



MEETING BOOK

Northern Peninsula Area Regional Council

Ordinary Council Meeting #27

To commence at 9.00am

On

Wednesday, 20th July 2022

BAMAGA Boardroom

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AGENDA ITEM 1- 5
ORDINARY COUNCIL MEETING #27
Wednesday 20th July 2022
Bamaga Boardroom

- 1. Welcome and Opening of Meeting**
- 2. Acknowledgement of Traditional Owners**
- 3. Present**
- 4. Apologies**
- 5. Declarations of Conflicts of Interest**

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Agenda Item 1. Welcome and Opening of Meeting

Mayor welcomed attendees and opened the meeting at 9:39am with a prayer.

Agenda Item 2. Acknowledgement of Traditional Owners

Agenda Item 3. Present

Mayor & Councillors

Mayor Patricia Yusia	District Mayor
Cr Kitty Gebadi	Division 3
Cr Gina Nona	Division 1
Cr Eric Cottis (left at 1.00pm)	Division 4
Cr Mabelene Whap (arrived at 12.03pm)	Division 5

Other Attendees

Kate Gallaway	Acting CEO
Gus Yates	Executive Manager of Operations
Michael Booth	Acting Finance Manager
David Tyson	Acting Manager Business Enterprises
Rachel Yusia	Executive Assistant/Minute Taker

Agenda Item 4. Apologies

4.1 Cr Tamwoy has requested Leave of Absence from this meeting, a formal resolution is required.

Resolution:

That Council:

1. Moves to accept apology from Cr Tamwoy who is away on personal leave.

Moved: Cr Cottis

Vote: 4/0

Seconded: Cr Gebadi

Resolution: C4.1 – 15062022

Agenda Item 5. Declarations of Conflicts of Interest

Nil

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Meeting Minutes
ORDINARY COUNCIL MEETING #25
Wednesday, 15th June 2022
Bamaga Boardroom

Agenda Item **6. Confirmation of Minutes of Previous Meeting**

Resolution:

That Council: Notes and confirm the minutes from the previous Ordinary Council Meeting held Wednesday, 25th May 2022.

Moved: Cr Nona
Vote: 4/0

Seconded: Cr Cottis
Resolution: C6 – 15062022

Agenda Item **7. Business Arising from Previous Meeting**

Agenda Item **8. Mayoral Report**

Resolution:

That Council: Note and accept the Mayor's verbal report held Wednesday 15th June 2022.

Moved: Cr Gebadi
Vote: 4/0

Seconded: Cr Nona
Resolution: C8 – 15062022

Agenda Item **9. Acting CEO Report**

Resolution:

That Council: Notes accept the Acting CEO Report held Wednesday 15th June 2022.

Moved: Cr Gebadi
Vote: 4/0

Seconded: Cr Nona
Resolution: C9 - 15062022

Break for Morning Tea – 10:42am
Return from Morning Tea – 11:00am

Agenda Item **10. Executive Reports**

Agenda Item **10.1 - Acting Executive Manager - Business Enterprises**

Resolution:

That Council: Notes the information provided in report from Acting Executive Manager of Business Enterprises.

Moved: Cr Gebadi
Vote: 4/0

Seconded: Cr Cottis
Resolution: C10.1 – 15062022

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Cr Whap arrived at meeting 12:03pm

Agenda Item **10.2 - Executive Manager - Operations**

Resolution:

That Council: Notes the information provide in report from Executive Manager of Operations.

Moved: Cr Nona
Vote: 5/0

Seconded: Cr Whap
Resolution: C10.2 – 15062022

Close for lunch break at 12:45pm

Cr Cottis left the meeting at 1:00pm

Return from lunch break 1:13 pm

Agenda Item **11. Finance Reports**

Resolution:

That Council: Note and accept the Acting Manager Finance Report for the period ending 31st May 2022.

Moved: Cr Gebadi
Vote: 4/0

Seconded: Cr Whap
Resolution: C11 – 15062022

Resolution:

Meeting closed at 1:45pm for deputation by Queensland Police Service

Moved: Cr Nona
Vote: 4/0

Seconded: Cr Gebadi
Resolution: C11.1– 15062022

Resolution:

Meeting opened at 2:45pm to resume ordinary business

Moved: Cr Nona
Vote: 4/0

Seconded: Cr Gebadi
Resolution: C11.2– 15062022

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Agenda Item 12. Other Business

Agenda Item 12.1 Proposed “Public Housing” Development for Government Employee Accommodation at 19 Lui Street, Bamaga.

Resolution:

That the Council:

1. Receive and note the report; and
2. Instruct the Chief Executive Officer to respond to the Queensland Government Department of Energy and Public Works, noting the following conditions:
 - a. Approved Building Plans to be submitted to NPARC within 10 business days of approval by a Building Certifier
 - b. Street numbering to be allocated to the new and existing dwellings as per the Street Numbering plans for NPARC.
 - c. When constructed relevant Certification (inclusive of Cyclone certification) be submitted to NPARC prior to occupation
 - d. Relevant Plumbing and Drainage Certification be submitted to NPARC prior to occupation
 - e. Sewer and Water connection applications showing connection points and design detail of connections (FNQROC standards/design compliant) for each dwelling unit (11) be submitted to NPARC for approval
 - f. Relevant connection fees are applicable for each connection
 - g. Driveways to be constructed connecting the dwelling with the pavement (Bitumen) of the road or to a point identified by NPARC if no bitumen exist
 - h. Driveway access to be compliant with FNQROC standards
 - i. Driveway designs to be submitted to NPARC for approval prior to construction, Pdf and Dwg format, as Construction drawings and survey to be submitted to NPARC on completion of the project (within 60 days) for Council records, inclusive of Electricity and Telecoms connections
 - j. A Bushfire management plan or setback plan must be submitted to NPARC prior to occupation of the structures.
 - k. The recommendations of the approved bushfire management plan to be implemented prior to occupation of the structures
 - l. Council has concerns about extra vehicle movements to/from the new development. Council requires the applicant to undertake Traffic Management Statement in relation to the proposed development.

Moved: Cr Whap
Vote: 4/0

Seconded: Cr Gebadi
Resolution: C12.1 – 15062022

UNCONFIRMED

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Agenda Item 12.2 Proposed “Public Housing” Development for Government Employee Accommodation at Northern Peninsula Area State College Junior Campus.

Resolution:

That Council:

1. Receive and note the report; and
2. Instruct the Chief Executive Officer to respond to the Queensland Government Department of Energy and Public Works, noting the following conditions:
 - a. Approved Building Plans to be submitted to NPARC within 10 business days of approval by a Building Certifier
 - b. Street numbering to be allocated to the new and existing dwellings as per the Street Numbering plans for NPARC.
 - c. When constructed relevant Certification (inclusive of Cyclone certification) be submitted to NPARC prior to occupation
 - d. Relevant Plumbing and Drainage Certification be submitted to NPARC prior to occupation
 - e. Sewer and Water connection applications showing connection points and design detail of connections (FNQROC standards/design compliant) for each dwelling unit (20) be submitted to NPARC for approval
 - f. Relevant connection fees are applicable for each connection
 - g. Driveways to be constructed connecting the dwelling with the pavement (Bitumen) of the road or to a point identified by NPARC if no bitumen exist
 - h. Driveway access to be compliant with FNQROC standards
 - i. Driveway designs to be submitted to NPARC for approval prior to construction, Pdf and Dwg format, as Construction drawings and survey to be submitted to NPARC on completion of the project (within 60 days) for Council records, inclusive of Electricity and Telecoms connections
 - j. A Bushfire management plan or setback plan must be submitted to NPARC prior to occupation of the structures.
 - k. The recommendations of the approved bushfire management plan to be implemented prior to occupation of the structures
 - l. Council has concerns about placing extra traffic loads on the current cul-de-sac. Council requires the applicant to undertake public consultation with residents of this specific street in relation to the proposed access.

Moved: Cr Whap
Vote: 4/0

Seconded: Cr Gebadi
Resolution: C12.2 – 15062022

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Agenda Item 12.3 NPARC Report into Operations of the Council Pool

Resolution:

That Council:

1. note the report
2. request further information on a potential EOI process.

Moved: Cr Gebadi

Vote: 4/0

Seconded: Cr Nona

Resolution: C12.3 – 15062022

Agenda Item 12.4 NPARC Report into Operations of Hunters Gym

Resolution:

That Council:

1. note the report
2. endorse in principle the Divestment of the Operations of the Gym through an EOI process to a 3rd party
3. close the gym operations in the interim during the EOI process.

Moved: Cr Whap

Vote: 4/0

Seconded: Cr Nona

Resolution: C12.4-15062022

Agenda Item 13. Other Business

Resolution:

That Council:

Resolves to hold additional Trustee Meetings on the following dates at the same venues as the scheduled Ordinary Council meetings.

- 19th July 2022
- 20th September 2022
- 15th November 2022

Moved: Cr Nona

Vote: 4/0

Seconded: Cr Whap

Resolution: C13.1-15062022

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Meeting Minutes
ORDINARY COUNCIL MEETING #25
Wednesday, 15th June 2022
Bamaga Boardroom

Resolution:

That Council:

Resolves to hold Special Budget Meeting on 27th July 2022

Moved: Cr Gebadi

Vote: 4/0

Seconded: Cr Nona

Resolution: C13.2-15062022

Resolution:

That Council:

Resolves to hold Community Public Meetings in August 2022 – Dates To be confirmed

Moved: Cr Gebadi

Vote: 4/0

Seconded: Cr Nona

Resolution: C13.3-15062022

Items for action raised during the meeting

- During budget review process, consider the review of the Fees and Charges Concession Policy to include community members hosting community events
- Re-establish action list table
- Assets of council to have logo
- Compliance workshop for Councillors on required policies
- Cleaning of Footpaths with black mould on the alleyway to William Crescents
- Define clearly the roles of Parks and Garden & Roads crew
- Media statement to be developed after each Council Meeting
- Including in Newsletter decisions over the last few months
- Look at no standing zone on Atu St
- Overgrown trees on Atu St causing hazard for school children
- Upkeep plan for New Mapoon Park
- Tender for old vehicles stored next to the Police Station

Agenda Item 14. Close of Meeting

Meeting Closed at 4:23pm with a prayer by Cr Whap

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Council Ordinary Monthly Meeting Action Register

Action	Updated	Update	Person Responsible	Date of Meeting
During budget review process, consider the review of the Fees and Charges Concession Policy to include community members hosting community events	14.07.2022	Fees and Charges review In progress	FM	15.06.2022
Assets of council to have logo	14.07.2022	WIP. New stickers ordered for small plant	Fleet Manager	15.06.2022
Compliance workshop for Councillors on required policies	23.06.2022	Waiting on DSDILGP to confirm training dates	A/CEO	15.06.2022
Cleaning of Footpaths with black mould on the alleyway to William Crescents	14.07.2022	Completed 15/07/2022	EMO, WM	15.06.2022
Define clearly the roles of Parks and Garden & Roads crew	14.07.2022	WIP. Appointment of new Project Manager to support	EMO	15.06.2022
Media statement to be developed after each Council Meeting	07.07.2022	Media Statement released. Regular meeting to be set up after each council meeting	MCA	15.06.2022
Include in Newsletter decisions over the last few months	23.06.2022	Meeting held 21/06 to draft newsletter statement	MCA	15.06.2022
Look at no standing zone on Anu St	11.07.2022	Sgt Eaton advised if council designates as no parking by painting yellow lines and placing no parking signs, QPS will implement	A/CEO, EMO	15.06.2022
Vehicles parked on footpath	11.07.2022	Sgt Eaton advised that this is managed through Council By Law. QPS can support regulatory officers with issuing of notices and fines. Meeting scheduled 22/07/2022	A/CEO, EMO	15.06.2022
Overgrown trees on Anu St causing hazard for school children	14.07.2022	Completed 15/07/2022	EMO, WM	15.06.2022
Upkeep plan for New Mapoon Park	14.07.2022	WIP – Plan to be developed by new Project Manager	EMO, WM	15.06.2022
Tender for old vehicles stored next to the Police Station	14.07.2022	Currently listing old vehicles for Tender	Fleet Manager	15.06.2022

Special meeting to be held to update previous council meetings	23.06.2022	Aim to have current years reviewed for special meeting in September. Remaining looking at December	A/CEO	25.05.2022
Name change of Airport and Acknowledgement of Country by Rex Flights	23.06.2022	Rex confirmed they can add wording for acknowledgement to country as part of the standard script for hostess. Draft wording provided to Cr Nona for comment	A/CEO	25.05.2022
Batching plant discount to be reviewed as part of budget review processes	11.07.2022	No longer exists from 30/06/2022. To be considered when adopting the 2022-23 budget.	FM, EME	25.05.2022
Horse Management	14.07.2022	On HOLD further discussions for holding horses required. Not supported given likely out-sourcing of this service.	EMO, MRS	15.06.2022
Illegal dumping & Patterson Area signage	15.07.2022	Details TBC. Illegal Dumping funding submission made	EMO, WM	15.06.2022
Pump shed being used for drinking in poor condition	15.07.2022	Under consideration for 22-23 budget	EMO, FM	15.06.2022
New Mapoon Subdivision Costs	07.07.2022	DATSIP has a project to support with this. A/CEO to send letter to Gerhard to confirm interest	A/CEO	15.06.2022
Umagico Football field lights	14.07.2022	Contact with past Cr to give up access to lighting program – Cr to respond. Under consideration as part of 22-23 budget	PFM	15.06.2022

Resolutions

Resolution	Updated	Update	Person Responsible	Date of Meeting
Proposed Housing Development – Lot 19 Lui St	07.07.2022	Response sent	A/CEO	15.06.2022
Proposed Housing Development – NPA State College	07.07.2022	Response sent	A/CEO	15.06.2022
Council Pool Divestment	07.07.2022	Additional information requested by council for July meeting	EME	15.06.2022
Council Gym Divestment	11.07.2022	EOI published 07.2022 and closes 31.07.2022	EME	15.06.2022
Additional Trustee Meetings	07.07.2022	Meetings scheduled and published on website	A/CEO, EAOM	15.06.2022
Special Budget Meeting	07.07.2022	Meeting scheduled and published on website	A/CEO, FM	15.06.2022
Public Meeting	11.07.2022	Tentative dates scheduled and report presented at July	A/CEO, EAOM	15.06.2022
Airport Master Plan	11.07.2022	Master Plan advocacy included in Corporate Plan	A/CEO	25.05.2022
Batching Plant Divestment	15.07.2022	Tender in draft to be published by 22.07.2022	EME	25.05.2022
Water Plant Tender	07.07.2022	Successful tenderers have commenced	EMO	25.05.2022
Road Closure Letter of Support	07.07.2022	Letter sent	A/CEO	25.05.2022
Jardine Ferry Maintenance	11.07.2022	Tender published 07.2022 and closes 31.07.2022	EME	25.05.2022
Financial Assistance for NFP Organisations Policy	07.07.2022	Policy published on website and included on TRIM	A/CEO, FM	25.05.2022
Funeral Assistance Policy	07.07.2022	Policy published on website and included on TRIM	A/CEO, FM	25.05.2022
ALGA National General Assembly	07.07.2022	Cancelled due to no politicians. To be rescheduled in November	A/CEO	25.05.2022



AGENDA ITEM 8
ORDINARY COUNCIL MEETING #27
Wednesday 20th July 2022
Bamaga Boardroom

8. Mayor Verbal Report

Title of Report: CEO Report

Agenda Item: 9

Classification: For Decision

Author Acting Chief Executive Officer

Attachments Attachment A. Aged Care Report

Attachment B. NPARC Home Care Pricing Schedule v3

Officers Recommendation:

That Council:

- Note the Report
- Endorse the NPARC Home Care Pricing Schedule v3

That Council:

- Resolves to change the date of the following Council Meeting Dates
 - 19th October 2022 to 21st October 2022
 - 16th November 2022 to 22nd November 2022
 - 21st December 2022 to 14th December 2022
- Resolves to change the date of the following Trustee Meeting Dates
 - 18th October 2022 to 20th October 2022
 - 15th November 2022 to 21st November 2022
 - 20th December 2022 to 13th December 2022
- Resolves to move the October Council and Trustee meetings to Cairns

PURPOSE OF REPORT

To provide a status update for Council from the Acting Chief Executive Officer

CORPORATE PLANNING

Under the Local Government Act, Council needs to have a Corporate Plan, as well as adopt the annual operational plan and budget with a number of policies each year.

Corporate Plan

The Corporate Plan has been finalised for endorsement by Council today. It is anticipated to present this corporate plan to our Level 3 Managers next Monday 25th July 2022 at our first Level 3 Managers meeting, and then to the community at the scheduled community forums in August.

Annual Operational Plan and Budget

Following the workshop held on 6th July 2022, there has been good progress on the annual operational plan and budget. A special budget meeting is scheduled for 27th July 2022. A final draft will be provided prior to the meeting for feedback. Once adopted by Council, it will be presented to staff to inform work plans and reporting structures. Quarterly reports to council against the operational plan will be provided at our September, December, March and June Council Meetings.

Community Safety Plan

The current Community Safety Plan was submitted in draft. A stakeholder meeting is scheduled for the 28th July to discuss the finalisation of the plan and steps moving forward to achieve key deliverables of the plan as well as the review of the AMP.

GOVERNANCE

Compliance

A Governance Officer has been appointed to start addressing the issues raised in the last report as well as assisting to coordinate actions required under internal and external audit processes. Initial priority is an in-depth audit against compliance requirements to prioritise policies required for review and statutory adoptions required by council. It also forms part of the system review being undertaken to improve document and version control processes.

There is also the outstanding matter regarding the vote count. A special meeting is being organised so relevant resolutions can be passed to make a note to previous minutes.

Grant Management

There has been considerable work over the past month to resolve outstanding grant reports and work on the implementation of the grant control model. Funding applications have been made in alignment with the corporate plan and planning has commenced for future rounds of grant applications such as the Gambling Benefit Fund.

Council Meeting Dates

Council has a busy schedule over the remainder of the year, which has created some conflict with council dates. It is proposed to make the following amendments

Month	Original Date Venue	Proposed Date Venue
October Trustee	18/10/2022 Seisia	20/10/2022 Cairns
October Council	19/10/2022 Seisia	21/10/2022 Cairns
November Trustee	15/11/2022 Bamaga	21/11/2022 Bamaga
November Council	16/11/2022 Bamaga	22/11/2022 Bamaga
December Trustee	20/12/2022 Cairns	13/12/2022 Cairns
December Council	21/12/2022 Cairns	14/12/2022 Cairns

HUMAN RESOURCES

Staff Training and Development

Monthly Managers Meetings will be implemented to further build the capacity of Level 3 Managers to understand what is happening across the council, provide opportunities to discuss the implementation of the annual operational plan and provide opportunity for further in-service and

professional development. They will be occurring on the Monday after each Council Meeting with the first meeting next Monday.

Structure

The structure review remains a critical priority for council and is a focus for the HR manager. This was discussed at the last council meeting but key actions remain to

- establish whether casuals listed on the structure are employed as true casuals or whether a casual conversion process needs to occur
- review whether the structure is meeting the needs of the respective area – is it over or under staffed and does there need to be adjustments to the structure
- establish the level of each employee within the structure to understand the true staffing costs of NPARC
- understand and document positions that are funded through operational grants and enterprises

It is also noted that the structure will need to be reviewed once the EOI process for enterprises is completed to review requirements.

Staff Movements

To advise the Council of changes in key operational positions

Position	Update	Strategy
Executive Manager – Corporate Services	Gary Pemberton resigned as Executive Manager – Corporate Services effective 10/06/2022	CEO will undertake responsibilities with additional key positions are recruited.
Finance Manager	Michael Booth advised he will be ending his contract as the Acting Finance Manager effective 31/07/2022	Finance Manager and Management Accountant positions have been advertised pending recruitment
WHS Manager	David Tyson is currently Acting as Executive Manager and the WHS Manager Position remains critical.	A Temporary WHS Manager is being sought to backfill while the remaining assessment of Enterprise process is undertaken.

UPCOMING MEETINGS & VISITS

The following upcoming visits and meetings are scheduled

Date	Time	Purpose	Venue
19/07/2022	9am to 10.30am	LGAQ President Visit	Bamaga Boardroom
19/07/2022	11am to 4pm	Trustee Meeting	Bamaga Boardroom
20/07/2022	All day	July Ordinary Meeting	Injinoo Boardroom
26/07/2022	10.30am to 12.30pm	Community Safety Plan Meeting	Bamaga Boardroom
27/07/2022	10am to 3pm	Special Budget Meeting	Bamaga Boardroom
8 & 9/08/2022	All day	Community Forums	All communities
10 & 11/08/2022	All day	Minister Butcher and Minister Crawford visit to community	TBC

16/08/2022	9am to 12pm	LTC Forum	Bamaga Boardroom
16/08/2022	1pm to 4pm	Trustee Meeting	Bamaga Boardroom
17/08/2022	All Day	Council Meeting	Umagico Boardroom

CORPORATE SERVICES

The Executive Manager – Corporate Services position remains vacant, so these functions are being fulfilled by the CEO.

Aged Care and Community Care

Consultant Barbara Schmidt visited to continue providing support to the Aged Care Manager with addressing long outstanding issues. Below continues to be the key matters that need to be addressed

- Back Claiming – this continues to be slow and needs to be finalised by 31 July 2022
- Aged Care Home Care Pricing Schedule – the approved version was missing a number of required payments. An updated version is attached for endorsement.
- MyGovID – there is continue issues with appropriate access being granted to enable MyGovID linking and DEX. This is awaiting support from Finance and the Department of Health

The next site visit is planned for August 15 - 17, 2022. Key activities planned for the next visit include:

- Update of self-assessment against Aged Care Quality Standards
- Review of Care Plans
- Review of E-Tools

In addition to this work, support is also being provided to finalise grant reporting requirements for the program so these can be submitted by required deadline.

The Aged Care Act requires that the organisation has effective organisation wide governance systems relating to regulatory compliance. The status of compliance requirements is reported to Council via the Aged Care Compliance Report. The monthly report is attached to inform council of this status.

Community Services

The recruitment for the vacant Community Services Supervisor position is ongoing as we attempt to source the right candidate for the position. Feedback regarding the IKCs was provided to the Manager. There continues to be poor staff attendance which is impact on the operation of the IKCs and needs focus and support from the Supervisor and Manager.

Sports and Recreation

A new funding model for the Sports and Recreation program has started 1 July 2022. A work plan is currently being completed under the new funding model by the staff member before input from the Manager and CEO to ensure it aligns with the operational and corporate plans. There is a focus on support is see more programs for vulnerable groups.

Art Centre

The Festival Coordinator position funding was ceased at 30 June 2022. The role has been repurposed to manage the Art Centre. Consultation is currently happening with artists and research into different

opportunities and partnerships for the centre. Once this is done, a plan will be provided at the next Council Meeting for feedback and input from council.

Events

Over the past month, events were held for the Cultural Festival and NAIDOC. NAIDOC events were held in collaboration with NPA Family and Community Services. Planning is currently in place for the NPA Rodeo being held from 4-6 August 2022. For future events, direction has been provided that event plans must be completed 2 months prior to the event to enable input and feedback from Council and CEO.

Leasing

Currently, the Commercial Leasing Manager is working on documenting the lease, tenure and landuse status of each block within the DOGIT area and following through on actions required. There is significant work required to resolve long-term lease matters and that relevant agencies (especially State Government) are paying appropriate lease and service fees.

MONTHLY AGED CARE COMPLIANCE REPORT

REPORT TO	Northern Peninsula Area Regional Council
REPORT MONTH	June 2022
REPORT DATE	02/07/22
REPORT FROM	Patricia Nona

AGED CARE SERVICE DELIVERY

Summary of client status over the past month

Reporting item	Number	Comment
HCP Clients	1	Level 1: Level 2: 2 Level 3: Level 4:
New HCP Clients	0	Level 1: Level 2: Level 3: Level 4:
HCP Enquires	2	Referred for assessment
Referrals for assessment or reassessment	18	Some clients have been waiting July 2020 for assessment

Summary of CHSP client status and activity

Reporting item	Number	Comment	
Number of clients	22	6 of these clients who are receiving services have not yet been assessed or approved for aged care services	
Number of new clients	0		
Clients on waiting list	0		
Number of clients transitioned to HCP	0		
CHSP Hours	Monthly target	Hours delivered	Comment
Social Support Group	546	332	
Transport	63	219	
Meals	223	1280	
Domestic Assistance	135	123	
Social Support Individual	78	114	
Personal Care	25	0	
Flexi Respite	7		
Home maintenance	11	0	
Home Modifications	\$328	0	

Aged care legislative compliance status report

Compliance requirement	Number of clients	Overdue	Action taken
Charter of aged care rights explained	23	23	
Signed aged care agreements	23	23	
Signed current care plans	23	19	
Advanced health directives completed (HCP clients only)	1	0	

Aged care activity reporting

Agency	Report submitted in the past month	Date due	Date Submitted
Department of Health	Dex Monthly reporting	02/07/22	11/07/22

STAFF MANAGEMENT**Staff changes over the past month**

Staff	Staff establishment	Current number of staff	Number of resignations	Number of new staff
Total staff	14	13	1	0
Carers	7	7	0	0

HR Management

Reporting item	No of staff	Overdue	Action required
Current Police checks	13	1	To complete by Friday 1 st July
Current Drivers licence	12	0	All have current Driver's licence 1 has learners' licence
Performance review	13	9	Progressively working through the PA for all staff
Annual Flu vax	13	4	Flu vax starts late April do not know the vaccine status
COVID Immunisation	13	2	Waiting on Booster 3 rd inj

Status of Core training

Mandatory training	No of staff	Overdue	Action Required
Orientation	13	13	
Fire Safety	13	0	Enquiring about next Fire safety session
First Aid	13	0	Next review September 2022
Manual Handling	13	13	Computers arrive will start online training
Infection control	13	13	"
Elder Abuse	13	13	"
Food Safety	13	13	"
Open disclosure	13	13	"

Training attended over the last month

- Kutchie Nona is Participating in the Rural and aged care training program
- Ranertte Atu, Anne Young and Kutchie attended the aged care workshop in Cairns on May the 5th, 2022

QUALITY IMPROVEMENT

Progress against Plan for Continuous Improvement

- Establish key personnel register
- Commenced performance appraisals

Feedback/complaints management

Complaints	Total No	Type of incident			
		Employee	Service	Facilities	Other
Number of Complaints in the reporting period	0				
% Investigations completed within 5 days					

Incident/near miss management

Incidents	Total No	Type of Investigation			
		Employee	Equipment	Facility	Medication
Number of Incidents in the reporting period	0				
% Investigations completed within 5 days					



Aged Care Home Care Pricing Schedule

Effective July 1, 2022

NPARC Aged Care Service Delivery and Pricing

This schedule provides information on the price for common services you can access from NPA Community Aged Care and Disability Services through your home care package. The costs are deducted each month for your overall home care package budget. All services are delivered GST free except purchases of equipment on your behalf which will include the cost of GST on the goods purchased.

We do not make daily care fees mandatory. We will explain the benefits of paying a daily care fee to you, particularly those clients who have greater care needs than the package assigned, and you can make the decision about additional contributions to the Home Care Package.

Home care package subsidies paid by Australian Government

The amounts shown below are the approximate amount allocated by the Australian Government for care each year for the allocated Home Care Package level, which is paid monthly in arrears to NPA Community Aged Care and Disability Services.

Approximate Home Care Package Amount		Level 1	Level 2	Level 3	Level 4
Home Care Package Funding	Annual	\$9,026.45	\$15,877.50	\$34,550.90	\$52,377.50
Home Care Package Funding	Per Fortnight	\$347.17	\$610.67	\$1,328.80	\$1,361.81

Care Management

Care management is an important service that includes meeting and working with you and your family to develop your care plan, coordinating care and services, rostering workers and delivering the care that will help you deliver on the goals you identified in your Care Plan. NPARC Community Aged Care and Disability Support has made the policy decision to not offer self-managed care arrangements.

Care management fees		Level 1	Level 2	Level 3	Level 4
Fully managed by provider 22%	Annual	\$1,985.82	\$3,493.05	\$7,601.20	\$11,523.05
Fully managed by provider	Per Fortnight	\$76.38	\$134.35	\$292.35	\$443.19
Self-managed by you	Annual	NA	NA	NA	NA
Self-managed by you	Per Fortnight	NA	NA	NA	NA

Package Management

A package management fee is charged to cover the costs involved with preparing monthly statements; managing your package funds; and compliance and quality assurance activities required for Home Care Packages.

Package Management		Level 1	Level 2	Level 3	Level 4
Package management 8%	Annual	\$722.16	\$1270.20	\$2764.07	\$4190.2
Package management 8%	Per fortnight	\$27.77	\$48.85	\$106.31	\$161.16



Exit fees

If you decide to transfer to another service provider an exit fee of up to \$500 will be charged that will be covered by your package. If there is not

Exit fees		Level 1	Level 2	Level 3	Level 4
Maximum exit amount	Max. Total	\$500	\$500	\$500	\$500

Home Care Package Service Price List

Service Type	How services are delivered	Standard Hours (8am-6pm Mon – Fri)	Saturday	Sunday	Public Holiday
Personal Care (Per Hour)	By NPARC staff	\$60	\$90	\$120	\$150
Domestic Assistance (Per Hour)	By NPARC staff	\$60	\$90	\$120	\$150
Social Support (Per Hour)	By NPARC staff	\$60	\$90	\$120	\$150
Respite (Per Hour)	By NPARC staff	\$60	\$90	\$120	\$150
Price per meal	By NPARC staff	\$10	NA	NA	NA
Light Garden Maintenance (Per Hour)	By NPARC staff	\$65	NA	NA	NA
Social support group (per Hour)	By NPARC staff	\$25	\$35	\$40	\$40
Nursing (Per Hour)	Contracted	\$80	\$120	\$160	\$160
Travel costs for shopping, transport or social outings	Per trip Bamaga Seisia, Injinoo Mapoon, Alau	\$15.00	\$15.00	\$15.00	\$15.00
When providing services on behalf of another service provider	Per service	25% Transaction fee per service on top of standard service price			

Charges for individual services

The Home Care Package Program does not allow for the purchase of food, except as part of enteral feeding (tube in the nose to help with feeding). The Home Care Package can pay for the cost of staff buying the food, cooking the food and delivering the food, but the client **must** pay for the cost of the food itself. A direct deduction arrangement is set up with Centrelink to automatically deduct this contribution from clients who request the meal service.

Service Type	How services are delivered	Standard Hours (8am-6pm Mon – Fri)	Saturday	Sunday	Public Holiday
Meals	By NPARC staff	\$5.00 per meal	NA	NA	NA



COMMONWEALTH HOME SUPPORT PROGRAM CONTRIBUTION

The amounts shown below are the contribution expected to be paid by aged care clients towards the aged care service delivered by NPA Aged Care and Disability Support Service, funded by a grant provided by the Australian Government under the Commonwealth Home Support Program.

Service Type	How services are delivered	Standard Hours (8am-6pm Mon – Fri)	Saturday	Sunday	Public Holiday
Meals	By NPARC staff	\$5.00	NA	NA	NA
Garden Maintenance	By NPARC staff	\$15.00	NA	NA	NA

Title of Report: Update on NPARC Business Enterprises

Agenda Item: 10.1

Classification: For Noting

Author: Acting Executive Manager - Business Enterprises

Attachments: Attachment A. Jardine Ferry EOI for Maintenance

Attachment B. Gym EOI

Officers Recommendation:

That Council: Note the report

PURPOSE OF REPORT

This report provides the Councillors with an update of NPARC Business Enterprises activities.

UPDATE

General:

- The Airport and Injinoo Service Station 24-hour sales have been affected by a continual unidentified disruption to services – several possibilities have been identified to address the issues and are being implemented
- Several issues have been identified by the Auditors re: reporting requirements for variances in the Enterprises – a review of work practices has been undertaken and more stringent reporting requirements are being enforced

Umagico Supermarket:

- A new Manager has commenced at the Supermarket
- A review of the current business arrangement/structure is being undertaken with ALPA to identify areas where better practices may be implemented
- Staffing continues to be an issue

Injinoo Fuel Station:

- A new Manager has been placed into the Service Station to implement better practices and identified strategies.
- The Stocktake identified a number of issues which are now being addressed
- The supplier has had several issues in supplying ULP recently – further strategies are being investigated to identify possible solutions

General Stores Bamaga:

- We have engaged Peak services to assist in EOI development and this is progressing
- Old/outdated stock – sales have been successful and most identified stock has been sold
- The Stocktake identified a number of issues which are now being addressed

Jardine River Ferry:

- An EOI has been developed and distributed to implement an appropriate maintenance program for the Ferry
- An investigation into placement of Cameras to track vehicle movements, including number plate recognition, has determined that this should be considered a priority – this is to assist

in confirming vehicle numbers and to assist in identifying those who do not pay the appropriate fee

Airport:

- The Position of Airport Manager has been interviewed and a preferred candidate identified for processes to follow
- Damage to the runway pavement is continuing – Works to undertake repairs is continuing
- Further ARO positions and how to attract candidates has been considered and strategies to address the issues identified are being implemented

Gym:

- The gym has been closed as per resolution C12.4-15062022
- Inspection of Equipment for sale utilising bid forms is open from Monday 18th 8:00am
- A document asking for Expressions of Interest in the operation of the Fitness facility has been developed and has been published

Jardine Ferry



**EXPRESSION OF
INTEREST: To provide
general and specific
maintenance
services**

SEISIA
NEW MAPOON
BAMAGA
UMAGICO
INJINOO



NPARC

NORTHERN PENINSULA AREA REGIONAL COUNCIL



DATE: 14/07/2022

EXPRESSION OF INTEREST: JARDINE FERRY MAINTENANCE

Purpose

The purpose of this Invitation is to provide all interested parties with the opportunity to submit an expression of interest to provide general and specific Maintenance Services for the Jardine River Ferry.

Background Information

The Northern Peninsula Area Regional Council is seeking an appropriately qualified person/company to undertake ongoing maintenance to the Jardine River Ferry for the 2022. The Jardine River Ferry is a cable ferry which is the only road access to the NPA region and is a critical piece of infrastructure and is required to operate seven days/week.

Services required

It is intended that the services provided will encompass the following:

- General maintenance on the Ferry
 - Including engine maintenance
- Ramp maintenance
 - Including adjustments to ramp angles as required
- River crossing Cable tensioning as required
- Other general ferry maintenance items as required for vessel servicing

The proposed schedule is as follows:

- Week ending Saturday 30 July 2022
- Week ending Saturday 20 August 2022
- Week ending Saturday 10 September 2022
- Week ending Saturday 1 October 2022
- Week ending Saturday 29 October 2022
- Week ending Saturday 26 November 2022

It is generally expected that the work be started after 2:00 pm on the approved day, though this time frame is negotiable if required (e.g. cable adjustment requirement).

For further details, please contact David Tyson, Acting Executive Manager Enterprises on 07 4048 6800 or email David.Tyson@nparc.qld.gov.au

Expressions of Interest are to be submitted by email to tenders@nparc.qld.gov.au or in person to Council by Friday 5th August 2022 utilising the attached form.

GYM AND FITNESS CENTRE



EXPRESSION OF
INTEREST: TO
OPERATE A GYM AND
FITNESS CENTRE
IN BAMAGA





NORTHERN PENINSULA AREA REGIONAL COUNCIL

PO Box 200 Bamaga Qld 4876

Telephone: 07 4090 4100 Fax: 07 4069 3264

ABN: 27 853 926 592

DATE: 14/07/2022

EXPRESSION OF INTEREST: OPERATION OF GYM AND FITNESS CENTRE

Purpose

The purpose of this Invitation is to provide all interested parties with the opportunity to submit an expression of interest to operate a Gym and Fitness centre.

Background Information

Northern Peninsula Area Regional Council is seeking Expressions of Interest (EOI) from suitably qualified Indigenous parties who are looking for a business opportunity to operate a Gym and Fitness centre.

The type and scope of the arrangement that Council will enter is open for discussion, however, interested parties should provide a business plan to show capability.

Interested parties should indicate their preferred method of engagement with Council e.g. service agreement, managing contractor agreement or lease. Council will determine its preferred approach following consideration of submissions received and suitably qualified respondents will be invited to participate further.

Businesses will be required to supply their own equipment.

For further details, please contact David Tyson, Acting Executive Manager Enterprises on 07 4048 6800 or email David.Tyson@nparc.qld.gov.au

Expressions of Interest are to be submitted by email to tenders@nparc.qld.gov.au or in person to Council by Friday 5th August 2022 utilising the attached form.

EXPRESSION OF INTEREST FORM
Provision of Services to operate a Gym and Fitness centre in Bamaga

Applicants Details

Applicants Name	
Business Name (if any)	
Australian Business Number (ABN)	
Primary place of residence	
Phone number	
Email address	
Public Liability Insurance (preferred \$20,000,000)	
Workcover insurance	

Describe your plans to provide this service (Business Plan).

--

Please provide details of previous industry experience which demonstrates your ability to manage operations and staff required to succeed in this service.

--

Title of Report: May Operations Information Report

Agenda Item: 10.2

Classification: For information

Author Executive Manager, Operations

Attachments Nil

Officers Recommendation:

That Council:

Note the Report

PURPOSE OF REPORT

To provide Councillors with an outline of monthly activities undertaken by Operation Department sections.

BACKGROUND AND CONTEXT

Works undertaken by the various sections making up the operations department for the month of June are as follows:

Building Construction and Maintenance

The building and Construction manager was on unplanned leave when this report was prepared.

- Housing and Council Maintenance tasks are being undertaken as per QBuild response times.
 - o Works are being undertaken by various contractors
 - o Workshop scheduled for 1 August to review 2022-23 plan
- NPARC carpenters working on various vacant maintenance upgrades.
- Interim Capital Works Housing
 - o Bamaga
 - Hand over to housing programmed for August
 - o New Mapoon Plumbing and electrical rough ins
 - Hand over to housing programmed for August
 - o Umagico slab set up completed
 - Hand over to housing programmed for December
 - o Injinoo
 - Hand over to housing programmed for August
- Injinoo Lookout Project
 - o A minor extension of time is being submitted for the following:
 - Ergon connection of power
 - Supply and installation of park exercise equipment
- Bamaga Staff room kitchen works are completed

Roads

- Vegetation removal around signs, guideposts and culverts
- Collecting surrendered vehicles
- Pavement repairs in the runway strip
- Drain cleaning
- Installing new direction signs
- Preparation and support of Cultural Festival
- Remove and replace speed bumps
 - o Lowering speed bumps
- Removing sand from the Seisia boat ramp

Parks & Gardens

- Slashing open spaces and roadsides
- Brush cutting around parks
- Slashing & brush cutting vegetation in and around drains
- Mowing Council facilities
- Litter collection from roadsides and parks
- Commenced preparations for the Cultural festival
- Collecting and delivering mail to the post office

Water

- Simmonds and Bristow continue to operate the water treatment plant in a relief capacity
- Contract negotiations were completed with Veolia in June for the Operations and Maintenance of the NPARC water supply system
- Veolia established into the NPA in the last week of June to prepare for taking over the management of the WTP on July 1
- Seven (7) water leaks were repaired during June
 - o Ranging from water meter leaks through to burst mains

Workshop

- Continuing with servicing and repairs of Council fleet as problems arise
 - o Services completed on 15 vehicles
 - o Minor – major repairs to 32 fleet items
 - o Small plant repairs 25
 - o Tyre repairs 12
- Vehicle stickers were installed on a number of council vehicles, this will continue as vehicles are serviced.
- An offer was accepted by the preferred candidate and the new Fleet & Workshop Controller will commence on Monday the 4th of July.
- An extension of contract services was offered to Russel Singe through until December 2023

Rangers

- Maintenance on remote sites
 - o Cutting grass at campgrounds
 - o Emptying bins
 - twice weekly due to high tourist numbers
 - o Cleaning campground and grave sites
- Access road check & clean

- Pajinka, Somerset, Muttee Head, and Jardine mouth
- Engagement with tourists
- Rangers attended croc management training
- Crocodile night patrol – Vessel and vehicle
- Biosecurity
 - Light trap – set, collect, and send off
 - Coastal Surveillance (along beaches from Injinoo to Patterson)
 - Marine debris clean up
- Assisted with School excursion to Pajinka
- Assisting with the Cultural festival set up and during the event
- Assisting with Mabo Day celebrations at Umagico hall
- Identifying and marking trees around the airport
- Workplan approved by National Indigenous Australians Agency

Regulatory Services

Animal Control

- Vector (mosquito) trapping in the NPA, sites are located at
 - Loyalty Beach
 - Piggery 10km north of Loyalty beach
 - Piggery 13km South of Injinoo community
- The team have administered many tick and flea treatments.
- Twenty-one dogs were impounded during the month of June as a result of complaints received, captured in traps and at the cultural festival.
- During June the Animal Management Team rehomed two (2) adults dogs to Cairns for rehoming.
- Nineteen dogs were euthanised during June
- SKYDOG Vets visited the NPA in June
- Fencing works continued at the farm paddock.

Food licencing

- Vendor inspections were undertaken in June with the support of QLD Public Health
- Qld Public Health Staff have identified that scheduled sampling of the sewage lagoons stopped in 2013.
- Operations staff are working with Cairns Laboratory Services to reinstate the scheduled sampling regime in accordance with our Environmental Authority

Wastewater

- Scheduled servicing and maintenance activities have been undertaken.
- Ongoing issues have been experienced at the New Mapoon and Bamaga pump stations contract trades continue to assist with these repairs.

Solid Waste

- Kerbside collections have experienced some delays due to break downs; the kerbside collection truck is in poor condition and will continue to break down until it is replaced.
- Quotes are being sourced from two known Local Buy registered Kerbside collection truck suppliers. A purchase order will be raised once a successful supplier can be identified

- Fabrication and delivery of a new Kerbside collection vehicle is expected to take 12 months
- Transfer station and landfill operations are operating normally

CRITICAL DATES

N/A.

OTHER OPTIONS CONSIDERED

N/A.

LEGAL AND LEGISLATION CONSIDERATIONS

N/A

POLICY CONSIDERATIONS

N/A.

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

This report is in line with the following sections of the Operational Plan 2020-2021:

- 1 Reliable and Affordable essential Services
 - 1.1 Water
 - 1.2 Landfill
 - 1.3 Access
- 2 Safe, clean and attractive physical environments
 - 2.1 Animal Management
 - 2.2 Clean and tidy public areas in each Community

FINANCIAL AND RESOURCE CONSIDERATIONS

Operational budget expenditure

CONSULTATION

Building Construction and Maintenance Manager
Works Manager
Ranger Coordinator
A/ Workshop Manager
Manager Regulatory Services.

Title of Report: June 2022 Finance Report

Agenda Item: 11

Classification: For Noting

Author Acting Manager Finance

Attachments A - Statement of Comprehensive Income

B - Enterprise Financial Summary

C - Cash Position Summary

D - Statement of Financial Position

E - Debtors and Creditors Outstanding

Officers Recommendation:

That Council:

- Note and accept the Report presented

PURPOSE OF REPORT

To provide Councillors with a status update on the Council's financial position in accordance with the requirements of the Local Government Act 2009 and s204 of the Local Government Regulations 2012.

BACKGROUND AND CONTEXT

Overall position

The Council's financial position as at the end of June 2022 continues to remain challenging but manageable. The Council should note that the reported 30 June numbers are subject to significant change as we process year-end accruals and other adjustments to meet Accounting Standard requirements.

Revenue

Operational Revenue for the period to 30 June 2022 is generally tracking in accord with the 2021-22 budget. The major increases over the previous month are primarily because of:

- Receipt of further grant payments
- Jardine Ferry Ticket sales.

Expenses

Expenditure is also tracking generally in line with budget. Materials and Services is higher than expected but reflects additional contractor costs which offset Employee Costs.

Cash Position

The Council has a tight cash position although additional grant payments continue to ease the position.

Enterprises

As highlighted in Attachment B, Council's Enterprises continue to be a net drain on Council funds, however some improvement has been noted, particularly the Jardine Ferry and Umagico Supermarket. Detailed Business Analysis of all Council Enterprises has been prioritised with key recommendations being provided progressively to the Council by the Acting Executive Manager Enterprises.

Budget Review and Management Reporting.

Work is continuing on developing operational financial reports in conjunction with detailed budget discussion with line managers. A 2022-23 budget workshop was also held with Councillors on Wednesday 6 July 2022. This discussion considered the Council's draft 2022-23 Operational Plan and identified Council capital and recurrent priorities. It is proposed that consideration be given to rescheduling future Council Meetings to later in the month to facilitate more detailed analysis and engagement with line managers around their budget performance.

CRITICAL DATES

N/A

OTHER OPTIONS CONSIDERED

N/A

LEGAL AND LEGISLATION CONSIDERATIONS

N/A

POLICY CONSIDERATIONS

N/A

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

Operation Plan – 2. FISCAL MANAGEMENT

FINANCIAL AND RESOURCE CONSIDERATIONS

N/A

CONSULTATION

This report is prepared from information supplied from the Team Leaders and staff of the Finance Department.

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 ended 30 June 2022

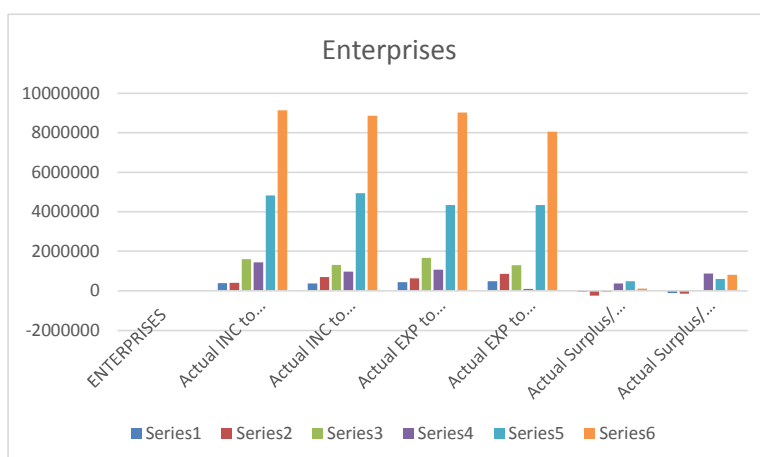
	<u>Period End</u> <u>30/06/2022</u>	<u>Period End</u> <u>30/06/2021</u>	<u>Annual</u> <u>Budget</u> <u>2021-22</u>	<u>% Actual vs</u> <u>Budget</u>
Income				
Recurrent Revenue				
Rates, levies and charges	2,407,151	2,367,054	3,000,000	80%
Fees and charges	340,262	397,322	500,000	68%
Rental income	1,340,333	683,453	900,000	149%
Interest received	15,501	28,523	70,000	22%
Sales revenue	7,883,351	4,401,364	7,000,000	113%
Enterprise revenue	9,017,988	7,339,807	10,000,000	90%
Other income	501,437	2,007,025	2,500,000	20%
Grants, subsidies, contributions and donations	18,983,060	10,443,391	13,000,000	146%
Total recurrent revenue	40,489,083	27,667,939	36,970,000	110%
Capital revenue				
Grants, subsidies, contributions and donations	4,243,515	2,953,279	7,000,000	61%
Loss on sale Assets	-	-	-	
Total capital revenue	4,243,515	2,953,279	7,000,000	61%
Total revenue	44,732,598	30,621,218	43,970,000	102%
Expenses				
Recurrent expenses				
Employee benefits	(13,323,229)	(12,344,996)	(16,000,000)	83%
Materials and services	(21,768,690)	(16,153,643)	(19,000,000)	115%
Finance costs	(52,121)	(72,398)	(60,000)	87%
Depreciation and amortisation	(10,489,752)	(8,732,465)	(9,000,000)	117%
Total recurrent expenses	(45,633,792)	(37,303,502)	(44,060,000)	104%
Capital Expenses	-	-	(850,000)	0%
Total Capital Expenses	-	-	(850,000)	0%
Total expenses	(45,633,792)	(37,303,502)	(44,910,000)	102%
Result from ordinary activities	(901,194)	(6,682,284)	(940,000)	96%
OPERATING RESULT				
Operating Revenue	40,489,083	27,667,939	36,970,000	110%
Operating Expenses	(45,633,792)	(37,303,502)	(44,060,000)	104%
Operating Surplus/(Deficit)	(5,144,709)	(9,635,563)	(7,090,000)	73%

Northern Peninsula Area Regional Council

Enterprise Financial Summary

As of 30 June 2022

ENTERPRISES	Actual INC to 30-06-2022	Actual INC to 30-06-2021	Actual EXP to 30-06-2022	Actual EXP to 30-06-2021	Actual Surplus/ (Deficit) to 30-06-2022	Actual Surplus/ (Deficit) to 30-06-2021	Actual Surplus/ (Deficit) to 30-06-2020
BAMAGA PO	382,057	367,153	433,134	489,588	(51,077)	(122,436)	(12,126)
INJINOO READYMIX	398,591	701,620	637,393	854,683	(238,802)	(153,063)	63,463
INJINOO SERVICE STATION	1,595,603	1,305,389	1,661,610	1,295,412	(66,007)	9,977	18,620
JARDINE FERRY, ROADHOUSE & CAMPGROUND	1,436,977	975,307	1,071,322	100,611	365,655	874,696	744,350
NPARC STORES	498,212	582,425	873,562	976,594	(375,350)	(394,170)	(401,158)
UMAGICO STORE	4,831,863	4,936,208	4,348,047	4,342,114	483,816	594,094	358,039
	9,143,303	8,868,102	9,025,068	8,059,003	118,235	809,098	771,188



Cash Position Summary

This attachment shows the cash we currently have available for use, less any unexpended grants and payables, borrowings and provisions.

The estimated net cash position of \$3.69M as of 30 June 2022. This now takes account of grants received and posted to revenue. The working capital position (unrestricted cash) is estimated at \$3.7M which represents over 1 month of Council expenditure. QTC recommend a level of between 3 and 4 months, ie between \$8M and \$11M in NPARC terms.

Cash Available at 30 June 2022 was **\$ 11,676,890**

Of this

\$3.46M is invested at QTC at 1.1%

\$0.56M is in trust Account for 5 new Houses

\$7.72M is in trading a/c

Est. Net Cash at 30 June 2022 was **\$3.69M**

Northern Peninsula Area Regional Council Statement of Cash Position As at 30 June 2022	
CASH	\$
NPARC CBA General Account	7,635,658
NPARC CBA Grant Funds	0
NPARC Cash Floats	11,495
NPARC Cash on hand-ATM Umagico Store	3,230
DHPW Trust Account	557,284
NPARC QTC Investment	3,469,223
Cash Available	11,676,890
ADD RECEIVABLES	
Accounts Receivable (Debtors)	5,396,423
Contract Assets	220,254
Add GST Control (Receivable)	(34,932)
Less Provision for Doubtful debts (Impairment)	(2,801,442)
	2,780,303
Estimated Cash Position	14,457,193
LESS	
Contract Liabilities	4,459,927
Grants in Advance	3,522,243
Accounts Payable and Accruals	810,370
Other Payables and Suspense	114,022
Provision for LSL (Current)	590,348
Provision for LSL (Non-Current)	163,647
Provision for Rehabilitation Tip	1,065,496
Annual Leave Liability	458,970
	11,185,023
Estimated Net Cash Position excluding Commitments	\$3,272,170
Working Capital (Unrestricted Cash)	\$3,694,720

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

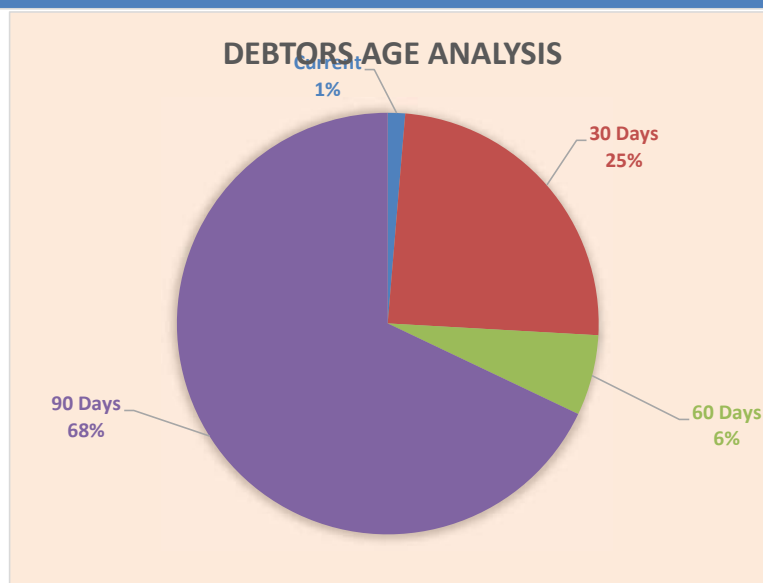
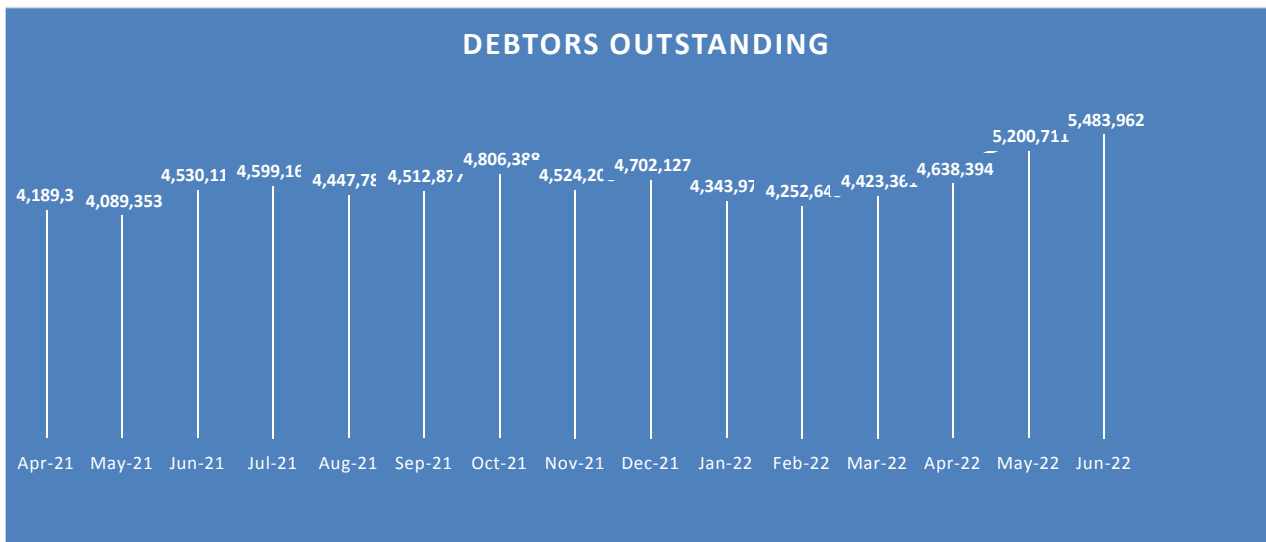
As at 30 June 2022

	<u>As at</u> <u>30 June 2021</u> <u>Actual</u>	<u>As at</u> <u>30 June 2022</u> <u>Actual</u>
	\$	\$
Current Assets		
Cash and cash equivalents	11,255,465	11,676,890
Trade and other receivables	1,968,967	2,737,991
Inventories	1,154,258	1,119,570
Other financial assets	220,254	786,958
	<u>14,598,944</u>	<u>16,321,409</u>
Non-current assets classified as held for sale	-	-
Total current assets	<u>14,598,944</u>	<u>16,321,409</u>
Non-current Assets		
Trade and other receivables	-	-
Other financial assets	15,367,280	15,367,280
Property, plant and equipment	194,059,424	190,431,963
Work in progress	7,695,226	7,220,798
	<u>217,121,930</u>	<u>213,020,041</u>
TOTAL ASSETS	<u>231,720,874</u>	<u>229,341,450</u>
Current liabilities		
Trade and other payables	3,808,507	784,095
Borrowings	-	-
Provisions	1,255,473	1,049,318
Other	5,778,209	8,122,469
Total Current liabilities	<u>10,842,189</u>	<u>9,955,882</u>
Non-current liabilities		
Provisions	564,018	1,229,143
	<u>564,018</u>	<u>1,229,143</u>
TOTAL LIABILITIES	<u>11,406,207</u>	<u>11,185,025</u>
NET COMMUNITY ASSETS	<u>220,314,667</u>	<u>218,156,425</u>
Community Equity		
Asset revaluation reserve	62,006,652	62,006,652
Retained surplus/(deficiency)	158,308,015	156,149,773
Reserves	-	-
TOTAL COMMUNITY EQUITY	<u>220,314,667</u>	<u>218,156,425</u>

Northern Peninsula Area Regional Council
Analysis of Debtors and Creditors Outstanding

Debtors Outstanding and Recovery

Total debtors outstanding as of 30 June 2022 was \$5.4M of which 68% is outstanding over 90 days. The Council is continuing to make efforts to recover debts with legal action being commenced on a number of long outstanding items. The total bad debt provision as at 30 June 2022 was \$2.8M.



Creditors Outstanding

The total Creditors outstanding as of 30 June 2022 was \$810,370.83 the age analysis of the creditors is as follows.

Northern Peninsula Area Regional Council					
Aged Creditors Analysis					
As of 30 June 2022					
Description	Current	30 Days	60 Days	90 Days	Total
Creditors outstanding	615,037	10,616	3,863	180,855	810,371
Number of Creditor					60

Title of Report: Membership of Audit Committee

Agenda Item: 12.1

Classification: For decision

Author Acting Manager Finance

Attachments Attachment A. Audit Committee Charter

Attachment B. Local Government Regulation Audit Committee

Officers Recommendation:

That Council:

- Note the Report presented;
- Adopt the revised Audit Committee Charter;
- Approve the CEO to source an appropriately skilled Independent Chair and an additional member for the Committee for recommendation to the Council.

PURPOSE OF REPORT

The purpose of the report is to propose changes to the Audit Committee membership which will enhance the Committee's independence and improve the Committee's overall effectiveness in accordance with better practice.

BACKGROUND AND CONTEXT

At the December Audit Committee meeting, the independent member, Ms Shannon Gibbs, advised that she would be stepping down from the committee due to increasing competing commitments. As part of the discussion around membership, the Acting Finance Manager proposed restructuring the Committee's membership to have an Independent Chair in accordance with better practice. This proposal was supported by the Queensland Audit Office representative.

Following further informal consideration of the matter by Councillors, the Chair requested that a report be brought to the Council. As part of the consultation with Councillors, external stakeholders and senior staff in preparation of the report, it was identified that an increase in membership should also be considered. As the current committee already has its maximum of two Councillors allowed under legislation, any additional member would need to be a non-Councillor.

Attached for consideration of the Council is an amended Audit Committee Charter. The current Charter already includes provisions for the changes proposed and are cosmetic in nature only. The proposed changes are highlighted for ease of reference. Also attached for reference is the relevant section of the *Local Government Regulation 2012* relating to audit committees.

CRITICAL DATES

Due to a lack of a quorum, the scheduled meeting in June 2022 was not held.

The next scheduled Audit Committee meeting is on 6 October 2022. This meeting will consider the proposed 2021-22 Financial Statements as well as reports by the internal and external auditors. It is recommended that any amendment to membership should be put in place by this date.

OTHER OPTIONS CONSIDERED

N/A

LEGAL AND LEGISLATION CONSIDERATIONS

An Audit Committee is highly recommended for all Queensland Local Governments and is mandated for but smaller Councils. An Independent Chair of the Committee to provide high quality governance and transparency is considered better practice.

POLICY CONSIDERATIONS

The Council has an Audit Committee Charter which was adopted by the previous Council

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

Operational Plan

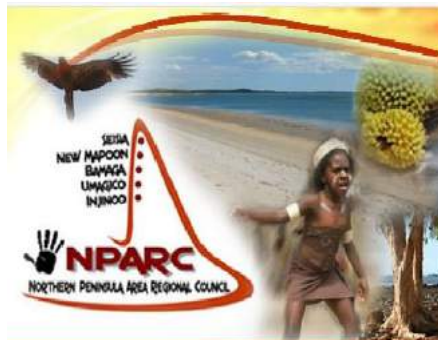
Focus Area One: Strong Governance – Innovative, Efficient and Sustainable

FINANCIAL AND RESOURCE CONSIDERATIONS

The cost of engaging a suitably qualified and experienced Independent Chair is expected to be around \$5,000 per annum. Professional recruitment may also result in additional upfront cost. This cost could be mitigated by utilizing professional networks.

CONSULTATION

Consultation has occurred with Councillors, key external stakeholders and senior staff in developing this report.



NORTHERN PENINSULA AREA REGIONAL COUNCIL AUDIT COMMITTEE CHARTER

THE CHARTER

This document, to be known as the Audit Committee Charter (the "charter") of Northern Peninsula Area Regional Council ([NPARCthe "Local Government"](#)) has been approved by the Chief Executive Officer as the accountable officer of the Local Government and adopted by the Council.

The purpose of this charter is to outline the role, responsibilities, composition and operating guidelines of the Audit Committee (the "committee") in accordance with the *Local Government Regulation 2012*.

AUTHORITY AND INDEPENDENCE

The committee has no executive powers, unless delegated to it by the Council.

The committee is a sub-committee of the Council and is directly responsible to the Council. In discharging its responsibilities the committee has the authority to:

- Conduct or authorise investigations into matters within its scope of responsibility.
- Access information, records and personnel of [NPARCthe Local Government](#) for such purposes.
- Request the attendance of any employee, including executive staff, at committee meetings.
- Conduct meetings with [NPARCthe Local Government](#)'s internal and external auditors, as required.
- Seek advice from external parties, as required.

ROLE

The role of the committee is to provide assistance to the Council on responsibilities including, but not limited to:

Risk management

- Monitor whether management has in place a current and comprehensive enterprise risk management framework and associated procedures for effective identification, assessment and management of key business and financial risks, including fraud risks.
- Determine whether a sound and effective approach has been followed in managing key risks including those associated with major projects, programs, services and activities.

- Consider reports on changes in the Council's risk profile, including consideration of emerging risk areas.
- Determine whether a sound and effective approach has been followed in establishing business continuity planning and disaster management arrangements, including whether business continuity and disaster recovery plans have been periodically updated and tested.
- Monitor the process of developing and implementing fraud control arrangements including mechanisms in place to prevent, detect and effectively respond to fraud and corruption.
- Consider reports on fraud that outline any identified allegations of fraud, the status of any ongoing investigations and any changes to identified fraud risk profile.
- Consider risk and probity matters associated with significant procurement activities.

Internal control

- Monitor whether management's approach to maintaining an effective internal control framework, including over external parties such as contractors and advisers, is sound and effective.
- Consider how management identifies any required changes to the design or implementation of key internal controls.
- Monitor whether management has taken steps to embed a culture that promotes the proper use of ~~NPARC Local Government~~ resources and is committed to ethical and lawful behaviour.
- Understand the scope of internal and external auditors' review of internal controls, and obtain reports on significant findings and recommendations, together with management's responses.
- Periodically consider ~~NPARC the Local Government~~'s governance arrangements or elements of the arrangements and suggest improvements, where appropriate, to the Chief Executive Officer.

Legislative and policy compliance

- Consider whether management has in place relevant policies and procedures, and that these are periodically reviewed and updated regularly.
- Monitor the effectiveness of the system for monitoring compliance with laws and regulations.
- Review the findings of any examinations by external regulatory agencies, and monitor management's implementation of improvement recommendations.
- Monitor the process for communicating the code of conduct to personnel, and for monitoring compliance therewith.
- Obtain regular updates from management and legal counsel regarding compliance matters.
- Determine whether management has appropriately considered legal and compliance risks as part of the ~~Council Local Government~~'s enterprise risk management plan.
- Monitor compliance with relevant regulations.

Internal audit

- Review and endorse the risk-based annual Internal Audit Plan and 3 year strategic audit plan prepared by the Internal Auditors, and monitor implementation of ~~the~~ Internal Audit Plan.
- Monitor the activities, capabilities and independence of the Internal Auditors.
- Review internal audit progress reports for preceding financial years and monitor management's progress in addressing internal audit recommendations and agreed actions.
- Audit Committee members shall review the tenders for the appointment of the Internal Auditor when the existing Internal Auditor's contract ceases and determine the appropriate Internal Auditor based on suitable criteria.
- As required, meet separately with the Internal Auditors to discuss any matters that the committee or Internal Audit believes should be discussed.

- Review internal audit reports and provide advice to the Chief Executive Officer on significant issues identified in audit reports and action to be taken, including identification and dissemination of good practice.

External audit

- Review the external auditor's proposed audit scope, approach and client strategy for the ensuing year, including coordination with internal audit.
- Review ~~the~~ Auditor-General's audit report and management reports relating to ~~NPARC~~~~the Local Government~~'s interim and final audit, including management's responses to external audit recommendations.
- Provide input and feedback on financial statement and performance audit coverage proposed by external audit, and provide feedback on the audit services provided.
- As required, meet separately with the external auditors to discuss any matters that the committee or external auditors believe should be discussed.
- Monitor and review the effectiveness, independence and objectivity of Council's external auditors, being the Queensland Audit Office or its nominated contractors.
- Provide advice to the Chief Executive Officer on action to be taken on significant issues raised in relevant external audit reports or better practice guides.
- Monitor sector wide Auditor-General reports, including management's response to those with relevant observations and recommendation for Council.

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Financial statements and other reporting

- Monitor progress against agreed financial statement preparation and auditing milestones.
- Review Council's draft annual financial statements prior to their provision to the external auditors.
- Review significant accounting and reporting issues, including complex or unusual transactions and highly judgmental areas, and recent professional and regulatory pronouncements, and understand their impact on the financial statements.
- Discuss with management and the external auditors any significant adjustments or changes between draft and final financial statements.
- Review Council's final draft financial statements and ~~the External Auditor's management report~~ closing report and provide advice to the Chief Executive Officer on whether appropriate action has been taken in response to audit recommendations and adjustments.
- Recommend the signing of the draft financial statements by the Mayor and Chief Executive Officer.
- Review with management and the external auditors all matters required to be communicated to the committee under Australian ~~A~~auditing ~~S~~standards.
- Satisfy itself about the adequacy of key internal controls supporting the timeliness and integrity of ~~NPARC's the Local Government~~'s financial statement preparation process.
- Consider management representations made in relation to each financial year's audit.
- Review the draft annual report before release and consider the consistency of financial information being reported.
- Review, evaluate and provide advice on ~~NPARC~~~~the Local Government~~'s significant accounting and financial management policies including any substantive changes to these policies.

The committee does not replace or replicate established management responsibilities and/or delegations, the responsibilities of other executive management groups within the Council or the reporting lines and responsibilities of either internal audit or external audit functions. The committee will provide prompt and constructive reports on its findings directly to the CEO who is responsible to convey those findings to the Council.

RESPONSIBILITIES

The committee is directly responsible and accountable to the Council for the exercise of its duties

and responsibilities. In carrying out its duties and responsibilities, the committee must at all times recognise that primary responsibility for governance of ~~NPARC the Local Government~~ rests with the Council.

MEMBERSHIP AND MEETINGS

Membership

- Members, including the Chair, are appointed by the Council.
- Membership of the committee will consist of a minimum of three and a maximum of six persons under the requirements of the *Local Government Regulation 2012*.
- The committee will comprise of at least one, but no more than two councillors.
- At least one member will have significant experience and skills in financial matters.
- At least one member will have expertise in the industry in which the agency operates.
- The term of appointment for any external and non-councillor internal committee members is for a period of three years and can be extended for a further term subject to the composition and skill requirements of the committee.
- The term of appointment for audit committee members who are councillors is for a period of three years provided the individual continues in his/her position as a councillor. Should the individual's term as a councillor cease following a local government election, that individual's appointment as an audit committee member will cease at the conclusion of their term as a councillor. Should the individual's term as a councillor cease for any other reason, that individual's appointment as an audit committee member will cease immediately. In all instances, a suitable replacement member will be appointed within a reasonable timeframe pursuant to the requirements of the *Local Government Regulation 2012*.
- Members are appointed on the basis of personal qualities and skills and proxies are not permitted if the member is unable to attend meetings.
- The chief executive officer cannot be a member of the committee but can attend committee meetings.
- Member terms and conditions are to be disclosed in a letter of appointment.
- External committee members will be remunerated in recognition of the time commitment and responsibilities of the member's respective role.

Chair

- The Chair will be external to the agency, or if internal to the agency will be a person independent of the areas within the committee's scope of review and independent of line management and day to day operations of the Local Government.
- The Chair will possess sound communication and strong leadership skills.

Secretary

- A secretary/secretariat function will be performed by the Chief Executive Officer of ~~NPARC the Local Government~~ to facilitate the committee's meetings and reporting duties.
- The secretary, in consultation with the Chair, will prepare and send notices of meetings and agendas and accurately transcribe all decisions of the committee.
- The secretary will table all correspondence, reports and other information relevant to the committee's activities and operations.

Ethical practices

Members are required to declare any interests that could constitute a real, potential or apparent conflict of interest with respect to participation on the committee. The declaration must be made on appointment to the committee and in relation to specific agenda items at the outset of each committee meeting. ~~Declarations must and~~ be updated as necessary.

Meetings and attendance

- The committee will meet at least three times per year and the schedule of meetings will be agreed in advance.
- A quorum will consist of at least half of the members of the committee, one of whom must be an independent member.

Meeting Agenda

- The committee should determine its own agenda for each committee meeting, ensuring appropriate consultation to include emerging issues and emphasis on the most significant risks and threats.
- The agenda and relevant papers will be distributed to members within a reasonable timeframe prior to the meeting.

RELATIONSHIPS

Internal Audit

The committee will act as a forum for internal audit and oversee its planning, monitoring and reporting processes. This process will form part of the governance processes that ensure that the Internal Auditors operate effectively, efficiently and economically.

1. The internal auditor will have a standing invitation to attend committee meetings.
2. The Chair may hold executive sessions with Internal Audit if required.

External Audit

The committee has no power of direction over external audit or the manner in which the external audit is planned or undertaken, but will act as a forum for the consideration of external audit findings and will ensure that they are balanced with the views of management.

1. The external auditor will have a standing invitation to attend committee meetings.
2. The Chair may hold executive sessions with external audit if required.

Other Executive Management committees

The audit committee shall liaise with any other committees of ~~NPARC the Local Government~~ as required to ensure:

- That its statutory and operational responsibilities are met.
- That there is no material overlaps between the functions and duties of the groups.
- Frank and meaningful interchange of information.

EVALUATION OF COMMITTEE ACTIVITIES

- The committee will undertake an annual self-assessment of its performance for the previous twelve months at the last meeting each calendar year.
- The committee will provide a report of the annual review outcomes to the Council.

REVIEW OF THE CHARTER

- The charter will be reviewed at least annually by the committee to ensure it remains consistent with the committee's authority, objectives and responsibilities as well as prevailing legislation.
- All amendments to the charter will be discussed and approved by the Council.

APPROVAL OF THE CHARTER

Northern Peninsula Area Regional Council audit committee charter is endorsed by the Chair of the committee and approved by the Council.

Chairperson Audit Committee

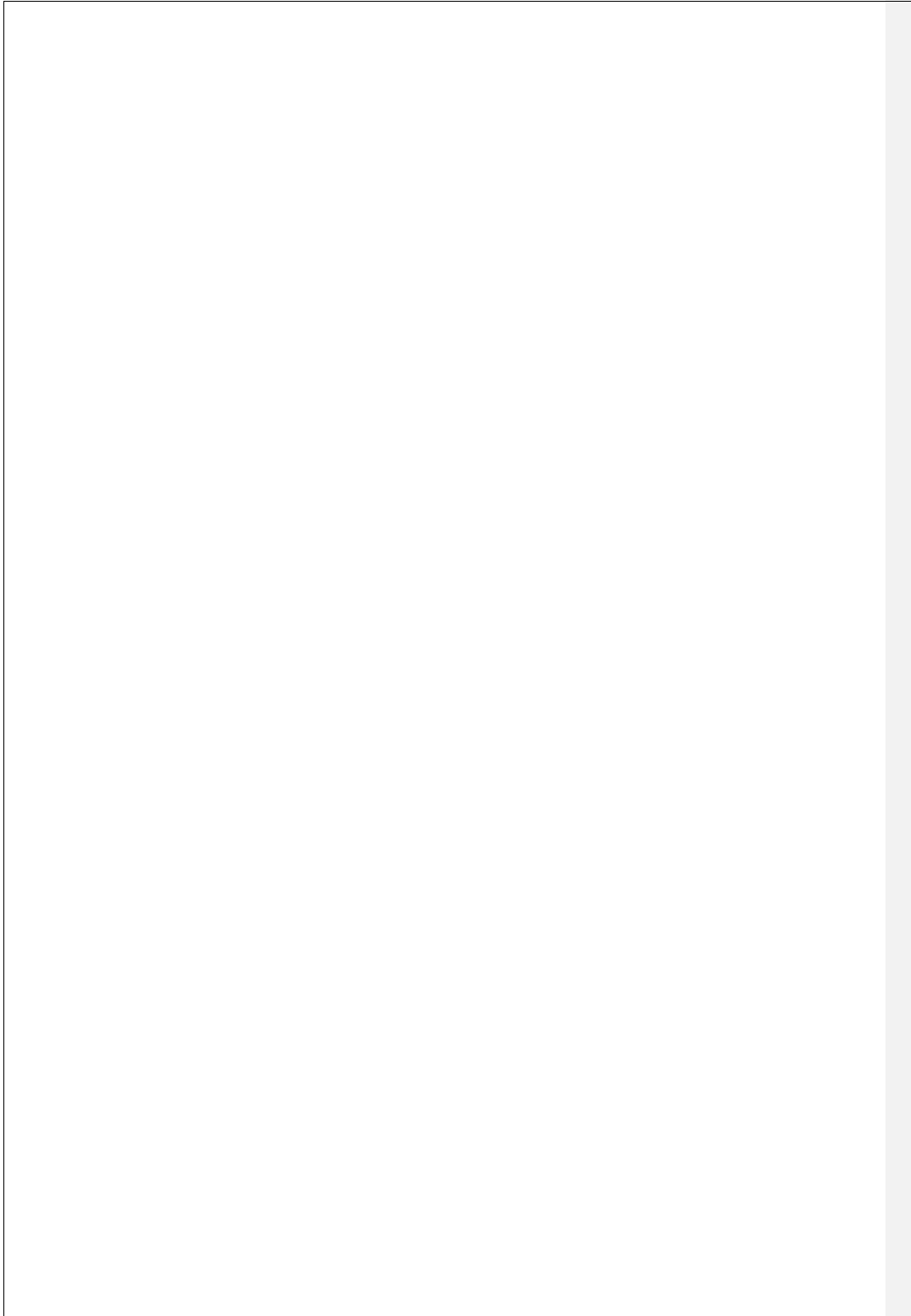
~~Graeme GILLAM~~ Kate Galloway
A/Chief Executive Officer

Document version	Date approved
Version 1	26 November 2018
Version 2	19 May 2020
<u>Version 3</u>	<u>20 July 2022</u>

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Subdivision 2 Audit committee

208 Application of [sdiv 2](#)

This subdivision applies to an audit committee whether it is established by a large local government or another local government.

209 Prescribed class for large local government—[Act, s 105](#)

For the [Act, section 105](#) (3), definition *large local government*, a large local government is a local government belonging to a remuneration category of 3 or a higher number mentioned in the remuneration schedule.

Note—

Under [section 105](#) (2) of the [Act](#), a large local government is required to establish an audit committee.

210 Audit committee composition

- (1) The audit committee of a local government must—
 - (a) consist of at least 3 and no more than 6 members; and
 - (b) include—
 - (i) 1, but no more than 2, councillors appointed by the local government; and
 - (ii) at least 1 member who has significant experience and skills in financial matters.
- (2) The chief executive officer can not be a member of the audit committee but can attend meetings of the committee.
- (3) The local government must appoint 1 of the members of the audit committee as chairperson.

211 Audit committee meetings

- (1) The audit committee of a local government must—
 - (a) meet at least twice each financial year; and
 - (b) review each of the following matters—
 - (i) the internal audit plan for the internal audit for the current financial year;
 - (ii) the internal audit progress report for the internal audit for the preceding financial year including the recommendations in the report and the actions to which the recommendations relate;
 - (iii) a draft of the local government's financial statements for the preceding financial year before the statements are certified and given to the auditor-general under [section 212](#);
 - (iv) the auditor-general's audit report and auditor-general's observation report about the local government's financial statements for the preceding financial year; and
 - (c) as soon as practicable after a meeting of the committee, give the local government a written report about the matters reviewed at the meeting and the committee's recommendations about the matters.
- (2) At a meeting of the audit committee—
 - (a) a quorum is at least half the number of members of the committee; and

Examples—

 - 1 If the committee consists of 4 members, a quorum is 2.
 - 2 If the committee consists of 5 members, a quorum is 3.
 - (b) either—
 - (i) the chairperson presides; or
 - (ii) if the chairperson is absent, the member chosen by the members present as chairperson for the meeting presides.
- (3) The audit committee may, for performing its functions under subsection (1)(b), seek information or advice from the person who has carried out the internal audit.
- (4) The chief executive officer must present the report mentioned in subsection (1)(c) at the next meeting of the local government.

Title of Report: 2023 Special Holidays

Agenda Item: 12.2

Classification: For Decision

Author Acting Chief Executive Officer

Attachments Attachment A. Letter from Tony Schostakowski

Officers Recommendation:

That Council:

- Note the Report
- Authorise the CEO to submit the following as special and show holidays
 - Mabo Day – 2nd June and 3rd June
 - NPA Show – 11th August
 - NPA Sporting Carnival – 20th October

PURPOSE OF REPORT

Identify special and show holidays for the 2023 Calendar Year

BACKGROUND AND CONTEXT

The *Holiday's Act 1983* provides for the granting and observance of special holidays which includes show days. Each year local governments are invited to request special and show holidays for the following year.

Historically NPA has had special holidays for Mabo Day, and NPA Sporting Carnival and for the Cultural Festival every 2 years.

Proposed special holidays and show dates are:

- Mabo Day – 2nd June and 3rd June (3rd June falls on a Saturday in 2023)
- NPA Show – 11th August
- NPA Sporting Carnival – 20th October

Additional special holidays for Coming of the Light, NAIDOC, First Councillors Conference and Cairns Show could be considered, but would be an additional cost to Council.

CRITICAL DATES

Dates must be submitted by 29th July 2022



OTHER OPTIONS CONSIDERED

NA

LEGAL AND LEGISLATION CONSIDERATIONS

Holiday's Act 1983

POLICY CONSIDERATIONS

NA

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

Operational Priority Two - Strong Culture

FINANCIAL AND RESOURCE CONSIDERATIONS

NA

CONSULTATION

NA



Office of
Industrial Relations

Department of Education

15 June 2022

Dear Chief Executive Officer,

As you may be aware, each year in accordance with the *Holidays Act 1983* local governments are invited to request special holidays to be observed during the following year for districts in their area.

If you wish to request special holidays to be observed during 2023 for districts in your local government area, please complete the attached request form and submit via email to info@oir.qld.gov.au by no later than **Friday, 29 July 2022**.

A local council requested special holiday is a public holiday only if it is in respect of an agricultural, horticultural or industrial show. Under federal industrial relations legislation, on a public holiday employees are, without loss of ordinary pay, entitled to be absent from work or refuse to work in reasonable circumstances. Employees who work on a public holiday are entitled to penalty rates in accordance with their award or agreement.

A special holiday for any other reason is not a public holiday but is a bank holiday only and under the *Trading (Allowable Hours) Act 1990*, is only a holiday for banks and insurance offices and under a directive of the *Public Service Act 2008*, a holiday for public service employees unless otherwise determined by a chief executive.

Upon receiving Ministerial approval, the holidays will be published in the Queensland Government Gazette. Confirmation of the approved special holidays together with a link to the Queensland Government Gazette will be emailed to your office.

Should you require further information regarding this process, please contact Ms Jacqui McGuire, Office of Industrial Relations on (07) 3406 9854 or email jacqui.mcguire@oir.qld.gov.au.

Yours sincerely

Tony Schostakowski
Acting Executive Director – Industrial Relations
Office of Industrial Relations

1 William Street Brisbane
Queensland 4000 Australia
GPO Box 69 Brisbane
Queensland 4001 Australia
Telephone 13 QGOV (13 74 68)
WorkSafe +61 7 3247 4711
Website www.worksafe.qld.gov.au
www.business.qld.gov.au
ABN 94 496 188 983

Title of Report: Northern Peninsula Area Regional Council Certified Agreement

Agenda Item: 12.3

Classification: For Decision

Author HR Manager

Attachments Nil

Officers Recommendation:

That Council:

- Note the Report
- Authorise the Chief Executive Officer to commence negotiations for a new Certified Agreement

PURPOSE OF REPORT

Provide a summary of options available to Council in respect of the Northern Peninsula Area Regional Council Certified Agreement 2019.

BACKGROUND AND CONTEXT

The Northern Peninsula Area Regional Council Certified Agreement 2019 (the Agreement) is a formal agreement between the Northern Peninsula Area Regional Council (Council), the Australian Workers Union (AWU), the Queensland Services Union (QSU) and employees about industrial matters such as pay and conditions. The Agreement commenced on 22 December 2019 and has a nominal expiry date of 22 December 2022. NPARC has had a certified agreement since amalgamation in 2008.

The Agreement is due to be re-negotiated.

The question has been asked as whether Council can terminate the Agreement and revert back to Award conditions of service and pay.

Section 227 of the *Industrial Relations Act 2016* (the Act) provides that prior to a nominal expiry date the employer and involved unions may apply to the Queensland Industrial Relations Commission (QIRC) to terminate the Agreement. The QIRC may only approve the termination of the Agreement if a majority of employees have approved the termination. This is done via a ballot and usually in relation to a new Agreement.

Section 228 of the Act provides that after a nominal expiry date the employer, or a majority of employees, or the involved unions may apply to the QIRC to terminate the Agreement. All other parties must also be provided with the notice of intention to terminate the Agreement. The QIRC may only approve the termination if all parties agree to the termination.

It would be unlikely that the involved unions and employees would agree to the termination of the Agreement and a subsequent reduction in pay and conditions. The AWU has already informally advised that they would like to commence negotiations for a new Agreement which would include a pay rise for affected staff.

The current rates of pay in the Agreement and comparison to the current rates in the Queensland Local Government Industry (Stream B) Award – State 2017 are as follow:

Classification Level	Rate from 22/12/2021	Current Award Rate	% above Award
Band 1, Level 1	\$920.75	\$867.50	6%
Band 1, Level 2	\$960.26	\$893.00	3%
Band 1, Level 3	\$1038.85	\$915.00	13%
		\$928.00	11%
Band 1, Level 4	\$1123.02	\$928.00	21%
Band 2, Level 1	\$1123.02	\$953.00	17%
Band 2, Level 2	\$1263.45	\$953.00	32%
Band 2, Level 3	\$1403.89	\$981.00	43%
		\$1006.50	39%
		\$1034.50	35%
Band 2, Level 4	\$1543.89	\$981.00	57%
		\$1006.50	53%
		\$1034.50	49%

CRITICAL DATES

Negotiation for a new Agreement cannot commence more than 6 months before the nominal expiry date.

If there is an intention negotiate a new Agreement a notice of intention to negotiate must be issued to each party at least 14 days before the negotiations are proposed to start

OTHER OPTIONS CONSIDERED

N/A.

LEGAL AND LEGISLATION CONSIDERATIONS

No legal advice was obtained.

There is a risk that Industrial Action may be taken by affected employees/involved unions should Council propose to terminate the current Agreement without negotiating a new Agreement.

There is also the risk that Council will lose existing employees and be unable to recruit and retain new employees should the current conditions and entitlements be removed and replaced by Award conditions and pay rates.

POLICY CONSIDERATIONS

N/A.

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

N/A

FINANCIAL AND RESOURCE CONSIDERATIONS

The negotiation of a new Agreement will involve commitment to an increase in expenditure on base pay and on-costs.

The last increase in pay rates in the current Agreement was 3.5% from 22 December 2021. It is anticipated that the Involved Unions would request a higher increase in future taking into consideration the current economic climate.

CONSULTATION

Advice was sought from Natalie Hope, Principal Advisor, LGAQ. She agreed with the information provided in the background of this Report regarding termination of an Agreement under Section 227 and 228 of the *Industrial Relations Act 2016*

Title of Report: 2022-2026 Corporate Plan

Agenda Item: 12.4

Classification: For adoption

Author Acting Chief Executive Officer

Attachments Attachment A. 2022-2026 Corporate Plan

Officers Recommendation:

That Council:

- Note the Report
- Adopts the 2022-2026 Corporate Plan

PURPOSE OF REPORT

Provide background to support the adoption of the 2022-2026 Corporate Plan.

BACKGROUND AND CONTEXT

It is a requirement under the Local Government Act 2009 (Qld), that NPARC have a system of financial management which includes a 5-year Corporate Plan. A Corporate Plan must be prepared by each Council for each period of five (5) financial years and it must be adopted in sufficient time to allow a budget and Annual Operational Plan, consistent with the Corporate Plan, to be adopted for the first financial year that is covered by the plan.

There was a workshop with Council as well as a number of community forums held last year. The information from these workshops have been used to identify priority areas and actions within the Draft Corporate Plan before a workshop was held on the 16/6 with Council to review the corporate plan, identify areas that are missing, identify areas that should be deleted from the draft plan and set proposed timing for actions and activities.

This information was then used to finalise the document. The corporate plan can be amended at anytime by resolution of Council.

CRITICAL DATES

The Corporate Plan should be adopted to allow time for the annual operational plan and budget to be adopted at the special budget meeting on the 27 July.

LEGAL AND LEGISLATION CONSIDERATIONS

Local Government Act



POLICY CONSIDERATIONS

NA

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

NA

FINANCIAL AND RESOURCE CONSIDERATIONS

NA

CONSULTATION

Council

Community

Northern Peninsula Area Regional Council

CORPORATE PLAN
2022-2026



ACKNOWLEDGEMENTS

We wish to acknowledge the Traditional Owners of the lands and waters of the Northern Peninsula Area Regional Council Local Government Area and pay our respect to the Elders past and present.

We also wish to acknowledge you, our valued constituents and stakeholders of the NPA, for your engagement in our Corporate Plan 2022-2026 development and in its implementation over the coming years.

Esso.

FORWARD

Our Corporate Plan guides Council's service delivery and activities over the next five years through a number of objectives under five key areas of focus. These objectives directly address the feedback and biggest Regional issues identified by our community, in developing this plan.

Council is committed to addressing and delivering what's important to our community, including animal control, community safety, community housing management, youth activities, better community amenities, road signage and improved communication from Council.

Our vision for the Northern Peninsula Area is to work together to build a connected community. To achieve this, we must grow opportunities for our Indigenous community and enrich the lives of our people while preserving and protecting the rich culture of our Region.

Strengthening our economy is a key priority for Council to address the challenges we face as a remote community. Council will actively advocate for greater services and improved connection in our community to provide more opportunity for our people.

I thank you for your involvement and feedback in the development of this plan, which will help guide our journey over the next five years and provide a strong foundation for Northern Peninsula Area Regional Council and our community.

Mayor Patricia Yusia



MESSAGE FROM THE CEO

Council's Corporate Plan year outlines the way Council will budget for programs and services for the next five years, as we work toward a vision of building a strong and vibrant community in the Northern Peninsula Area.

The plan ensures we continue to deliver the programs and services most needed in our community. We will do this by advocating on behalf of our community, to gain access to, and funding for, services needed most, support and facilitate Indigenous and local employment and business opportunities.

Council's communication with the community was identified as an area requiring improvement, as part of our consultation on the Corporate Plan. We will work to achieve more regular and consistent communication and engagement with our community and within Council, providing more opportunities for open communication. This is vital to our ability to work together as a community and a key priority for Council.

Within Council, we will focus on recruiting, developing and retaining Council's team members, so that we can provide a high quality and consistent level of service to our community.

This plan is a commitment to our community to focus on the areas that matter most to you, and we look forward to updating you on our progress.

Kate Gallaway

Acting CEO



EXECUTIVE SUMMARY

Our Five (5) Year Corporate Plan 2022 – 2026 outlines our proposed strategic direction (Vision) for the Region over the next five (5) years and states the performance indicators for measuring our progress. In developing our Corporate Plan, we have engaged with you (our valued constituents), our stakeholders and funders.

You have told us that *Regionally*, the following are the biggest issues requiring our attention over the coming five (5) years (presented in no particular order):



OPERATIONAL

- Improved Public and Environmental Health
- Local Laws Enforcement
- Community Housing Advocacy
- Economic Development
- Support Local Indigenous Employment
- Community Amenity/ Community Pride Projects/ Beautification
- Council Communication
- Community Safety, comprising:
 - Security
 - Noise
 - Antisocial behavior
- Youth Advocacy
- Community Bus Service
- Staff Development, Retention, and Support



CAPITAL

1. Community Housing and Housing Maintenance
2. Road Signage
3. Airport
4. Jardine River Bridge
5. Community and Access Roads
6. Wharf and Boat Ramps
7. Staff Accommodation
8. Youth Activities, including:
 - a. Playgrounds (Shaded)
 - b. Waterparks

STRENGTHS

By harnessing our many strengths as a Region and organisation, we can overcome many of our challenges and realise these new and existing exciting opportunities. Our combined Regional and organisational strengths include:

- Our united and motivated team
- Our capacity for increased community engagement, advocacy and partnerships
- The physical beauty of the Region
- The rich culture of the Region
- Our clear Vision and Mission
- Our awareness of what is working, and what is not working for us, as informed by community
- Our staff engagement
- Our appetite for change

This is by no means an exhaustive list.

OPPORTUNITIES

Many new and existing exciting opportunities exist for us, some of which are presently underutilised/ unharnessed, including but not limited to:

- Economic development and jobs
- Tourism
- Community engagement, advocacy and partnerships
- Building capacity in community
- The physical beauty of the Region
- The rich culture of the Region

CHALLENGES

Being a remote Indigenous Regional Council, we face many unique challenges in realising our regional objectives, not least of which include:

- Difficulty accessing community
- Cost of living
- Harsh environmental conditions
- Lack of freight options
- Impacts of climate change
- Financial sustainability due to reliance on Government funding and a lack of own-source revenue opportunities
- Indigenous land management complexity
- Legacy issues in Asset Management including aging infrastructure and no longer fit for purpose
- Communication and Technology including telecommunications and connectivity
- High prevalence of chronic disease
- Legacy issues arising from history of amalgamation and transition to the *Local Government Act*
- Housing
- Limited economic development opportunities
- Lack of public transport

It is acknowledged that many of these challenges equally serve as opportunities and strengths for Council. Accordingly, our Corporate Plan 2022-2026 seeks to embrace these challenges as a reality and innovatively seek improvement through a strengths-based approach.

OUR APPROACH

To harness our strengths to overcome our challenges and realise these new and existing opportunities for our Region, we need a strategic plan; a Corporate Plan.

What is a Corporate Plan?

It is a requirement under the Local Government Act 2009 (Qld), that we (as your Local Government) have a system of financial management which includes a 5-year Corporate Plan. A Corporate Plan must be prepared by each Council for each period of five (5) financial years and it must be adopted in sufficient time to allow a budget and Annual Operational Plan, consistent with the Corporate Plan, to be adopted for the first financial year that is covered by the plan.

A 5-year Corporate Plan may be amended at any time by us, but must:

- Contain an outline of the strategic direction of our Council; and
- State the performance indicators for measuring our progress against achieving our Vision for the future of our Region.

Our Corporate Plan 2022-2026 will identify **what** we want to achieve over the next five (5) years, and **how** we intend to get there and how we will measure our success.

CORPORATE GOVERNANCE FRAMEWORK



Figure 1: Corporate Governance Framework¹

¹ Acknowledgements to the Cook Shire Council for use of this *Corporate Governance Framework* cited from its *Corporate Plan 2017-2022* and adapted to suit.

COMMUNITY ENGAGEMENT

For full details on the community engagement process in developing this 5-year Corporate Plan, please see Schedule 3 – Community Engagement.

OUR VISION/ MISSION/ VALUES

During Stage 1 (Councillor and Executive Workshop) we developed a proposed new Vision/ Mission/ Values Statement consistent with Councillor/ Mayoral quadrennial election campaigns, testing against the Vision/ Mission/ Values Statement of the former Council.

Our proposed new Vision/ Mission/ Values Statement was then presented to you during Stage 2 (Community Engagement) for your comments. Your comments were considered carefully by us and the following has now been endorsed and forms the basis of our Corporate Plan 2022-2026.



OUR VISION

Where do we want to be in 5 years?

Build a sustainable, culturally vibrant and connected community.



OUR MISSION

How will we achieve our Vision?

By growing Indigenous and local opportunities, enhancing, preserving and protecting our unique physical environment and unique Cultural Heritage, prolonging and enriching the lives of our People, promoting unity and leading multi-generational change.



OUR VALUES

What do we believe in?

1. Community focused
2. Respect and support for environment, culture and our people
3. Transparency and accountability
4. Working with stakeholders to plan and actively share responsibility for improving sustainable, service provision for community
5. Providing a safe and healthy working environment

OUR STRATEGIC PRIORITIES

Council's priorities over the next five (5) years have been placed into five (5) overarching Focus Areas:



Each Focus Area has multiple key objectives attached to it. Each key objective then has one or more actions/measures attached to it, along with an expected completion year to guide programming.

The Corporate Plan 2022-2026 **Table 1 - Strategic Priorities** is set at a Regional (rather than Divisional level), consistent with Council's budget and provides an overarching strategic plan consistent with the Vision and Mission. However, it is expected that each Annual Operational Plan and Budget will provide for individual Divisional priorities, each of which link to the overarching whole of Council Strategic Priorities.



TABLE 1 – STRATEGIC PRIORITIES

FOCUS AREA ONE:

STRONG GOVERNANCE – INNOVATIVE, EFFICIENT AND SUSTAINABLE



Key objectives	Key deliverables	2022/23	2023/24	2024/25	2025/26	2026/27
We can demonstrate a pathway to financial sustainability	Improve Asset Management Capability	x	x	x		
	Improve repairs, maintenance and renewal against all aged asset classes	x	x	x	x	x
	Increase available own-source revenue streams	x	x	x	x	x
	Improve Project Delivery Capability	x	x			
	Improve procurement processes for compliance & efficient purchasing of goods and services	x	x			
	Increase revenue through government funding	x	x	x	x	x
We embrace technology and strive to reach our constituents, stakeholders, partners and funders through all leading mediums	Undertake a business system review	x	x			
	Develop an engagement strategy to incorporate preferred communication pathways	x	x			
	Increase social media presence	x				
We effectively fulfil our responsibilities as DOGIT Trustee	Investigate the Freehold Option			x	x	
	Effectively process leasing and licensing	x				
We have a comprehensive and compliant governance framework	Develop a fit for purpose policy and procedure framework	x	x			
	Develop robust internal audit processes	x	x	x		
We have a clear vision, identity and set of values	Develop a Corporate Plan					x
	Implement corporate planning processes to ensure delivery of corporate plan deliverables	x	x			

FOCUS AREA TWO:

STRONG CULTURE – CULTURE IS RESPECTED AND CELEBRATED



Key objective	Key deliverables	2022/23	2023/24	2024/25	2025/26	2026/27
We are a culturally-inclusive and equal opportunity employer	Develop a Cultural Awareness Training Package for Council and stakeholders	x				
	Develop Cultural Protocols policy to ensure Aboriginal and Torres Strait Islander culture is embedded into operations	x				
We are a unified community	Promote NPARC as one	x	x	x	x	x
	Recognise and celebrate the cultural differences of each community	x	x	x	x	x
	Advocate for a review of the impacts and model of amalgamation	x				
We respect Native Title and Cultural Heritage rights and interests	Build strong relationships with Traditional Owners and representative bodies based on mutual trust and constructive dialogue to facilitate growth of the NPA whilst recognizing and respecting cultural values	x	x	x	x	x
	Scope DOGIT transfer with the PBC, key community stakeholders and Government		x	x		
	Renegotiate the current ILUA with the PBC	x	x			
We aid in the preservation and protection of our cultural heritage and history	Continue cultural festivals every 2 years in the NPA		x		x	
	Support to open and operate a Cultural Centre	x	x			
	Develop a historical village and esplanade development (Injinoo)	x	x	x		

FOCUS AREA THREE:

STRONG ECONOMY - AN ECONOMICALLY VIBRANT AND GROWING COMMUNITY



Key objectives	Key deliverables	2022/23	2023/24	2024/25	2025/26	2026/27
We support and facilitate Indigenous and local employment and business opportunities	Complete existing Council Enterprise Divestment	x				
	Investigate opportunities for profitable new Council Enterprise Investment		x			
	Review and improve profitability of existing Council Enterprises	x				
	Support new and existing local Indigenous Business to capitalize on business development opportunities	x	x	x	x	x
	Build capacity of new and existing local Indigenous Businesses by supporting business entrepreneurship workshops	x	x	x	x	x
	Review and enhance our Local Indigenous Procurement Policy & Procedure	x	x	x	x	x
	Mandate Indigenous Employment Opportunities Plans on all capital works projects	x				
	Form and maintain partnerships with tourism peak bodies (TTNQ / Tourism Qld / Chamber of Commerce)	x	x	x	x	x
	Leverage national partnerships on geopolitical issues to address emerging risks impacting on local business development	x	x	x	x	x
	Community infrastructure is maintained and developed to support business development	x	x	x	x	x
	Scope Jardine Ferry to be a roadhouse (with accommodation) and services to community		x			
We have a full-enabled freight and transport infrastructure	Scope and develop public transport options for community	x	x			
	Improve access to goods, materials and services	x	x	x	x	x
	Actively seek funds for necessary upgrades to NPA Airport to ensure operability	x	x	x	x	x
	Advocate for the implementation of the NPA Marine Hub Master Plan	x	x			
	Resolve irregularities in land tenure and local government boundaries for the Airport, Pajinka, Punsand Bay and Jacky Jacky	x		x		
	Secure investment to seal road from Jardine River to Injinoo	x	x	x	x	x
We facilitate homeownership opportunities in our community	Promote and process 99 years leases and engagement with the PBC regarding Native Title	x	x			
	Advocate for homeownership and social housing needs.	x	x	x	x	x

FOCUS AREA FOUR:

STRONG PEOPLE - AN EMPOWERING AND ENGAGING COUNCIL



Key objectives	Key deliverables	2022/23	2023/24	2024/25	2025/26	2026/27
We engage regularly and effectively with our People	Improve internal communications with staff	x	x	x	x	x
	Improve external communications with our community and stakeholders	x	x	x	x	x
	Work collaboratively with State Government and community to explore opportunities for community input into decision making	x				
	Regular Divisional / Mayoral community meetings	x	x	x	x	x
	Improve inter-agency collaboration and engagement	x	x	x	x	x
We proactively manage community expectations and advocate effectively on its behalf	Review of delivery mechanisms and models for service delivery to community	x	x	x	x	x
	Our leaders undertake regular advocacy with all levels of Government	x	x	x	x	x
	Advocate for the continuation of the Local Fare Scheme			x		
	Advocate for increase services for vulnerable groups	x	x	x	x	x
	Support to open and operate a Youth Centre	x	x			
	Support to operate an Elders Centre and HACC	x	x	x	x	x
	Advocating for specially targeted programs	x	x	x	x	x
	Ensure activities for all segments of the Community including youth and elderly	x	x	x	x	x
	Assert Council as the lead change-facilitator in NPA	x	x	x	x	x
	Our elected leaders embrace their role as Civic Leaders supported by Management	x	x	x	x	x
	Increase the number of social houses available for allocation in the NPA	x	x	x	x	x
We empower our people and invest in their futures	Establish a Succession Plan and Skills Transfer Program		x	x		
	Provide tailored training opportunities for career progression			x	x	x
We pride ourselves in being an Employer of Choice. Our people have pride in their workplace and enjoy working with us	Review working conditions to better suit the EBA	x			x	
	Improve the quality and quantity of staff housing to attract and retain staff	x	x	x	x	x
	Development of talent attraction and retention measures		x	x		
	Increased attendance rate in the workplace	x	x	x	x	x
We prioritise the Health, Wellbeing and Safety of our people	Workplace Health and Safety Policies are complete, effective and implemented	x	x	x	x	x
	Toolbox talks implemented at each workplace	x				

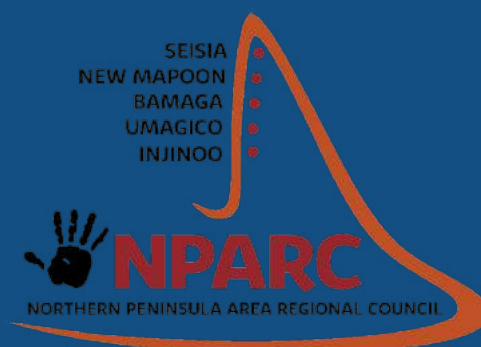
FOCUS AREA FIVE:

HEALTHY ENVIRONMENT – A PRISTINE AND SAFE PHYSICAL ENVIRONMENT



Key objectives	Key deliverables	2022/23	2023/24	2024/25	2025/26	2026/27
We take pride in our community's amenity, natural beauty and functionality	Develop a formal community beautification program and checklist	x				
	Provide education and awareness program regarding community contribution to community amenity (community pride campaign)	x	x	x	x	X
	Support Master Planning – Jardine River/ Spatial Plans	x	x			
	Improve community signage / directions	x	x			
We operate an environmentally sustainable business – we are leaders in the conservation of the unique wild flora and fauna of the NPA	Improve organisational energy efficiency and workforce awareness	x	x	x	x	x
	Invest in renewable energy			x	x	x
	Implement a waste strategy incl Recycling	x	x	x	x	x
	Compactor to be introduced to the transfer station			x	x	x
	Improve waste management practices / strategy	x	x	x	x	x
	Increase the number of public bins with surrounds	x				
	Provide a reliable rubbish collection service and community awareness	x	x			
We are prepared for Disaster Management – we are a resilient Community, competently led by Council in the event of disaster	Review opportunities regarding regional waste strategy	x	x	x	x	x
	Lead the regular engaging of LDMG	x	x	x	x	x
	Development and regular updates of Disaster Management Policies and Procedures	x	x	x	x	x
	Advocating for improved SES / Rural Fire response	x	x	x	x	x
We have a safe community able to be enjoyed by all	Leak detection project for water supply	x				
	Alcohol Management Plan to be reviewed	x				
	Community Safety Plan to be developed and actions implemented	x	x	x	x	x
	Improved street lighting	x	x			
	Improved Sport and Recreational Programs and Infrastructure including playgrounds	x	x	x	x	x
	Implement Animal Management Strategy for dogs, horses and crocodiles	x	x	x	x	x
	Work with stakeholders to improve community security	x	x	x	x	x
	Work with stakeholders to address noise and antisocial behaviour within community	x	x	x	x	x
	Support development of Community Gardens			x	x	x

Northern Peninsula Area Regional Council
180 Adidi Street, Bamanga QLD 4876
Phone: 07 4090 4100
www.nparc.qld.gov.au



Title of Report: Proposed “Public Housing” Development for Government Employee Accommodation at Bamaga Hospital

Agenda Item: 12.5

Classification: For Decision

Author: Acting CEO

Attachments: Attachment A –Bamaga Hospital, Statutory Notification
Attachment B – Bamaga Hospital, Site Plan
Attachment C – Correspondence, Mr Gerhard Visser

Officers Recommendation:

That Council:

1. Receive and note the report; and
2. Instruct the Chief Executive Officer to respond to the Queensland Government Department of Energy and Public Works, noting the following conditions:
 - a. If the development exceed the Operational Works (OPW) triggers in the planning scheme and State Guidelines for Vegetation triggers then an OPW application is required
 - b. The development must comply with Bushfire and Flood impacts
 - c. Provide details of the appointment of a Building Certifier within 10 business days
 - d. Approved Building Plans to be submitted to NPARC within 10 business days of approval by a Building Certifier
 - e. The building certifier must provide NPARC with all forms of inspections and occupancy certificate within 5 business days of providing to the Department
 - f. Connection costs for water and sewer must be paid to NPARC
 - g. That all connections from the site to NPARC services is to be in accordance with NPARC standards and designs and will have to be approved by NPARC
 - h. If the proposed development does not utilise existing sewer and water connections, then provide details of the registered Plumber
 - i. A proportion of the proposed development is triggered as Brushfire Prone Area

PURPOSE OF REPORT

To consider correspondence from the Queensland Government Department of Energy and Public Works – “Proposed “public housing” Development for Government Employee Accommodation at Bamaga Hospital.

BACKGROUND AND CONTEXT

Council received correspondence from the Queensland Government Department of Energy and Public Works – “Proposed “public housing” Development for Government Employee Accommodation at Bamaga Hospital” (Attachment A), advising that QBuild, on behalf of Queensland Health intends to develop a multiple dwelling, eight, one bedroom-units configured as four, one-storey buildings for

staff accommodation at Bamaga Hospital (Lot 82 on SP284223). The accommodation is required to provide additional facilities for the staff at the Bamaga Hospital.

The existing development on the site is as follows:

- 6 x 1 bedroom units
- 1 access point on Sagaukaz St

The proposed development on the site is as follows:

- 14 dwellings
- 1 access point on Sagaukaz St

QBuild considers the proposed use to be a “Multiple Dwelling” as defined in Northern Peninsula Area Regional Council Planning Scheme. It is recognised that in the Township Zone (Special Purpose Precinct) the proposed use is impact assessable. However, as the accommodation is “public housing” as defined by the Planning Regulation 2017 it will be accepted development under the Planning Act 2016 and will not require development approval.

The purpose of this letter is to seek Council’s feedback on the preliminary design for the proposed “public housing” development. The preliminary drawings/documents are included for Council’s consideration (Attachment B).

The Department is seeking Council’s response to this proposal for public housing.

Council officers have sought advice from Mr Gerhard Visser - Program Manager, Town & Environmental Planning, Remote Indigenous Land and Infrastructure Program Office - Infrastructure and Coordination for consideration and commentary (Attachment C).

Mr Visser has recommended that Council respond to the Queensland Government Department of Energy and Public Works with the proposed conditions:

- If the development exceed the Operational Works (OPW) triggers in the planning scheme and State Guidelines for Vegetation triggers then an OPW application is required
- The development must comply with Bushfire and Flood impacts
- Provide details of the appointment of a Building Certifier within 10 business days
- Approved Building Plans to be submitted to NPARC within 10 business days of approval by a Building Certifier
- The building certifier must provide NPARC with all forms of inspections and occupancy certificate within 5 business days of providing to the Department
- Connection costs for water and sewer must be paid to NPARC
- That all connections from the site to NPARC services is to be in accordance with NPARC standards and designs and will have to be approved by NPARC
- If the proposed development does not utilise existing sewer and water connections, then provide details of the registered Plumber
- A proportion of the proposed development is triggered as Brushfire Prone Area

OTHER OPTIONS CONSIDERED

N/A.

LEGAL AND LEGISLATION CONSIDERATIONS

Detailed in Background and Context above

POLICY CONSIDERATIONS

N/A.

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

N/A.

FINANCIAL AND RESOURCE CONSIDERATIONS

N/A.

CONSULTATION

Council officers have sought advice from Mr Gerhard Visser - Program Manager, Town & Environmental Planning, Remote Indigenous Land and Infrastructure Program Office - Infrastructure and Coordination for consideration and commentary



Department of
Energy and Public Works

23 June 2022

Kate Gallaway
A/Chief Executive Officer
Northern Peninsula Area Regional Council

via email: ceo@nparc.qld.gov.au

Dear Ms Gallaway

Proposed “public housing” Development for Government Employee Accommodation at Bamaga Hospital.

QBuild, a Business Unit within the Department of Energy and Public Works (DEPW), acts on behalf of the Department of Communities, Housing and Digital Economy (DCHDE) in relation to the implementation of Schedule 6, Part 5, Section 30 of the *Planning Regulation 2017*.

QBuild, on behalf of Queensland Health intends to develop a multiple dwelling (eight, one-bedroom units) configured as four, one-storey buildings for staff accommodation at Bamaga Hospital (Lot 82 on SP284223).

The accommodation is required to provide additional facilities for the staff at the Bamaga Hospital.

QBuild considers the proposed use to be a “Multiple Dwelling” as defined in Northern Peninsula Area Regional Council Planning Scheme. It is recognised that in the Township Zone (Special Purpose Precinct) the proposed use is impact assessable. However, as the accommodation is “public housing” as defined by the *Planning Regulation 2017* it will be accepted development under the *Planning Act 2016* and will not require development approval.

The purpose of this letter is to seek Council’s feedback on the preliminary design for the proposed “public housing” development. The following preliminary drawings / documents is enclosed:

- S-BA-AR-1.01 – Site Plan - Bamaga
- SK0200A1 – 2 Bed – Configuration A

It would be appreciated if Council could provide a response on this proposal for public housing as soon as possible on or before 8 July 2022 (attention to Jordan Oudejans, Jordan.Oudejans@epw.qld.gov.au). Should you have any concerns or require further information on this matter please contact Jordan Oudejans, Town Planner on 0423 287 096.



Department of
Energy and Public Works

Yours sincerely

Norman Wong
A/Principal Town Planner

Staff Accommodation Program - Bamaga

82 Sagaukaz Street, Bamaga QLD
4876

for
AECOM



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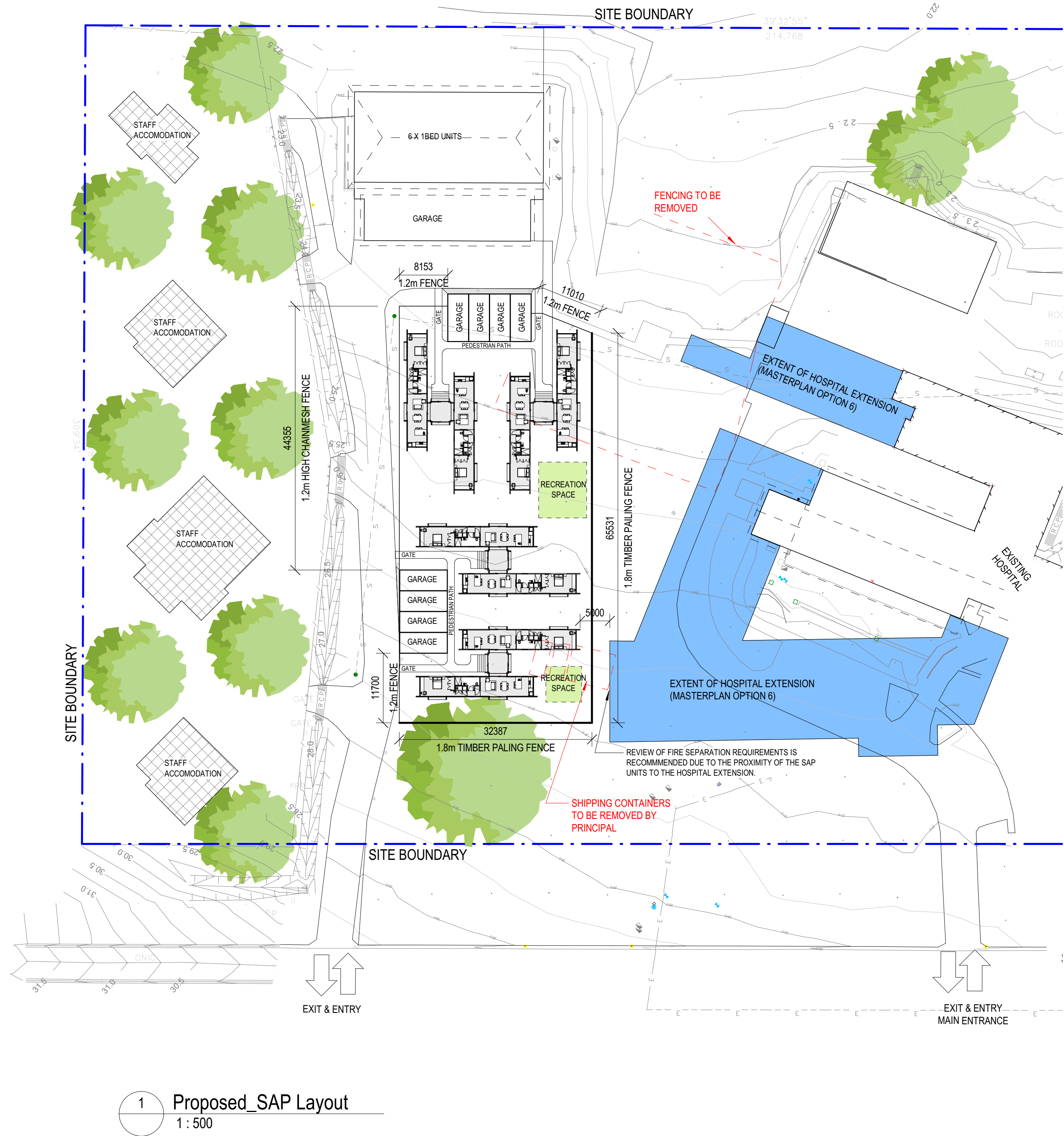
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checked	date
verified	date

scale

SITE PLAN - BAMAGA

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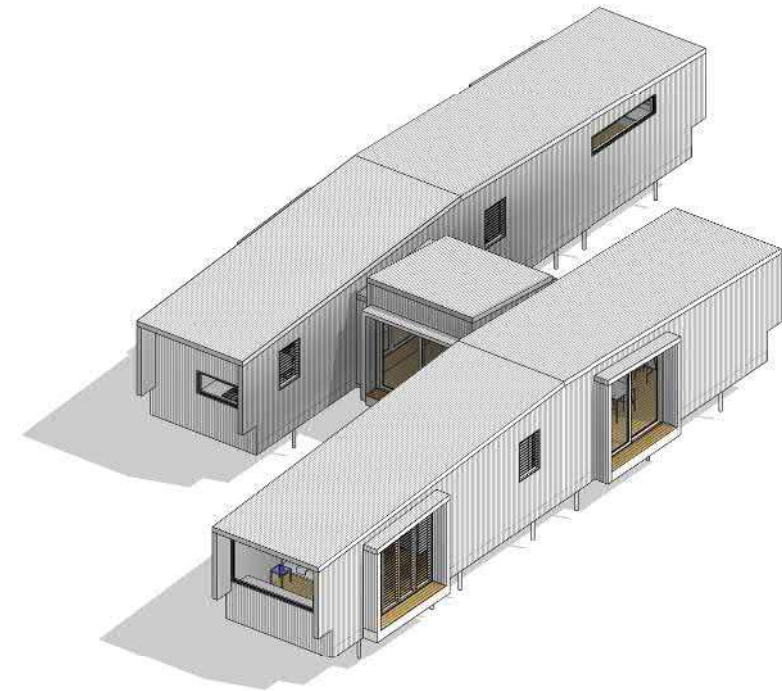
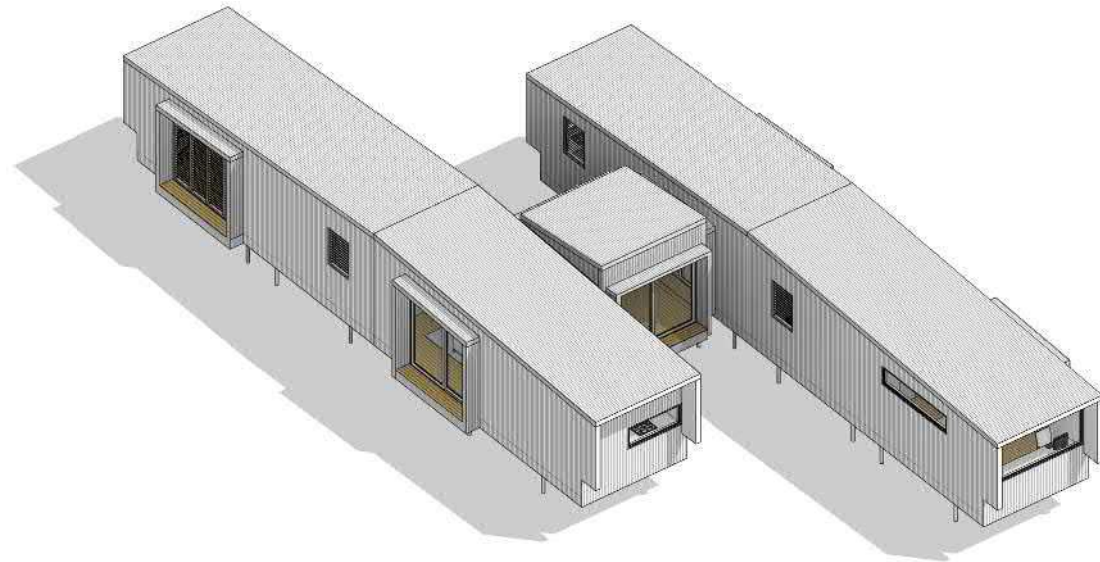


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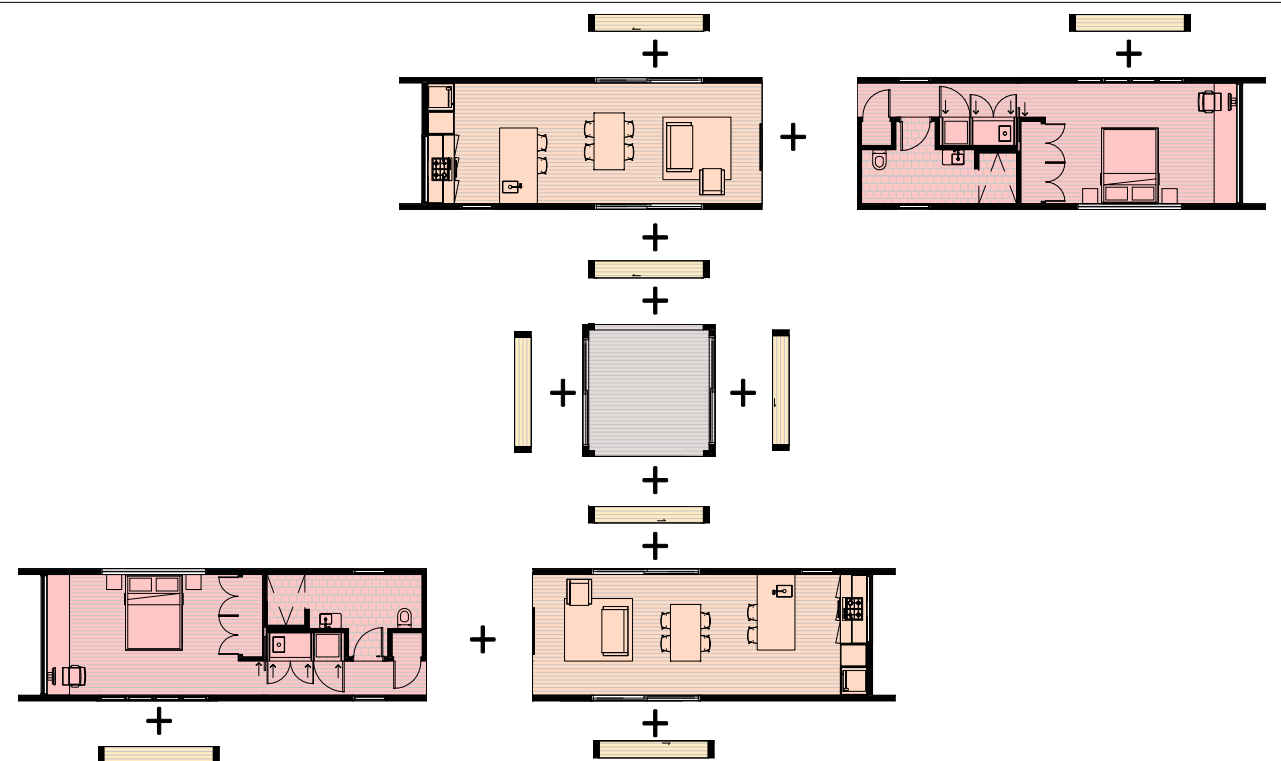
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TWO BED - CONFIGURATION

3D



PLAN & TYPICAL CONFIGURATION



Kate Gallaway

From: Gerhard Visser <Gerhard.Visser@dsdsatsip.qld.gov.au>
Sent: Thursday, 23 June 2022 12:42 PM
To: Kate Gallaway; Gus Yates
Subject: RE: Proposed "public housing" Development for Government Employee Accommodation at Bamaga Hospital

Hi Kate & Gus, My comments.

Planning Act

- In terms of the Planning Regulation 2017 (the Regulation), is Accepted Development in accordance with Schedule 6, Part 5, s30 of the Regulation.
- No Material Change of Use is required
- The development is however not exempt from an Operational Works (OPW) Application
- If the development exceed the OPW triggers in your planning scheme and State Guidelines (Vegetation triggers) then an OPW application is required.
- The development are also required to comply with Bushfire and Flood impacts as well.

Building Act

- Australian legislation allow for Private Certification
- Thus Health must appoint a Building Certifier (BC) to design and approve the structures, also undertake required inspections and provide an Occupancy Certification
- Health must provide NPARC within 10 business days (b/d) of appointment of the Certifier with the Certifiers name / company and QBCC licence number
- NPARC should verify that the number and registration is valid on the QBCC website
- The BC on approval of a Building Plan must provide said approval and a copy of the plan to NPARC for information only. NPARC cannot comment on it unless you are a register Building Certifier.
- The BC must also within 5 b/d of providing Health with an Occupation Certificate provide NPARC with all forms of inspections and Occupancy Certification.

Plumbing & Drainage Act

- The applicant will have to appoint a registered Plumber and the same process as for a BC applies
- I recommend that you advise Health and the appointed plumber of the following
 - Connection costs to be paid to NPARC
 - That all connections from the site to NPARC services is to be in accordance with NPARC standards and designs and will have to be approved by NPARC
 - Remember this is just the connection, type of meter etc that you could specify not the works on the lot.
- **PLEASE NOTE:** the proposed development could potentially use existing water and sewer connections to the site. If so then the above for Plumbing and Drainage does not apply.

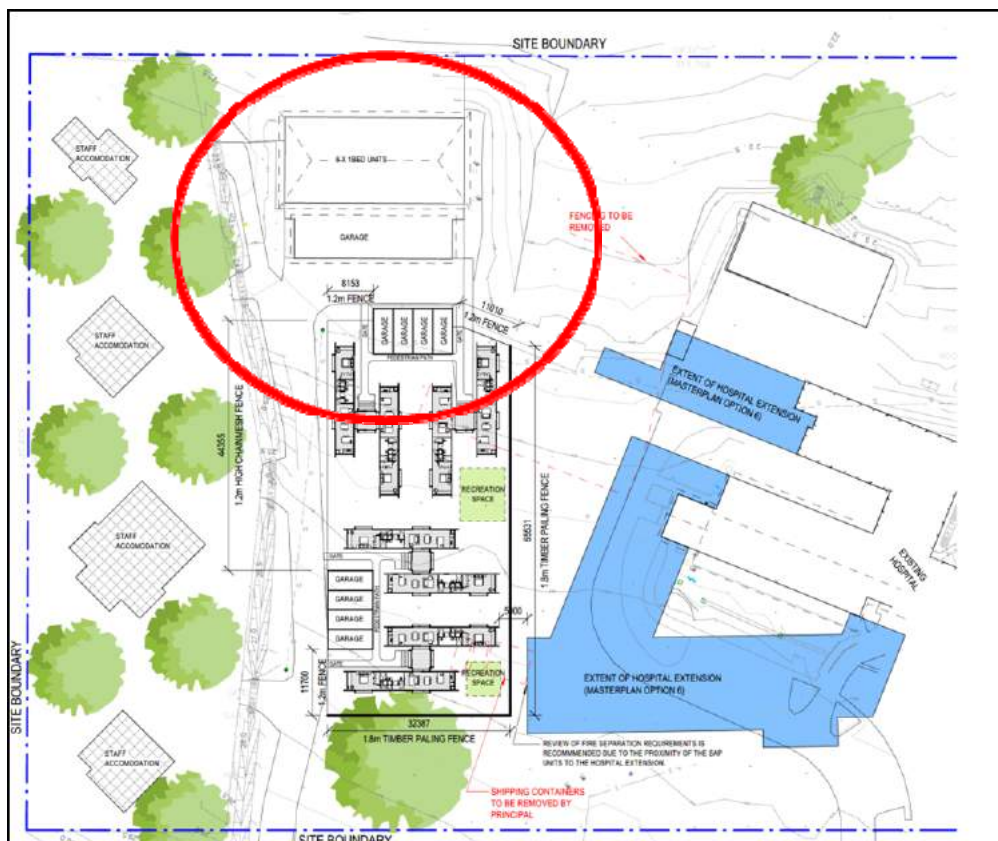
Roads

- The access to the site is existing and should be compliant to FNQROC standards.

Underneath I will address the design and relevant impacts.

NPARC should advise Health that Health must provide to NPARC in terms of s 9.3.2 of the Planning Scheme the following OPW application and information

- PO6 Stormwater Quality
- PO8 Fill & Excavation
- PO9 Vegetation clearance (if applicable, please see my comments further down)
- Table 9.3.2.3.b this one is important to Gus in the management of stormwater during the construction phase.
- Table 9.3.2.3.c



The area as identified in the RED circle above is triggered in terms of the Planning Scheme as being Bushfire prone area Health should be notified of this by NPARC

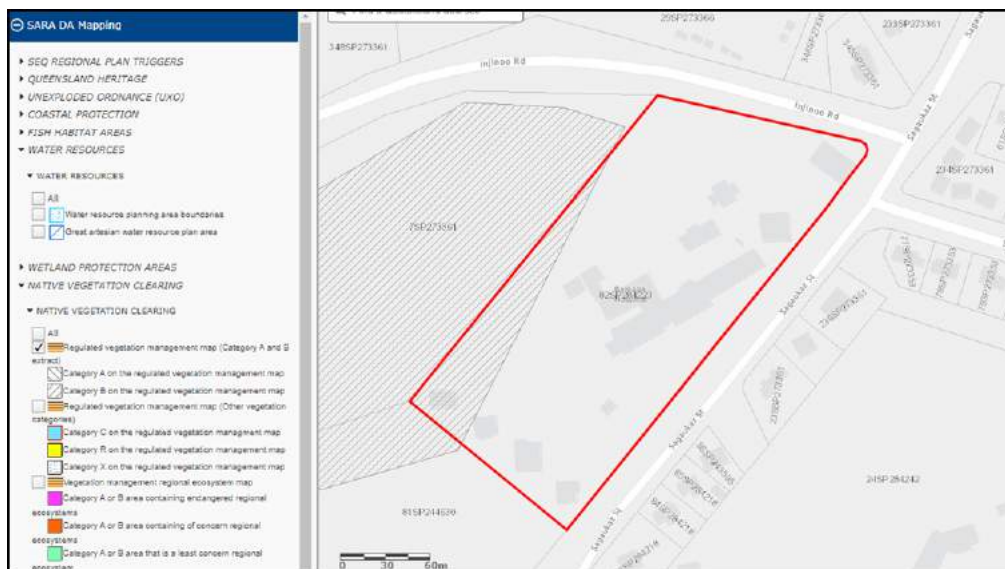
The impact on Health will be that the relevant Dwelling/Structures must be constructed to the relevant (Bushfire Attack Level) BAL level using relevant BAL compliant construction material.

NPARC's responsibility is to notify Health. The compliance requirements is with the BC and Health.



On the State Mapping it seems as if the majority of the proposed development is outside of any vegetation triggers Health should be advised that they must provide NPARC with relevant mapping that overlay the proposed development over the State Vegetation mapping

1. If the development does not impact on the vegetation mapping then no further action is required.
2. If the development impacts on the vegetation mapping then Health is required to submit a OPW – Vegetation clearance application to NPARC.
3. Such a OPW – Vegetation clearance application is required to be submitted with supportive studies, information and material and is required to be referred through SARA to or can be referred directly to DoR to obtain relevant information to support NPARC to assess and make a decision on the OPW – Vegetation clearance application.



Regards

Gerhard Visser

Program Manager, Town & Environmental Planning

Remote Indigenous Land and Infrastructure Program Office | Infrastructure and Coordination

Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships

T: 07 425 25106 | M: 0428 752 487 | E: gerhard.visser@dssatsip.qld.gov.au

Level 9, 15 Lake Street, PO Box 5461, Cairns QLD 4870 www.datsip.qld.gov.au

From: Kate Gallaway <ceo@nparc.qld.gov.au>

Sent: Thursday, 23 June 2022 8:14 AM

To: Gerhard Visser <Gerhard.Visser@dssatsip.qld.gov.au>

Subject: FW: Proposed "public housing" Development for Government Employee Accommodation at Bamaga Hospital

Good morning Gerhard

Would you be able to provide feedback on attached proposed development?

Thanks Kate

Kate Gallaway

Acting Chief Executive Officer

NPARC - Northern Peninsula Area Regional Council | BAMAGA

p: 0740 904103 | **m:** 0437 030 980 |

a: 180 Adidi Street, BAMAGA, QLD, 4876

e: ceo@nparc.qld.gov.au

w: www.nparc.qld.gov.au



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From: Jordan Oudejans <Jordan.Oudejans@epw.qld.gov.au>

Sent: Thursday, 23 June 2022 7:57 AM

To: Kate Gallaway <ceo@nparc.qld.gov.au>

Subject: Proposed "public housing" Development for Government Employee Accommodation at Bamaga Hospital

Hi Kate,

Please find attached a letter from the Department of Energy and Public Works (DEPW) concerning a proposed development for eight units for staff accommodation at Bamaga Hospital.

We would appreciate Council's feedback about the proposal at your earliest convenience before 8 July 2022.

Regards

Jordan Oudejans

Town Planner, Technical Services | QBuild

Building Policy and Asset Management | Department of Energy and Public Works

Level 6 | 42-60 Albert Street | Brisbane City

ph 0423 287 096 | **mb** 0423 287 096 | **email** jordan.oudejans@epw.qld.gov.au

www.hpww.qld.gov.au

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Thank you.

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Title of Report: Minor Change Application for CEQ Shopping Centre

Agenda Item: 12.6

Classification: For Decision

Author Acting CEO

Attachments Attachment A –Original Decision Notice

Attachment B – Correspondence, Mr Gerhard Visser

Attachment C – IBIS Store Change Application Assessment DRAFT Planning Assessment Report

Officers Recommendation:

Council as the Local Government Authority resolves to approve (subject to conditions):

- a. The Development Application lodged with Council by RPS on behalf of Community Enterprise Queensland for:
 - i) Minor Change to Existing Approval: Material Change of Use for Shopping Centre redevelopment on Adidi Street and Wasiu Street Bamaga, Lot 105 SP284227;
 - the replacement of the retail building located within the southern portion of the site with an upgraded IBIS Supermarket;
 - to integrate the new development with the existing IBIS Supermarket building which is to continue to be used for Shopping Centre purposes; ~~and~~
 - ~~accommodation Dwelling Unit.~~
 - ii) Minor Change.
 - remove Condition 11 and 11.1 from the Decision Notice dated 27 October 2021
 - replacement of development drawings reflecting the minor change.

PURPOSE OF REPORT

To consider correspondence from the Queensland Government Department of Energy and Public Works – “Proposed “public housing” Development for Government Employee Accommodation at Bamaga Hospital.

BACKGROUND AND CONTEXT

NPARC received and assessed a Development Application for the redevelopment of the Ibis Store, Bamaga in 2021 with DA2021_019. The Decision Notice dated 27 October 2021 is as attached (Attachment A).

In November 2021 NPARC received a request for smaller changes to the design and on site issues. These items were not impacting on the overall development and a “Generally in Accordance” with the attached Decision Notice was provided to the applicant by the previous Executive Manager – Corporate Services.

On Tuesday 14 June 2022 the development application was received by DSDSATSIP with proposed changes (Attachment B).

The applicant request that NPARC as Assessment Manager condone the proposed changes as Generally in Accordance with the attached Decision Notice.

Mr Gerhard Visser, Town Planner, DSDSATSIP has undertaken an assessment of the request as attached to provide Council with relevant information of the Decision Notice requirements against the current request (Attachment C).

The main changes as requested are;

- Total removal of the proposed Accommodation Unit from the development
 - Condition 11 and thus 11.1.
 - Note that the accommodation dwelling unit elicited extensive discussion during the original application.
- Changes to the parking design
 - Note that the overall parking provision is not reduced
 - The configuration of where parking bays are provided on site changes.
- Changes to the roof height
 - The roof height is lifted with 200mm
 - This is still lower than the original approved height. Original roof height included the accommodation structure which is now requested to be removed.
- The floor area of the structure is reduced due to site constraints

As this required a change to the Decision Notice, namely striking out Condition 11, it is recommended that NPARC deal with the application as a Minor Change application and provide the applicant with an Amended Decision Notice.

OTHER OPTIONS CONSIDERED

N/A.

LEGAL AND LEGISLATION CONSIDERATIONS

Detailed in Background and Context above

POLICY CONSIDERATIONS

N/A.

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

N/A.

FINANCIAL AND RESOURCE CONSIDERATIONS

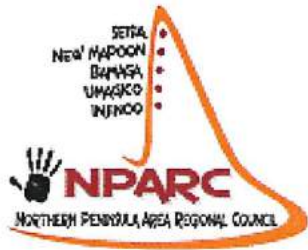
N/A.



ORDINARY COUNCIL MEETING # 27
Agenda Item 12.6
Wednesday, 20th July 2022
Bamaga Boardroom

CONSULTATION

Council officers have sought advice from Mr Gerhard Visser - Program Manager, Town & Environmental Planning, Remote Indigenous Land and Infrastructure Program Office - Infrastructure and Coordination for consideration and commentary



Northern Peninsula Area Regional Council

PO Box 200, Bamaga, Qld 4876

Phone: 07 4090 4100 Fax: 07 4069 3264

ABN: 27 853 926 592

Our Ref:
Your Ref: PR142524 & DA2021_019

27 October 2021

RPS
On Behalf of Community Enterprise Queensland
135 Abbot Street
Cairns Qld 4870
Delivery via email: owen.caddick-king@rpsgroup.com.au and Gerhard.Visser@datsip.qld.gov.au

DECISION NOTICE *Planning Act 2016*

Section 63 of the Planning Act 2016, Material Change of Use to enable partial re-development of existing Shopping Centre and a Dwelling Unit development in the Township Zone and Business Precinct on Lot 105SP284227.

The application dated 13 May 2021 seeking approval for the following is noted:

- Material Change of Use

Please be advised that your application was assessed and considered at Council's schedule meetings held on 20 October 2021

Council resolved to:

Approve (subject to conditions) the Development Application lodged with Council by RPS on behalf of Community Enterprise Queensland for:

- i. Material Change of Use for Shopping Centre redevelopment on Adidi Street and Wasiu Street Bamaga, Lot 105SP284227;
 - the replacement of the retail building located within the southern portion of the site with an upgraded IBIS Supermarket;
 - to integrate the new development with the existing IBIS Supermarket building which is to continue to be used for Shopping Centre purposes; and
 - accommodation Dwelling Unit.

This notice outlines aspects of the development, conditions of the approval, currency period, approved plans and includes extracts from the *Planning Act 2016* with respect to making representations about conditions, negotiated decisions, suspension of the appeal period and lodging an Appeal.

Should you require any further information or clarification concerning this matter, please contact Council for the necessary assistance.

Yours sincerely

Susan Law
CHIEF EXECUTIVE OFFICER
Northern Peninsula Area Regional Council
Encl - Decision Notice
Appeal Rights

APPLICATIONS DETAILS

Aspects of the development proposal are listed below:

Application Number	DA2021_019 IBIS re-development and a Dwelling Unit
Applicant Details	RPS On Behalf of Community Enterprise Queensland135 Abbot Street
Property Description	Lot 105 on SP284227
Proposal	Material Change of Use for Shopping Centre redevelopment on Adidi Street and Wasiu Street Bamaga, Lot 105SP284227; <ul style="list-style-type: none"> the replacement of the retail building located within the southern portion of the site with an upgraded IBIS Supermarket; to integrate the new development with the existing IBIS Supermarket building which is to continue to be used for Shopping Centre purposes; and accommodation Dwelling Unit.
Level of Assessment	Impact Assessable

DECISION

Development assessment, as per the provisions of the *Planning Act 2016*, has been undertaken. The information below outlines the specifics of any approval or refusal issued by the Assessment Manager:

Deemed Approval	The application has been deemed to be approved under s64 of the <i>Planning Act 2016</i> .
Decision	The application was approved subject to reasonable and relevant conditions which reflect and accord generally with the application as made.
Decision Date	DATE 2021
Decision Type	Development Permit
Planning Instrument	Northern Peninsula Area Regional Council Planning Scheme 2018
Submissions	Nil

CONDITIONS OF APPROVAL

The conditions of this approval are set out in the Schedule of Conditions. The conditions are identified to indicate whether the Assessment Manager or a referral agency (if any) imposed them.

REFERRAL AGENCIES

Nil referrals

PROPERTY NOTES

Not Applicable

FURTHER DEVELOPMENT PERMITS REQUIRED

Building Act 1975

Plumbing & Drainage Act 2018

RIGHTS OF APPEAL

The rights of an applicant to appeal to a tribunal or the Planning and Environment Court against a decision about a development application are set out in chapter 6, part 1 of the *Planning Act 2016*. There may also be a right to make an application for a declaration by a tribunal (see chapter 6, part 2 of the *Planning Act 2016*).

Appeal by an applicant

An applicant for a development application may appeal to the Planning and Environment Court against the following:

- The refusal of all or part of the development application;
- A provision of the development approval;
- The decision to give a preliminary approval when a development permit was applied for; and
- A deemed refusal of the development application.

<p>An applicant may also have a right to appeal to the Development tribunal. For more information, see schedule 1 of the <i>Planning Act 2016</i>.</p> <p><u><i>Appeal by an eligible submitter</i></u></p> <p>An eligible submitter for a development application may appeal to the Planning and Environment Court against the decision to approve the application, to the extent the decision relates to:</p> <ul style="list-style-type: none"> Any part of the development application that required impact assessment; and A variation request. <p>The timeframes for starting an appeal in the Planning and Environment Court are set out in section 229 of the <i>Planning Act 2016</i>.</p>
<p>APPROVAL CURRENCY PERIOD</p>
<p>Pursuant to s46(8) of the <i>Planning Act 2016</i>, the development approval will lapse within six (6) years after the date of approval.</p>
<p>APPROVED PLANS & SPECIFICATIONS</p>
<p>Copies of the approved plans, specifications and/or drawings are attached.</p>
<p>FURTHER INFORMATION</p>
<p>The development must be carried out in accordance with the approved plans, specifications and/or drawings, along with the requirements of all relevant laws. Any deviation must have prior approval from the Chief Executive Officer.</p>
<p>NOTICE ABOUT DECISION – STATEMENT OF REASONS</p>
<p>This Notice is prepared in accordance with s63 (5) and s83 (7) of the <i>Planning Act 2016</i> to inform the public about a decision that has been made in relation to a development application. The purpose of the Notice is to enable a public understanding of the reasons for the planning decision specifically having regard to:</p> <ul style="list-style-type: none"> The relevant parts of the Planning Scheme and Assessment Benchmarks against which the application was assessed; and Any other information, documents or other material Council was either required to, or able to, consider in its assessment. <p>All terms used in this Notice have the meaning given then in the <i>Planning Act 2016</i>.</p>

REASONS FOR THE DECISION

The proposal is consistent with the Northern Peninsula Area Regional Council Master Plan, in particular, the master plan has published the Bamaga community's desire for part of the subject site, being Adidi St West (B.C.1), to be used for parking and amenities to support existing and future commercial uses along Adidi Street as a short-term priority with recommendation for a Plan of Works to be created for area B.C1.R1. The community was consulted in the Master Planning process and approval of this application will enable their desire to have an increase in parking with an additional nine (9) car parks proposed, inclusive of a park suitable for use by persons with disability.

The proposal can be considered to be consistent with the following relevant overall outcomes of the Northern Peninsula Area Regional Council Planning Scheme 2018, in particular:

- The subject land is already connected to service infrastructure required for the existing Shopping Centre Development, thus allowing development to proceed in an efficient, sustainable, and cost-effective manner. Service infrastructure connections will need to be modified to accommodate the proposed development
- The car parking proposed is sufficient and there is existing pedestrian access which is sufficient due to the sites existing use as a supermarket.
- The proposal enhances access to existing services already established in Bamaga
- The proposal is likely to generate short-term and long-term employment opportunities.

SCHEDULE OF CONDITIONS

Applicable to the following Section 63 of the *Planning Act 2016*, approvals:

- Material Change of Use for Shopping Centre redevelopment on Adidi Street and Wasiu Street Bamaga, Lot 105SP284227;
 - the replacement of the retail building located within the southern portion of the site with an upgraded IBIS Supermarket;
 - to integrate the new development with the existing IBIS Supermarket building which is to continue to be used for Shopping Centre purposes; and
 - accommodation Dwelling Unit.

CONDITIONS OF APPROVAL		TIMING																							
(1)	Administration 1.1 The developer is responsible to carry out the approved development and comply with relevant requirements in accordance with: 1.2 The specifications, facts and circumstances as set out in the application submitted to Council, including recommendations and findings confirmed within relevant technical reports; 1.3 The development must unless stated, be designed, constructed and maintained in accordance with relevant Council policies, guidelines and standards and with the relevant design guidelines in the Far North Queensland Regional Organisation of Councils (FNQROC) Development Manual; 1.4 The conditions of approval, the requirements of Council's Planning Scheme and best practice engineering.	At all times																							
(2)	Currency Period 2.1 The currency period applicable to this approval is 6 years .	As per condition																							
(3)	Approved Site Drawings 3.1 The development of the site is to be generally in accordance with the following plans that are to be the approved Plans of Development, except as altered by any other condition of this approval:	At all times																							
<table><tr><th>Plan / Document Name</th><th>Drawing Number</th><th>Sheet No/Ref.</th><th>Revision</th><th>Date</th></tr><tr><td rowspan="2">Proposed Retail development Lot 105 on SP284227, Adidi Street, Bamaga PAWA Architecture</td><td rowspan="2">191224</td><td>A000, A001, A002, A003, A100, A101, A300, A301, A800</td><td>Rev 11</td><td>March 21'</td></tr><tr><td>A400</td><td>Rev 10</td><td>May '02</td></tr><tr><td>Contour & Detail Survey Bamaga Retail Complex PAWA Architecture</td><td>PR143781-5</td><td>1 of 2, 2 of 2</td><td></td><td>20/08/2020</td></tr><tr><td>Post Construction Traffic Management Plan PAWA Architecture Proposed Retail Re-development Lot 105 Adidi Street, Bamaga</td><td>43486-SK1</td><td>AMDT A</td><td></td><td>June 2021</td></tr></table>			Plan / Document Name	Drawing Number	Sheet No/Ref.	Revision	Date	Proposed Retail development Lot 105 on SP284227, Adidi Street, Bamaga PAWA Architecture	191224	A000, A001, A002, A003, A100, A101, A300, A301, A800	Rev 11	March 21'	A400	Rev 10	May '02	Contour & Detail Survey Bamaga Retail Complex PAWA Architecture	PR143781-5	1 of 2, 2 of 2		20/08/2020	Post Construction Traffic Management Plan PAWA Architecture Proposed Retail Re-development Lot 105 Adidi Street, Bamaga	43486-SK1	AMDT A		June 2021
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Post Construction Traffic Management Plan PAWA Architecture Proposed Retail Re-development Lot 105 Adidi Street, Bamaga	43486-SK1	AMDT A		June 2021																					
3.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail																									
3.3 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for endorsement by Council.																									
(4)	Construction 4.1 Any construction work associated with this development shall be carried out in accordance with sound engineering practice. 4.2 No nuisance is to be caused to adjoining residents by way of smoke, dust, stormwater discharge or siltation of drains, at any time, including non-working hours. 4.3 Where material is to be carted to or from the site, loads are to be covered to prevent dust or spillage. 4.4 Where material is spilled or carried on to existing roads, it is to be removed forthwith so as to restrict dust nuisance and ensure traffic safety. 4.5 A traffic Management Plan be completed prior to construction commencement of construction to the satisfaction of the Chief Executive Officer.	At all times <																							

CONDITIONS OF APPROVAL	TIMING
<p>(5) Damage to Infrastructure</p> <p>5.1 In the event that any part of Council's infrastructure is damaged as a result of work associated with the development, Council must be notified immediately of the affected infrastructure and have it repaired or replaced by Council, at no cost to Council.</p> <p>5.2 All works must be completed prior to the issue of a Compliance Certificate, Building Act.</p>	<p>At all times</p> <p>Prior to the commencement of the use</p>
<p>(6) Drainage</p> <p>6.1 The surface drainage must be catered for in a manner that lessens possible impacts in receiving areas.</p> <p>6.2 Any works as a result of the reconfiguration must not interfere with natural stormwater flow over or through the land.</p> <p>6.3 A Drainage Management Plan must be provided, compliant with Council's standard engineering specifications and to the satisfaction of the Chief Executive Officer prior to commencement of works on the site.</p>	<p>At all times</p> <p>At all times</p> <p>Prior to the start of any works on the site.</p>
<p>(7) Access/Parking</p> <p>7.1 The existing access to the site is adequate to accommodate access requirements for the existing and proposed development. Where works are required in respect of the internal access, the access must be provided/constructed/maintained in accordance with FNQROC Design Standards or Council's standard engineering specifications and to the satisfaction of the Chief Executive Officer or demonstrate that such is already in existence.</p> <p>7.2 Bicycle and Vehicle parking requirements and Parking Design must meet the requirements of the FNQROC Design Standards or 2890 <i>Parking Facilities</i> and AS1428 <i>Design for Access and Mobility</i>.</p> <p>7.3 Car parking surface must be repaired where required and additional sealed parking and manoeuvring areas provided to FNQROC Design Standards or Council's standard engineering specifications and to the satisfaction of the Chief Executive Officer.</p>	<p>Prior to the commencement of the use</p>
<p>(8) Infrastructure Services</p> <p>8.1 Water Supply connection or suitable alternative adequate water supply must be provided to the site or demonstrate that such is already in existence.</p> <p>8.2 Sewer connection or suitable alternative on-site treatment must be provided to the site or demonstrate that such is already in existence.</p> <p>8.3 Electricity provision certificate must be provided to the Local Authority</p> <p>8.4 Telecommunications provision certificate or declaration of exemption must be provided to the Local Authority or demonstrate that such is already in existence.</p>	<p>At all times</p>
<p>(9) Fire Hydrants and Fire and Emergency Access</p> <p>9.1 Fire Hydrants are to be installed and located to enable fire services to access water safely, effectively and efficiently.</p> <p>9.2 Road widths, and construction within the development are to be adequate for fire emergency vehicles to gain access to a safe working area close to buildings and near water supplies whether or not on-street parking spaces are occupied.</p> <p>9.3 Fire Hydrants are suitably identified so that fire services can locate them at all hours.</p>	<p>Prior to commencement of works and at all times</p>
<p>(10) Hazardous Materials</p> <p>10.1 The development must manage the use, storage and disposal of hazardous material and prescribed hazardous chemicals in such a manner to minimise the potential contamination of ground water and the aquifer which is the main potable water source of the community.</p>	<p>At all times</p>
<p>(11) Accommodation</p> <p>11.1 The dwelling unit is only to be used for short term (temporary visitor) accommodation for persons related to the operation of the Supermarket.</p>	<p>At all times</p>



LOT 105 ON SP284227
ADIDI STREET
BAMAGA
SITE AREA = 0.59 HECTARES
(SURVEYED)

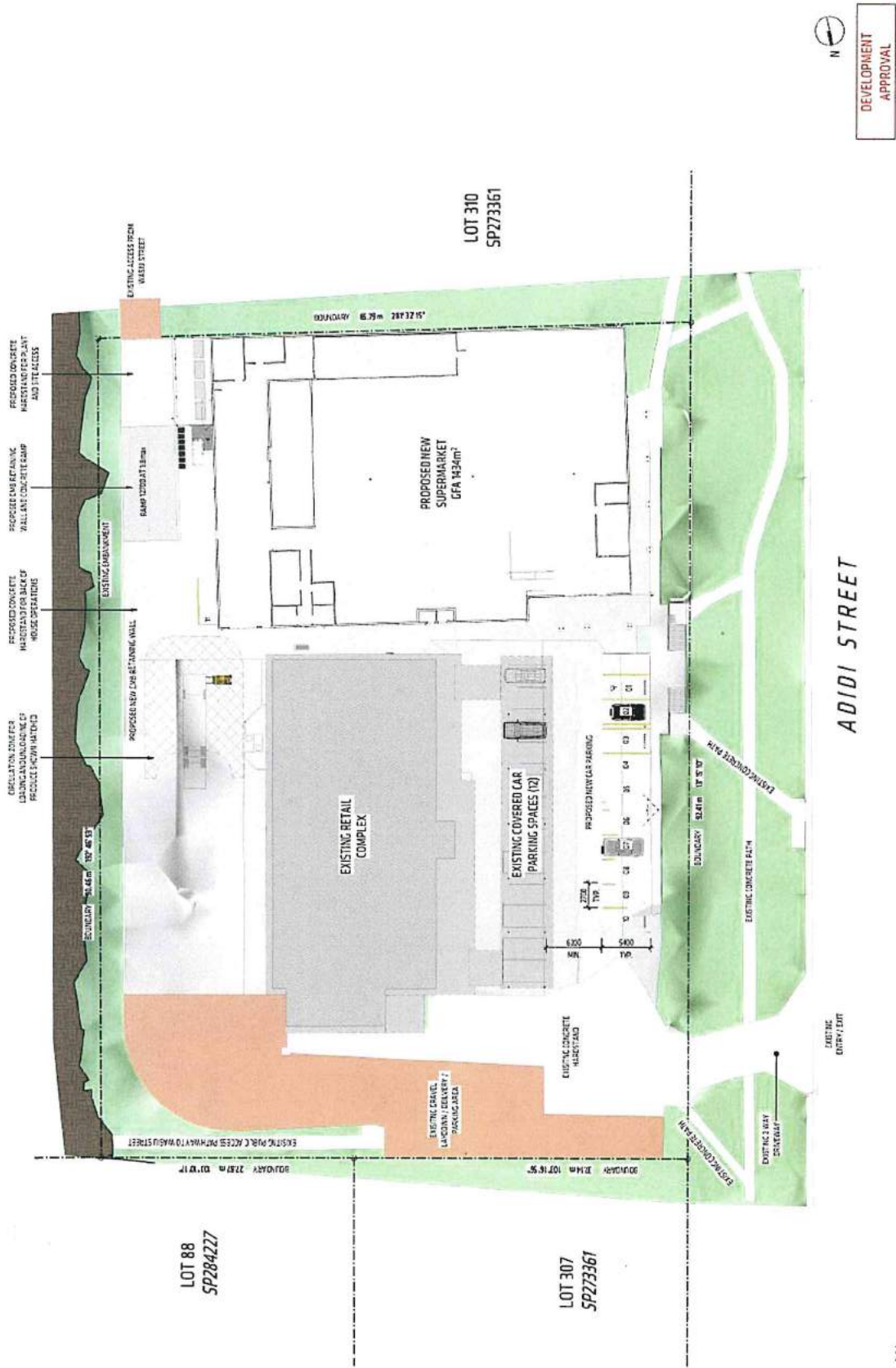
DEVELOPMENT
APPROVAL



EXISTING SITE & DEMOLITION PLAN
BAMAGA RETAIL COMPLEX

4002 FAWA

MARCH 21ST REVISION 11





DEVELOPMENT
APPROVAL

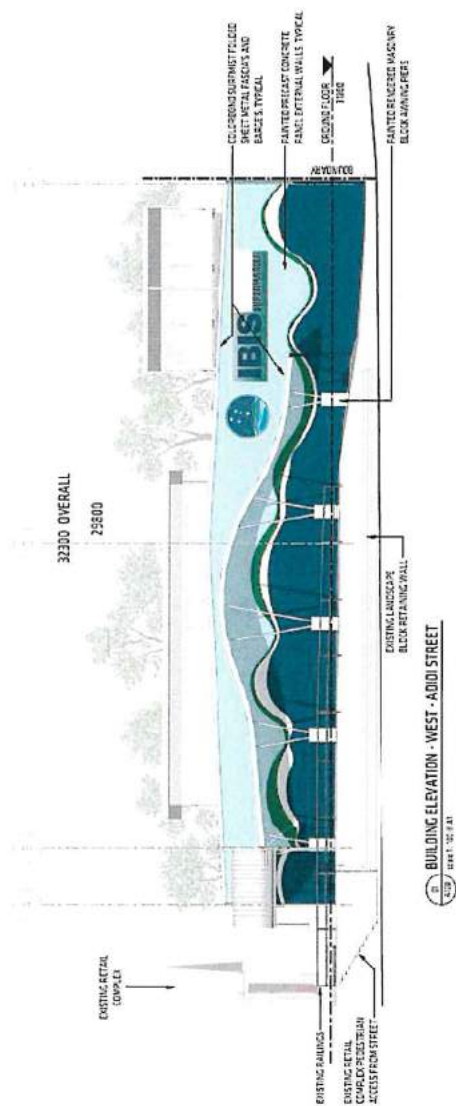
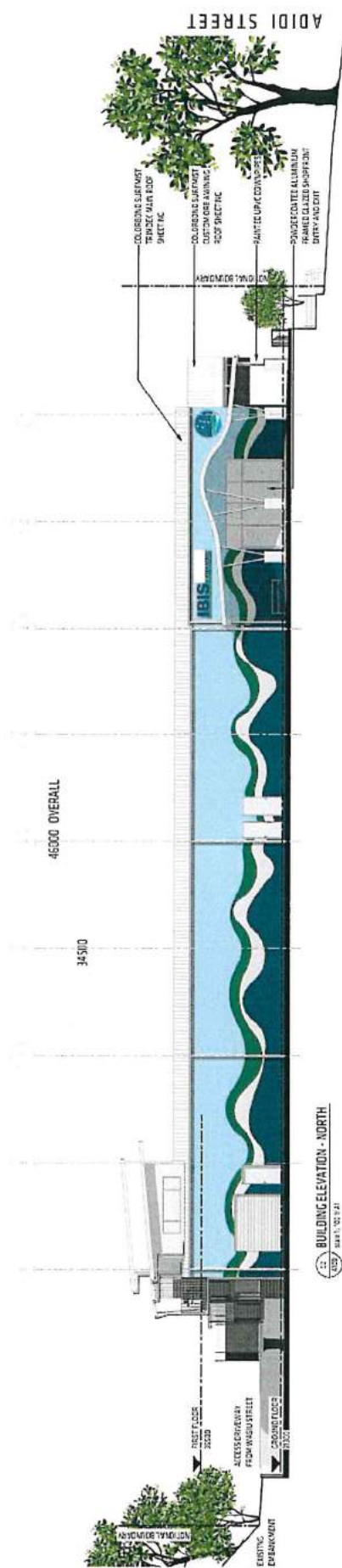
PERSPECTIVE VIEW
BAMAGA RETAIL COMPLEX

PAWA
Architecture


AB000
191224
MARCH 21ST
REVISION 11

COMMUNITY ENTERPRISE QUEENSLAND

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DEVELOPMENT
APPROVAL

MARCH 21st REVISION 11

**PROPOSED ELEVATIONS
BAMAGA RETAIL COMPLEX**

DRAWING	SHEET NAME
AS01	EXISTING SITE SURVEY / LOCATION PLAN
AS02	EXISTING SITE DEVELOPMENT PLAN
AS03	PROPOSED SITE PLAN
AS04	PROPOSED EXISTING UTILITY PLAN
AS05	PROPOSED FIRST FLOOR / ROOF PLAN
AS06	PROPOSED AREAS
AS07	PROPOSED ELEVATIONS
AS08	PROPOSED SECTIONS
AS09	PERSPECTIVE VIEW



PROPOSED RETAIL REDEVELOPMENT LOT 105 ON SP284227, ADIDI STREET, BAMAGA



AREAS SCHEDULE (EXISTING BUILDINGS) CFA

EXISTING RETAIL BUILDING	153m ²
EXISTING RETAIL BUILDING (TO BE DEMOLISHED)	75m ²
EXISTING RETAIL COMPLEX	103m ²
TOTAL AREAS OF EXISTING BUILDINGS	331m ²

AREAS SCHEDULE (PROPOSED BUILDING) CFA

EXISTING RETAIL BUILDING	153m ²
EXISTING RETAIL BUILDING (TO BE DEMOLISHED)	75m ²
EXISTING RETAIL COMPLEX	103m ²
TOTAL AREAS OF PROPOSED BUILDING	331m ²

CAR PARKING REQUIREMENTS

PROPOSED NEW CAR PARKING PROVISIONS
TO BE PROVIDED FOR THE PROPOSED DEVELOPMENT
PERSONS WITH DISABILITIES

CAR PARKING SCHEDULE	
CAR PARKING SPACES	TOTAL
EXISTING	12
NEW	21
TOTAL CAR PARKING SPACES	33

COVER SHEET BAMAGA RETAIL COMPLEX



DEVELOPMENT
APPROVAL

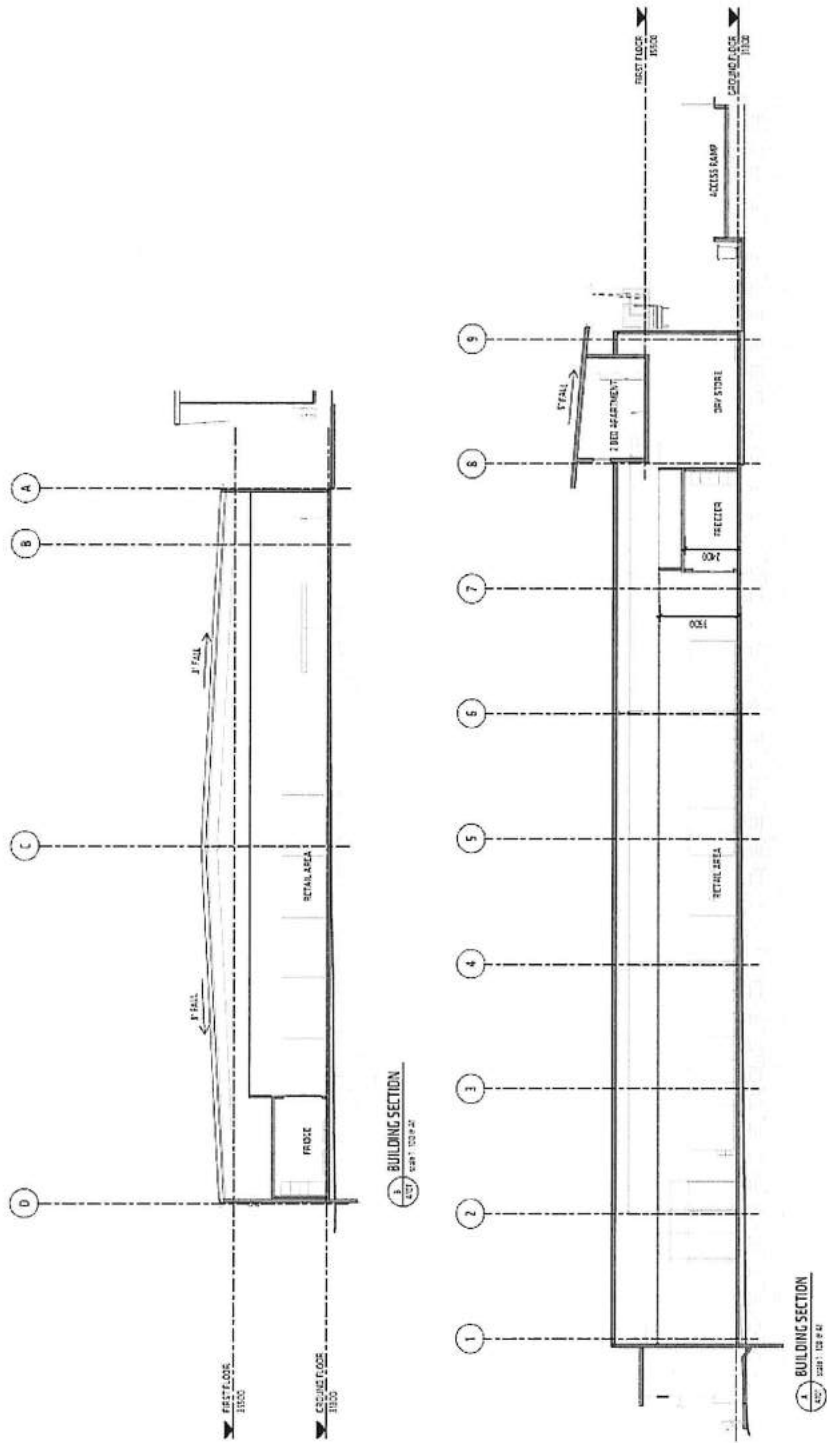


COMMUNITY ENTERPRISE QUEENSLAND

MARCH 21ST REVISION 11







CONCEPT DESIGN ONLY



PAWA architecture

190224

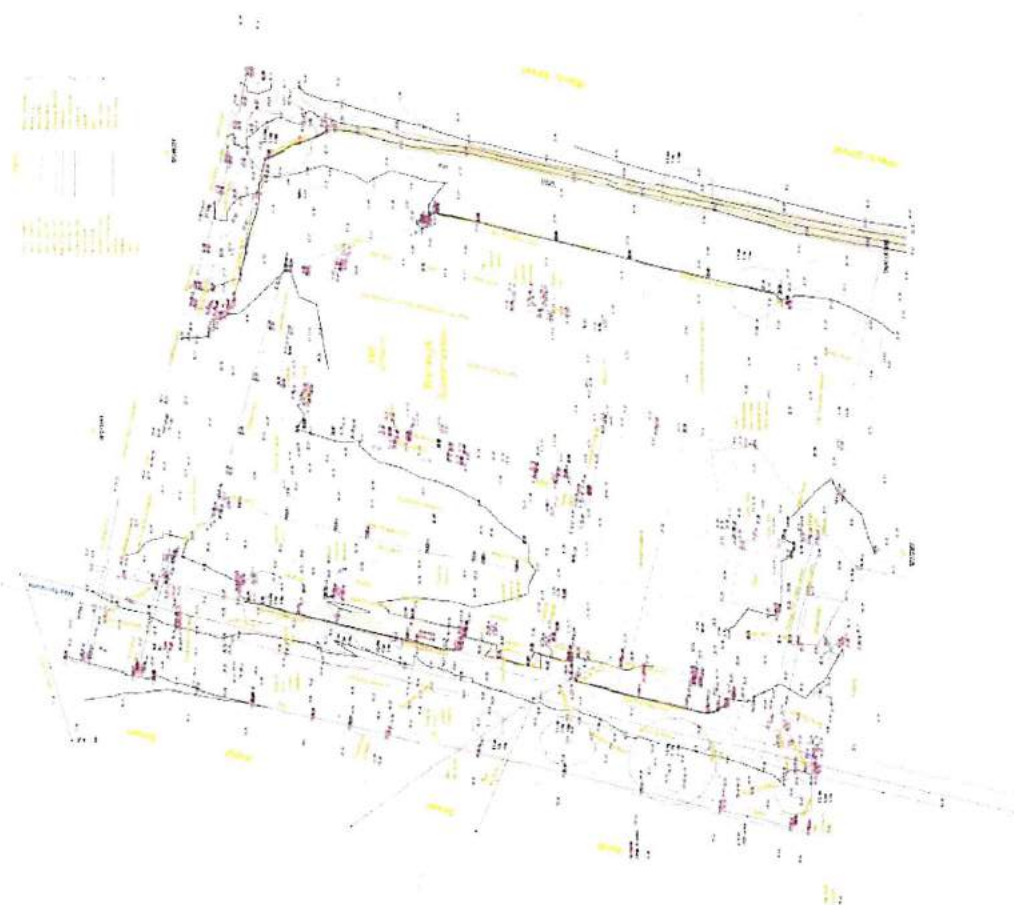
COMMUNITY ENTERPRISE QUEENSLAND

MAY '02 REVISION 10

PROPOSED SECTIONS
BAMAGA RETAIL COMPLEX



SITELOCALITY PLAN



EXISTING SITE SURVEY PLAN

DEVELOPMENT
APPROVAL

Adm FAWI architecture

MARCH 21' REVISION 11

EXISTING SITE SURVEY / LOCALITY PLAN
BAMAGA RETAIL COMPLEX



Kate Gallaway

From: Gus Yates
Sent: Friday, 24 June 2022 11:14 AM
To: Kate Gallaway
Cc: Esme Newman
Subject: FW: DA2022_018 Change Application - Ibis Store
Attachments: IBIS Store Change Application Assessment DRAFT Planning Assessment Report (2).pdf; Decision Notice (1).pdf

Good morning, Kate

Email 1 of two covering the CEQ's change application as mentioned yesterday.

I'll try to get a Council report sorted in the next two weeks.

Good morning, Esme

Can you add this to the Development application folder for the CEQ's proposed development beside the supermarket.

I recall Gary presenting a report to the Ordinary Council meeting held at Seisia in October 2021.

Kind Regards

Gus Yates

Executive Manager Operations
NPARC - Northern Peninsula Area Regional Council | UMAGICO
p: 07 40486922 | **m:** 0467 466 476 |

a: 6 Woosup St, UMAGICO, QLD, 4876
e: gus.yates@nparc.qld.gov.au
w: www.nparc.qld.gov.au



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From: Gerhard Visser <Gerhard.Visser@dsdsatsip.qld.gov.au>
Sent: Thursday, 16 June 2022 8:04 AM
To: Gus Yates <gus.yates@nparc.qld.gov.au>
Subject: FW: DA2022_018 Change Application - Ibis Store

Hi, the previous email was too large and did not go through
I have broken it up into 2 emails namely

1. First email is the application from RPS only – for your records

2. This email is then a response with a recommended way forward.

Regards

Gerhard Visser

Program Manager, Town & Environmental Planning
Remote Indigenous Land and Infrastructure Program Office | Infrastructure and Coordination
Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships

T: 07 425 25106 | M: 0428 752 487 | E: gerhard.visser@dssdatsip.qld.gov.au
Level 9, 15 Lake Street, PO Box 5461, Cairns QLD 4870 www.datsip.qld.gov.au

From: Gerhard Visser

Sent: Thursday, 16 June 2022 7:13 AM

To: Kate Gallaway <KateGallaway@npaws.com.au>; Gus Yates <gus.yates@nparc.qld.gov.au>

Subject: DA2022_018 Change Application - Ibis Store

Good morning Kate & Gus,

1. NPARC received and assessed a Development Application for the redevelopment of the Ibis Store, Bamaga in 2021 with DA2021_019. The Decision Notice dated 27 October 2021 is as attached.
2. In November 2021 NPARC received a request for smaller changes to the design and on site issues. These items were not impacting on the overall development and a "Generally in Accordance" with the attached Decision Notice was provided to the applicant by Gary.
3. On Tuesday 14 June 2022 the application as in the attached email was received from the applicant.
4. The applicant request that NPARC as Assessment Manager condone the proposed changes as Generally in Accordance with the attached Decision Notice.

We have undertaken an assessment of the request as attached to provide you with relevant information of the Decision Notice requirements against the current request.

The main changes as requested are;

- Total removal of the proposed Accommodation Unit from the development
 - Condition 11 and thus 11.1.
 - Note that the accommodation dwelling unit elicited extensive discussion during the original application.
- Changes to the parking design
 - Note that the overall parking provision is not reduced
 - The configuration of where parking bays are provided on site changes.
- Changes to the roof height
 - The roof height is lifted with 200mm
 - This is still lower than the original approved height. Original roof height included the accommodation structure which is now requested to be removed.
- The floor area of the structure is reduced due to site constraints

The following options are available

- The proposed changes to the original Decision Notice be determined as Minor and Generally in Accordance with the intent of the development

Not recommended

- The application is to strike out a condition in the Decision Notice

OR

Recommended option hereunder

- Reason for Recommendation is that it requires a change to the Decision Notice namely striking out Condition 11.
- That NPARC deal with the application as a Minor Change application and provide the applicant with an Amended Decision Notice
 - If Minor Change then the applicant require a response by Tuesday 28/06/2022 advising the applicant of the way in which the application is being dealt with.

- The applicant will also have to pay the \$157 application fee to NPARC

Please indicate which of the two options you prefer and we will prepare draft documentation in accordance for your signature and processing.

You are also welcome to set up a meeting (Teams) to discuss this in more detail.

Regards

Gerhard Visser

Program Manager, Town & Environmental Planning

Remote Indigenous Land and Infrastructure Program Office | Infrastructure and Coordination

Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships

T: 07 425 25106 | M: 0428 752 487 | E: gerhard.visser@dsdsatsip.qld.gov.au

Level 9, 15 Lake Street, PO Box 5461, Cairns QLD 4870 www.datsip.qld.gov.au

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**REQUEST FOR AMENDED PLANS TO BE ALLOWED AND ACCEPTED AS BEING ‘GENERALLY IN ACCORDANCE’ WITH
DECISION NOTICE PR142524/DA2021-019 ISSUED BY NORTHERN PENINSULA AREA REGIONAL COUNCIL FOR
MATERIAL CHANGE OF USE FOR SHOPPING CENTRE RE-DEVELOPMENT ON ADIDI AND WASIU ST BAMAGA**

Executive Summary

Council is in receipt of a request for:

- i) Amended plans to be allowed and accepted as being ‘Generally in Accordance’ with Decision Notice PR142524 & DA2021-019 issued by Northern Peninsula Area Regional Council on 27 October 2021 for Material Change of Use for Shopping Centre redevelopment on Lot 105SP284227.
- ii) Amended plans are for:
 - a. Removal of accommodation dwelling on the first floor;
 - b. Reduced external concrete pavement areas. Existing bitumen surfaces in these locations to be refurbished; and
 - c. Increased height of apex of main building is to be raised by 200mm from the current approved design (500mm lower than the original approved design).
 - d. Reduction of the floor area of the development with 75m².

(refer Attachments A – H)

Application & Site Details Summary	
Applicant:	RPS on behalf of Community Enterprise Queensland
Proposed Development:	Amended plans to be allowed and accepted as being ‘Generally in Accordance’ with Decision Notice PR142524 & DA2021-019 issued by Northern Peninsula Area Regional Council on 27 October 2021 for Material Change of Use for Shopping Centre redevelopment on Lot 105SP284227. Amended plans are for: <ul style="list-style-type: none"> ○ Removal of accommodation dwelling on the first floor; ○ Reduced external concrete pavement areas. Existing bitumen surfaces in these locations is to be refurbished; and ○ Increased height of apex of main building is to be raised by 200mm from the current approved design (500mm lower than the original approved design).
Type of Approval sought:	Approval for amended plans to be allowed and accepted as being ‘Generally in Accordance’ with Decision Notice PR142524 & DA2021-019 issued by Northern Peninsula Area Regional Council on 27 October 2021 for Material Change of Use for Shopping Centre redevelopment on Lot 105SP284227.
Street Address:	Adidi Street and Wasiu Street Bamaga
RP Description:	Lot 105 on SP284227
Land Area:	5,978m ²
Existing Use of Land:	Existing IBIS Supermarket
Local Plan Summary	
Local Plan:	Northern Peninsula Area Regional Council Planning Scheme 2018
Zoning:	Township Zone and Business Precinct
Codes	Township Zone Code
Level of Assessment:	N/A
Consultation:	Chief Executive Officer, Northern Peninsula Area Regional Council

The intent is for amended plans to be allowed and accepted as being ‘Generally in Accordance’ with Decision Notice PR142524 & DA2021-019 issued by Northern Peninsula Area Regional Council on 27 October 2021 for Material Change of Use for Shopping Centre redevelopment on Lot 105SP284227.

The amended plans are for:

- e. Removal of accommodation dwelling on the first floor;
- f. Reduced external concrete pavement areas. Existing bitumen surfaces in these locations to be refurbished; and
- g. Increased height of apex of main building is to be raised by 200mm from the current approved design (500mm lower than the original approved design).

A comparison of the changes is provided as follows:

Plans approved in Decision Notice Approval

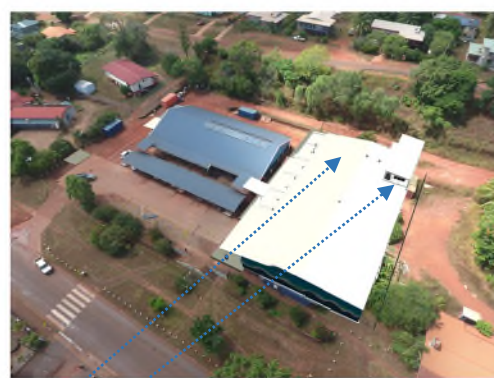


PERSPECTIVE VIEW
BAMAGA RETAIL COMPLEX
COMMUNITY DEVELOPMENT SERVICES
PAWA
ARCHITECTURE

Plan published in Decision Notice Approval

- Accommodation Unit
- Rooftop Plant Area

Amended Plans the subject of request (See Full Plans for enlargement in Attachments B-I)



PERSPECTIVE VIEW
BAMAGA RETAIL COMPLEX
COMMUNITY DEVELOPMENT SERVICES
PAWA
ARCHITECTURE

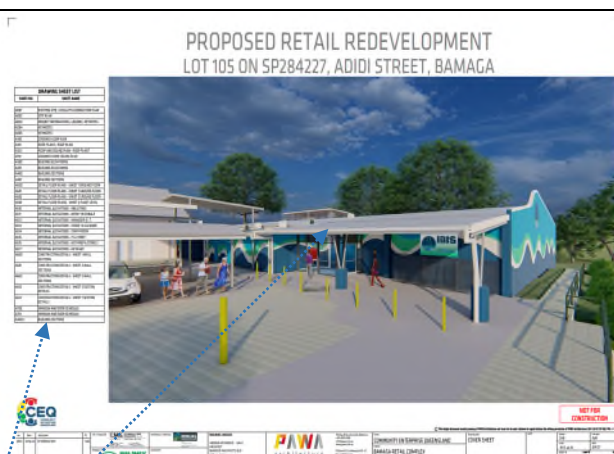
Plan change requested:

- Removal of accommodation dwelling on the first floor.
- Roof Plant repositioned.



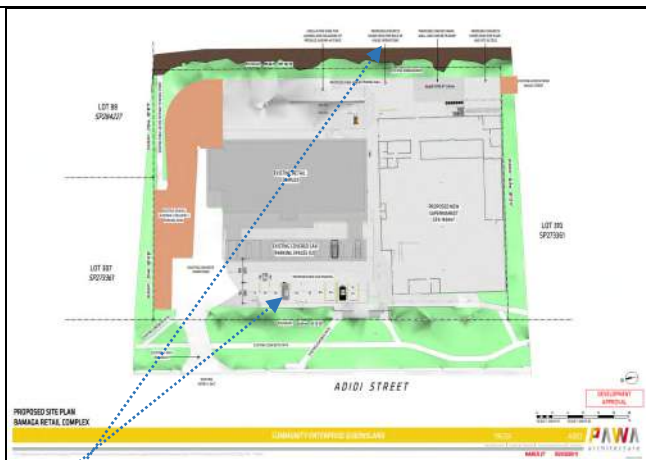
Plan published in Decision Notice Approval

- Drawing Sheet List
- Area Schedule (Existing Building) GFA
- Area Schedule (Proposed Building) GFA
- Car Parking Requirements
- Rooftop (Artists impression)



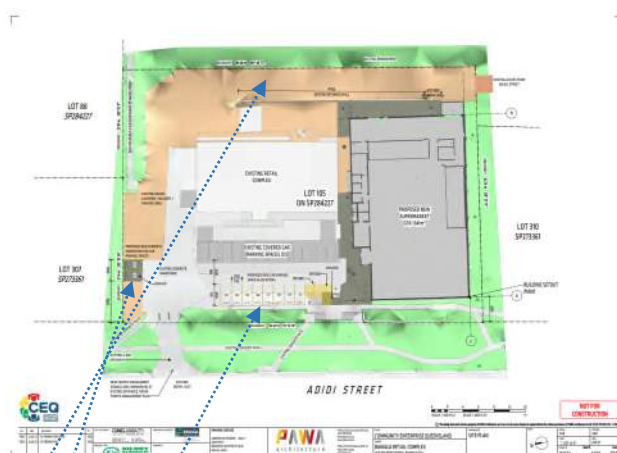
Plan change requested:

- Drawing Sheet List
- Rooftop (Artists impression) due to proposed increased height of apex of main building which is to be raised by 200mm from the current approved design (500mm lower than the original approved design) and removal of the first floor accommodation.
- Removal of Area Schedule (Existing Building) GFA; Area Schedule (Proposed Building) GFA; Car Parking Requirements



Plan published in Decision Notice Approval

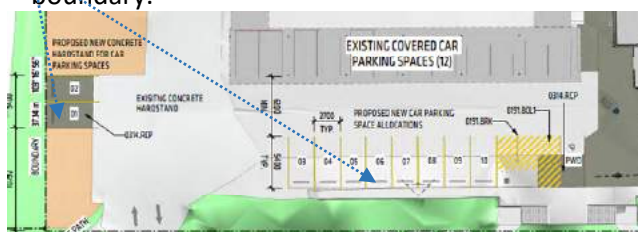
- Ten car parks near front boundary.
- Proposed retaining wall, Ramp, Circulation Zone, Concrete Hardstand for Plant and site access



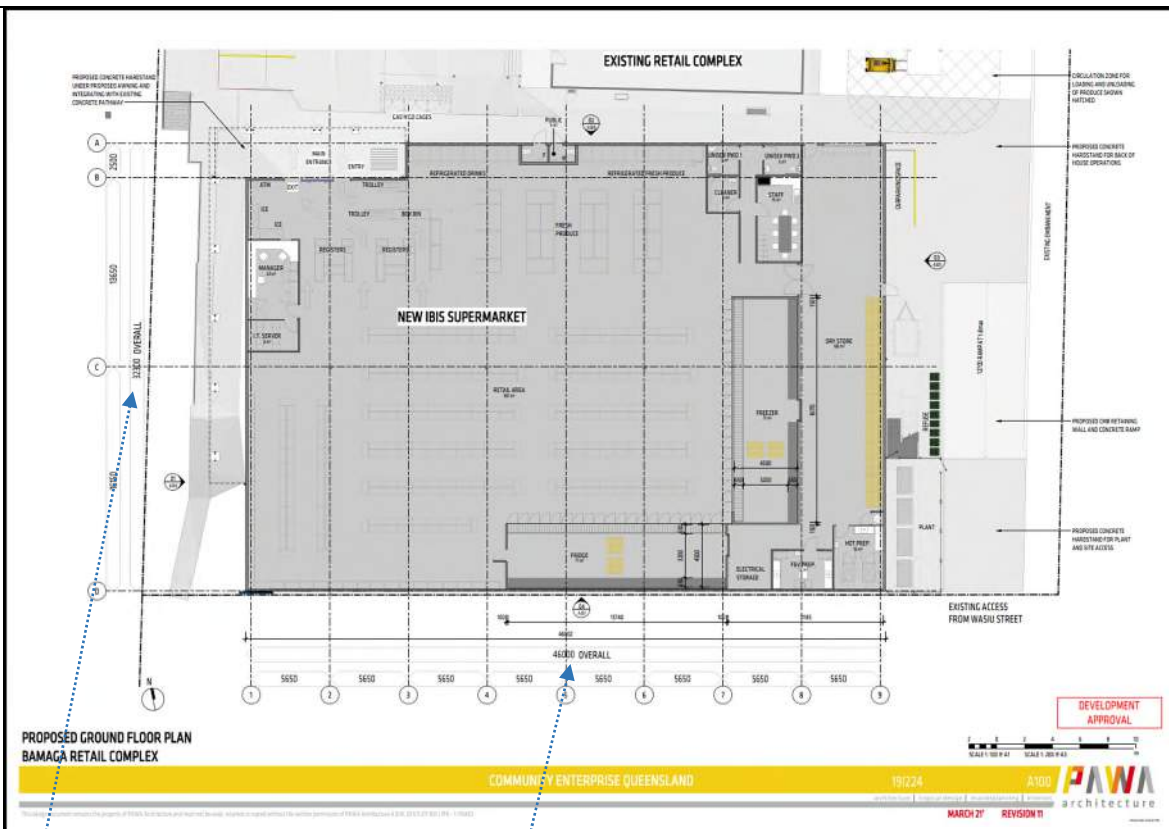
Plan change requested:

Car Parking

- The retaining wall, Ramp, Circulation Zone, Concrete Hardstand for Plant and site access etc in not noted on this plan as construction has progressed on site.
- Addition of two additional car parks provided near the boundary of lot 307 SP273361 on the left as illustrated in below extract.
- Reduction of carparking from 10 to 8 near front boundary.

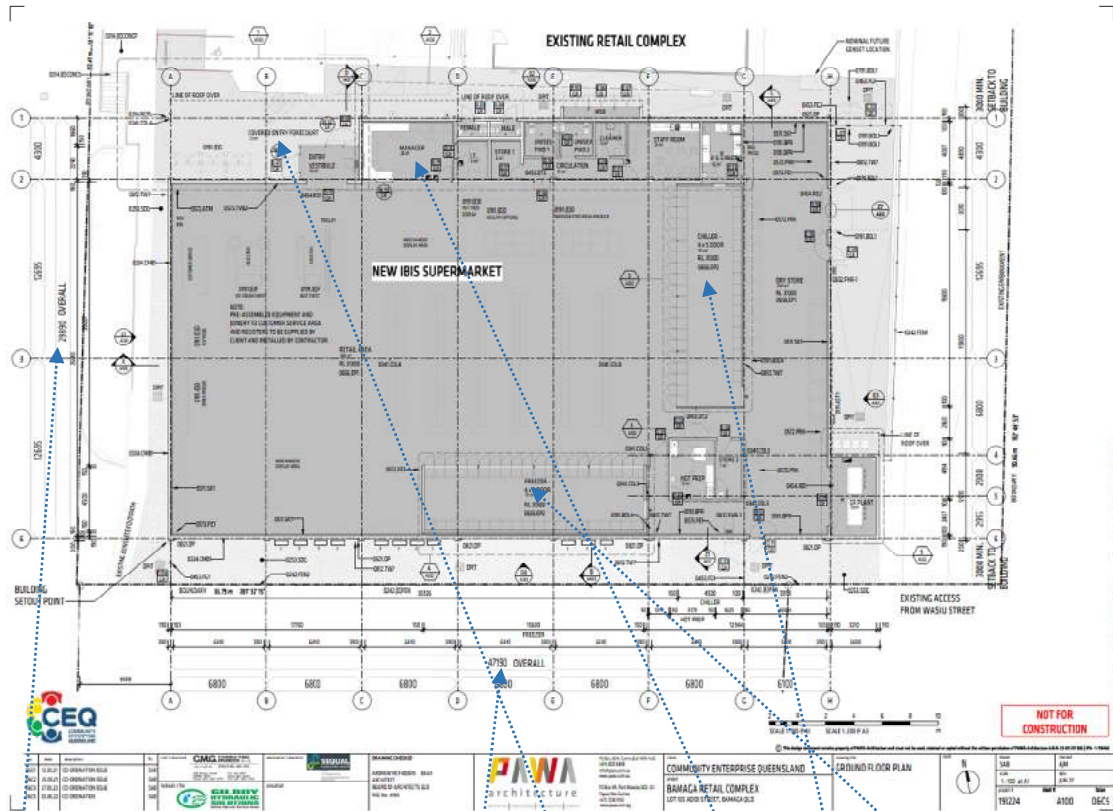


Note: no reduction to overall car parking numbers.



Plan published in Decision Notice Approval

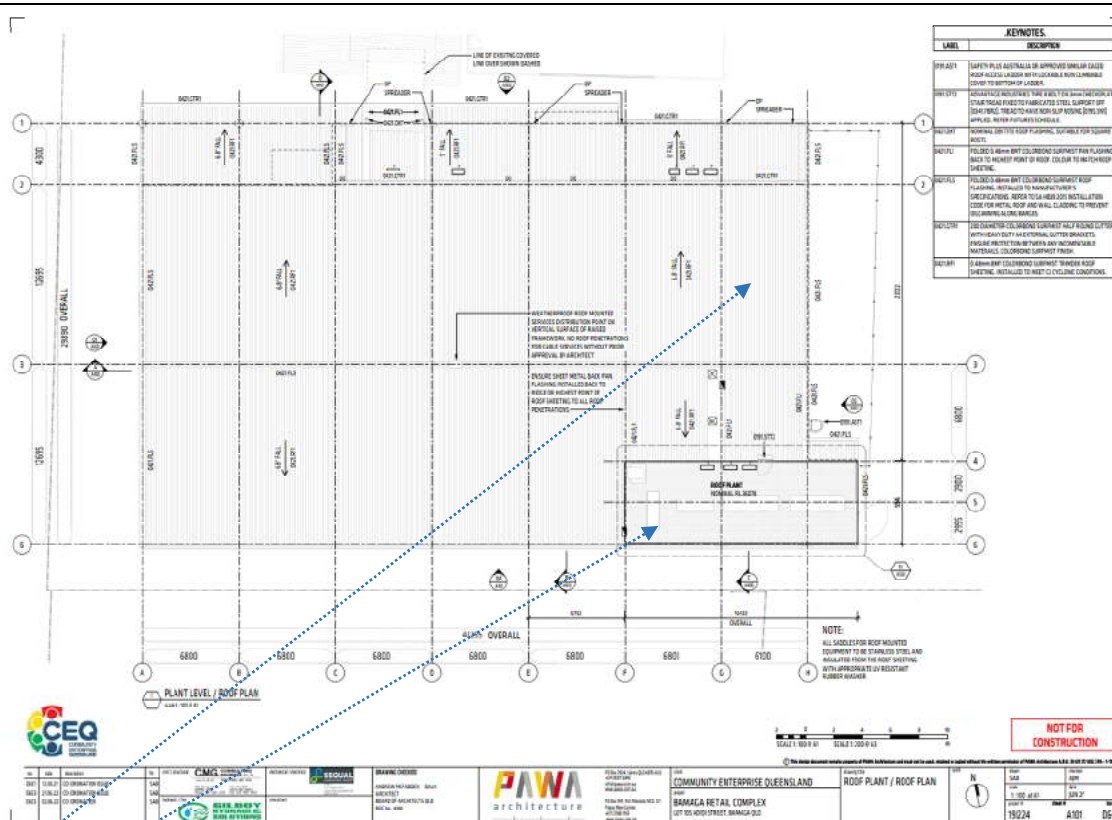
- 32300 overall side floor boundary and 46000 overall rear floor boundary



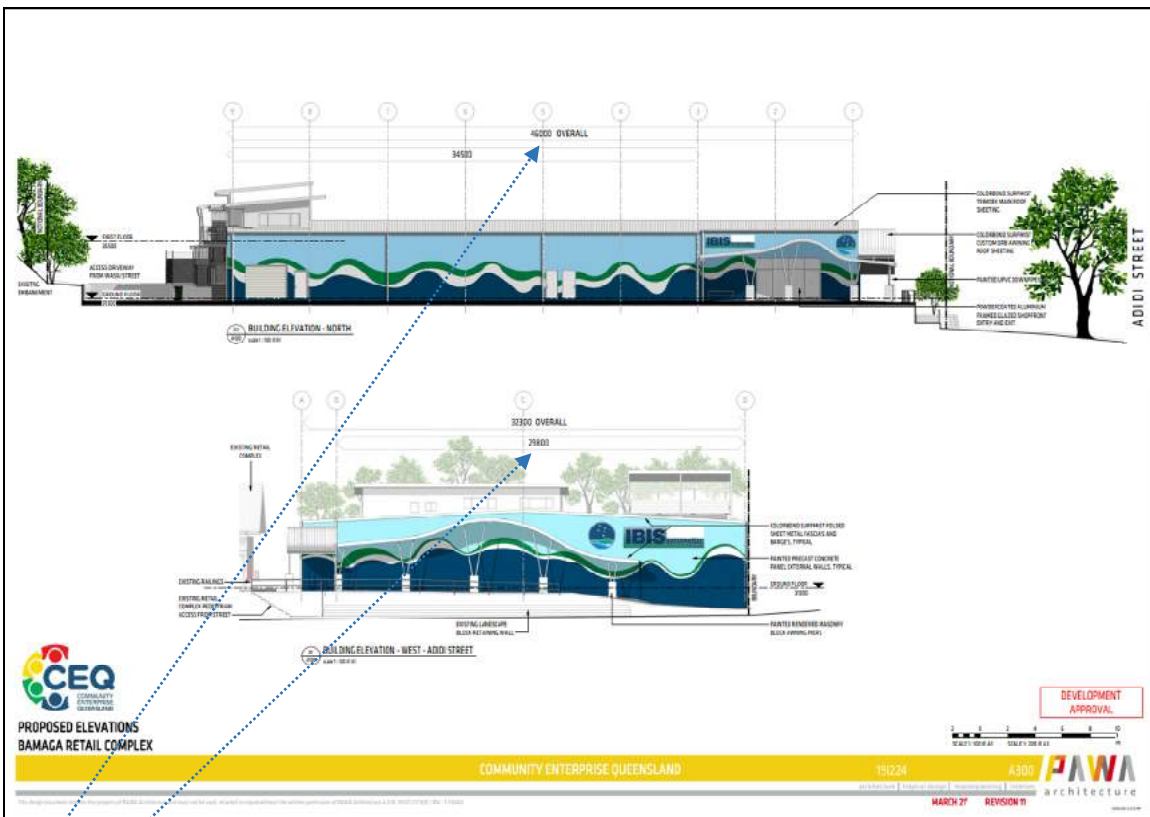
Plan change requested

- 29890 overall side floor boundary and 47190 overall rear floor boundary
- Numerous changes to the internal layout including Covered Entry, Manager, Chiller and Freezer positioning

- Two bedroom apartment
- Plant deck

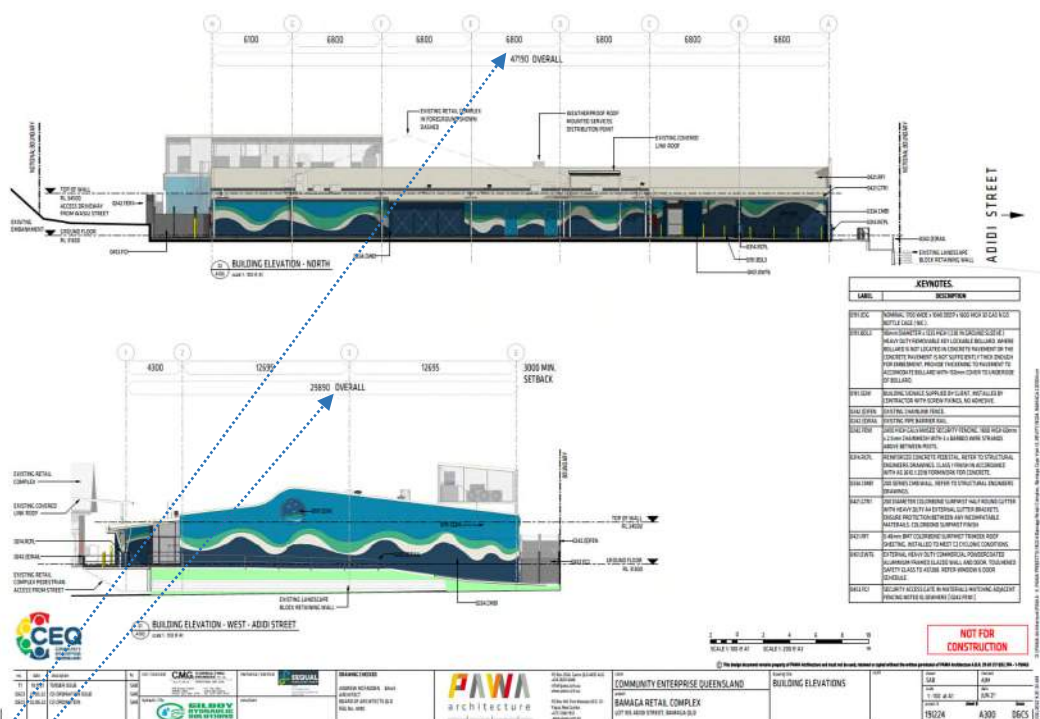


- Removal of two bedroom apartment
- Rearrangment of Plant deck/Roof Plant



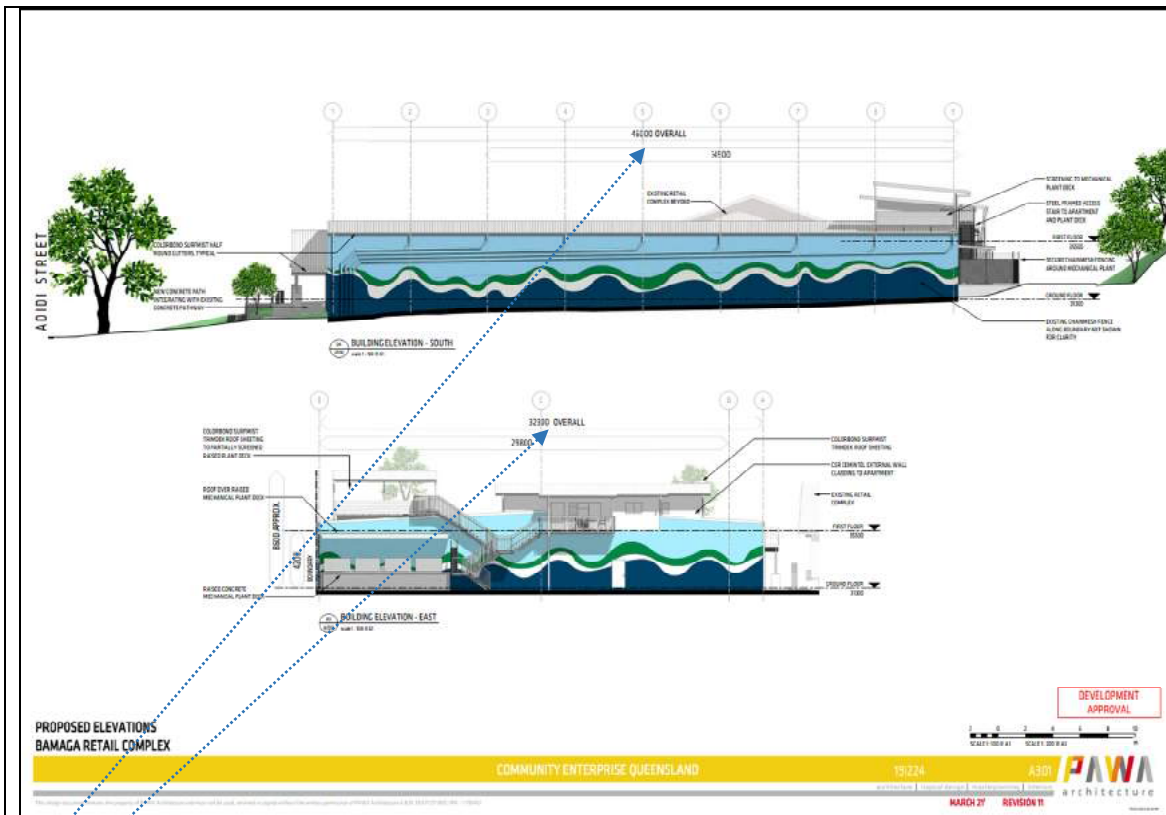
Plan published in Decision Notice Approval

- 46000 Overall North elevation
- 32300 Overall West elevation



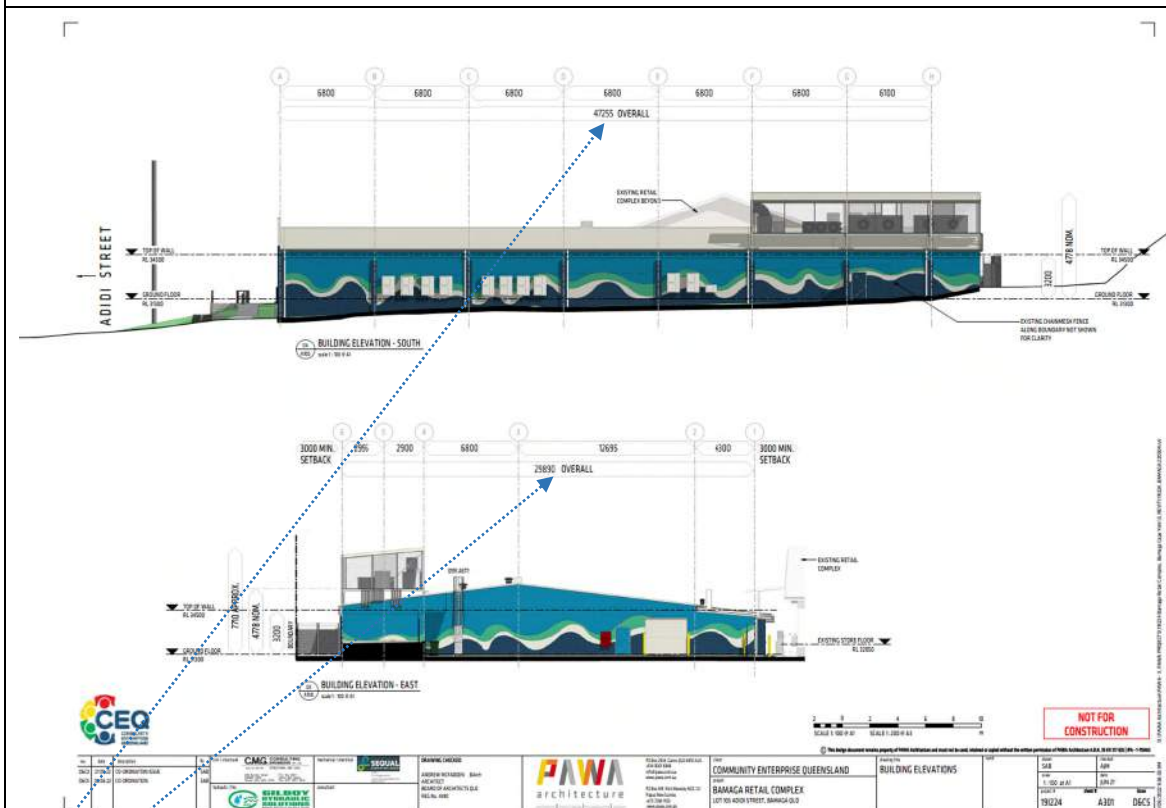
Plan change requested

- 47190 overall North Elevation
- 29890 overall West Elevation



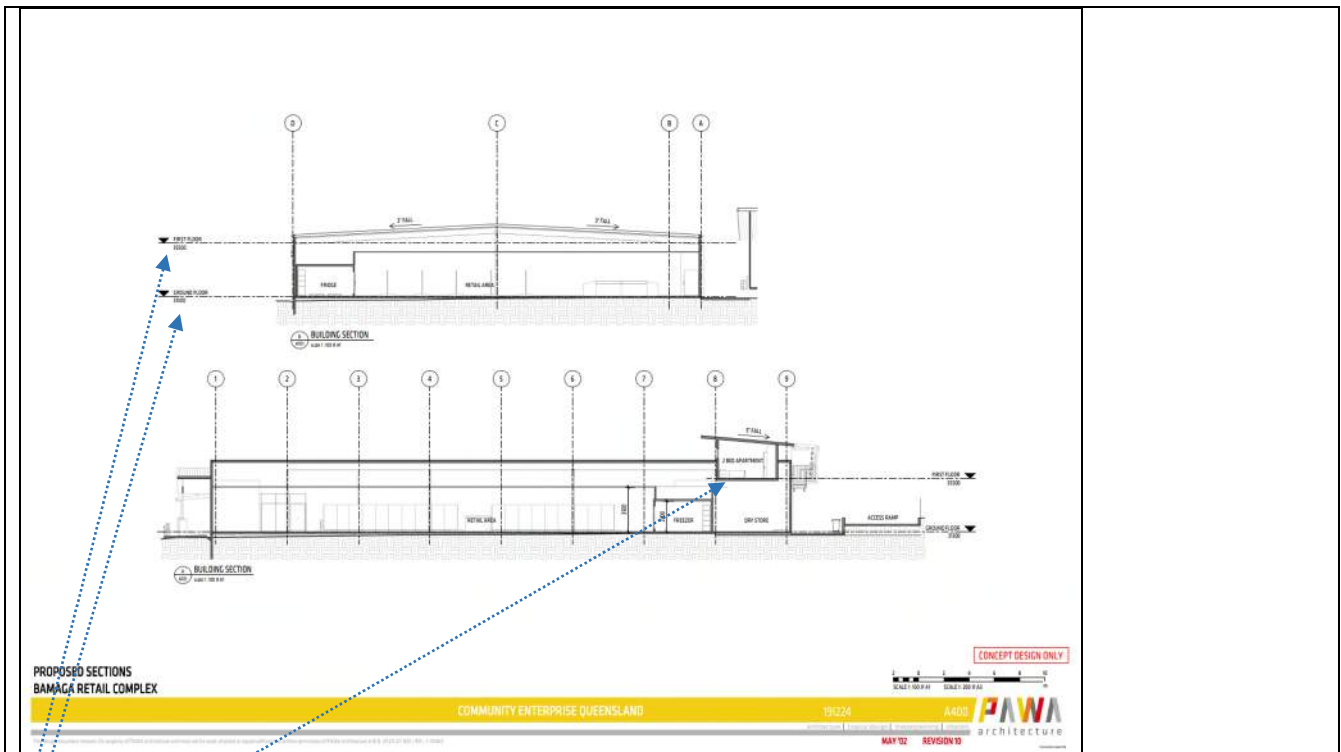
Plan published in Decision Notice Approval

- 46000 Overall South Elevation
- 32300 Overall East Elevation



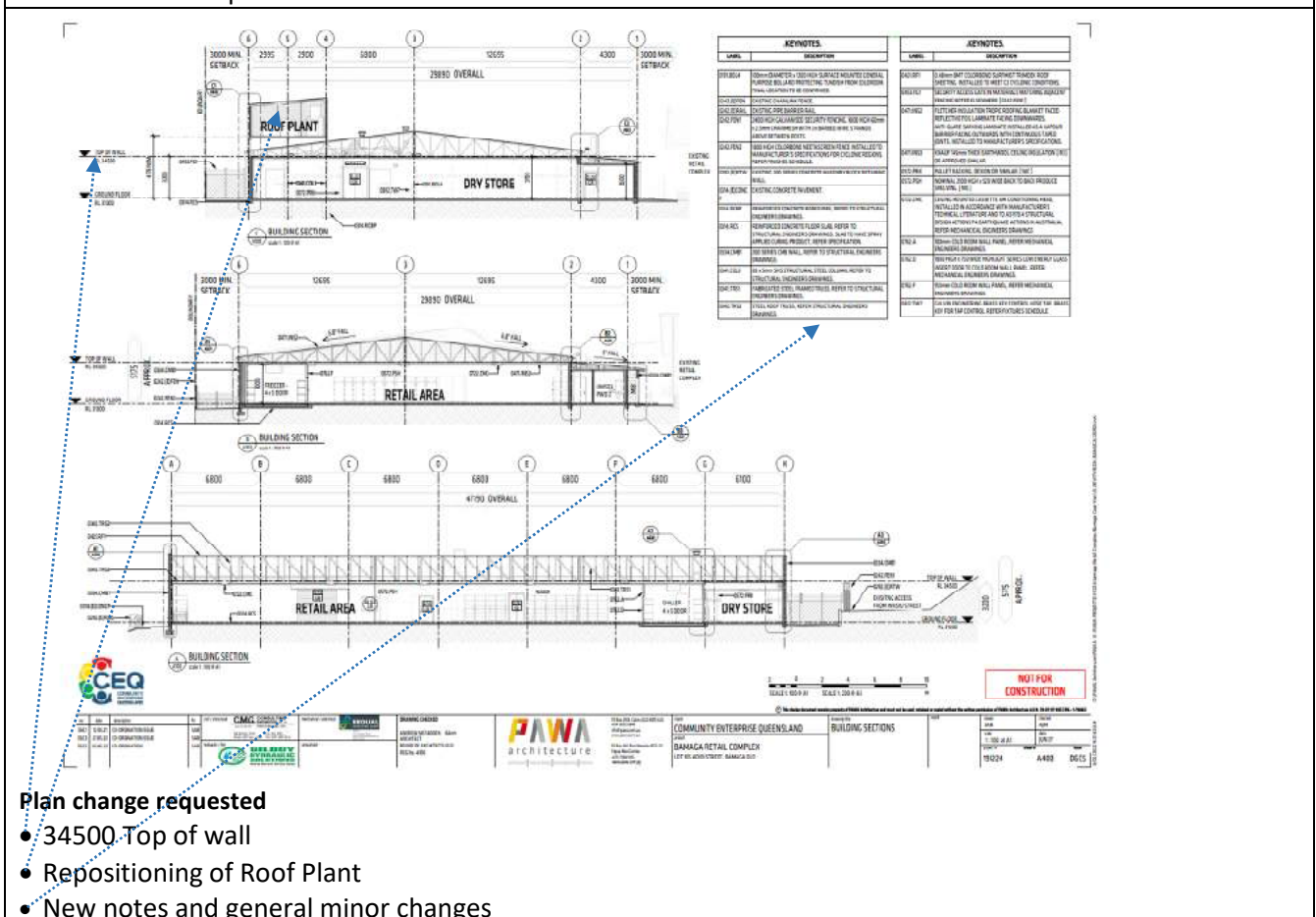
Plan change requested

- 47255 Overall South Elevation
- 29890 Overall East Elevation



Plan published in Decision Notice Approval

- 35500 first floor
- 31300 ground floor
- Two bedroom apartment



Plan change requested

- 34500 Top of wall
- Repositioning of Roof Plant
- New notes and general minor changes

The proposed amended plan changes are considered to be minor changes that can be recommended to be allowed and accepted as being 'Generally in Accordance' with the with Decision Notice PR142524 & DA2021-019 issued by Northern Peninsula Area Regional Council on 27 October 2021 for Material Change of Use for Shopping Centre redevelopment on Lot 105SP284227.

For Council Decision – Recommendation

That Council approve:

- i) Amended plans to be allowed and accepted as being 'Generally in Accordance' with Decision Notice PR142524 & DA2021-019 issued by Northern Peninsula Area Regional Council on 27 October 2021 for Material Change of Use for Shopping Centre redevelopment on Lot 105SP284227.
- ii) Amended plans for:
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 - b. Reduced external concrete pavement areas. Existing bitumen surfaces in these locations is to be refurbished; and
 - c. Increased height of apex of main building is to be raised by 200mm from the current approved design (500mm lower than the original approved design).

Plan / Document Name	Drawing Number	Sheet No/Ref.	Revision	Date
Perspective View Bamaga Retail Complex PAWA Architecture	191224	A800		June 22'
Proposed Retail development Lot 105 on SP284227, Adidi Street, Bamaga PAWA Architecture	191224	A000, A002, A100, A101, A300, A301, A400	D&C5	June 22' June 21'

Reasons for Decision

The proposed development is considered to be consistent with the following relevant overall outcomes of the Planning Scheme, in particular:

- The proposed changes are considered minor
- The proposed increase in height is considered to be minor
- There is no change to the number of carparks (a minor change with a reduction of two in the front that are replaced on the side boundary)
- No change to the proposed service infrastructure

Attachments	
Attachment A	Amended perspective view
Attachment B	Cover Sheet
Attachment C:	Site Plan
Attachment D:	Ground Floor Plan
Attachment E	Roof Plant / Roof Plan
Attachment F	Building Elevations – North and West
Attachment G	Building Elevations – South and East
Attachment H	Building Sections

Attachment A – Amended perspective view



PERSPECTIVE VIEW
BAMAGA RETAIL COMPLEX

COMMUNITY ENTERPRISE QUEENSLAND

191224

A800

PWA
architecture

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JUNE 22nd REVISION D6C5

PROPOSED RETAIL REDEVELOPMENT LOT 105 ON SP284227, ADIDI STREET, BAMAGA

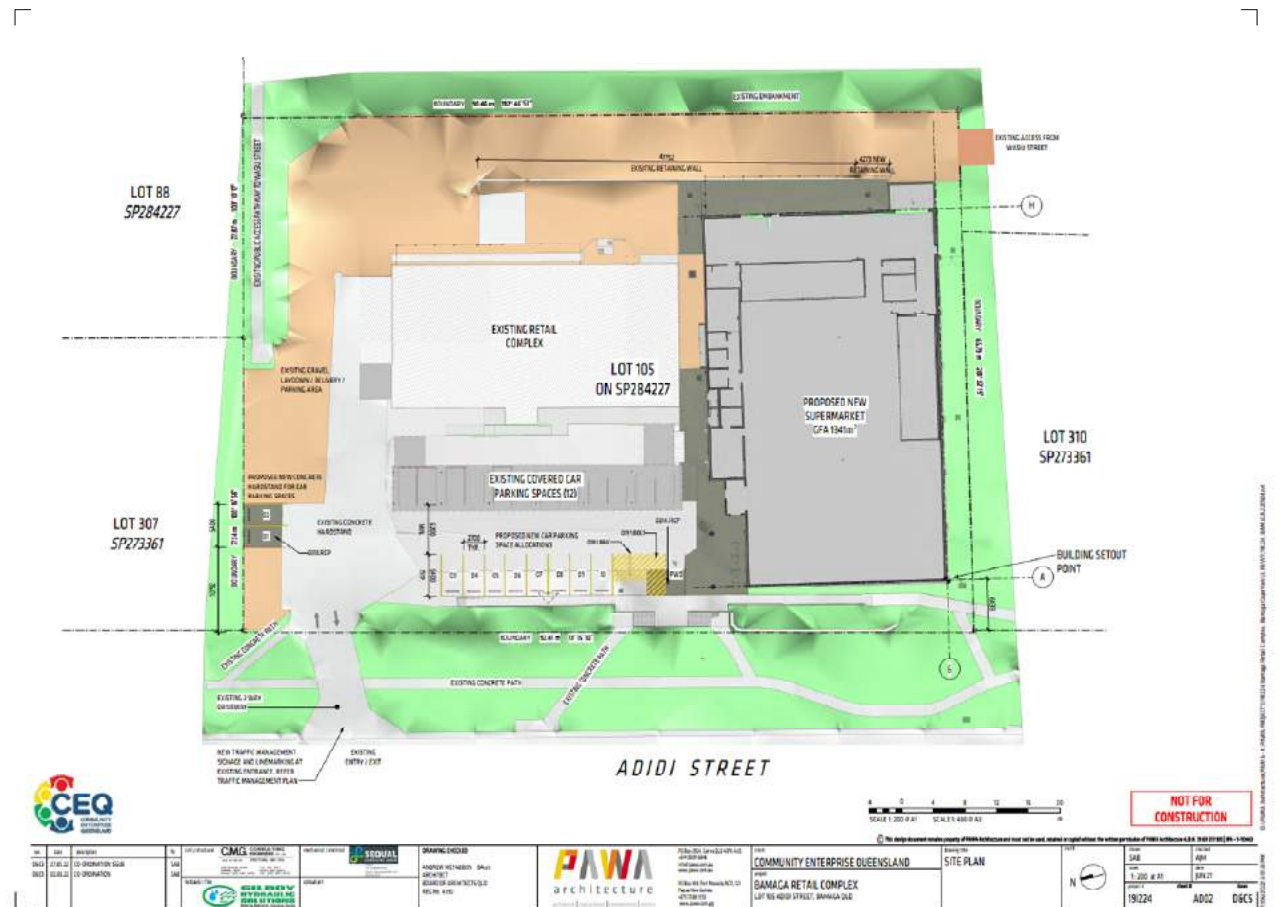
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NOT FOR
CONSTRUCTION

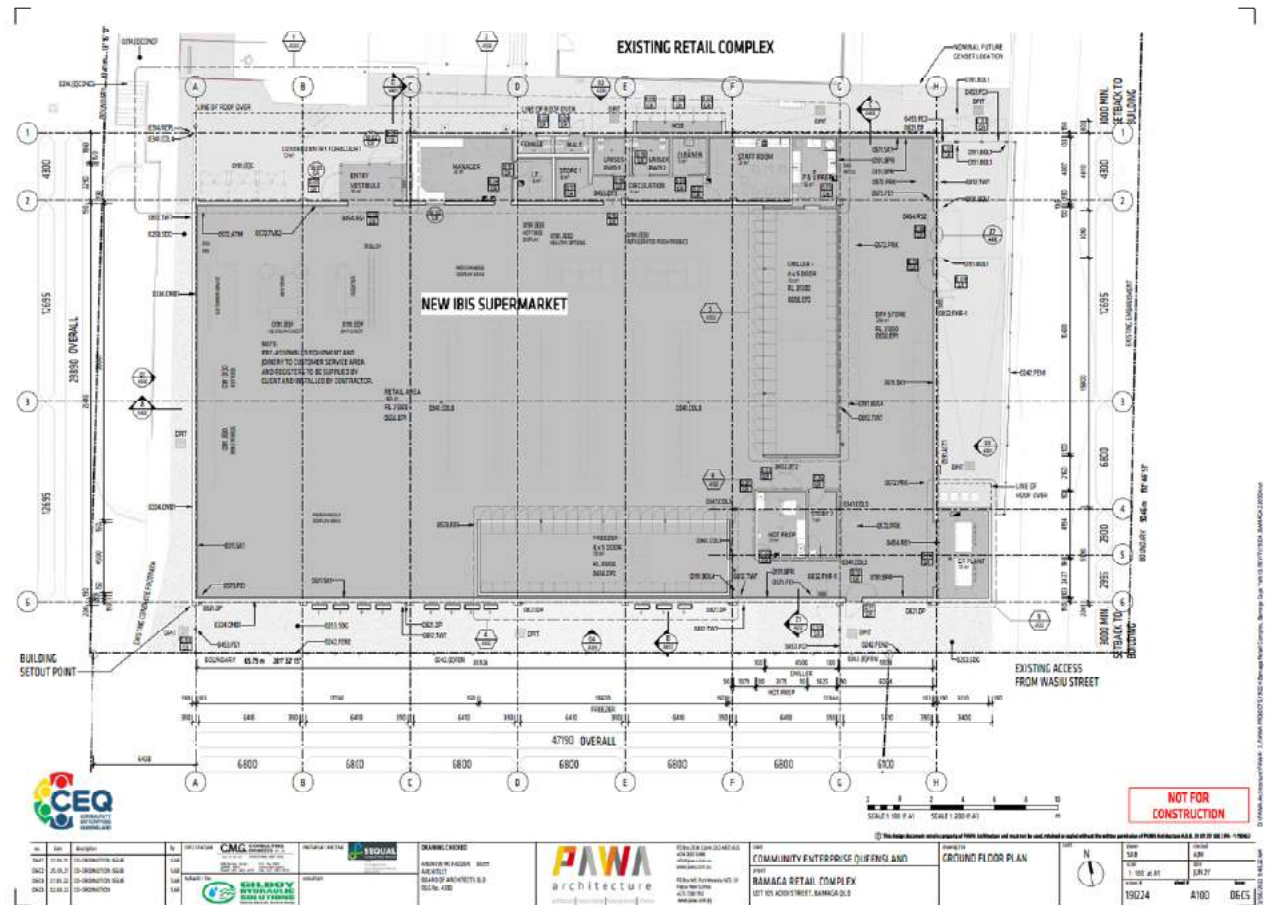


									
<p>CMG CONSULTING GROUP 100/1000 BROADWAY AVE SUITE 1000 MELBOURNE VIC 3000 TEL: 03 9594 1000 WWW.CMGCONSULTING.COM.AU</p>		<p>EQUUS 100/1000 BROADWAY AVE SUITE 1000 MELBOURNE VIC 3000 TEL: 03 9594 1000 WWW.EQUUS.COM.AU</p>		<p>Pawa architecture 100/1000 BROADWAY AVE SUITE 1000 MELBOURNE VIC 3000 TEL: 03 9594 1000 WWW.PAWAARCHITECTURE.COM.AU</p>		<p>Pawa architecture 100/1000 BROADWAY AVE SUITE 1000 MELBOURNE VIC 3000 TEL: 03 9594 1000 WWW.PAWAARCHITECTURE.COM.AU</p>		<p>Pawa architecture 100/1000 BROADWAY AVE SUITE 1000 MELBOURNE VIC 3000 TEL: 03 9594 1000 WWW.PAWAARCHITECTURE.COM.AU</p>	
<p>CMG CONSULTING GROUP 100/1000 BROADWAY AVE SUITE 1000 MELBOURNE VIC 3000 TEL: 03 9594 1000 WWW.CMGCONSULTING.COM.AU</p>		<p>EQUUS 100/1000 BROADWAY AVE SUITE 1000 MELBOURNE VIC 3000 TEL: 03 9594 1000 WWW.EQUUS.COM.AU</p>		<p>Pawa architecture 100/1000 BROADWAY AVE SUITE 1000 MELBOURNE VIC 3000 TEL: 03 9594 1000 WWW.PAWAARCHITECTURE.COM.AU</p>		<p>Pawa architecture 100/1000 BROADWAY AVE SUITE 1000 MELBOURNE VIC 3000 TEL: 03 9594 1000 WWW.PAWAARCHITECTURE.COM.AU</p>		<p>Pawa architecture 100/1000 BROADWAY AVE SUITE 1000 MELBOURNE VIC 3000 TEL: 03 9594 1000 WWW.PAWAARCHITECTURE.COM.AU</p>	

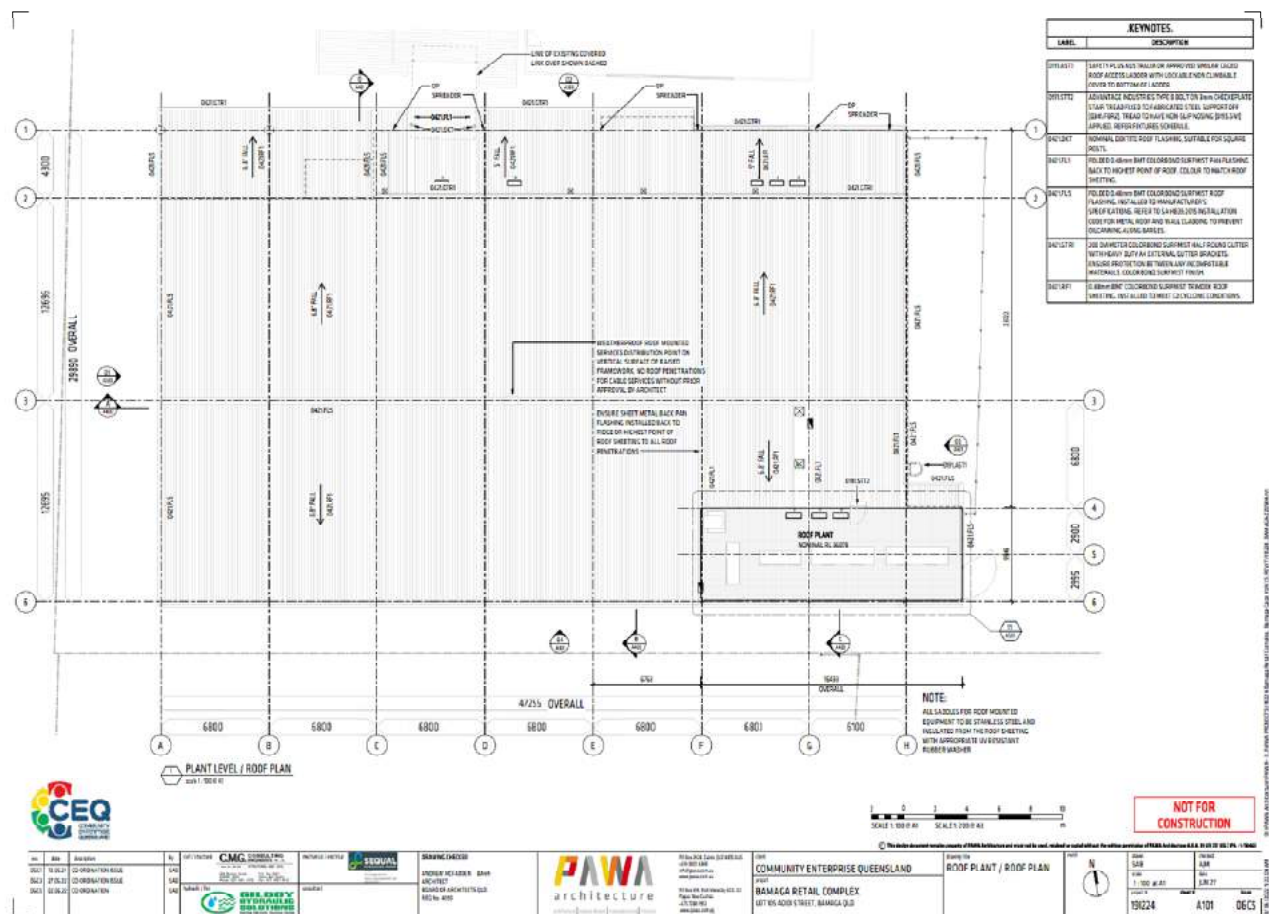
Attachment C – Site Plan



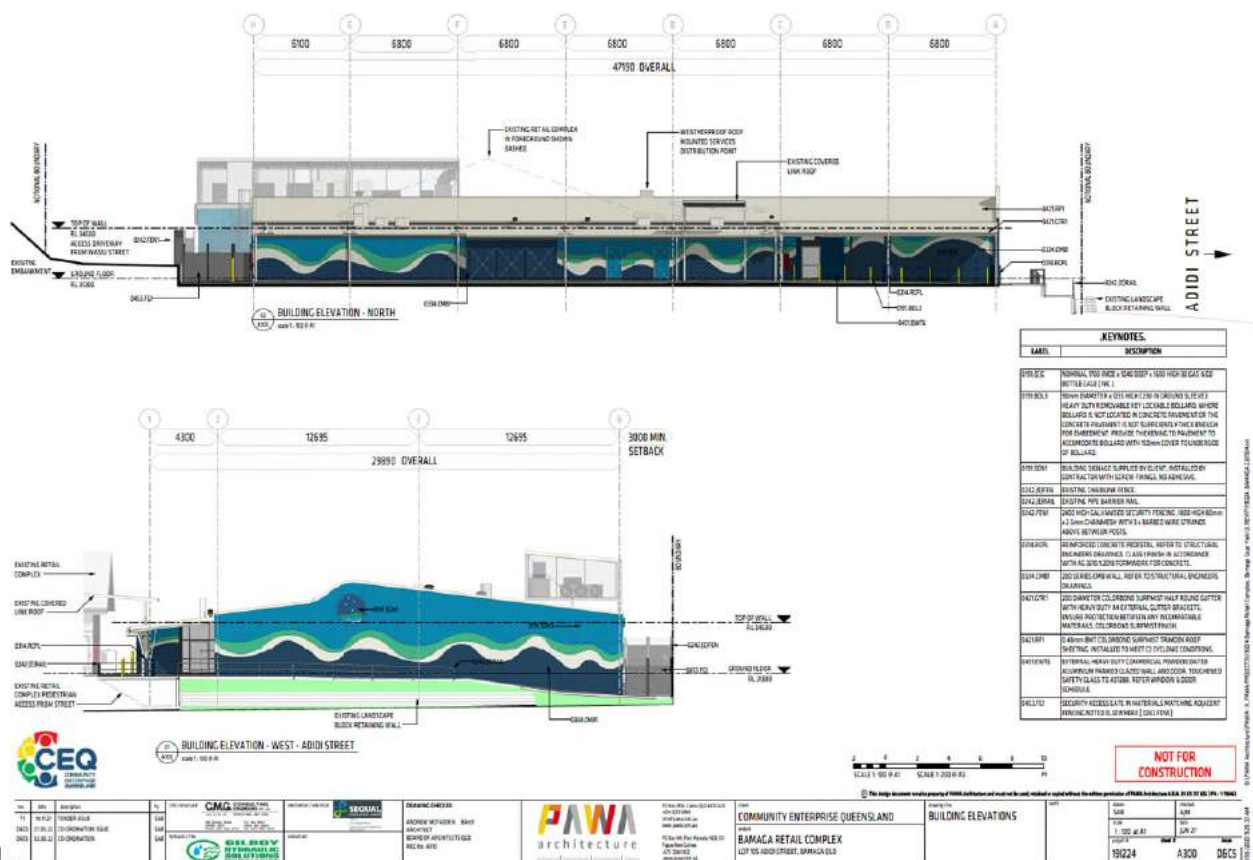
Attachment D - Ground Floor Plan



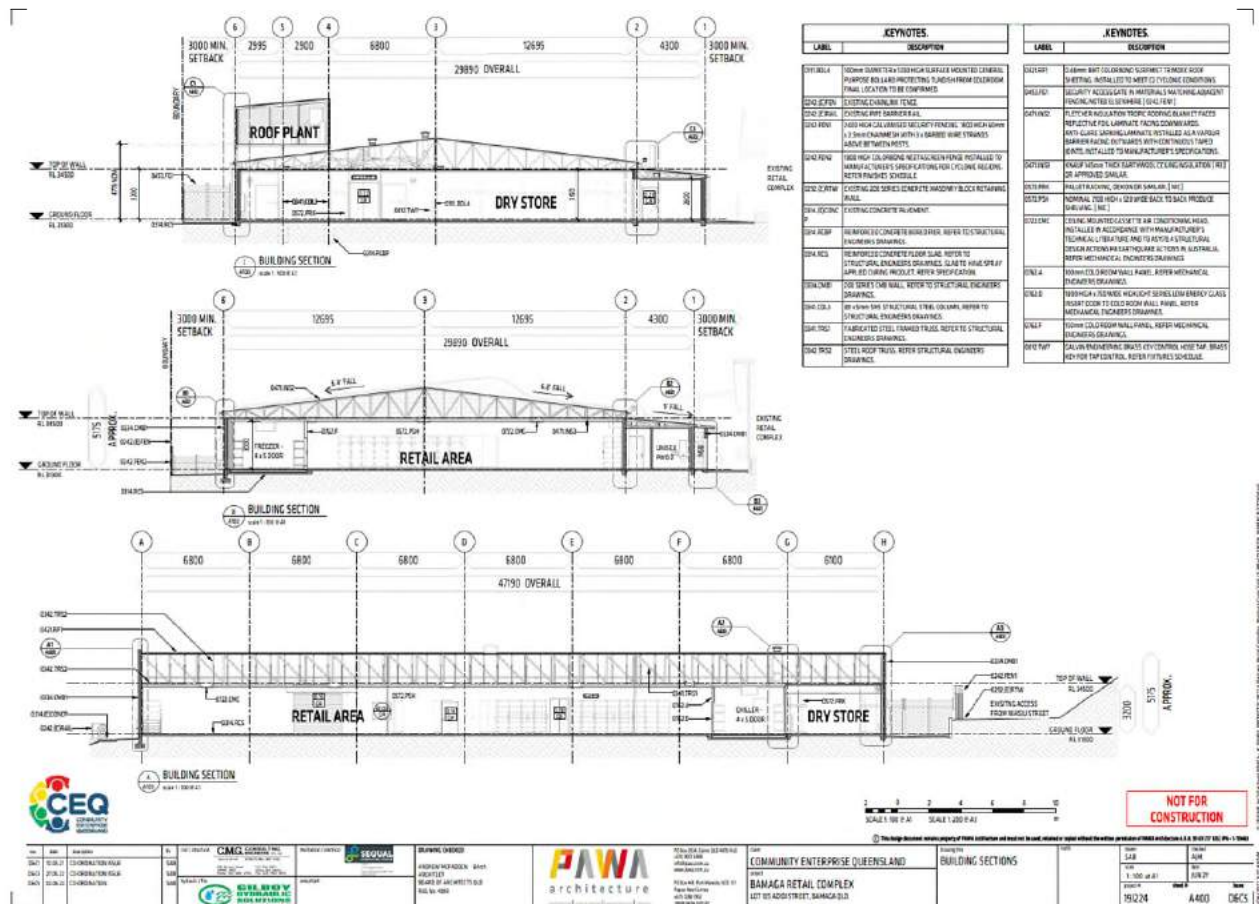
Attachment E – Roof Plant / Roof Plan



Attachment F – Building Elevations – North and West



Attachment H – Building Sections



Title of Report: August 2022 Community Meetings

Agenda Item: 12.7

Classification: For decision

Author Acting Chief Executive Officer

Attachments Nil

Officers Recommendation:

That Council:

- Note the Report
- Approves the proposed dates for Community Meetings

PURPOSE OF REPORT

Provide a schedule of community meeting dates for August 2022 for council approval.

BACKGROUND AND CONTEXT

At the June Ordinary Council Meeting, Council resolved to have Community Meetings in August 2022. After reviewing Council Calendars, the proposed schedule is to hold the community meetings on 08 & 09 August 2022. Proposed venues are listed for Council Input

Date	Time	Community	Proposed Venue(s)
08/08/2022	10am to 12pm	Seisia	Seisia IKC Seisia Hall
	2pm to 4pm	Injinoo	Injinoo IKC Healing Centre Injinoo Hall
	6pm to 8pm	Bamaga	Bamaga Hall Family Resource Centre Bamaga Tavern High School Library
09/08/2022	10am to 12pm	Stakeholders Meeting	New Mapoon Hall
	2pm to 4pm	New Mapoon	New Mapoon Hall
	6pm to 8pm	Umagico	Umagico Hall Umagico OSHC

The purpose of these community meetings will be to provide update on Council direction and operations as well as an opportunity for community to ask questions of Council. The proposed agenda is presented below

- Opening Prayer

- Acknowledgement of Country
- Recap of past 12 month achievements (Mayor)
- Presentation of Corporate Plan (Mayor & A/CEO)
- Community Update (Councillors)
- Presentation of Operational Plan & Key Budget Information (A/CEO)
- Update of current projects
 - Divestment of Council Enterprises (A/EM – Enterprises)
 - Upcoming capital works (EM – Operations)
 - Unganco Project (A/CEO & EM – Operations)
 - Community Safety Plan (A/CEO)
- Questions and Answers

It is proposed to have a separate session for people representing organisations and stakeholders. This is to ensure community sessions are tailored and delivered for community people and not distracted by organisation related queries.

Sandwiches and fruit will be provided at each meeting. The meeting notices will be promoted at the Rodeo as well as on social media and across community locations. Staff will be supported to attend their community meeting during work hours by their manager with paid time and attendance notice. A/CEO will also ask local organisations to provide the same support to their local staff to attend.

CRITICAL DATES

NA

OTHER OPTIONS CONSIDERED

NA

LEGAL AND LEGISLATION CONSIDERATIONS

NA

POLICY CONSIDERATIONS

NA

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

Focus Area Four - Strong People - An Empowering And Engaging Council

FINANCIAL AND RESOURCE CONSIDERATIONS

Budget will be \$5,000 including staff overtime for night sessions



ORDINARY COUNCIL MEETING # 27
Agenda Item 12.7
Wednesday, 20th July 2022
Bamaga Boardroom

CONSULTATION

NA

12.8 In Committee – Pajinka Proposal

This matter is considered to be confidential under s.254J(3)(g) of the *Local Government Regulations 2012*, and the Council is satisfied that the discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter council is required to keep confidential by the state government involving the Local Government for which a public discussion would be likely to prejudice the interests of the Local Government.

12.9 In Committee - NPARC Report into Operations of the Council Pool

This matter is considered to be confidential under s.254J(3)(g) of the *Local Government Regulations 2012*, and the Council is satisfied that the discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the Local Government for which a public discussion would be likely to prejudice the interests of the Local Government.

12.10 In Committee – One1st Charter

This matter is considered to be confidential under s.254J(3)(g) of the *Local Government Regulations 2012*, and the Council is satisfied that the discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the Local Government for which a public discussion would be likely to prejudice the interests of the Local Government.

13. General Discussion

14. Close of Meeting