Other expenses	136	0%
Total Expenses	44,124	100%

Operating Income 2019-2020



Operating Expenses 2019-2020



NPARC total recurrent income for the financial year 2019 -2020 was \$35.8Mn. The major portion of total income represents Grants from state and federal Governments which is 31.8%. Our main sources of own revenue are water and utility charges 7.6%, Enterprise revenue 22.7%, other revenue 9.4% that mainly represents revenue

from Airport operation and the Sales revenue 25.1% is the income generated from contract works carried out by the Council for the Department of Housing and Public works.

Statement of Comprehensive Income

Statement of Comprehensive income shows us the results of the Council operation for the last financial year 2019-2020 with comparative financial information for the previous financial year 2018 2019. As NPARC's normal business operations carried out consistent with previous financial year, the significant event occurred that positively impacted the financial result for the year was that the transfer of Water Assets from the Department of Local Government, Racing and Multicultural Affairs. NPARC received \$46.2Mn worth of water assets from the Department. This value included in the Council Assets this year and the equal amount of Capital contribution from the Department included in Capital Revenue of the Statement of Comprehensive Income.

Statement of Comprehensive Income
For the year ended 30 June 2020

	2020 \$'000	2019 \$'000
Revenue		
Recurrent revenue		
Service charges	2,721	2,747
Enterprise revenue	8,133	7,368
Fees and charges	530	432
Interest received	73	138
Other revenue	3,374	2,994
Rental income	628	925
Sales revenue	9,007	8,861
Grants, subsidies, contributions and donations	11,394	12,686
	<u>35,859</u>	<u>36,151</u>
Capital revenue		
Grants, subsidies, contributions and donations	54,093	6,150
Total revenue	<u>89,952</u>	<u>42,300</u>
Total income	<u>89,952</u>	<u>42,300</u>
Recurrent expenses		
Employee benefits	(12,816)	(12,827)
Materials and services	(20,694)	(21,820)
Finance costs	(1,331)	(353)
Depreciation and amortisation	-	-
Property plant and equipment	(9,147)	(6,814)
Other expenses	(136)	(1,126)
	<u>(44,126)</u>	<u>(42,940)</u>
Capital expenses	-	(63)
Total expenses	<u>(44,126)</u>	<u>(43,003)</u>
Net result	<u>45,826</u>	<u>(702)</u>

NPARC's Financial Position

NPARC's total Assets as of the last financial year ended 30 June 2020 is \$235.8Mn and Total liabilities as of the date was \$8.5Mn. The community equity as of 30 June 2020 is \$227Mn (\$179Mn – 2019).

The assets base of the Council includes various categories assets as below.

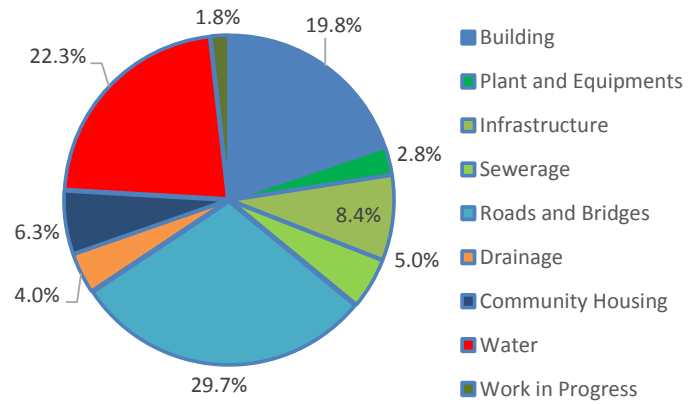
The figures below are rounded in thousands \$'000

Property, Plant and equipments

for the year ended 30 June 2020

	Actual	% of
\$'000	2020	sub-Total
Asset Category		
Building	40,560	19.8%
Plant and Equipments	5,644	2.8%
Infrastructure	17,226	8.4%
Sewerage	10,256	5.0%
Roads and Bridges	60,824	29.7%
Drainage	8,216	4.0%
Community Housing	12,812	6.3%
Water	45,708	22.3%
Work in Progress.	3,641	1.8%
Total Assets value	204,885	100%

NPARC's Assets by catogory

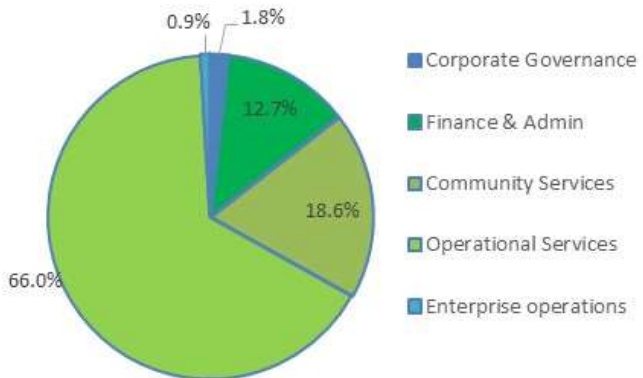


Property, Plant and equipments

for the year ended 30 June 2020

	Actual	% of
\$'000	2020	sub-Total
Asset Category		
Corporate Governance	4,274	1.8%
Finance & Admin	29,866	12.7%
Community Services	43,913	18.6%
Operational Services	155,553	66.0%
Enterprise operations	2,199	0.9%
Total Assets value	235,804	100%

NPARC's Assets by function



**Statement of Financial Position
as at 30 June 2020**

	2020	Restated 2019
	\$'000	\$'000
Current assets		
Cash and cash equivalents	10,569	10,443
Other current assets	4,496	6,497
Total current assets	15,065	16,940
Non-current assets		
Property, plant and equipment	204,886	153,371
Lease receivable	15,854	15,384
Total non-current assets	220,740	168,755
Total assets	235,805	185,695
Current liabilities		
Payables to suppliers and employees	3,795	3,200
Contract liabilities	2,906	-
Provisions	1,271	2,869
Total current liabilities	7,972	6,069
Non-current liabilities		
Provisions	602	508
Total non-current liabilities	602	508
Total liabilities	8,574	6,578
Net community assets	227,231	179,118
Community equity		
Asset revaluation surplus	62,007	57,499
Retained surplus	165,224	121,619
Total community equity	227,231	179,118

Cash Flow Statement

Cash flow statement provides information on sources of cash received by the Council and how Council has spent the cash during the financial year

Statement of Cash Flows




For the year ended 30 June 2020

	2020 \$'000	2019 \$'000
Cash balance at the beginning of the financial year	10,443	12,682
Cash inflow		
From Customers	26,121	23,831
Non Capital Grants received	11,076	12,686
Bank interest received	73	138
Rental income received	628	925
Receipts from the finance lease	500	495
Sale of Assets	-	69
Capital Grants received	7,853	6,150
Total Cash inflow	46,251	44,292
Cash out flows		
Payments to suppliers and employees	(36,209)	(37,823)
Purchase of Assets	(9,915)	(8,708)
Repayment of borrowings	-	-
Total Cash outflow	(46,125)	(46,531)
Cash balance at the end of the financial year	10,569	10,443

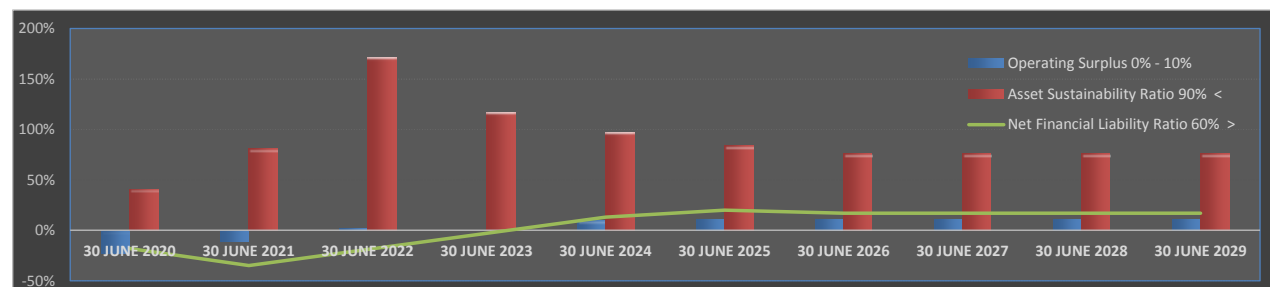
Measures of Financial Sustainability

The Council's Measures of financial sustainability are calculated and published in accordance with the Local Government Regulation 2012.

The sustainability Ratios are measures as follows.

-  Operating Surplus Ratio – Net result divided by total operating revenue
-  Asset sustainability Ration – Capital expenditure on the replacement of assets divided by depreciation expense.
-  Net Financial Liabilities Ration – Total Liabilities less Current assets divided by total operation revenue.

Measures of Financial Sustainability		Actual									
Key Indicator	Target	Projected for the year ended									
		30 June 2020	30 June 2021	30 June 2022	30 June 2023	30 June 2024	30 June 2025	30 June 2026	30 June 2027	30 June 2028	30 June 2029
Operating Surplus	0% - 10%	-23%	-11%	2%	0%	10%	11%	11%	11%	11%	11%
Asset Sustainability Ratio	90% <	41%	81%	171%	117%	97%	84%	76%	76%	76%	76%
Net Financial Liability Ratio	60% >	-18%	-35%	-19%	-3%	13%	20%	17%	17%	17%	17%



GENERAL PURPOSE FINANCIAL STATEMENTS



NORTHERN PENINSULA AREA REGIONAL COUNCIL

Council Ordinary Meeting

17 November 2020

COUNCIL REPORT

Acting Executive Manager, Corporate Services

Agenda Item	14.2
Subject	Road Dedication – Patterson Hill Road
Classification	For Decision
Author	Ross Higgins
Authoriser	
File Number	
Attachments	1. Letter and Decision Notice from NPARC dated 6 May 2020 2. Copy of SP318400

PURPOSE OF REPORT

To review and confirm SP 318400 that shows the new road configuration/opening that has been developed following approval by NPARC on 17 March 2020 and Decision Notice dated 6 May 2020.

OFFICERS RECOMMENDATION

That Council confirms that SP 318400 reflects the Decision Notice dated 6 May 2020 and may be signed by the Chief Executive Officer on Council's behalf, in Council's capacity as planning authority.

Background Detail

This matter was held over from the October meeting until further background information could be obtained and presented to the Trustee meeting.

The following is an extract from Council minutes dated 17 March 2020 relating to the opening of a new road at Patterson Hill in accordance with a Road Dedication and Maintenance Agreement.

"EXECUTIVE SUMMARY

Northern Peninsula Regional Council seeks development approval for the opening of a public road through Lot 46 on SO84 and Lot 30 on SP273365 to land to the north, Lot 3 on SO4, owned by Premier Waterproofing Pty Ltd.

*An existing ungazetted road provides access from Loyalty Beach Road through Lot 46 on SO84 and Lot 30 on SP273365 to Lot 3 on SO4 and has done so for many years.
NPARC and Premier Waterproofing Pty Ltd have reached agreement regarding the dedication of the road as public road.*

The road is recognised in the Northern Peninsula Area Regional Council – Northern Cape York Group Indigenous Land Use (area) Agreement as a “Proposed Road”.

Resolution:

That Council issue a Development Permit for ‘Reconfiguration of a Lot’ with the inclusion of the conditions set out in Part 6 of the Agenda Report for Patterson Hill (Road Opening) Reconfiguration of a Lot for road opening, off Loyalty Beach road, New Mapoon QLD 4876.

Moved: Cr Getawan

Seconded: Cr Elu

Vote: 5/1

Resolution: 5.5 – 170320”

Subsequent to that decision, a letter dated 6 May (attached) was written by the CEO together with a Decision Notice. Subsequent to this decision, the area has been surveyed with survey plans provided to Council as requested.

It is now required in accordance with Clause 5 of the Road Dedication and Maintenance Agreement that Council applies to DNRME for approval to open the road in the area shown in the plan.

This requires the approval of the landowner and signature on the Survey Plan by the CEO in Council’s capacity as Planning Authority.

Critical Dates

Nil

Previous Considerations

This matter has previously approved by Council in March 2020 and decision notice provided by the CEO on 6 May 2020.

Legal and Legislation Considerations

Matter is being handled by Preston Law on Council’s behalf and RPS from a Planning perspective.

Policy Considerations

Nil

Corporate and Operational Plan Considerations

Corporate Plan Theme 6 – Land and Housing around land planning, Native Title and ILUA negotiation

Financial and Resource Considerations

Nil

Consultation

Nil



NORTHERN PENINSULA AREA REGIONAL COUNCIL
Ordinary Council Meeting
17 November 2020

COUNCIL REPORT

ACTING EXECUTIVE MANAGER OPERATIONS REPORT

Agenda Item	15.0
Subject	NPARC Operations Monthly Council Report
Classification	For Noting
Author	Peter Dutailis A/EMO
Authoriser	
File Number	
Attachments	<p>1. Executive Manager of Operations Services Report</p> <p>1.0 Operation Update Report</p> <ul style="list-style-type: none"> (1) Roads (2) Environmental Health (Operations) (3) Water Supply (4) Airport (5) Workshop (6) BAS Building and maintenance (7) NPARC Projects (8) Community Works (9) Building Works (Excludes BAS)

1. Roads

- NPARC still awaits a formal decision from ALT and the RNTBC in regard to gravel and access for road works. There is still outstanding works to be completed ASAP.
 NPARC's legal team are currently negotiating with ALT legal. Refer to CEO Report.
- QRA have confirmed royalty payments are recoverable items under NDFA.
- Audited annual report for R2R 2019-20 program submitted.
- TMR have advised that two sections of road around the Jardine River totalling 20.3km have been approved under the Cape York Regional Package.
- Awaiting approval for culvert upgrade at Lui Street.

2. MIP6 Projects

Separable Portion D - Closure of Old Landfill

The project is on track for completion in December 2020.

The rubbish has been stockpiled into position and most of the levelling soil has been placed over the top ready for GCL liner.

Earthworks will be completed by the end of this month. The grass establishment still needs to be completed.

The old landfill is still receiving rubbish intermittent dumps and transitioning to the new landfill.

The old landfill capping is now being undertaken, if rubbish continue to be dumped in the old landfill, this may prevent the contractor from completing the remaining laydown area.

Gravel is required to complete the landfill capping. This issue remains unresolved and will reduce the laydown area. This issue is being monitored.

Transfer Station Alterations

Original Date for Practical Completion: 8th October 2020

New date – End of November

The contractor was awaiting special drill bits required for use in the concrete wall. These have now arrived, and the contractor will be recommencing works last week.

Council hook truck is in Cairns. New skip bins are due next week. Temporary bins are in use.

Shed at Transfer station

Shop drawings have been reviewed and materials have now been ordered.

Separable Portion G – Bamaga STP Irrigation system

Date for Practical Completion: 11th December (which includes 24 days of testing and commissioning)

This project is running behind schedule. The pipe supply was delayed due to Covid 19 supply issues, however these have now arrived and installation has been completed.

The pumps and pipes were also delayed but are due to arrive at the end of next week. The system is expected to be operational before Christmas, but it is possible that there may need to be some manual operations required until the switchboard is fully operational.

Permanent Erosion and Sediment Control at New Landfill

Date for Practical Completion: Before Xmas

The contractor has not commenced work. Delivery of erosion protection matting may cause a delay.

3. Environmental Health

(a) Animal Control

- **Dogs number in pound**
- Caught 10 dogs from around communities and later destroyed.
- **Dogs euthanised for October -**
- Euthanised 9 dogs for the month of October.
- **Animal Call outs**
- A lot of call outs due to dead animals 19 dogs.
- One horse.
- One Cat.
- **Animal complaints**
- 1 dog complaint – resolved.
- **Vet visit planned**
- Vet was return in October on 19/10/20 to the 23/10/20.

(b) Food Licensing

Food vendors inspected for October

- No food vendors inspected for the month of October

Up and coming inspections and tasks

- For the next upcoming inspection and task waiting on Tropical Population health unit in Cairns

(c) Sewerage(October)

1. Sewer incidents

- There was a sewer incident on the on the 15/10/20. Thurgate Plumbing attended at the back of the Bamaga State High School.
- Ongoing operation and monitoring on 6 SPS.
- Ongoing routine maintenance in accordance with inspection program.
- Minimal complaints from public.
- Ongoing legislative reporting requirements are met.
- The lagoons and the reticulation are under the MIP program.

2. Sewer repairs (pump stations)

- B&B Electrics are still monitoring switchboard at Bamaga pump station as it is still tripping waiting on parts the A L T switch.
- Umagico pump station had to have a pump replaced

(d) Solid Waste

- A worker is directing people to separate materials and tip in designated areas
- Dump is being capped off by MIP Contractor
- Temporary fence panels and mesh being installed to control wind driven waste
- New cells in use at the new landfill site

3. Other Issues

(a) Plant and equipment issues

- The Donga at the transfer station being repaired for worker to monitor and control dumping
- The pump-out truck is now waiting on parts.
- Small garbage truck waiting on repairs. Booked in.
- We received trailer pump-out trailer waiting on parts
- Old washdown facility has been filled in – closed out Worksafe PIN issue

(b) Attendance (list staff name and days taken off during (October)

Attendance has improved

(c) Staff issues

- No other staff issues at this time

4. Water Supply

Trility have not provided a water report not available in time. A summary of key points will be supplied on the meeting day.

5. Airport

Runway Pavement Issues – GHD design engineers are finalising detailed design and estimate for the runway, apron and taxiway. Pavement strengthening will be undertaken using ATSI/TIDS funding. Remote Airport Upgrade Round 8 is open to funding applications.

Airport Terminal – Funding has been received through the BOR round 5 to construct new amenities, office and baggage loading facility. Tender is advertised at present. Closes 30 November, 2020

Project includes separable portions for office upgrades if funding permits.

Perimeter Exclusion Fencing - Complete

NPA Airport Technical Inspection

Extract from the Executive Summary

The Northern Peninsula aerodrome was inspected on 22 October 2020.

The aerodrome presented well. The management exhibits responsibility and good awareness of compliance issues.

The runway continues to suffer pavement issues. The seal is mainly in good condition however the underlying pavement is in poor condition. Plans and funding are under preparation to reconstruct the runway.

CASA have introduced what they call a post augmentation of ICAO rules contained in Part 139 MOS.

Under the new rules the aerodrome must have –

- a compliant operations manual,
- an accountable manager,
- a robust passenger and aircraft counting system, both RPT passenger numbers and aircraft landings.
- a Risk Management Plan
- a Safety Management Plan (recommended)
- An emergency management plan (can be part of the Local Emergency Management Plan)
- Possible Wildlife Hazard Management Plan

6. Fleet & Mechanical Workshop

Major repairs Included:

- Cat Skid Steer Bucket Cylinder seal replacement
- Cat Skid Steer 2x Lift Cylinder seal replacement
- Kubota Tractor 4WD hub re-assembly

List of Plant Serviced:

- UD Tipper 6306
- Toyota Land cruiser 6221
- Kubota Tractor 6312
- Kubota Tractor (Ranger)
- Kubota Tractor (Airport) 6311
- Toyota Land Cruiser 6102
- Toyota Hilux 6298
- Toyota Land Cruiser 6209
- Toyota Hilux 6325
- Ride On Mower 6348

Workshop Improvement Includes:

- Oil-water separator is in discussion with the builder for the workshop.
- Speciality tools ordered for workshop for better productivity
- Workshop shed supporting beams are installed and completed
- New fascia needed on southern side of workshop

Ongoing Jobs Includes:

- Hino Garbage truck 6160- New replacement gearbox has been ordered and sent

- Cat Grader 6162- Electrical issue, Auto electrician due second week of October to diagnose

Ongoing Jobs Completed:

- Kubota Tractor 6312- 4WD Hub parts received and reassembled
- Isuzu Sewerage Truck 6060- New replacement Pump and tyre coupler unit has been received and installed
- Komatsu Excavator- Hydraulic Hoses has been received and replaced

Other Workshop- related information

- Russel Singe (Contract Mechanic) extended to mid-January
- Keas Blarry filling in admin role.
- Not taking in any private works (only tyres) due to Lack of staff.
- Workshop Laptop is in Cairns getting repaired
- Workshop Manager and Diesel mechanic positions have been interviewed and selected

Vacant Positions

- (a) Small Motor Mechanic Closed. Interviews complete.
- (b) Workshop Manager. Closed. Interviews complete.
- (c) Workshop Mechanic Closed. Interviews complete.

7. NPARC Capital Building Works

- (a) New Mapoon Multi-Purpose Sports Hall (Stage 2) – On hold
- (b) New Mapoon Multi-Purpose Sports Hall – Price requested for landscaping
- (c) New Mapoon Multi-Purpose Sports Hall – Training proposed for kitchen and facilities equipment
- (d) Umagico Park Upgrade – Price submitted for works from Lockhart Landscaping
- (e) Upgrade Umagico Depot – frame complete, electrical fitout complete commence lining. budget to be sorted from COVID 19 Funding.
- (f) Umagico Transfer Station Office Upgrade – scope of works finalised, budget to be sorted from COVID19 funding
- (g) Umagico Community Hall (Install roof extensions on both sides) – On hold
- (h) Construction of and Airport Machine Shed is on order.
- (i) Office Extension (Bamaga) – concept is being developed.
- (j) Airport Terminal Upgrades (Toilets, Office, baggage handling) – Tender advertised

End of Report

NPARC Community Works Report for OCT 2020

Injinoo

- ❖ Vegetation control
 - 1 Ride on mower cutting around community
 - Cut grass around council office community hall
 - Cut grass around Service Station
 - Clean play ground
 - Cut grass at 2 Parks
 - Pick up green waste & rubbish
 - Pick up road side rubbish
 - Pick up 2 mail containers for post office, unload and drop back at Sea Swift
- ❖ Road works
 - Clean up around community
 - Prep one house pad
 - Fix drains Injinoo ferry road
 - Carb side repairs
 - Block side tracks
 - Pick up falling trees
- ❖ Line marking
 - No line marking
 - Waiting on Clive to do line marking
- ❖ Fence replacement
 - Airport fencing done
- ❖ Problems which stop progress (plant breakdowns, slow freight of materials etc.)
 - Weather conditions slowed progress
 - Covid 19

Umagico

- ❖ Vegetation control
 - Cut grass around Council Office and IKC
 - Clean play ground
 - Cut grass around Community Hall
 - Tractor spray unit not working, in work shop getting repair
 - Pick up road side rubbish
 - Road works
 - Carb side repairs
 - Prep one house pad
 - Clean up rubbish around community
 - Pick up 2 containers for post office, unload and drop back at Sea Swift
- ❖ Line marking
 - No Line marking
 - None

- Fence replacement
- None
- ❖ Problems which stop progress (Plant breakdowns, slow freight of materials etc.)
 - Covid 19
 - weather conditions slowed progress

Bamaga

- ❖ Vegetation control
 - Cut grass around cemetery
 - Tractor slasher cutting around community
 - Cut grass around community
 - 1 Ride on mower cutting around community
 - Pick up green waste & rubbish
 - Pick up road side rubbish
 - Cut council office
 - Support community event
 - Cut & clean radio station
 - Pick up 2 mail containers for post office, unload and drop back at Sea Swift
- ❖ Road Works
 - Clean up rubbish around community
 - Prep one house pad
 - Carb said repair
- ❖ Line marking
 - None
- ❖ Fence replacement
 - None
- ❖ Problems which stop progress (plant breakdowns, slow freight of materials etc.)
 - Weather conditions slowed progress
 - Covid 19

New Mapoon

- ❖ Vegetation control
 - 2 Ride on cutting around Community
 - Tractor slasher cutting around Community
 - Pick up rubbish around community
 - Cut grass Council Office
 - Cut grass IKC
 - Pick up road side rubbish
 - Art centre cut & clean
 - Cut & Clean 2 parks
 - Support community event
- ❖ Road works
 - Block side tracks

- Clean up rubbish around community
- ❖ Line marking
 - None
- ❖ Fence replacement
 - None
- ❖ Problems which stop progress (plant breakdowns, slow freight of materials etc.)
 - Weather conditions slowed progress
 - Covid 19

Seisia

- ❖ Vegetation control
 - 2 Ride on cutting around community
 - Pick up road side Rubbish
 - Pick up green Waste & Rubbish
 - Clean Play Grounds
 - Cut community hall
 - Cut around IKC
 - Cut & clean parks
 - Pick up rubbish & cut around wharf
 - Pick up 2 mail container for post office, unload and drop back at Sea Swift
 - Support community event
- ❖ Road work
 - Clean up rubbish around community
 - Prep one house pad
- ❖ Line marking
 - None
- ❖ Fence replacement
 - None
- ❖ Problems which stop progress (plant breakdowns, slow freight of materials etc.)
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8. Roads

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Shed at Transfer station

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Permanent Erosion and Sediment Control at New Landfill

Date for Practical Completion: Before Xmas

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(h) Solid Waste

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Airport Terminal – Funding has been received through the BOR round 5 to construct new amenities, office and baggage loading facility. Tender is advertised at present. Closes 30 November, 2020

Project includes separable portions for office upgrades if funding permits.

Perimeter Exclusion Fencing - Complete

NPA Airport Technical Inspection

Extract from the Executive Summary

The Northern Peninsula aerodrome was inspected on 22 October 2020.

The aerodrome presented well. The management exhibits responsibility and good awareness of compliance issues.

The runway continues to suffer pavement issues. The seal is mainly in good condition however the underlying pavement is in poor condition. Plans and funding are under preparation to reconstruct the runway.

CASA have introduced what they call a post augmentation of ICAO rules contained in Part 139 MOS.

Under the new rules the aerodrome must have –

- a compliant operations manual,
- an accountable manager,
- a robust passenger and aircraft counting system, both RPT passenger numbers and aircraft landings.
- a Risk Management Plan
- a Safety Management Plan (recommended)
- An emergency management plan (can be part of the Local Emergency Management Plan)
- Possible Wildlife Hazard Management Plan

13. Fleet & Mechanical Workshop

Major repairs Included:

- Cat Skid Steer Bucket Cylinder seal replacement
- Cat Skid Steer 2x Lift Cylinder seal replacement
- Kubota Tractor 4WD hub re-assembly

List of Plant Serviced:

- UD Tipper 6306
- Toyota Land cruiser 6221
- Kubota Tractor 6312
- Kubota Tractor (Ranger)
- Kubota Tractor (Airport) 6311
- Toyota Land Cruiser 6102
- Toyota Hilux 6298
- Toyota Land Cruiser 6209
- Toyota Hilux 6325
- Ride On Mower 6348

Workshop Improvement Includes:

- Oil-water separator is in discussion with the builder for the workshop.
- Speciality tools ordered for workshop for better productivity
- Workshop shed supporting beams are installed and completed
- New fascia needed on southern side of workshop

Ongoing Jobs Includes:

- Hino Garbage truck 6160- New replacement gearbox has been ordered and sent
- Cat Grader 6162- Electrical issue, Auto electrician due second week of October to diagnose

Ongoing Jobs Completed:

- Kubota Tractor 6312- 4WD Hub parts received and reassembled
- Isuzu Sewerage Truck 6060- New replacement Pump and tyre coupler unit has been received and installed
- Komatsu Excavator- Hydraulic Hoses has been received and replaced

Other Workshop- related information

- Russel Singe (Contract Mechanic) extended to mid-January
- Keas Blarry filling in admin role.
- Not taking in any private works (only tyres) due to Lack of staff.
- Workshop Laptop is in Cairns getting repaired
- Workshop Manager and Diesel mechanic positions have been interviewed and selected

Vacant Positions

- (d) Small Motor Mechanic Closed. Interviews complete.
- (e) Workshop Manager. Closed. Interviews complete.
- (f) Workshop Mechanic Closed. Interviews complete.

14. NPARC Capital Building Works

- (k) New Mapoon Multi-Purpose Sports Hall (Stage 2) – On hold
- (l) New Mapoon Multi-Purpose Sports Hall – Price requested for landscaping
- (m) New Mapoon Multi-Purpose Sports Hall – Training proposed for kitchen and facilities equipment
- (n) Umagico Park Upgrade – Price submitted for works from Lockhart Landscaping
- (o) Upgrade Umagico Depot – frame complete, electrical fitout complete commence lining. budget to be sorted from COVID 19 Funding.
- (p) Umagico Transfer Station Office Upgrade – scope of works finalised, budget to be sorted from COVID19 funding
- (q) Umagico Community Hall (Install roof extensions on both sides) – On hold
- (r) Construction of and Airport Machine Shed is on order.
- (s) Office Extension (Bamaga) – concept is being developed.
- (t) Airport Terminal Upgrades (Toilets, Office, baggage handling) – Tender advertised

End of Report

ENVIRONMENTAL HEALTH DEPARTMENT

Monthly Report October 2020

Information supplied by George Mara

(i) Animal Control

- **Dogs number in pound**
 - Caught 10 dogs from around communities and later destroyed.
- **Dogs euthanized for October -**
 - Euthanized 9 dogs for the month of October.
- **Animal Call outs**
 - A lot of call outs due to dead animals 19 dog.
 - One horse.
 - One Cat.
- **Animal complaints**
 - 1 complaint at Bamaga went and saw the owner and told them about the dogs
 -
- **Vet visit planned**
 - Vet was return in October on 19/10/20 to the 23/10/20.

(j) Food Licensing

Food vendors inspected for October (list names)

- No food vendors inspected for the month of October
-

Up and coming inspections and tasks

- For the next upcoming inspection and task waiting on Tropical Population health unit in Cairns

(k) Sewerage(October)

6. List sewer incidents (date, location & repair method)

- There was a sewer incident on the on the 15/10/20
- Thurgate plumbing done the job it was at the back of the Bamaga State High School.
- The boys are doing all the operation, monitoring on all the 6 pump-station.
- The boys are doing the Regular maintenance and they have an inspection program in place.
- There's been a minimal complaints from public.
- The boys are doing and ensuring legislative reporting requirements are met.
- The lagoons and the reticulation are under the Myth program.

7. List Sewer repairs (pump stations)

- B&B Electrics are still monitoring switchboard at Bamaga pump station as it is still tripping waiting on parts the A L T switch.
- Umagico pump station had to have a pump replaced

(l) Solid Waste

- A worker is directing people to tip in designated areas
- Dump is being capped off by Yusia
- We will be purchasing some temporary fence panels and mesh to extend to ground for carcass pit (waiting for final measurement)
- We are placing in the cells at the new landfill site

5 Other Issues

(g) Plant and equipment issues *(list and plant not working or has been repaired)

- The Donga at the transfer station being repaired so that a crew can be based there and monitor and control dumping
- The pump-out truck is now waiting on breather plug.
- Small garbage truck waiting on gearbox repairs.
- We received trailer pump-out trailer waiting on cam-lock fitting

(h) Attendance (list staff name and days taken off during(October)

Attendance has improved

(i) Staff issues

- No other staff issues at this time

- **Attachment A – Water Wise Education at Home**

Attchment B – Wate Wise Education Activities

Attachment C – Water Wise Education Need to Know

Attachment D –

Northern Peninsula Airport

Managers Monthly Report

For the Month of: October 2020

Prepared by: Clive Lavrick

Sale Item	This Month Sales	Year to Date Sales	Comments
Jet A-1	\$ 26527.50	\$ 228273.10	
Avgas	\$ 10753.05	\$ 55213.05	
Landing Fees	\$ 12309.14	\$ 77472.38	
Passenger Tax	\$ 10770.00	\$ 47420.00	Sales from Previous Month. Ex Rex
Other Income			
Total Income	\$ 60359.69	\$ 408387.53	
Net Profit/Loss	\$ 39319.51	\$ 218815.38	Less Monthly Costs:

Sales Summery

Sale Items	Rex	Other Airlines	Totals
Jet A-1 Litres Sold	8656	1169	9825
Jet A-1 Sale Amount	\$ 23371.20	\$ 3156.30	\$ 26527.50
Avgas Litres Sold		3773	3773
Avgas Sale Amount		\$ 10753.05	\$ 10753.05
Number Flights In/Out	24	112	136
Flights In/Out Sale Amount	\$ 7277.28	\$ 5031.86	\$ 12309.14
Passengers In/Out	1061	8	1069
Passengers In/Out Sales Amount	\$ 10610.00	\$ 160.00	\$ 10770.00
Comments	Charged @ \$10 per Pac ?		This charge is via Council

Monthly Costs

Item	Cost	Comments
Jet A-1	\$ 11004.00	Cost is Jet A-1 Sold
Avgas	\$ 10036.18	Cost is Avgas Sold
Diesel		For Light & Main Generators/ Vehicles & Mowers
Vehicle Maintenance		
Cleaning Supplies		
Maintenance		
Consumables Office		
Aviation Fuel Facility		
ULP		
Staff Uniforms		
Totals	\$ 21040.18	Cost of Goods are when we Received Goods not when Ordered

Current Projects

Drainage Works: **No Change** Road Crew have finished the Drains. We are just waiting to finishing off the tar works around the wind sock areas.

Obstacle Limitation Areas: Working with roads to complete clearing of OLS to comply with CASA regulations. Should be completed this month Airport Staff have begun clearing area.

Subsoil Drains: **No Change** Waiting for Runway Design – Runway testing has been completed and we are now waiting on design reports

Airport Boundary Fence: **Completed**

Fuel Bowser Cover: **Completed**

Plant & Equipment

ARO Vehicle: Service is up to date, waiting on parts to repair damaged front quarter panel

Large Slasher Tractor: All good Service is up to Date

Ride on Mower: All Good Service is up to date – Spare Ride has broken down again might be time to retire this one

Generators: All Good Service is up to Date. Having trouble with oil pressure switches on the new generator working with manufacturer to repair problem. Generator computer requires an upgrade, Airport electrician will complete this

Runway & Tarmac Area

Runway Rutting: Is holding up fine at this stage

Runway and Apron Painting will be completed by 13th November if wind holds off

COVID 19: Movements at the Airport are starting to pick up. Jet Fuel Sales are down due to complications with over wing Jet Fuel pump. Problem has been sorted and we are back online selling Jet Fuel. Passenger Tax is up as we are now counting REX passenger numbers, last year we did not.

Sale Item	Sales Income October 2020	Sales Income October 2020
Jet A-1	\$ 42916.50	\$ 26527.50
Avgas	\$ 11941.50	\$ 10753.05
Landing Fees	\$ 18661.15	\$ 12309.14
Passenger Tax	\$ 3560.00	\$ 10770.00
Total Income	\$ 77079.15	\$ 60359.69
Net Profit/ Loss	\$ 18422.10	\$ 39319.51

Water Supply: Completed New Bore pipe will be installed before wet season, the new pipe will be concrete so should have no problems in the future with fires or corrosion

The Army: Have pulled out on the 22nd they thanked Airport Staff for their support and hoped to see us again in the future

Airport Staff: All Staff Training is up to date

Airport Inspection: Annual Inspection was carried out on the 23rd October with no major issues found. Report Attached

Clive Lavrick

6th November 2020

Signed By Airport Manager

Date

Recommendation:

A resolution from the Recipient (NPARC) confirming it has budgeted the Recipient's financial contribution (\$21,500 ex GST) to the project (if applicable), is committed to delivering the Project, and acknowledges responsibility for any funding shortfall if costs or other contributors change.

Move:

Second:

Vote:

Resolution:

WORKSHOP PROGRESS REPORT

2020

YEAR

OCTOBER

MONTH

Summary of completed jobs				
Services	Minor Repairs	Major Repairs	Small Plant Main.	Tyres
10	12	3	6	2

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OTHER BUSINESS

	Closing Prayer -
	Meeting Closed