



MEETING BOOK

Northern Peninsula Area Regional Council

Ordinary Council Meeting #29

To commence at 9.00am

On

Wednesday, 28th September 2022

BAMAGA Boardroom

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AGENDA ITEM 1- 5
ORDINARY COUNCIL MEETING #29
Wednesday 28th September 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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Meeting Minutes
ORDINARY COUNCIL MEETING #28
Wednesday, 17th August 2022
Umagico Boardroom

Agenda Item 1. Welcome and Opening of Meeting

Mayor welcomed attendees and opened the meeting at 8:44am with a prayer by Cr Gebadi.

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 Robert Tamwoy	Division 2
Cr Mabelene Whap	Division 5
Cr Eric Cottis	Division 4 (Arrived at 10.38am)

Other Attendees

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

Agenda Item 4. Apologies

Cr Tamwoy has requested to join the Meeting via Teleconference

Resolution:

That Council:

Moves to accept that Cr Tamwoy join the Meeting via Teleconference

Moved: Cr Whap

Vote: 4/0

Seconded: Cr Gebadi

Resolution: C4.1 – 17082022

Cr Tamwoy joined the meeting at 8.46am via Teleconference

Agenda Item 4. Apologies

Nil

Agenda Item 5. Declarations of Conflicts of Interest

Mayor Yusia, Cr Whap and Cr Nona declared their conflict of interest for agenda item 12.4 as a director of the organisation

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Umagico 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, 20th July 2022.

Moved: Cr Gebadi
Vote: 5/0

Seconded: Cr Whap
Resolution: C6 – 17082022

Resolution:

That Council: Notes and confirm the minutes from the Special Budget Meeting held Wednesday, 27th July 2022.

Moved: Cr Nona
Vote: 5/0

Seconded: Cr Gebadi
Resolution: C6.1 – 17082022

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

Cr Whap left the meeting at 10:04am

Agenda Item **8. Mayoral Report**

Resolution:

That Council: Note and accept the Mayor's verbal report held Wednesday 17th August 2022.

Moved: Cr Gebadi
Vote: 4/0

Seconded: Cr Tamwoy
Resolution: C8 – 17082022

Cr Whap returned to the meeting at 10:05am

Break for morning tea at 10:06am

Return from morning tea break at 10:24am

Cr Cottis joined the meeting at 10:38am

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Agenda Item 9. Acting CEO Report

Resolution:

That Council:
Note the Report

Moved: Cr Whap
Vote: 6/0

Seconded: Cr Cottis
Resolution: C9 -17082022

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: 6/0

Seconded: Cr Whap
Resolution: C10.1 – 17082022

Cr Nona left the meeting at 12:16pm

Cr Nona returned to the meeting at 12:18pm

Cr Gebadi left the meeting at 12:34pm

Cr Gebadi returned to the meeting at 12:37pm

Mayor Yusia left the meeting at 12:38pm

Mayor Yusia returned to the meeting at 12:40pm

Agenda Item 10.2 - Executive Manager - Operations

Resolution:

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

Moved: Cr Cottis
Vote: 6/0

Seconded: Cr Tamwoy
Resolution: C10.2 – 17082022

Close for lunch break at 12:53pm

Moved: Cr Cottis
Vote: 6 /0

Seconded: Cr Whap

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Return from lunch break 1.12pm

Moved: Cr Cottis

Vote: 6/0

Seconded: Cr Whap

Agenda Item

11. Finance Reports

Resolution:

That Council:

1. Note the Report
2. Agree to hold a special meeting on 30th August 2022 to review July 2022 Financial Reports.

Moved: Cr Whap

Vote: 6/0

Seconded: Cr Gebadi

Resolution: C11 – 17082022

Agenda Item 12. Other Business

Agenda Item 12.1 NPARC Report into Operations of the Injinoo Service Station

Resolution:

That the Council:

1. note the report
2. Agree to reorganise the current operating model for further review at the December 2022 Council Meeting

Moved: Cr Whap

Vote: 6/0

Seconded: Cr Nona

Resolution: C12.1 – 17082022

Agenda Item 12.2 NPA Rural Masterplan

Resolution:

That Council:

1. Resolved to adopt the NPA Rural Master Plan
2. Requests that the CEO and EMO advise Remote Indigenous Land and Infrastructure Program Office (RILIPO) of the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships (DSDSATSIP) in writing that the Rural Master Plan has been adopted
3. Manager Corporate Affairs includes the Rural Master plan onto Councils Web page for access by the Community and interested parties.

Moved: Cr Gebadi

Vote: 6/0

Seconded: Cr Cottis

Resolution: C12.2 – 17082022

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Meeting Minutes
ORDINARY COUNCIL MEETING #28
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Umagico Boardroom

Agenda Item 12.3 Management Arrangement for Alau Campgrounds

Resolution:

That Council:

1. Resolves to exercise the extension clause for the current contract with Robert Carmody for the Operations of Alau Beach Budget Lodge and Campgrounds for a further 5 years.
2. Set the year 1 fee as \$26497 subject to 2% increase each year.

Moved: Cr Tamwoy
Vote: 6/0

Seconded: Cr Gebadi
Resolution: C12.3 – 17082022

Mayor Yusia, Cr Nona and Cr Whap left the room at 1:52pm
Cr Gebadi to chair the meeting in Mayor Yusia's absence
EMO to deliver the report

Agenda Item 12.4 Development Application – Injinoo Health and Wellbeing Centre

Resolution:

That Council:

1. Issue a Development Permit for 'Material Change of Use and Reconfiguration of a Lot' with the inclusion of the conditions set out in the Agenda Report for Injinoo Health and Wellbeing Centre Material Change of Use (Health Care Services and Non-Resident Workforce Accommodation) and Reconfiguration of a Lot (Lease A), at 57 McDonnell Street, Injinoo QLD 4876

Moved: Cr Tamwoy
Vote: 3/0

Seconded: Cr Cottis
Resolution: C12.4-17082022

Agenda Item 12.5 NPARC Camping Policy

Resolution:

That Council:

1. Note the Report

Moved: Cr Gebadi
Vote: 6/0

Seconded: Cr Tamwoy
Resolution: C12.5-17082022

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Meeting Minutes
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Agenda Item 12.6 In Committee - NPA Regional Council Structure

Resolution:

That Council:

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 staffing matters which a public discussion would be likely to prejudice the interests of the Local Government.

Moved: Cr Gebadi
Vote: 6/0

Seconded: Cr Cottis
Resolution: C12.6.a-17082022

Resolution:

That Council:

Resolves to open the meeting to the public.

Moved: Cr Gebadi
Vote: 6 /0

Seconded: Cr Cottis
Resolution: C12.6.b-17082022

Resolution:

That Council:

1. Note the Report

Moved: Cr Cottis
Vote: 6 /0

Seconded: Cr Nona
Resolution: C12.6.c-17082022

Agenda Item 13. General Business

- Add passenger numbers to EME report
- Helicopter landing in permit area at Loyalty Beach
- Forward through QBuild Schedule
- Water Education for children
- Relace post behind New Mapoon shortcut in park area
- Investigate track over hills at white posts at turn off
- Follow up buggy incident driving on mud flat
- Trim overhang trees on road reserve
- Small event to open Injinoo Lookout
- F/up CDP for inkind support with plants

Agenda Item 14. Close of Meeting

Meeting Closed at 3.10pm with a prayer by Cr Whap.

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Special Meeting Minutes
Tuesday 30th August 2022
Bamaga Boardroom

Agenda Item 1. Welcome and Opening of Meeting

Mayor welcomed attendees and opened the meeting at 15:09pm with a prayer by Cr Whap.

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 Robert Tamwoy	Division 2
Cr Mabelene Whap	Division 5
Cr Eric Cottis	Division 4

Other Attendees

Kate Gallaway	Acting CEO
Marie Chan	Finance Manager
Rachel Yusia	Executive Assistant/Minute Taker

Agenda Item 4. Apologies

Nil

Agenda Item 5. Declarations of Conflicts of Interest

Nil

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Special Meeting Minutes
Tuesday 30th August 2022
Bamaga Boardroom

Agenda Item 6. Finance Reports

Resolution:

That Council:

1. Note the Report from Finance Manager for the period ending 31st July 2022.

Moved: Cr Gebadi

Seconded: Cr Nona

Vote: 6/0

Resolution: C6 – 30082022

Agenda Item 7. Other Business

Agenda Item 7.1 Change of September Trustee & Ordinary Council Meeting Dates

Resolution:

That Council:

Change & accept the Ordinary September Trustee Meeting & Ordinary Meeting dates to:

1. Trustee Meeting - Tuesday 27th September 2022
2. Ordinary Meeting – Wednesday 28th September 2022

Moved: Cr Tamwoy

Seconded: Cr Cottis

Vote: 6/0

Resolution: C7.1 – 30082022

Agenda Item 8. General Business

Agenda Item 9. Close of Meeting

Meeting Closed at 4:36pm with a prayer by Cr Gebadi.

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	22.09.2022	Draft Policy and Report at this Meeting	A/CEO	15.06.2022
Assets of council to have logo	14.07.2022 20/09/2022	WIP. New stickers ordered for small plant Completed	Fleet Manager	15.06.2022
Compliance workshop for Councillors on required policies	22.09.2022	Awaiting response from DSDILGP into further training on VETO power. DSDSATSIP have agreed to provide training on DOGIT & Trustee responsibilities	A/CEO	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
Include in Newsletter decisions over the last few months	22.09.2022	Newsletter is in draft format for publication this month	MCA	15.06.2022
Look at no standing zone on Anu St	11.07.2022 20/09/2022	Sgt Eaton advised if council designates as no parking by painting yellow lines and placing no parking signs, QPS will implement No further action	A/CEO, EMO	15.06.2022
Vehicles parked on footpath	12.08.2022 23/09/2022	Meeting held and templates provided by Preston Law. Organising training for staff on how to complete notices Audit completed in Injinoo Local laws staff have started talking to owners	A/CEO, EMO	15.06.2022
Upkeep plan for New Mapoon Park	14.07.2022 23/09/2022	WIP – Plan to be developed by new Project Manager Maintenance planned for early october	EMO, WM	15.06.2022
Tender for old vehicles stored next to the Police Station	14.07.2022 15.08.2022 20/09/2022	Currently listing old vehicles for Tender Ongoing Disposal tender being drafted in September	Fleet Manager	15.06.2022

Special meeting to be held to update previous council meetings	22.09.2022	Proposed Date of 2 or 3 November	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
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
	18.08.2022	Sourcing management plans developed for other communities		
	20/09/2022	Yarrabah Horse Management plan provided to NPARC Health sought advice from FNQROC re horse management was advised by FNQROC that they can only assist member Councils		
Illegal dumping & Patterson Area signage	15.07.2022	Details TBC. Illegal Dumping funding submission made	EMO, WAM MRS	15.06.2022
	15/08/2022	Awaiting outcome of illegal dumping Grant application		
	20/09/2022	Still awaiting outcome of grant application		
Pump shed being used for drinking in poor condition	15.07.2022	Under consideration for 22-23 budget	EMO, FM, MRS	15.06.2022
	15/08/2022	Options being investigated		
	20/09/2022	Carpenters have been tasked with making the shed secure		
New Mapoon Subdivision Costs	12.08.2022	Letter has been sent. Waiting timeframe from DATSIP. Request for item at next TWG	A/CEO	15.06.2022
	20/09/2022	DATSIP are assisting Council with preparing planning DA's for subdivisions in each community		

Umagico Football field lights	22.09.2022	Lights have been unplugged awaiting Dennis Getawan to return to community	PFM	15.06.2022
Replace gravel with concrete between Fred Williams house and Pensioner units	15.08.2022 20/09/2022	To be actioned Will be programmed with other concrete works in October	WM & PM	20.07.2022
Review of Rangers Grass Program to ensure it is meeting requirements	15.08.2022 20/09/2022	Ranger coordinator returned from leave on 15/08. EMO to raise All spray units are inoperable Quotes for a new spray unit are being sourced	EMO, Ranger Coordinator	20.07.2022
Extra speedbump on Danalgub St	15.08.2022 23/09/2022	Awaiting on blade mix Planned for early October	WM	20.07.2022
Move humps of old turf at New Mapoon Oval	15.08.2022 23/09/2022	Programmed to be completed in September To be completed in late Sept	WM	20.07.2022
Create Brochure for Funeral Assistance Policy	22.09.2022	Completed	MCA	20.07.2022
Develop Burial Policy and register of burials	22.09.2022	Meeting held with Preston Law and draft policy received.	A/CEO	20.07.2022
Introduce people count at Jardine Ferry	22.09.2022	Staff have started completing but not consistently. Ongoing training with staff.	EME	20.07.2022
Follow up reported incident at Jardine Ferry on 8/7 at lunchtime r.e. unsupervised ferry operator	22.09.2022	Resolved	EME	20.07.2022
No bin in airport toilets	22.09.2022	Resolved	EME	20.07.2022
Local Low Compliance with tourists and fishbowl residents driving on esplanade	15.08.2022 20/09/2022	Ongoing Additional bollards to prevent access to the esplanade beach will be added as part of the W4Q project	RSM	20.07.2022
Include before and after photos of Roads and Parks & Garden Works	15.08.2022	Ongoing	WM	20.07.2022
Use some removed sand to load onto beach near playground at Seisia	15.08.2022 20/09/2022	Will be programmed to be completed with the next clearing of the Seisia ramp Completed	WM	20.07.2022

Look to extend fuel cards to whole fleet	23.09.2022	Current cards are now operational and being trialled. Systems being resolved to address gaps before rolling out to all cars	Fleet Manager	20.07.2022
F/up reports of Ranger Staff misusing clock in times for hunting	15.08.2022 20/09/2022	Ranger coordinator returned from leave on 15/08. EMO to raise Completed	EMO, HR	20.07.2022
Media campaign to promote ranger work	23.09.2022	C7even will include as part of media promotion. Information on rangers included in Newsletter	MCA	20.07.2022
Request Public Health / DoE to undertake Public Health sampling from Mosby Creek	15.08.2022 20/09/2022	To be commenced. Visiting week commencing 29/8 NPARC to undertake sampling for DES	EMO	20.07.2022
Review Jardine River Deed w/ ALT	22.09.2022	Under the existing deed, there are no review options, only if the nature of operations change for example through a divestment process	A/CEO, FM	20.07.2022
Meeting w/ Cr Whap to scope works for Foreshore to identify any funds remaining for Seisia Hall works	15.08.2022	Draft scope being prepared considering the works identified in the Grant applications	A/CEO, EMO, PM	20.07.2022
Fix gate at Seisia oval and remove windmill	15.08.2022 23/09/2022	Works confirmed with Football club staff Works programmed for September Material to be ordered	WM	20.07.2022
Clean up at Umagico Lookout	15.08.2022 23/09/2022	Works programmed for August Works to Commence	WM	20.07.2022
Add passenger numbers to EME report	23.09.2022	Resolved	EME	17.08.2022
Helicopter landing in permit area at Loyalty Beach	23.09.2022	Loyalty Beach advised it is not permitted under permit arrangements	A/CEO	17.08.2022
Forward through QBuild Schedule	20/09/2022	Completed	EMO	17.08.2022
Water Education for children	20/09/2022	Commenced planning with Veolia	EMO	17.08.2022
Relace post behind New Mapoon shortcut in park area	23/09/2022	Works programmed for Late September	WM	17.08.2022
Investigate track over hills at white posts at turn off	23/09/2022	To be actioned	WM	17.08.2022
Follow up buggy incident driving on mud flat	20/09/2022	Completed	EMO	17.08.2022

Trim overhang trees on road reserve	20/09/2022	Underway will be completed late September.	WM	17.08.2022
Small event to open Injinoo Lookout	20/09/2022	Completed	CEO, EMO	17.08.2022
F/up CDP for inkind support with plants	22.09.2022	Completed	CEO	17.08.2022

Resolutions

Resolution	Updated	Update	Person Responsible	Date of Meeting
NPARC Report into Operations of the Injinoo Service Station	22.09.2022	Management report being implemented as per council resolution	EME	17.08.2022
NPA Rural Master Plan	20/09/2022	Completed	EMO	17.08.2022
Management Arrangements for Alau Campgrounds	22.09.2022	Meeting held with Rob Carmody. Waiting on Preston Law to issue extension letter	A/CEO	17.08.2022
Development Application – Injinoo Health and Wellbeing Centre	20/09/2022	Completed	EMO	17.08.2022
NPARC Camping Policy	22.09.2022	On hold as per request of council due to boundary with Torres Shire. Options <ul style="list-style-type: none"> - Joint enforcement policy with Torres Shire - Only enforce on part of land within NPARC boundary. This will be tricky given it is not an exact boundary 	A/CEO	17.08.2022
NPA Regional Council Structure	22.09.2022	Report to this council meeting	A/CEO	17.08.2022
Membership of Audit Committee	22.09.2022	EOI closes 14 October 2022. <ul style="list-style-type: none"> - Published in Torres News and Cape York Weekly. - Distributed to all staff - Emailed to TCICA CEOs and other industry contacts 	A/CEO, FM	20.07.2022
Northern Peninsula Area Regional Council Certified Agreement	22.09.2022	On hold. Further details in CEO report	A/CEO, HR	20.07.2022
NPARC Operations into the Pool	22.09.2022	One EOI received but did not include specific details. Details being finalised for October Meeting	EME	20.07.2022
One1st Charter	22.09.2022	Statement signed. Workshop tentatively scheduled for 09.11.2022. Report to this Council Meeting	A/CEO	20.07.2022
Council Gym Divestment	22.09.2022	Report to this council meeting	EME	15.06.2022

Batching Plant Divestment	15.08.2022	EOI closed 23.09.2022. Multiple submissions being assessed for decision at October Council Meeting	EME	25.05.2022
Jardine Ferry Maintenance	22.09.2022	Report to this council meeting	EME	25.05.2022



AGENDA ITEM 8
ORDINARY COUNCIL MEETING #29
Wednesday 28th September 2022
Bamaga Boardroom

8. Mayor Verbal Report

Title of Report CEO Report

Agenda Item: 9

Classification: For Noting

Author Acting Chief Executive Officer

Attachments Attachment A. Draft NPARC Grant Control Model

Attachment B. Grants Register at 14.09.2022

Attachment C. LGAQ Draft Conference Agenda

Attachment D. Aged Care Report

Attachment E. Draft Compliance Checklist

Officers Recommendation:

That Council:

- Note the Report

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 and published on the NPARC website. The Corporate Plan was presented to community at August Community Meetings.

Annual Operational Plan and Budget

The Annual Operational Plan and Budget was adopted on 27th July 2022. A report on all line items will be presented at the October Council meeting, but most actions are on

The operational budget has not been loaded into the PCS system. A/CEO is following up with the previous Finance Manager and RMT to obtain access to the necessary documents for this to occur. The Management Accountant has commenced and will support this process.

Community Safety Plan

There is a report to this council meeting regarding the Community Safety Plan.

GOVERNANCE

Compliance

Key policies to be reviewed have been identified. These are currently being reviewed for necessary updates. The initial review has been completed. It is waiting on checking a few matters before a report will be presented at the next Council Meeting.

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.

Attached is the draft Grant Control Model and current Grant Register at 14.09.2022 for information of the council.

Audit

Queensland Audit Office (QAO) visited NPARC from 12-23 September. The Auditors provided a list on 26.09.2022 for each line of the financial statements and disclosures with a percentage of completion. There will be open communication through weekly catch up with QAO to meet the 31 October Deadline.

The poor handover from the previous Finance Manager and bad filing from engaged contractors has created some difficulties which are being resolved. For example there were 3 journals totalling over \$2mil made, with no supporting evidence. When this was requested from the accountant he was unable to provide any details. There was also attempts to make contact with the previous Finance Manager to find evidence but this was not successful.

The interim report identified deficiencies which are being addressed, but further deficiencies will be raised in the final audit report. There are also outstanding deficiencies from previous financial years that need to be resolved. An internal working group has been established to meet and address the deficiencies.

Current Year Issues

22IR-01	Grant register is not complete and not updated	This a work in progress. As per the update earlier in this report, there has been a lot of investigation to document all grants and their status. Investigation is occurring on variances between register and financial statements
22IR-02	Internal Sales not eliminated	This has been resolved. Internal sales need to be deleted from the financial reporting, but still used for management accounting purposes.
22IR-03	Review of manual journal entries	This has been resolved with two accountants. It allows work to be checked by the other accountant
22IR-04	Loss from fraud must be reported	This is in progress. It is waiting on the Management Accountant to provide a copy of the impacted daily taking sheets so a detailed report can be made
22IR-05	No evidence of review of bank reconciliations and discrepancy on bank reconciliation noted	This has been resolved. The reconciliation is prepared by the Debtors Officer and signed off by the reviewer (accountant) going forward

22IR-06	Lack of second authorisation signature on EFT disbursement authorisation forms	This is in progress. CEO is currently authorising and signing relevant forms. When CommBiz access is granted for the Finance Manager, it will be implemented
22IR-07	Corporate card reconciliation not prepared or review regularly	This is resolved. Relevant reconciliation was done, and are completed each month by EAOM moving forward
22IR-08	IT General Controls	This has been resolved and a checklist of terminations implemented moving forward
22IR-09	Former employees not removed from CommBiz	This has been resolved and users deleted.
22IR-10	Contract Register not up to date	This has resolved. The Governance Officer extracted relevant information from council minutes and provided to Finance to update
22IR-11	Council meeting minutes on the website to not contain copies of relevant reports prior to the February 2022 meeting	This is being actioned by the Governance Officer
22IR-12	Discrepancy in published budget	This has been resolved and duplicate budget deleted
22IR-13	Accounting for assets repairs	This is being resolved for the previous financial year but will require a position paper due to a material change.

HUMAN RESOURCES

Recruitment

Current vacancies have been advertised on our website and Facebook

- Community Services Manager
- Community Services Supervisor
- Events Coordinator
- Senior Administration Officer
- Human Resources Advisor
- Ranger (Identified Position)

They will also be advertised on Seek, Torres News and Cape York Weekly.

Enterprise Bargaining Agreement

NPARC has had a certified agreement in place since 2008. The relevant certified agreements are

- Northern Peninsula Area Regional Council Certified Agreement 2019 (CB/2019/127)
- NPARC Certified Agreement, 2012-2014 (CA/2012/11)
- Northern Peninsula Area Regional Council Certified Agreement, 2008-2010 (CA/2009/23)

Enterprise agreements have a nominal expiry date. They continue to operate after that date until the Queensland Industrial Relations Commission approve an application to replace or terminate them. Before the Commission certifies an agreement it must be satisfied that the parties (the employer, employees and any unions) agree with the content of the proposed agreement and that it

is compliant with the Industrial Relations Act 2016. Chapter 4 of the Industrial Relations Act 2016 governs the way in which agreements are made.

An employer may apply to terminate the enterprise agreement under the provisions of Chapter 4, Division 3 of the Industrial Relations Act 2016.

On or before the nominal expiry date of a certified agreement or arbitration determination, the employer and the organisations to which the agreement or determination applies may apply to the commission to terminate the agreement or determination. The commission must approve the termination if satisfied a valid majority of the relevant employees at the time approve the termination. Evidence needs to be provided of this and it done through a ballot.

The State Wage Case was handed down on the 30/08/2022 where it was determined that “The wages or salaries for full-time adult employees in all state awards shall be increased by 4.6 per cent or \$40 per week, whichever is the greater.”

NPARC is continuing to undergo preparation works before providing notice of its intentions including preparing the log of claims.

UPCOMING MEETINGS & VISITS

The following upcoming visits and meetings are scheduled

Date	Time	Purpose	Venue
29/09/2022	11am to 12pm	Blessing of the new Garbage Truck	Workshop
04/10/2022	10.30am to 12pm	Meeting with Assistant Minister Healy	Bamaga Boardroom
05/10/2022	10am to 12pm	Celebration of Land Determination	Injinoo Lookout
16/10/2022 19/10/2022	– All Day	LGAQ Conference	Convention Centre
20/10/2022	All Day	Trustee Meeting	Pullman
21/10/2022	All Day	Council Meeting	Pullman

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. The major issue of DEX Access has been resolved.

The next site visit is planned for October 4-7 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

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.

A blessing and official opening of the HACC centre is planned for 04/11/2022.

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. The Events Officer and Co-ordinator Economic Development and Tourism have also resigned.

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.

They are visiting on 29 September to discussed opportunities for more support as well as the proposal for an Outdoor Multi-purpose Infrastructure Centre that was committed to prior to COVID.

Art Centre

The Festival Coordinator position funding was ceased at 30 June 2022. The role has been repurposed to manage the Art Centre. The Art Centre has extended opening hours to include Saturday Morning. There has been good activity and a number of promotions happening for the art centre on the Facebook and Radio.

Events

The Rodeo was held from the 25-27 August. The event went well with a high number of entries with \$4 298 collected from nomination fees and overall \$19 420.11 in gate takings, which was in line with the budget. There was a lot of promotion on Facebook during the event, and photos were published in the Torres News on the front and back pages. A survey form was completed and 17 responses received. Most people rated the event as good, very good or excellent and provided suggestions on events for next year. The feedback has been collected to inform next year Rodeo.

Support was also provided to the Department of Environment and Science to support the Apudthama Ikaya Land Transfer ILUA (Indigenous Land Use Agreement) Authorisation and Hand-Back Ceremony. An Events Coordinator position has been advertised.

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. Work is also being done to finalise processes for the Home Ownership Program.

A/CEO has been given access to dealing searches which has allowed all current leases to be downloaded. A/CEO is currently doing an audit against PCS which has identified circumstances where lease fees and service charges have not been issued. CPI has also not been regularly applied and market reviews have not been undertaken. Once this work is completed, there will be a number of actions

- Operations to confirm sites where services are being delivered
- Invoices will need to be raised for missed rent and service fees
- Letter to relevant lessees to advise of the application of CPI
- Letter to relevant lessees to undertake market review processes

Title	Grant Control Model
Procedure Number	###
Adopted By	Chief Executive Officer
Next Review Date	3 years from adoption
Responsibility	Grants Officer
TRIM document number	

1. Summary

The grant control model establishes a framework for how grants should be managed in NPARC. It does this by providing guidance on the responsible administration of grants that Council source from external bodies. Following this grant control model in the management of grants will enable open and transparent governance, financial sustainability and ultimately the delivery of Council services to the NPA community.

2. Grant Control Model Objectives

The objectives of the Model are to:

- Develop a system for the identification of grants that Council may be eligible to apply for, the identification of projects that may be funded by grants, the monitoring and reporting on grant funded project delivery through to final acquittal and close out.
- Create transparency and guidance on the decision making for grant applications.
- Establish protocols for the recording of grant documentation.
- Establish internal communication channels for the reporting on grant identification, application development, project delivery through to final acquittal.
- Minimise financial risk from poor practices.

3. Background

Council receives and is highly reliant upon grants from a range of organisations to support the provision of services to the NPA community. Funds received go towards supporting construction of infrastructure through to services such as the Indigenous Knowledge Centres.

NPARC is challenged with being a very remote organization with minimal capacity to generate revenue through typical local government methods such as rates. Despite this, NPARC remains responsible for the delivery of all typical local government services and due to its location, delivers extra services where the usual service organization(s) cannot e.g. airline bookings, postal service, Services Australia.

This results in NPARC being responsible for managing many types of funding agreements that typically fall into two categories, capital and operational. These funding agreements can be once off, yearly or multi year. The funds are primarily sourced from the Queensland and Australian governments but can also come from private sources. Further, the funding agreement may be the result of a competitive grant application where Council competes with other organisations for the funding or the funds may come from a closed round where the funding body grants an allocation.

The Grant Control Model will apply to all existing and future projects and operational services that are funded by an external body.

4. Grants Control Model

The following Grant Control Model is established:

4.1. Grants Steering Committee

A Grant Steering Committee has been established that includes at a minimum the CEO, the Grants Officer, the Executive Managers and Finance Manager. Other members may be included from time to time as deemed appropriate.

The Steering Committee will meet quarterly, chaired by the Grants Officer, to provide oversight of all grants, identify and resolve issues and provide strategic direction for the management of grants.

4.2. Identification of Grants

Grant opportunities will be identified through various communication channels. Most commonly, direct emails from funding bodies are sent to Council officers, grants and shared public folder email addresses regarding competitive grants. From time to time a closed non-competitive funding agreement may be proposed to Council from a funding body to Council, the CEO or Executive Managers outside of an advertised open grant.

Upon identification of an open grant round, the Grants Officer will identify whether NPARC is an eligible organization, issue a Grant Alert to the CEO and Executive Managers and any other Level 3 Managers deemed appropriate. The grant alert will detail the grant opportunity, eligible items, any high-level details and the key dates.

4.3. Identification of Projects:

Each functional department within Council will keep “shovel ready” prioritized projects that have been costed and have received preliminary approval from the Executive Manager for that department (e.g. a Project Prioritisation Tool). This prioritised list will inform the selection of projects for the grant. Special consideration is given to projects that also are identified in the Operational Plan. When a grant alert is issued, the potential projects are reviewed by members of the relevant Grant Control Group or line management to identify a suitable match for the subject grant using these tools.

Council employees that have suggestions for grant funding will be directed to their Level 3 Manager or Executive Manager for consideration and inclusion into the respective departments project prioritisation tool.

All projects will be assessed for whole of life costing (WOLC) and a determination made by the CEO if the ongoing operation and maintenance is consistent with the Long Term Financial Plan.

Many grant opportunities also require a co-contribution amount either in cash or a combination of cash and in-kind contribution. The CEO or Executive Manager must approve any co-contribution required.

4.4. Application for Grants

Once a grant opportunity has been matched to a potential project, the WOLC approved, the CEO will then direct the Grants Officer to develop a grant application.

The Grants Officer will work with a Grant Owner for the project, determined by Executive Management. This will usually be the functional manager for the project or service.

The Grants Officer will enter the grant application into TRIM (see 4.7 filing convention).

4.5. Advice of Successful Application

Upon receipt of a successful application, the Grants Officer will enter the grant and details into the Grant Register on One Drive and any letter of success into TRIM (see 4.7 filing convention).

The Grants Officer will alert the appropriate Grant Owner, Finance Manager, Team Leader-Debtors/Creditors of the successful grant.

The Grants Officer is to advise the Finance Manager of the payment structure for the grant e.g. lump sum, progress payments. The Finance Manager will then generate a GL Revenue and Expense Account.

The Grants Officer will enter the GL code and TRIM document code and Operations Project Number (if applicable) into the Grants Register.

4.6. Grant Agreement

A draft deed or agreement will be issued by the funding body and will be reviewed by the Grant Owner, Executive Manager, Grant Officer and the CEO. The Grants Officer will provide coordination of the draft grant deed or agreement document through to execution with the funding body.

Once finalized, the Grants Officer will enter the grant deed or agreement number, reporting milestones and payment structure into the Grants Register and into the Grants Outlook Calendar.

The Grants Officer will “invite” the Grant Owner to reminders and milestone reporting due dates in the Grants Outlook Calendar.

4.7. Recording of Grants

All grant documentation is to be recorded into TRIM, Council’s electronic filing system. Grant files must be located in the relevant classification for GRANTS. The document is then located into the appropriate subfolder (Application / Agreement / Monitoring). The following naming convention will be adopted to ensure retrieval of the document:

Title: {Year} {Funding Body Acronym} {Grant Fund Program} {Project Name} {Project Number if applicable} {Nature of file e.g. application, agreement, letter}.

TRIM generates a unique file number for the document being saved. This number is also to be entered into the Grant Register.

4.8. Grant Delivery

Once the grant has been executed, entered into the Grants Register, recorded and the GL revenue account set up in finance, the Grants Officer will advise the Grant Owner of the agreement. The

Grant Owner is then responsible for delivery of the scope of works including the establishment and use of appropriate job codes for cost capturing, meeting milestones.

The Grants Officer will establish a Grant Control Group for the purpose of monitoring administration, financial management and milestone completion. The Grant Control Group will consist of the Grants Officer, the Management Accountant and the Grant Owner. For multiple grants with the same grant owner, these will be discussed at a single Grant Control Group meeting. The funding agreement is worth more than \$500,000 per year or has any operational complexity, the relevant Executive Manager and Chief Executive Officer will also be invited.

4.9. Monitoring of Grants

The Grants Officer will monitor the implementation of the funding agreements by reviewing and maintaining the Grants Outlook Calendar. The calendar is to include reminders with sufficient lead time to generate any milestone progress and financial reports.

If a 3rd party financial audit for a financial acquittal report is required, a minimum of six weeks lead is required for the Finance Manager.

The Grants Officer will work with the Grants Owner to monitor compliance with dates and consult with the funding body to negotiate any extension of time required.

The Management Accountant will establish and maintain a Grants Finance Register to monitor grant revenue and expenditures. The Grants Finance Register will contain enough information to identify the Funding Agreement.

4.10. Close out of Grants

At the completion of a Grant funded project, the Grants Officer is to:

- Request closing of job codes in PCS
- Ensure of documentation is filed in TRIM
- The grant entry in the Grant Register is removed from the active grants tab

4.11. Communication

The Grants Steering Committee will meet at least quarterly.

The Grant Control Groups will meet at least monthly.

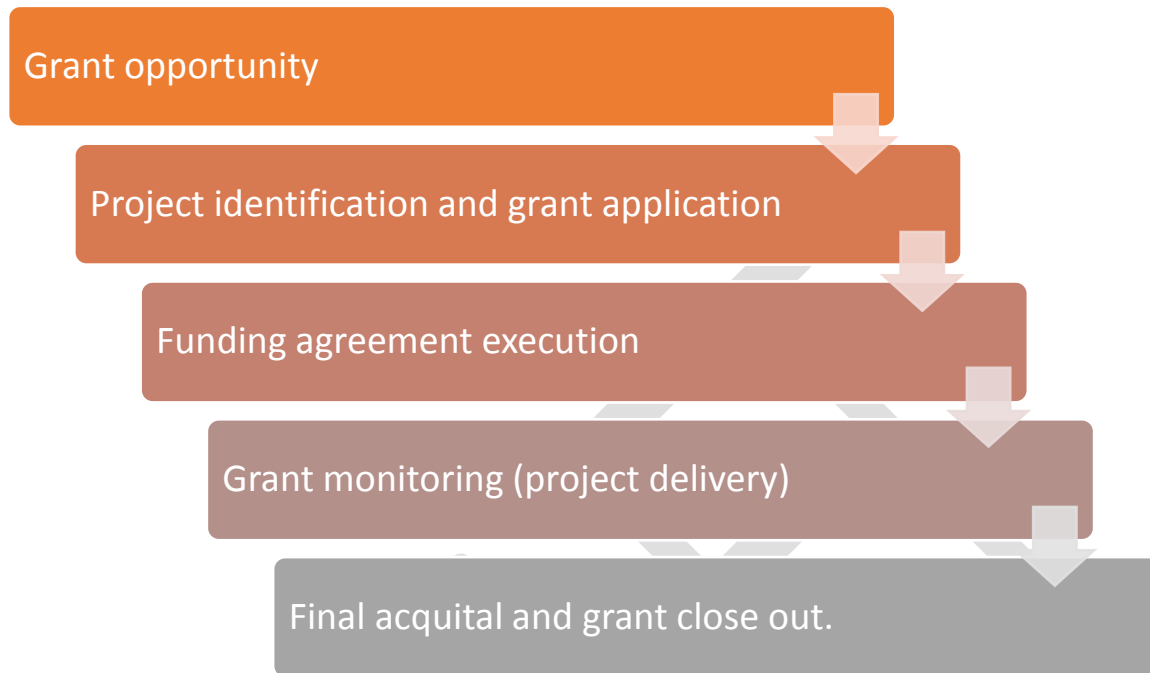


Figure 1 - Overview of grant management process

5. Legislation

The following legislation is applicable to the management of grants:

Local Government Act 2009 (Qld)

Local Government Regulation 2012 (Qld).

6. Terminology

Term	Meaning
Execution	An “executed” grant or funding agreement means the funding document that has been signed by both parties.
Funding Agreement	The agreement between the funding body and Council that outlines the responsibilities each party and the deliverables.
Grant Owner	The Council employee responsible for delivery of the Council obligations detailed in the funding agreement.
Grant Finance Register	The register that contains revenue and expenditure detail for all grants.
Grant Register	The register that contains all funding details including at a minimum the funding body details, funding program, scope of deliverables, funding schedule and GL revenue code. The Grant Register is to be available to the Grants Steering Committee on One Driver (Share Point)
In Kind Contribution	A dollar value amount that Council contributes towards the project that consists on non-cash and includes expenses such as wages, Council facility venue hire, fleet hire etc.
Long Term Financial Plan	Required under the Local Government Act 2009. It is a long term financial forecast necessary for long term financial sustainability.
Project Prioritisation Tool	A tool such as an excel spreadsheet that captures projects that have been identified for delivery in the future. The tool can be developed as a result of asset management planning or community services planning. The projects should ideally be prioritized by the need for the project.
Whole of Life Costing (WOLC)	A tool that is used to calculate the cost of the infrastructure or service over the design life or service period. It includes cost of implementation and ongoing maintenance and depreciation so that the long-term financial implication is considered to decide on expenditure.

7. Evaluation and Review

It is the responsibility of the Grants Officer to monitor the adequacy of this policy and recommend appropriate changes. This policy will be formally reviewed every three years or as needed, whichever comes first.

8. Other related NPARC corporate documents:

- NPARC Corporate Plan 2022 – 2026
- NPARC Operation Plan 2022 – 2023

Funding body	Program Name	Scope	CAT	Status	Reason	COMP Date	Amount
QRA	North and Far North Queensland Monsoon Trough, 25 January - 14 February 2019 event	Restoration of Essential Public Assets and betterment works following the North and FNQ Monsoon Trough 25 Jan-14 Feb	Operations		Grants details unknown. Reconciliation being arranged with QRA.	30/06/2022	237,182.60
DSDATSIP	NPARC Community Safety Plan	Funding contribution to assist the NPARC to develop the NPA Community Safety Plan (Alcohol Management)	Executive			31/12/2020	Phase 1 \$50,000 Phase 2 \$185,000
DSS	CHSP Emergency Support for COVID-19	To provide frail, older people with access to meals during the COVID-19 pandemic	HACC			30/11/2021	9,741.65
TSRA	Healthy Communities Programme	Health and Wellbeing Expo	ED		Acquittals and supporting documentation overdue.	11/09/2019	5,500.00
SLQ	First 5 Forever Family Literacy Initiative	To provide free access to early literacy programming for children aged 0-5 and their families which strive to meet or exceed the First 5 Forever Guidelines.	ED			30/06/2024	
DESMIT	First Start Program	To provide young people and disadvantaged job seekers with opportunities to gain a nationally recognised qualification and 12 months paid employment.	HR		Grant unknown	30/06/2019	15,000.00
DSDILGP	Indigenous Councils Critical Infrastructure Program	Re-establish old bores at Bamaga, Injinoo and Umagico. Replace fencing to Umagico/Injinoo Ponds and solid waste facility. Replace clear water tank. Replace CMF 3	Operations		To be handed back to state for project management.	NA	2,662,500.00
QRA	Natural Disaster Relief and Recovery Arrangements (NDRRA)	For restoration works for the Cape York Queensland Trough, 19 January - 02 February 2018 event	Operations		Grant details unknown. Project completion unknown.	30/06/2021	3,889,823.00
DSS	Indigenous Employment Initiative Program	To provide funding for the employment of Aboriginal and/or Torres Strait Islander people in Commonwealth funded aged care services throughout Australia.	HACC			30/06/2023	1,326,240.00
QTIS	Indigenous Community Sport and Recreation Program	To increase participation by Aboriginal and Torres Strait Islander people in structured sport and active recreation activities	ED			July 2022 (ext)	172,900.00
DSDILGP	FAG IRG financial assistance grant	To improve the financial capacity of councils and support the provision of council services to Aboriginal and Torres Strait Islander communities	Finance			30/06/2023	274,311.00
DSDILGP	FAG GPG financial assistance grant	To improve the financial capacity of councils and support the provision of council services to Aboriginal and Torres Strait Islander communities	Finance			30/06/2023	5,054,714.00
SLQ	Public Library Grant	To support the development of and the provision of library resources to IKC services and to refresh agreed proportions of this stock at regular intervals.	ED			30/06/2024	
TSRA	Healthy Communities Programme	VARIOUS inc. To upgrade, repair and/or replace the current pumps, switchboards and alert system at various pump stations including onsite alarm/alert system repair.	Operations		Acquittals and supporting documentation overdue.	11/09/2019	125,000.00
TSRA	Safe Communities Programme	To upgrade street lighting including repairs to existing lighting and adding further lighting to improve public safety.	Operations		Acquittals and supporting documentation overdue.	11/09/2019	171,700.00

Funding body	Program Name	Scope	CAT	Status	Reason	COMP Date	Amount
TSRA	Healthy Communities Programme	VARIOUS inc. To construct a solid waste Transfer station at Seisia that will allow solid waste to be managed and transferred to the new landfill site being constructed under MIP6	Operations		Acquittals and supporting documentation overdue.	11/09/2019	90,955.00
DSS	Commonwealth Home Support Programme	To support the development of the home support aged care service system that meets the aims of the Commonwealth Home Support Programme and broader aged care system.	HACC		System sharing issue between eTools and DEX.	31/07/2023	1,844,455.61
DES	RRTAP	To assist the cost of transporting recyclables to secondary markets.	Operations		New contract required for underspend	?	?
The Campervan and Motorhome Club of Australia	CMCA KEA Dump Point Subsidy Program	To install a motorhome caravan dump point. CMCA provide the infrastructure and Council are required to install and maintain.	Operations		Dump point to be installed one month after receipt.	3 months from receipt	
DSDILGP	Building our Regions (BoR) Round6	NPARC Water Demands Situation Analysis	Operations			12/02/2024	300,000.00
DES	Littering and Illegal Dumping	To install community education signage to prevent littering.	Operations				7,000.00
NIAA	Indigenous Advancement Strategy - Jobs Land and Economy Program (1000 jobs)	16 Jobs within Council	HR		3 x claims overdue. 1st claim submitted. New funding agreement required.	31/12/2023	917,220.80
NIAA	Indigenous Rangers Grants - Jobs Land and Economy Program	NPA Indigenous Rangers	Operations		2020-2021 audited acquittal overdue	31/10/2028	12,749,203.66
Australia Council of Arts	?	Cultural Festival Funding	ED				110,000.00
DSDSATSIP	Aboriginal and Torres Strait Islander Partnerships	NPARC Youth Hub Project (Social Reinvestment Initiative)	Operations			30/06/2023	165,000.00
National Australia Day Council	Australia Day Community Grants Program	2022 Australia Day Celebrations	ED			14/07/1905	
WCCCA	Western Cape Communities Trust (WCCA) Northern Sub Regional Trust (NSRT)	New Mapoon Multi Purpose Facility	Operations		Council wish for building to be enclosed but building is not designed for enclosure. Outsourced to RPS		506,000.00
DAWE	Indigenous Rangers Coastal Clean Ups Project	Coordination and Equipment - 4- H8QEADF	Operations			30/06/2022	165,000.00
QRAM	Queensland Remote Aboriginal Media	Wage support for 1.5 FTE	Corp Affairs		New MoU to be developed.		88,572.14

Funding body	Program Name	Scope	CAT	Status	Reason	COMP Date	Amount
DAWE	Indigenous Biosecurity Rangers Program	Apudthama Activity Plan 2021-2022	Operations			16/10/22	259,037.50
DCHDE	Interim Remote Capital Program	5 new houses	Operations			NA	2,352,941.00
DCHDE	Forward Remote Capital Program	15 new 3 bedroom dwellings	Operations		Variation may be required to the schedule.	NA	8,385,607.00
DSDILGP	Minor Capital Works	NPA Water Supply System	Operations			30/06/2030	4,000,000.00
DTMR	ATSI TIDS 19 - 22	Airport runway repairs	Operations		Acquittal documents due to DTMR	30/06/2022	
DTMR	CYRP2 CARP	NP1 Jardine Ferry Road - Bitumen Seal	Operations		Delivery delayed	20/12/2021	6,500,000.00
DTMR	CYRP2 CARP	NP2 Jardine Ferry Road - Bitumen Seal	Operations		Delivery delayed		5,500,000.00
DTMR	Marine Structures	Seisia Boat Ramp Solar Light	Operations		Pole installed, lighting head lost.		
DTMR	Marine Structures	Injinoo Boat Ramp Parking Area & Jackey Jackey boat ramp parkign area (CN15828	Operations			2023	433,000.00
DSDILGP	Works for Queensland 2019-2021	various (Injinoo foreshore, NPA footpath, Umagico park upgrade...) eGrants	Operations		Project completion overdue, variation request required EoT and budget.	30/09/2022	1,780,000.00
DSDILGP	Works for Queensland Covid	various - eGrants	Operations		Practical completion reprot submitted.	30/06/2022	1,630,000.00
DSDILGP	Works for Queensland 21-24	various - eGrants	Operations		Ferry Project requires rescoping - variation submitted.	30/09/2024	1,740,000.00
Queensland Health	Aboriginal and Torres Strait Islander Public Health Program	To identify and mitigate the risks associated with public health hazards, and to build sustainable environmental health programs	Operations			30/06/2022	2,292,240.00
Queensland Health	ATSI Public Health Program	Implement annual work plan.	Operations			30/06/2025	3610775 inc extensions

Funding body	Program Name	Scope	CAT	Status	Reason	COMP Date	Amount
DITRDC	LRCI Stage 2	Footpath	Operations		RECS is only contact. Grant status unknown.		
DITRDC	LRCI Stage 3	Footpath	Operations		RECS is only contact. Grant status unknown.		
DTMIR	Cycle Network Local Government Grants Program	Injinoo Road, Umagico to Adidl Street construction shared path.	Operations			24/11/2023	800,000.00
NIAA	Culture and Capability	NPA "Get Up Stand Up, Show Up"	ED			30/11/2022	12,000.00
QRA	REPA	21/22 Wet Season activation	Operations		Approved in MARS portal. NPARC to meet with QRA to go through active projects.		
QRA	REPA	18/19 Wet Season Activation	Operations			?	?
DTIS	Collaborative Project	Collaborative Partnership with Gudang Yadhaykenu Aboriginal Corporation - Pajinka Commercial Activation Proposal.	Executive			31/12/2024	2,235,000.00
DAF	Queensland Fishing Infrastructure Grant	To build infrastructure at Seisia Beaachfront to enhance visitor experience and amenities.	Operations			9/01/2023	100,000.00
DSDSATSIP	Local Thriving Communities		Executive			30/06/2022	10,000.00
QRA	?	Bamaga Airport Power Reticulation	Operations		No file records, no detail known. 50:50 funding?		800,000.00
DTIS	Deadly Active Sport and Recreation Program	Coordinate and facilitate physical activity opportunities (employment, equipment, programs, capacity building)	ED			30/06/2025	652,445.00
DTIS	Indigenous Community Sport and Recreation Program	delivery of Indigenous sports and recreation program	ED			30/06/2022	695,923.00
QRA	Get Ready	Contractor to clean up hard waste from kurbside collection or illegal dumping site.	Operations			30/06/2023	8,720.00
DSDILGP	LGGSP	Develop and Asset Management Framework and Plans inc condition assessment.	Executive			30/09/2024	250,000.00

LGAQ Annual Conference 2022

CAIRNS

17-19 OCTOBER



CAIRNS CONVENTION CENTRE

#LGAQ2022



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PRESIDENT'S WELCOME

MAYOR MARK JAMIESON
PRESIDENT



Welcome to the **Local Government Association of Queensland's 2022 Annual Conference** and Annual General Meeting in Cairns.

One of the great things to emerge from last year's 125th Annual Conference was the strength of our universal focus on the liveability of our communities. This is at the heart of what we do as councils every day – and it is at the core of what motivates elected members across our local government family. Fittingly, it is the central tenet of our conference this year, and across the entirety of the program.

When we say 'every Queensland community deserves to be a liveable one' this isn't just a catchphrase. It is a foundation principle and one which we – the local governments of Queensland – stand by and represent in everything we do. While some of the challenges we face are unchanged, new ones continue to emerge, particularly in the form of the rising cost of living for our residents and our communities. Arguably, one of the biggest challenges we are confronting at the level of government closest to the community is the housing crisis. While this is the focus of a dedicated session on the conference program, I have no doubt it will feature in wider discussions a number of times during our time together in Cairns.

We are fast approaching the three-quarter mark in this term of local government, so the 'What do we need to think of now?' session will be an important conversation for mayors and councillors who are looking to continue in the service of their communities, as will be our special focus on young councillors.

As always, the Council Showcase will highlight the innovation and drive that are vital to our success as councils and to the future of the communities we represent. There are sure to be some great learning opportunities for all of us in the five stories that will be on offer this year.

You'll also find something new at the conclusion of this year's conference program, and I hope your council has been able to take part in 'Queensland: It's Time to Shine', which I think is a wonderful initiative. I am really looking forward to seeing what our councils have come up with in the way of promoting their unique, local attractions.

I want to encourage everyone attending this year's conference to make the most of our time together in Cairns. Pick up some great insights from our conference speakers, but also take advantage of the all-too-rare chance to spend some time with your colleagues from across our great state. That opportunity alone, is worth its weight in gold.



WELCOME TO CAIRNS

MAYOR BOB MANNING CAIRNS REGIONAL COUNCIL



I would like to warmly welcome you to the **126th LGAQ Annual Conference**, which is being held in the best regional city in Australia – Cairns.

A vibrant and sophisticated tropical city, Cairns is the international gateway to two of the world's most precious and pristine natural wonders – the World Heritage listed Great Barrier Reef and Wet Tropics Rainforest.

It is also home to two of the world's oldest living cultures – Aboriginal and Torres Strait Islander peoples have inhabited the Cairns and Great Barrier Reef region for tens of thousands of years.

After more than two years of operating under the cloud of COVID-19 restrictions, I am happy to say that the green shoots of recovery have blossomed into fruits of prosperity for Cairns as visitors return to our city.

The unique natural attractions, enviable climate, relaxed lifestyle and friendly hospitality make Cairns one of Australia's most desirable places to live, visit and do business. It is with that same spirit that we welcome our colleagues from local governments throughout the state to this year's conference.

This annual event is an extraordinary forum that can help us find better ways to serve our communities through the sharing of our ideas, challenges and achievements.

I encourage you to get out and about and sample our city's unique lifestyle. With world-class restaurants serving up some of the best seafood, tropical fruits and local produce, along with more than 500 tourism experiences on offer across the region, I am sure you will enjoy your time in Cairns.



SUNDAY

16 October 2022

10:00am – 12:00pm

Peak Services Professional Development Course Dropping Anchor

David Contarini's two-hour workshop will explore the emotional response we experience when feeling stressed, worried and anxious. The session will help Elected Members to identify how to "unhook" themselves from these unhelpful feelings and how to refocus their attention on the "here and now".

For further information please contact training@wearepeak.com.au

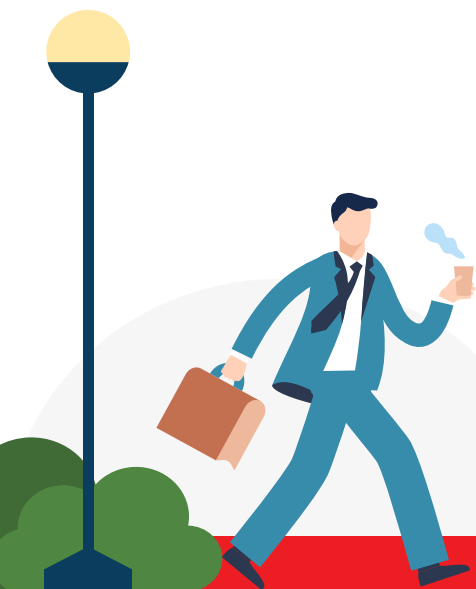
2:00pm – 4:00pm

Peak Services Professional Development Course Course repeated

Attendees must register with Peak Training prior to arriving at Conference

12:00pm – 4:30pm

Policy Executive meeting



MONDAY

DAY 1

17 October 2022

8:00am – 5:00pm

Registration

Delegates, observers, trade, corporate and accompanying persons

10:30am – 5:00pm

Indigenous Leaders Forum

This session is run at the Pullman Cairns International in the Tully rooms.

10:30am

Morning tea

11:00am

Panel discussion: Success of Regional University Centres in Queensland

Senator the Hon. Anthony Chisholm, Assistant Minister for Education, Assistant Minister for Regional Development

Duncan Taylor, Founder Country University Centres (CUC)

Mayor Peter Scott – Cook Shire Council

Mayor Samantha O'Toole – Balonne Shire Council

Mayor Danielle Slade – Mt. Isa City Council

Cr Cameron O'Neil – Maranoa Regional Council (CUC Chair)

12:30pm

Lunch

Speed dating with LGAQ CEO, Alison Smith

1:30pm

Roads and Transport Forum

2:30pm

Eyes wide open to the economic outlook

QTC Chief Economist and panel with Mayor Andy Ireland – Livingstone Shire Council and Mayor Tanya Milligan – Lockyer Valley Regional Council

3:00pm

Afternoon tea

3:30pm

Council Forums

Rural and remote Councils

Resources Councils

SEQ Councils

Coastal Councils



CONTINUED

DAY 1

17 October 2022

Welcoming Ceremony

5:15pm

Welcome to Country

5:20pm

Welcome to Cairns

Mayor Bob Manning

5:30pm

Response

Mayor Mark Jamieson
LGAQ President

5:35pm

Special guest act

5:40pm

2022 LGAQ Journalism Award

The LGAQ Regional Journalism Award is dedicated to showcasing excellence in reporting in regional Queensland. The Award honours the memory of ABC journalist Paul Lockyer, camera operator John Bean and helicopter pilot Gary Ticehurst. Listen to the official announcement of the 2022 winner, who will receive a \$15,000 prize.

5:45pm

Networking drinks

Trade exhibition hall
Sponsored by King & Company Solicitors

7:15pm

Networking drinks conclude



TUESDAY

DAY 2

18 October 2022

8:00am – 5:00pm

Registration

Delegates, observers, trade, corporate and accompanying persons

8:30am

Welcome

Master of Ceremonies – Tim Cox, Communications Advisor, LGAQ

8:35am

Call to Order and Presidential Address

Mayor Mark Jamieson, President, LGAQ

8:50am

Presentation of Policy Executive

9:00am

CEO welcome

Alison Smith, Chief Executive Officer, LGAQ

9:10am

Official opening

9:30am

Advocating for success – and when to re-set

The Hon. Bruce Billson, Australian Small Business and Family Enterprise Ombudsman

9:50am

A word from our partner: Telstra

Nadine Russell, Group Owner Local Government & Communities Services

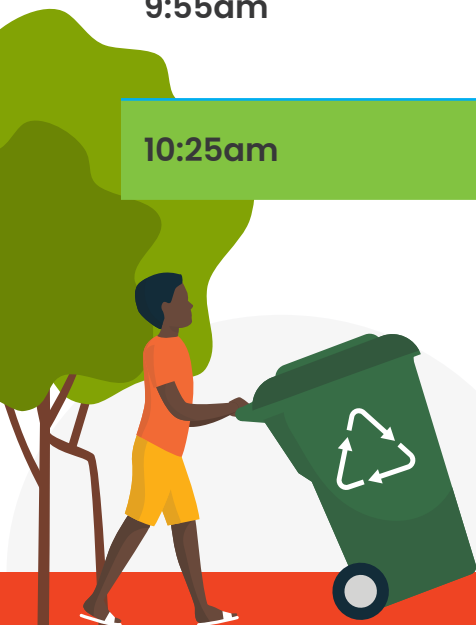
9:55am

Raising the roof on the housing crisis

Presented by Christine Cuppitt, Chief, Policy and Strategy, Australian Banking Association
Followed by a panel discussion

10:25am

Morning tea



CONTINUED

DAY 2

18 October 2022

10:50am

A word from our partner: Brighter Super

Wayne Rogers, Relationship Manager

Panel session: Council showcases

Chaired by: Cory Heathwood, Head of Advocacy, LGAQ

Central Highlands Regional Council: Queensland Beef Corridors – an investment for future generations

10:55am

Flinders Shire Council: Transparency brings community benefits

Cherbourg Aboriginal Shire Council: Game-changers: Cherbourg's facilities for the future

Livingstone Shire Council: Positive action for climate resilience

Scenic Rim Regional Council: Crisis? – What an opportunity!

12:25pm

Lunch

Speed dating with LGAQ CEO, Alison Smith

1:25pm

A word from our partner:

Department of State Development, Infrastructure, Local Government and Planning

1:30pm

March 2024 – what do we need to think of now?

Pat Vidgen, Electoral Commissioner, ECQ

Glen Beckett, Head of Assist, LGAQ

1:50pm

LGMS Member update and risk management awards

Ian Leckenby, Chair, LGMS

2:10pm

Young councillor cohort

An interactive session exploring the importance of diversity in council representatives



CONTINUED

DAY 2

18 October 2022

2:40pm	Afternoon tea
3:00pm	2022 Alison Woolla Memorial Award for Local Leadership in Preventing Domestic and Family Violence
3:10pm	A word from our partner: Ergon Energy Network and Energex Michael Dart, Executive General Manager – Customer Energy QLD
3:15pm	Federal Government update
3:30pm	Peak Services update
3:50pm	Disaster management update
4:15pm	Program concludes
6:15pm	Gala Dinner Australian Armour & Artillery Museum, Cairns Sponsored by Hastings Deering
11:30pm	Dinner concludes



WEDNESDAY

DAY 3

19 October 2022

8:30am

Conference resumes

8:35am

Australian Local Government Association update

Councillor Linda Scott, President, ALGA

8:45am

Annual General Meeting including debate of motions

Voting overview provided by Darren Leckenby, Chief Financial Officer & Company Secretary, LGAQ

10:15am

A word from our partner: Amazon

Craig Lawton, Senior Manager, Solutions Architecture AWS Public Sector

10:20am

Morning tea

10:50am

Opposition update

Ann Leahy, Shadow Minister for Disaster Recovery, Shadow Minister for Volunteers, Shadow Minister for Local Government

11:00am

Motions debate

12:30pm

Lunch

Speed dating with LGAQ CEO, Alison Smith



CONTINUED

DAY 3

19 October 2022

1:30pm

The OIA and the path forward

Mayor Tom Tate, City of Gold Coast

Mayor Lyn McLaughlin, Burdekin Shire Council

Tim Fynes-Clinton, Executive Partner, King & Company Solicitors

2:10pm

Motions debate

3:40pm

Queensland: it's Time to Shine

Competition winner announced

Tourism updates from TEQ and QTIC

4:10pm

President to close

4:15pm

Close of conference



WORKSHOPS

MONDAY
17th October 2022

INDIGENOUS LEADERS FORUM

Since 2011, the Indigenous Leaders Forum has been a valuable way for Aboriginal and Torres Strait Islander councils to come together to discuss specific challenges and to put forward issues they would like the LGAQ to assist them in addressing. This forum is held twice yearly. This years forum will be at the Pullman Cairns International in the Tully rooms.

SUCCESS OF REGIONAL UNIVERSITY CENTRES IN QUEENSLAND

Growing your own talent locally.
Regional University Centres help students in regional, rural and remote areas of Australia to not only participate but also succeed in tertiary education through the provision of support and facilities. Each Centre is unique and reflects the community it serves including the place, people, local industry and educational provision. Come along to hear from the panel of speakers as they discuss how they are retaining local talent with innovative education models which are enhancing the lives of locals and the communities they live in.

ROADS AND TRANSPORT FORUM

As Queensland's transport needs evolve, so does the need for infrastructure in communities across Queensland. The Roads and Transport Forum will spark the conversation around emerging technologies such as electric vehicles and charging stations, the need for alternative fuels and how local government can play a key role in shaping the future of transport infrastructure.

COUNCIL FORUMS

Join your council peers in one of FOUR forums to discuss, share and debate key issues. This is also your opportunity to talk with each other, and your Policy Executive members, about ways the LGAQ can help support your council. The forums will be hosted by the LGAQ Policy Executive members. When registering for the conference, please ensure you register for the council forum that you believe will most interest your council – if you can't decide, you are welcome to send delegates to separate forums of interest.

RURAL AND REMOTE COUNCILS

Hosts: Cr Robyn Fuhrmeister, Cr Robert Dare and Cr Jane McNamara

RESOURCE COUNCILS

Hosts: Cr Paul McVeigh, Cr Anne Baker

COASTAL COUNCILS

Hosts: Cr Jack Dempsey, Cr Matt Burnett, Cr Jenny Hill, Cr Peter Scott

SOUTH EAST QUEENSLAND COUNCILS

Hosts: Cr Peter Matic, Cr Karen Williams, Cr Paul Tully and Cr Peter Flannery



CONFERENCE SHIRT

(Council delegates/observers only)

Council delegates and observers will be issued with ONE shirt whilst at conference. Your shirt needs to be ordered online as part of your conference registration.

The sizing is as follows:

MEN'S SHIRT SIZING	S	M	L	XL	2XL	3XL	5XL
GARMENT 1/2 CHEST (CM)	52	54.5	57	60	64	70	79

WOMEN'S SHIRT SIZING	8	10	12	14	16	18	20	22	24
GARMENT 1/2 CHEST (CM)	46.5	49	51.5	54	56.5	59	62	65	68

Please select your size carefully as there won't be the opportunity to change your size once at Conference.

CONFERENCE REGISTRATION (GST incl)

Please refer to registration cancellation policies on www.lgaq.asn.au when making your registration.

Early Bird Full Registration – prior to and including 26 August 2022

Council or State Government observer	\$ 1540.00
5 or more observers from one council/government department	\$ 1430.00
Corporate (private sector)	\$ 3000.00

After 26 August 2022

Council or State Government observer	\$ 1740.00
5 or more observers from one council/government department	\$ 1600.00
Corporate (private sector)	\$ 3240.00

Early Bird One Day Registration – prior to and including 26 August 2022

Council or State Government observer	\$ 770.00
Corporate (private sector)	\$ 1210.00

After 26 August 2022

Council or State Government observer	\$ 880.00
Corporate (private sector)	\$ 1600.00

FUNCTIONS

Welcoming Ceremony (accompanying persons, day registrations and additional trade exhibitors)	\$ 75.00
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DINNER

Gala Dinner – Tuesday evening (18 October 2022)	\$ 175.00
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Please note that the Welcoming Ceremony on the Monday evening is included in the conference fee for delegates, observers and corporates attending the full three days of Conference.

Accompanying persons are welcome to attend the Welcoming Ceremony and Gala Dinner.



Register via links below or online at
<https://www.lgaq.asn.au/membership/events>.
under the Events Tab 126th LGAQ Annual
Conference.

Delegate & Observers Group Registration

**Registration
Booking**

Delegate & Observer Individual Registration

**Registration
Booking**

Corporate Registration

**Registration
Booking**

Accommodation

**Accommodation
Booking**

Accommodation for Annual Conference is being organised by FMC travel.





**Every Queensland
community** deserves
to be a liveable one

CONTACT US

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[@LGAQ](https://twitter.com/LGAQ)



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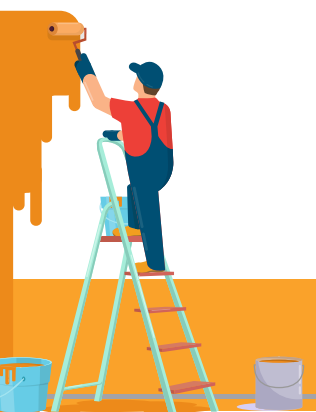
FACEBOOK

[@LocalGovernmentAssociationofQueensland](https://www.facebook.com/LocalGovernmentAssociationofQueensland)



LINKEDIN

[local-government-association-of-queensland/](https://www.linkedin.com/company/local-government-association-of-queensland/)



MONTHLY AGED CARE COMPLIANCE REPORT

REPORT TO	Northern Peninsula Area Regional Council
REPORT MONTH	August 2022
REPORT DATE	02/09/22
REPORT FROM	Patricia Nona

AGED CARE SERVICE DELIVERY

Summary of client status over the past month

Reporting item	Number	Comment
HCP Clients	0	Level 1: Level 2: Level 3: Level 4:
New HCP Clients	0	Level 1: Level 2: Level 3: Level 4:
HCP Enquires		Referred for assessment
Referrals for assessment or reassessment	10	10 CHSP clients were assessed and registered

Summary of CHSP client status and activity

Reporting item	Number	Comment	
Number of clients	22	10 clients have been assessed and now registered as CHSP	
Number of new clients	0		
Clients on waiting list	0		
Number of clients transitioned to HCP			
CHSP Hours	Monthly target	Hours delivered	Comment
Social Support Group	546	369	
Transport	63	186	
Meals	223	436	
Domestic Assistance	135	47	
Social Support Individual	78	102	
Personal Care	25	0	
Flexi Respite	7	0	
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)	0	0	

Aged care activity reporting

Agency	Report submitted in the past month	Date due	Date Submitted
Department of Health	Dex Monthly reporting	02/08/22	14/08/22

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	0	0
Carers	6	6	0	0

HR Management

Reporting item	No of staff	Overdue	Action required
Current Police checks	13	0	
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

- Patricia Nona has completed her studies in Cert 4 practice
- Staff are waiting on RPL, before studies begin

QUALITY IMPROVEMENT**Progress against Plan for Continuous Improvement**

- Complete client survey
- 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					

Local government compliance checklist

This document lists policies, processes and records that local governments must have in place to comply with the requirements of the *Local Government Act 2009* (LGA) and Local Government Regulation 2012 (LGR). Note that some requirements differ for [Brisbane City Council](#), in accordance with the *City of Brisbane Act 2010* and City of Brisbane Regulation 2012.

Item	Requirement	Mandatory elements	When	Status	
Policies					
Acceptable Request Guidelines s170A(7) LGA	<ul style="list-style-type: none"> Adopt acceptable request guidelines (by resolution) 	<ul style="list-style-type: none"> How a councillor may ask for advice to help them carry out their responsibilities Reasonable limits on requests a councillor may make 	Ongoing	Officer Current: Yes / No	<i>Last Revised 30/07/2014 Document No: D19/03252, D18/12428 ResolutionNo:2.7.300713</i>
Guidelines for administrative support staff s170AA LGA s171A COBA	<ul style="list-style-type: none"> CEO may make guidelines about councillor administrative support staff 	<ul style="list-style-type: none"> When a councillor may be provided with support How and when a councillor can give a direction to administrative support staff State that councillors can only give directions in accordance with the guidelines 	Ongoing	Officer Current: Yes / No	TO ADOPT
Community grants policy s195 LGR	<ul style="list-style-type: none"> Adopt a policy 	<ul style="list-style-type: none"> The criteria for a community organisation to be eligible for a grant 	Ongoing	Officer Completed: Yes / No	<i>Revised: 30/07/2014 Document #: D21/00476 Resolution: 2.7.300713</i>
Entertainment and hospitality policy s196 LGR	<ul style="list-style-type: none"> Adopt a policy about council spending on entertainment and hospitality 	NA	Ongoing	Officer Completed: Yes / No	<i>Version: 3 Revised: 26/02/2019 Document#: D21/00478 Resolution:</i>
Advertising spending policy s197 LGR	<ul style="list-style-type: none"> Adopt a policy about council spending on advertising 	NA	Ongoing	Officer Completed: Yes / No	<i>Adopted: 30/07/2013 Revised: 30/07/2014 Resolution: 2.7.300713</i>
Expenses reimbursement policy s249-251 LGR	<ul style="list-style-type: none"> Adopt an expenses reimbursement policy Publish a public notice of the policy 	<ul style="list-style-type: none"> Reasonable expenses incurred by councillors that will be reimbursed Facilities that will be provided for councillors to fulfil their duties 	Ongoing	Officer Completed: Yes / No	TO ADOPT
Investment policy s191 LGR	<ul style="list-style-type: none"> Adopt an investment policy 	<ul style="list-style-type: none"> Council's investment objectives and overall risk philosophy Procedures for achieving those objectives 	Ongoing	Officer Completed: Yes / No	<i>Version: 3 Adopted: 27/07/22 Review: 30/06/2023 Document #: D22/03110 Resolution #: C8.6-27072022</i>
Policies					
Debt policy s192 LGR	<ul style="list-style-type: none"> Adopt a debt policy Review annually for each financial year 	<ul style="list-style-type: none"> New borrowings planned for the current financial year and next nine years Period over which the council plans to repay existing and new borrowings 	Annually	Officer Completed: Yes / No	<i>Version: 3 Adopted: 27/07/22 Review: 30/06/2023 Document#: D22/03111 Resolution #: C8.5 -27072022</i>
Revenue policy s193 LGR	<ul style="list-style-type: none"> Adopt a revenue policy Review annually in enough time before annual budget 	<ul style="list-style-type: none"> Principles for levying rates and charges, granting concessions for rates and charges, recovering overdue rates and charges and cost recovery methods Purpose of concessions granted Extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development 	Annually	Officer Completed: Yes / No	<i>Version: 3 Adopted: 27/07/22 Review: 30/06/2023 Document#: D22/03112 Resolution #: C8.2 -27072022</i>

Procurement policy s198 LGR	<ul style="list-style-type: none"> • Adopt a procurement policy • Review annually for each financial year 	<ul style="list-style-type: none"> • The principles, including the sound contracting principles, that council will apply for purchasing goods and services 	Annually	Officer Completed: Yes / No	Version: 3 Adopted: 27/07/22 Review: 30/06/2023 Document#: D22/03109 Resolution #: C8.7 -27072022
Contract manual s222 LGR	<ul style="list-style-type: none"> • Where a council has adopted a strategic approach to contracts, develop and adopt a contract manual that sets out the procedures for how to carry out contracts 	<ul style="list-style-type: none"> • Apply sound contracting principles • Be consistent with and support the five-year corporate plan • Be consistent with council's contract plan, if the council has adopted one • A policy about how to deal with non-current assets with a value of less than \$5000 for plant and equipment or less than \$10,000 for other non-current assets 	Ongoing	Officer Completed: Yes / No	
Meeting procedures ss150F-150G LGA	<ul style="list-style-type: none"> • Adopt the Model Meeting Procedures OR • Adopt other procedures consistent with the Model Meeting Procedures 	<ul style="list-style-type: none"> • State how the chairperson may deal with a councillor's unsuitable meeting conduct • State how suspected inappropriate conduct referred by the Independent Assessor will be dealt with at a meeting 	Ongoing	Officer Completed: Yes / No	TO ADOPT
Investigation policy s150AE LGA	<ul style="list-style-type: none"> • Adopt an investigation policy 	<ul style="list-style-type: none"> • Procedure for investigating suspected inappropriate conduct referred by the Independent Assessor • State when another entity may investigate • Be consistent with natural justice principles • State that councillors and complainants must be given a notice about the outcome of investigations 	Ongoing	Officer Completed: Yes / No	Version: 1 Adopted: 27/11/2018 Document#: D20/02898 Resolution#: 5.7-271118

Item	Requirement	Mandatory elements	When	Status	
Processes					
Local law-making s29 LGA	<ul style="list-style-type: none"> Decide process for making a local law 	<ul style="list-style-type: none"> Ensure that process is consistent with LGA (local laws chapter 3, part 1) 	Ongoing	Officer Completed: Yes / No	TO ADOPT
Competitive neutrality complaints process s48 LGA, s44 LGR	<ul style="list-style-type: none"> Adopt a process for resolving competitive neutrality complaints 	<ul style="list-style-type: none"> Ways to resolve a matter before it becomes a complaint How all complaints, decisions and recommendations will be recorded 	Ongoing	Officer Completed: Yes / No	TO ADOPT
Administrative action complaints process s268 LGA, s306 LGR	<ul style="list-style-type: none"> Adopt a process that effectively manages all administrative action complaints from their receipt to resolution Adopt written policies and procedures to support the process 	<ul style="list-style-type: none"> State that council must respond to complaints quickly and efficiently in a fair and objective way The criteria that will be considered when assessing whether to investigate a complaint State that council will inform an affected person of the decision and the reasons for the decision 	Ongoing	Officer Completed: Yes / No	TO ADOPT
Registers					
Local law register s31 LGA s14 LGR	<ul style="list-style-type: none"> Keep a register of local laws Make the register available for inspection at the local government's public office and displayed on its website 	<ul style="list-style-type: none"> Name of each local law Its purpose and general effect 	Ongoing	Officer Completed: Yes / No	
Roads map and register s74 LGA s57 LGR	<ul style="list-style-type: none"> Prepare and keep updated a map of every road in the local government area and a register of the roads Make the map and the register available to the public 	<ul style="list-style-type: none"> The category of every road The level of every road that has a fixed level The length of every road If the road is formed, gravelled pavement or sealed pavement – the length and width of the formed, gravelled pavement or sealed pavement part 	Ongoing	Officer Completed: Yes / No	
Register of cost recovery fees s98 LGA	<ul style="list-style-type: none"> Keep a register of all cost-recovery fees Make the register available to the public 	<ul style="list-style-type: none"> The type of cost-recovery fee The provision of the legislation authorising the action for which the cost-recovery fee has been levied 	Ongoing	Officer Completed: Yes / No	
Asset register s104(5)(b) LGA s180 LGR	<ul style="list-style-type: none"> Prepare and keep an up-to-date asset register 	<ul style="list-style-type: none"> All non-current physical assets 	Ongoing	Officer Completed: Yes / No	

Item	Requirement	Mandatory elements	When	Status
Registers				
Councillor conduct register s150DX-s150DZ LGA	Keep an up-to-date councillor conduct register about: <ul style="list-style-type: none"> orders made about unsuitable meeting conduct decisions about suspected inappropriate conduct referred to council decisions of the Councillor Conduct Tribunal about whether or not councillors have engaged in misconduct or inappropriate conduct complaints dismissed by the Independent Assessor decisions of the Independent Assessor to take no further action 	Complaints dismissed by the Independent Assessor must include: <ul style="list-style-type: none"> date the complaint was made a summary of the complaint a statement about why it was dismissed All other complaints must include: <ul style="list-style-type: none"> a summary of the decision and reasons for the decision name of the councillor date of the decision 	Ongoing	Officer Completed: Yes / No
Registers of interests of councillors, councillor advisors, chief executive officers and related persons S201A, 201B and 201C LGA s290 LGR S198A, S198B and 198C COBA	<ul style="list-style-type: none"> Keep up-to-date registers of interests Prepare an annual return for registers of interest within 30 days of end of financial year 	Particulars noted in Schedule 5 LGR	Ongoing, kept until 10 years after term or appointment ends	Officer Completed: Yes / No
Other records				
Record of unsuitable meeting conduct orders s150I(3) LGA s272 LGR	Record of unsuitable meeting conduct orders s150I(3) LGA s272 LGR	<ul style="list-style-type: none"> Must include details of the order 	Within 10 calendar days of the meeting	Officer Completed: Yes / No
Record of the taking of declaration of office s169(4) LGA s254 LGR	<ul style="list-style-type: none"> The CEO must keep a record of the taking of declaration of office. 	<ul style="list-style-type: none"> Councillor's name Confirmation that councillor took declaration within 30 days after being appointed or elected 	Within 30 days of being appointed or elected	Officer Completed: Yes / No
Records about conflicts of interest at meetings s150FA LGA	<ul style="list-style-type: none"> Record in the minutes any conflict of interest matters raised by councillors, including conflicts they have themselves or suspected conflicts of other councillors 	<ul style="list-style-type: none"> Councillor name Particulars of the conflict of interest and how it relates to the councillor Whether the councillor leaves the meeting and when (before or after vote) If the councillor decides to stay, how each councillor voted and the reasons for the final decision of all councillors If the councillor participated in deciding the matter or was present under an approval from the Minister 	Ongoing	Officer Completed: Yes / No
Record of directions given to the CEO s170(4) LGA	<ul style="list-style-type: none"> CEO must keep a record of each direction given to them by the mayor, and it must be made available to the local government 	NA	Ongoing	Officer Completed: Yes / No
Other records				
Land record s154 LGR	<ul style="list-style-type: none"> Keep a land record detailing specific information about each parcel of rateable land 	<ul style="list-style-type: none"> Name and postal address of the owner A description of the land, including its location and size Its value and the day of effect of the relevant valuation under the <i>Land Valuation Act 2010</i> Information about rates or charges levied as specified in s92 LGA 	Ongoing	Officer Completed: Yes / No
Record of financial management risks and control measures s164 LGR	<ul style="list-style-type: none"> Keep a record of risks to which local government operations are exposed, to the extent they relate to financial management Keep along with the record a copy of the community grants policy, entertainment and hospitality policy, advertising spending policy, and procurement policy 	<ul style="list-style-type: none"> Operational risks related to financial management Control measures adopted to manage the risks 	Ongoing	Officer Completed: Yes / No

Record of administrative action complaints s306 LGR	<ul style="list-style-type: none"> • Keep a record of all administrative action complaints • Ensure internal reports are occasionally provided to senior management about the operation of the complaints' management process • Ensure the public can inspect the complaints management process (including related policies and procedures) on its website and at your public office • Ensure mechanisms are in place to identify, analyse and respond to complaint trends and monitor effectiveness of the process 	NA	Ongoing	Officer Completed: Yes / No
Other matters				
CEO performance appraisal s12(4)(d) LGA	<ul style="list-style-type: none"> • Mayor must conduct a CEO performance appraisal at least annually 	NA	At least annually	Officer Completed: Yes / No
Insurance s107 LGA s214 LGR	<ul style="list-style-type: none"> • Maintain public liability insurance for \$30 million and professional indemnity insurance for \$10 million 	NA	Ongoing	Officer Completed: Yes / No
Organisational structure s196 LGA	<ul style="list-style-type: none"> • Adopt an organisational structure (by resolution) allowing council to meet its responsibilities, noting that the CEO is responsible for appointing employees 	NA	Ongoing	Officer Completed: Yes / No

Title of Report: Update on NPARC Business Enterprises

Agenda Item: 10.1

Classification: For Noting

Author: Acting Executive Manager - Business Enterprises

Attachments: N/A

Officers Recommendation:

That Council: Note the report

PURPOSE OF REPORT

This report provides the Councillors with an update of NPARC Business Enterprises activities.
Submitted 23/09/2022

UPDATE

General:

- HR issues has continued to be an issue across the Ferry, Supermarket and Service Station. Managers and the HR Manager have started various strategies to address these, and early signs are promising.

Umagico Supermarket:

- A new ALPA representative manager will be starting in October
- Sales have not quite achieved budgeted levels for August.
 - A review of the budgeted sales will be undertaken in October with the New Manager and ALPA office

Injinoo Fuel Station:

- ULP sales increased due to better availability and planning
- The ability to self-order has been initiated successfully
- Review of the previous business plan and development and implementation of strategies is in progress

General Stores Bamaga:

- A new process for ensuring daily takings has been implemented and will assist in maintaining the accuracy of the store stock levels.
- Slow moving stock has been identified and will be on sale again in October

Jardine River Ferry:

- Vehicle count August:
 - Motorbikes 239
 - Vehicles (cars combined) 3,065
 - Buses 24
 - Trucks 30
- Ferry was available for work 98% (Cable replacement)

Injinoo Batching Plant:

- Total concrete production 92.2 m³

Airport:

- 172 aircraft movements
 - REX – 104
 - Skytrans – 30
 - Other – 38
- PAX July (reported 2171)

Property & Housing:

- Staff housing – 28
 - Tenanted – 23
 - 4 ready for positions (identified)
 - 1 under refurbishment (Est 30/09/2022)
- Social Housing – 42
 - Tenanted – 38
 - Minor refurbishment – 1 (Est 23/09/2022)
 - Major refurbishment – 1 (Est 31/10/2022)
 - To be demolished – 2 (no planned date)

Title of Report: August 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 August 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 Council has been receiving significantly more jobs on a daily basis through August due to the building inspections being undertaken by Housing Staff.
 - o There is a higher than usual number of jobs on the portal with all available contractors having a high volume of works allocated to them
- Current QBuild upgrades
 - o 2 x Bathrooms
 - o 6 x Floors
 - o 10 x Carports
 - o 4 x Kitchens
 - o 4 x Laundries
 - o 5 x DISMODs
 - o 2 x reroofs
- NPARC carpenters working on various vacant maintenance tasks for both QBuild and Council works.
- Interim Capital Works Housing
 - o Bamaga
 - Kitchen, Wardrobe and Bathroom cabinetry has been installed and the house is nearing completion in preparation to being handed over to Housing.

- New Mapoon Plumbing and electrical rough ins
 - Kitchen, Wardrobe and Bathroom cabinetry has been installed and the house is nearing completion in preparation to being handed over to Housing.
- Umagico slab set up completed
 - Works are continuing with hand over programmed for late 2022 / early 2023.
- Injinoo
 - Kitchen, Wardrobe and Bathroom cabinetry is being installed and the house is nearing completion in preparation to being handed over to Housing.
- Bamaga HACC refurbishment to Youth Centre
 - Works have commenced and are progressing well.

Roads (The Works Manager was on leave at the time of preparing this report)

- Assisted with the set up and signage for the NPA rodeo.
- Assisted with preparations for the land handover at the Injinoo lookout.
- Commenced earthworks on the Jacky Jacky Boat ramp car park project.
- Graded Loyalty Beach Road
- Commenced earthworks for the Umagico Park W4Q project.

Parks & Gardens

- Assisted with preparations for the NPA rodeo.
- Assisted with preparations for the land handover at the Injinoo lookout.
- 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
- Collecting and delivering mail to the post office

Water

The plant operated and performed steadily during the month of August. Production shutdowns were managed effectively to prevent service disruption.

One leak at the Bamaga reservoir pipeline required notification to the community. The issue was resolved efficiently with no recorded water outage across the community.

Rainfall in Bamaga was recorded at 35.8 mm which is above average for the August mean rainfall of 7.4 mm

The total water production (filtrate) volume for Bamaga WTP for the month was 154.3 ML, averaging 4.975 ML/day

There were no exceedance notifications relating to water quality in the month of August
2 leaks were repaired in the distribution network during the period

There was 1 significant leak repaired on the raw water pipeline.

There were 0 new services installed in the period. 3 new services installations have been requested with the prospect of 7 more. A revised process associated with new services is being reviewed with NPARC.

There were 0 OHS incidents, 0 environmental incidents, 1 community complaint (leak) and 0 water quality incidents during the month.

Consumption (Distribution/Hi Lift)			
Year Comparison			
Year	Month total (ML)	Daily average (ML/Day)	Instantaneous L/Sec
2021*	140.73	4.54	52.54
2022	150.76	4.86	56.25

Workshop

- Continuing with servicing and repairs of Council fleet as problems arise
 - o Services completed on 26 vehicles
 - o Major repairs to 6 fleet items
 - o Small plant repairs 25
 - o Tyre repairs 8
 - Existing tyre fitting equipment is unserviceable and uneconomical to repair
- Vehicle stickers continue to be installed as vehicles are serviced.
- New tyre changing machine was ordered in late August and is expected to be delivered to the NPA in Late September early October.
- Quotes are being sought for a wheel balancer machine

Rangers

- Maintenance on remote sites
 - o Servicing Toilets
 - Topping up water tanks
 - o Emptying bins
 - twice weekly due to high tourist numbers
 - o Cleaning campground and grave sites
- Access road check & clean
 - o Pajinka, Somerset and Muttee Head
- Worked with Tangaroa Blue 5 loop beach clean up
- Completed fence maintenance tasks at 5 beaches, Somerset, Jardine Mouth and Muttee Heads
- Engagement with tourists at camping grounds and picnic areas
- Hosted visiting rangers from Laura as part of the Ranger Exchange program
- Assisted with preparations for the land handover at the Injinoo lookout
- Biosecurity Fee for Service Activities – Light trapping, vegetation management and animal health report
- Ongoing maintenance and cleaning of the Ranger base

Update on Ranger Operations transition from NPARC TO ALT.

The transition of the Ranger to ALT has been discussed at a number of stakeholder meetings over the last year. At the most recent meeting it was agreed by the three parties (ALT, NIAA and Council) that the way forward was for Council to utilise the budget allocation of the one of the 15 Ranger

positions to engage ALT on a subcontract in accordance with NIAA - NPA Indigenous Ranger Grant Agreement 4-FVRN3DE to provide the following services:

- Convening and attending project steering committee meetings between the Provider and ALT
- Negotiating and agreeing on annual workplans with ALT through the steering committee
- Engaging Traditional Owners in the delivery of project activity
- Considering requests for ranger activities on ALT lands such as through statutory resource management agencies, research organisations and conservation or non-government organisations
- Progressing activities required to transition the management of the Rangers program to the ALT
 - o Including a transition plan to be negotiated between ALT, NIAA & NPARC

A letter requested a quote for ALT to undertake these services on an annual basis was emailed to the ALT Chair and “directoralt” email address on Monday the 5th of September. No response had been received by Council at the time of writing this report. Council will allow an appropriate time to elapse before following up with ALT.

Regulatory Services

Animal Control

- Vector (mosquito) trapping in the NPA, sites are located at
 - o Loyalty Beach
 - o Piggery 10km north of Loyalty beach
 - o Piggery 13km South of Injinoo community
- The team have administered many tick and flea treatments.
- Six dogs were impounded during the rodeo.
- During August the Animal Management Team transferred two pups to Maranoa for rehoming.
- Three complaints were received regarding dog bite.
- SKYDOG Vets visited the NPA in August

Abandoned / stored Vehicles

- An audit of vehicles parked on Council Road controlled land in Injinoo during August.
- Local laws officers talked to seven of the owners regarding the need to remove their vehicles from Council controlled lands.
- The other owners were not in Injinoo at the time, Local Laws officers will follow up with all owners in September

Illegal Dumping

Council is awaiting the outcome of the grant application submitted to the Dept of Environment and Science for funding to cover the employment of an illegal dumping officer, cleaning up of existing illegal dump sites and purchasing additional monitoring cameras.

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
- The new Kerbside collection vehicle was delivered to the NPA in mid-September
- Transfer station and landfill operations are operating normally
- Recruitment is continuing for a replacement skip truck driver

- The small Skip truck gear box and clutch were replacement parts, an alternator issue then developed, parts were in transit at time of writing this report.

Wastewater

- Scheduled servicing and maintenance activities have been undertaken
- Ongoing issues have been experienced at the Seisia, New Mapoon and Bamaga pump stations contract trades continue to assist with these repairs
- New pumps have been ordered and will be installed when they arrive in the NPA.

Capital projects update

- New Mapoon Multi-Purpose facility
 - o Quote for project management / designer has been requested from a Local Buy registered company.
 - o Scoping of works within budget will be undertaken once the PM has been engaged
- Rangers vehicle and vessel shed
 - o Quote for project management / designer has been requested from a Local Buy registered company.
 - o Scoping of works for tender will be undertaken once the PM has been engaged
- Fleet
 - o New Kerbside collection unit was delivered in September
 - o Quotes for replacement vehicles are being sought with PO to be raised in September
- Jacky Jacky Boat ramp car park
 - o Earthworks were commenced and 90% completed
 - o Bitumen seal will be undertaken with another project later
- Umagico Park Upgrade
 - o Community and Councillor input was sought and agreed on the scope of works
 - o Works commenced in early September
 - o Works will continue through October and November
- Seisia boat ramp (TMR third Party works)
 - o An estimate has been provided to TMR to undertake repairs
 - o Awaiting TMR to provide signed contract and purchase order
- Jardine River Ferry
 - o Draft scope has been prepared covering critical repairs to maintain operations and has been agreed to by operators
 - o Site visit for engineering suppliers and Naval architect is being coordinated for late October / early November
 - o Works will be programmed once final scope is identified
- Injinoo – Umagico Footpath
 - o Two bridges have been ordered to span the existing links
 - o Footings and concrete footpath links to sealed footpaths will be constructed prior to the bridges arriving
- Seisia esplanade
 - o Draft scope has been workshopped with Cr Whap
 - o Estimate is being completed

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: August 2022 Finance Report

Agenda Item: 11

Classification: For information

Author 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:

That Council note and accept the Finance Report for the period ending 31 August 2022.

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

Financials current year

The Council's financial position as at the end of August 2022 remains challenging.

Current obligations (liabilities) are at **(\$10M)** compared to a cash position at the end of July being at 10M.

17% of the year has elapsed as at end of month, whereas 15% of the yearly budget expenditure has been used up and 13 % of budgeted operating income have been earned.

Audit last financial year ending 30 June 2022

Queensland Audit Office site visit for the final audit for previous financial year week started 12 September. The Audit Manager and QAO Senior Director flew in week started 19 September and the team left morning of 23 September.

Amongst the issues, the most significant ones are as follows:

QAO is considering re-stating the financials of the previous financial year ending 30/06/2021, due to a \$2M error that spans the financial years ending 2021 and 2022.

QAO has also identified that there ought to be a value impairment on natural disaster effected roads that was never carried out, the value that they have estimated is around \$1.4Million at interim audit.

These matters at finance and management levels are still being investigated to ascertain the full value of accounts misstatement and what are the necessary actions that need to be done so that the state of the accounts satisfy QAO' strict audit requirements.

Revenue

Operational Revenue for the period to 31 August 2022 is tracking 12% unfavourably compared to 17% of the year elapsed.

Expenses

Operational Expenditure is tracking within budgeted.

Materials and Services is within expected budgeted. Employee benefits are lower compared with previous year as positions are still being recruited and have not been filled to-date.

Cash Position

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

At end of August 2022, after allowing for the end of month creditors, total staff leave liabilities, grants contracts obligations, Council available unrestricted cash is at \$0.3M

Enterprises

Except for Injinoo Readymix, business enterprises are showing a surplus.

Budget and Management Reporting

Work to break the budget in greater details with a view to upload in Council PCS finance system so that all managers are provided their own budget that was earlier approved by Council has stopped since the auditors site visit.

In lieu, work investigating with a view to correct the misstatement in the accounts continue instead.

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

Percentage of year elapsed as at 31-August-2022

17%

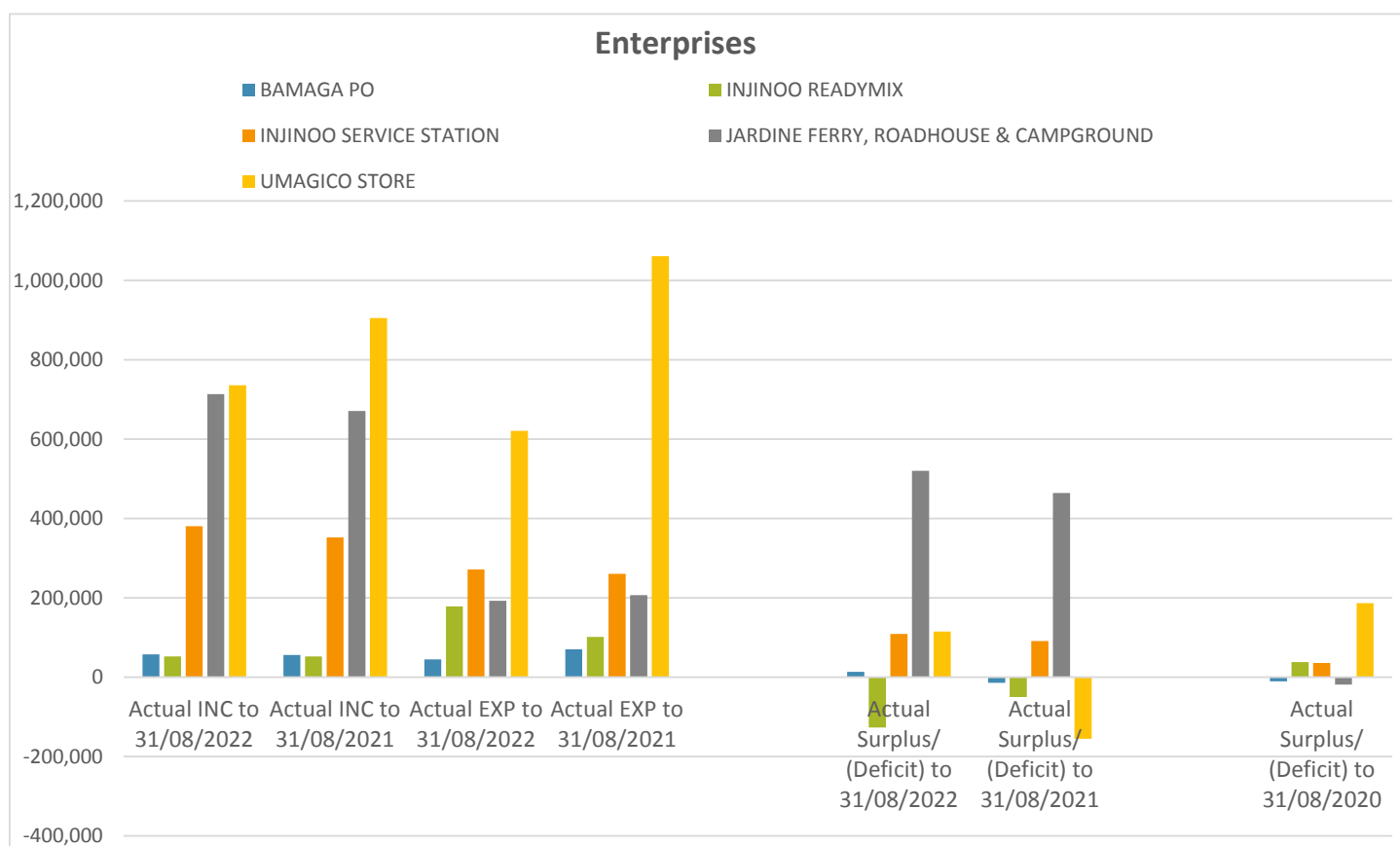
The Statement of Comprehensive Income is often referred to as the Profit and Loss Statement. This statement shows what Council has earned (revenue) and what costs Council has incurred (expenses) for the year to date.

Northern Peninsula Area Regional Council Statement of Comprehensive Income For the period ended 31-August-2022

	<u>Period End</u> <u>31/08/2022</u>	<u>Period End</u> <u>31/08/2021</u>	<u>Annual</u> <u>Budget</u> <u>2022-23</u>	<u>% Actual vs</u> <u>Budget</u>
Income				
Recurrent Revenue				
Rates, levies and charges	-	-	3,300,000	0%
Fees and charges	44,976	119,163	1,000,000	4%
Rental income	663,731	627,564	1,800,000	37%
Interest received	6,949	2,509	75,000	9%
Sales revenue	872,471	1,253,291	8,500,000	10%
Enterprise revenue	2,192,383	2,082,479	9,500,000	23%
Other income	126,766	74,906	1,000,000	13%
Grants, subsidies, contributions and donations	1,339,126	4,371,975	15,000,000	9%
Total recurrent revenue	5,246,402	8,531,887	40,175,000	13%
Capital revenue				
Grants, subsidies, contributions and donations	296,594	138,895	7,500,000	4%
Loss on sale Assets	-	-	-	
Total capital revenue	296,594	138,895	7,500,000	4%
Total revenue	5,542,996	8,670,782	47,675,000	12%
Expenses				
Recurrent expenses				
Employee benefits	(2,169,197)	(2,791,125)	(16,468,000)	13%
Materials and services	(3,281,935)	(4,013,952)	(19,000,000)	17%
Finance costs	(5,715)	(17,092)	(65,000)	9%
Depreciation and amortisation	(1,796,000)	(1,795,284)	(11,000,000)	16%
Total recurrent expenses	(7,252,847)	(8,617,453)	(46,533,000)	16%
Capital Expenses	-	-	(900,000)	0%
Total Capital Expenses	-	-	(900,000)	0%
Total expenses	(7,252,847)	(8,617,453)	(47,433,000)	15%
Result from ordinary activities	(1,709,851)	53,329	242,000	-707%
OPERATING RESULT				
Operating Revenue	5,246,402	8,531,887	40,175,000	13%
Operating Expenses	(7,252,847)	(8,617,453)	(46,533,000)	16%
Operating Surplus/(Deficit)	(2,006,445)	(85,566)	(6,358,000)	32%

Northern Peninsula Area Regional Council
Enterprise Financial Summary
As of 31-August-2022

ENTERPRISES	Actual INC to 31/08/2022	Actual INC to 31/08/2021	Actual EXP to 31/08/2022	Actual EXP to 31/08/2021	Actual Surplus/ (Deficit) to 31/08/2022	Actual Surplus/ (Deficit) to 31/08/2021	Actual Surplus/ (Deficit) to 31/08/2020
BAMAGA PO	57,622	55,642	44,533	69,856	13,089	(14,215)	(10,430)
INJINOO READYMIX	51,914	51,981	178,596	101,755	(126,682)	(49,775)	37,776
INJINOO SERVICE STATION	380,176	351,805	271,239	260,558	108,937	91,247	35,867
JARDINE FERRY, ROADHOUSE & CAMPGROUND	712,999	671,041	192,827	206,945	520,173	464,097	(18,533)
NPARC STORES	164,304	106,994	129,572	154,358	34,732	(47,364)	(34,081)
UMAGICO STORE	735,504	905,291	620,363	1,060,617	115,141	(155,326)	186,760
Total Enterprises	2,102,520	2,142,754	1,437,129	1,854,090	665,391	288,664	197,358



Cash Position Summary

This attachment shows the cash flow position of NPARC and the activities year to date - August 2022

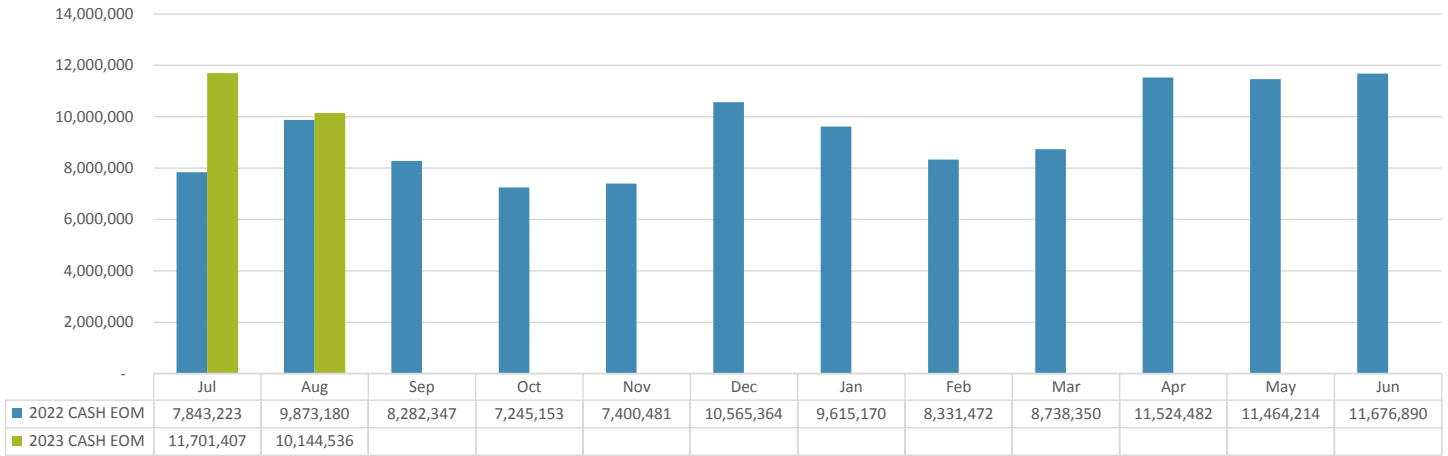
The estimated net cash position is **\$10.14M** as of **31 August 2022**. Estimated known restrictions at end of August 2022 are liabilities for staff leave liabilities during the next 12 months: \$1M, creditors liabilities at end of month \$0.8M, grants project deliveries \$8 M.

Cash balances total at 31-August-2022 was	10.14M
Of this	
NPARC CBA General Account	\$ 6,107,424
NPARC Cash Floats	\$ 11,495
NPARC Cash on hand-ATM Umagico Store	\$ (7,839)
DHPW Trust Account ^ 5 new houses	\$ 557,284
NPARC QTC Investment ^ effective rate 1.94%	\$ 3,476,173

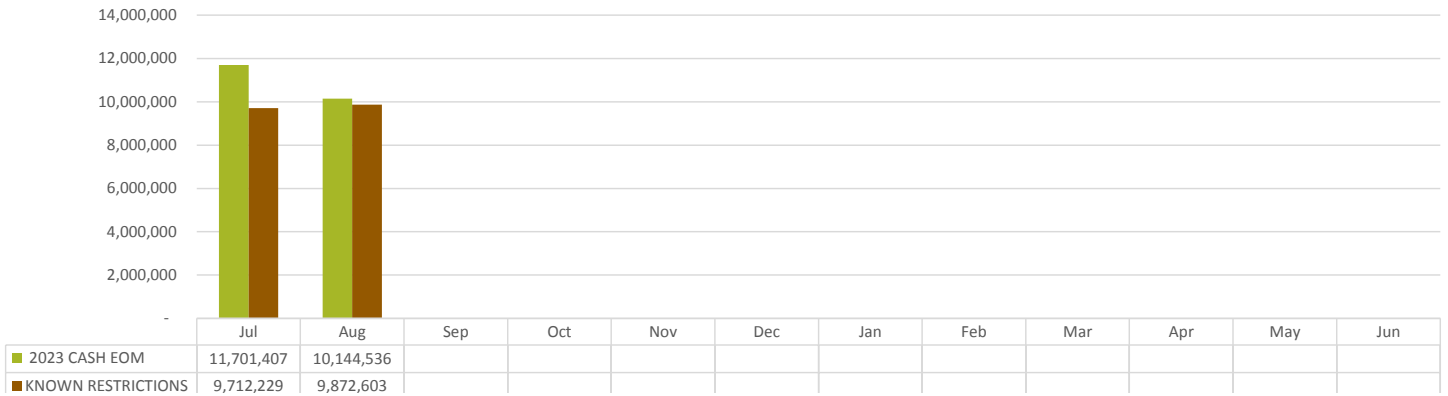
Northern Peninsula Area Regional Council Statement of Cash Position As at 31-August-2022

	\$
Cash flows from operating activities:	
Receipts from customers	3,851,662
Payments to suppliers and employees	(6,531,292)
	<u>(2,679,630)</u>
Interest received	6,949
Rental Income	663,731
Non-capital grants and contributions	1,339,126
Finance costs	(5,715)
Net cash inflow (outflow) from operating activities	<u>(675,539)</u>
Cash flows from investing activities	
Payments for property, plant and equipment	(1,177,926)
Grants, subsidies, contributions and donations	296,594
Net cash inflow (outflow) from investing activities	<u>(881,332)</u>
Net increase (decrease) in cash and cash equivalents held 31-August-2022	(1,556,871)
Cash and cash equivalents at beginning of reporting period	<u>11,701,407</u>
Cash and cash equivalents at 31-August-2022	<u>10,144,536</u>

Cash on hand - month on month comparative



Cash balance compared with
Cash Restrictions - GRANTS CONTRACT LIAB, STAFF LEAVE LIAB, EOM CREDITORS



Statement of Financial Position

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

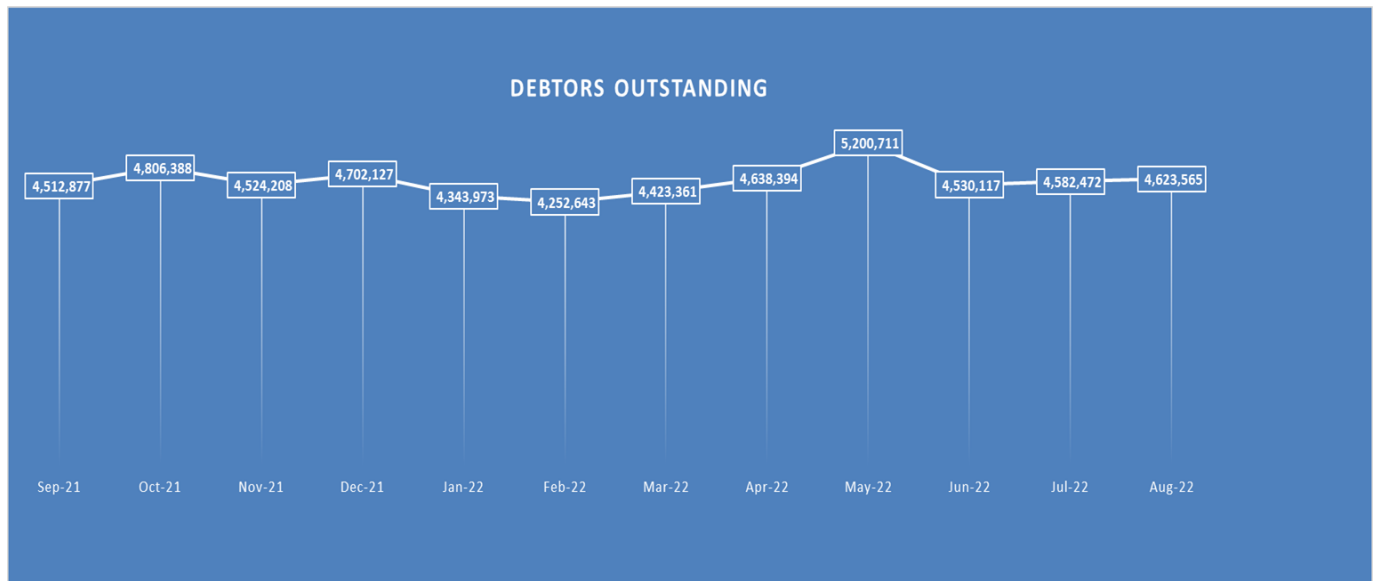
Northern Peninsula Area Regional Council Statement of Financial Position As at 31-August-2022

	As at 31-Aug-2022 Actual	As at 31-Aug-2021 Actual
	\$	\$
Current Assets		
Cash and cash equivalents	10,144,536	9,873,180
Trade and other receivables	2,026,154	1,598,185
Inventories	1,091,472	1,096,562
Other financial assets	972,746	968,285
	14,234,908	13,536,212
Non-current assets classified as held for sale	-	-
Total current assets	14,234,908	13,536,212
Non-current Assets		
Trade and other receivables	-	-
Other financial assets	14,960,075	15,367,280
Property, plant and equipment	189,545,230	192,258,456
Work in progress	8,441,123	10,304,560
Total Non-current assets	212,946,428	217,930,296
TOTAL ASSETS	227,181,336	231,466,508
Current liabilities		
Trade and other payables	506,186	3,801,018
Borrowings	-	-
Provisions	1,117,259	1,146,133
Other	8,000,802	6,996,940
Total Current liabilities	9,624,247	11,944,091
Non-current liabilities		
Provisions	1,313,794	1,229,143
Total Non-current liabilities	1,313,794	1,229,143
TOTAL LIABILITIES	10,938,041	13,173,234
NET COMMUNITY ASSETS	216,243,295	218,293,274
Community Equity		
Asset revaluation reserve	62,006,652	62,006,652
Retained surplus/(deficiency)	154,236,643	156,286,622
Reserves	-	-
TOTAL COMMUNITY EQUITY	216,243,295	218,293,274

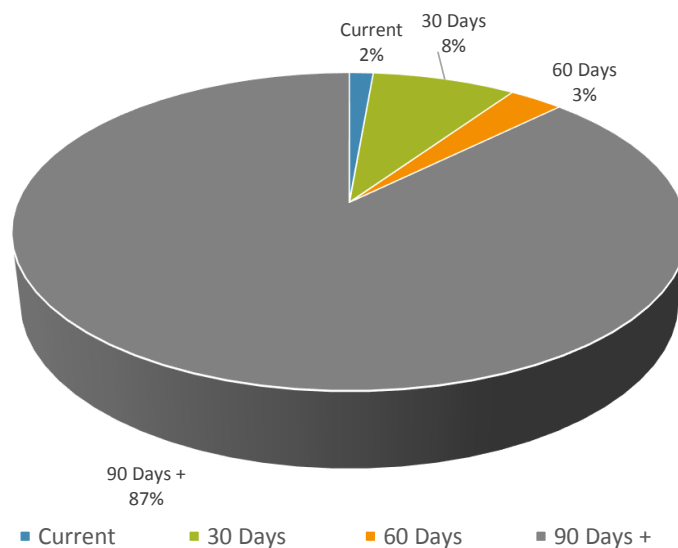
***Northern Peninsula Area Regional Council
Analysis of Debtors and Creditors Outstanding
As of 31-August-2022***

Debtors Outstanding and Recovery

Total debtors outstanding as of 31 Aug 2022 was \$4.6M of which 87% is outstanding over 90 days. Council is continuing efforts to recover debts with legal action being commenced on a number of long outstanding items. Total bad debt provision as at 31 Aug 2022 continues to be \$2.8M, there being no change from the financial year ending June-2021 & June-2022.



Debtors Age Analysis - Aug-22



Creditors Outstanding

The total Creditors outstanding as of 31 August 2022 was \$760,68 the age analysis of the creditors is as follows.

Description	Current	30 Days	60 Days	90 Days +	Total
Aug 2022					
Creditors outstanding	\$536,760	\$66,082	\$7,161	\$150,686	\$760,688
Number of Creditors					75



ORDINARY COUNCIL MEETING # 29
Agenda Item 12.1
Wednesday, 28th September 2022
Bamaga Boardroom

Title of Report: Proposed GEH Development - 36 Sebasio Street
Agenda Item: 12.1
Classification: For Decision
Author: Executive Manager, Operations
Attachments: Attachment A. DEPW Letter
Attachment B. Design drawings

Officers Recommendation:

That Council resolves to:

1. note the proposed Development Application lodged with Council by DEPW for:
 - i) the development on Lot 36 on SP284241
 - ii) of two dwellings
 - iii) as Dual Occupancy in terms of the NPARC planning instrument
 - iv) for Government Employee Housing
2. provide advice & conditions to:
 - a) Construction
 - Any construction work associated with this development shall be carried out in accordance with sound engineering practice.
 - No nuisance is to be caused to adjoining properties by way of smoke, dust, stormwater discharge or siltation of drains, at any time, including non-working hours.
 - b) Infrastructure
 - 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, at no cost to Council.
 - c) Access
 - Access provision to the development must be provided/constructed in accordance with FNQROC specifications.
 - d) Water / Sewer
 - Connection fees are applicable
 - Connection design to be to the standards and approval of NPARC
 - e) Stormwater
 - Stormwater flow over the site may not impact on adjacent sites
 - Stormwater must be catered for in a manner that lessens possible impacts in receiving areas.
 - f) Landscaping
 - Landscaping and fencing to be erected to enhance the appearance of the site to the road and adjoining sites.
 - g) Electricity
 - Electricity provision certificate must be provided to the Local Authority.
 - h) Development must be compliant with
 - the Building Act, 1975 &
 - the Plumbing & Drainage Act, 2018.

PURPOSE OF REPORT

To advise Council of the Proposed Public Housing Development for Government Employee Accommodation at 36 Sebasio Street Bamaga and request a resolution to provide advice and conditions back to DEPW in writing.

BACKGROUND AND CONTEXT

Background

On the 25th of August 2022 QBuild, a Business Unit within the Department of Energy and Public Works (DEPW) wrote to the Council, Letter Attached (Attachment A) and advised of the Department's intention to develop the site at 36 Sebasio Street, Bamaga and otherwise described as Lot 36 on SP284241 for two, three-bedroom dwellings as part of the Queensland Housing Strategy 2017-2027.

QBuild advised that they consider the proposed use to be "Dual Occupancy" as defined in Northern Peninsula Area Regional Council Planning Scheme. It is recognised that in the Township Zone (Residential Precinct) the proposed use is assessable development (code assessable). It should be noted that "public housing" as defined by the Planning Regulation 2017 is accepted development.

QBuild via their letter were also seeking Council's feedback on the preliminary design for the proposed "public housing" development. The preliminary drawing / document is attached as Attachment B.

QBuild's letter and preliminary drawings were supplied to the Remote Indigenous Land and Infrastructure Program Office (RILIPO) of the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships (DSDSATSIP) Program Manager, Town & Environmental Planning Gerhard Visser for advice. Gerhard has reviewed the application and design against NPARC's Town Plan and has provided the Draft resolution for consideration and adoption by Council.

CRITICAL DATES

N/A.

OTHER OPTIONS CONSIDERED

N/A.

LEGAL AND LEGISLATION CONSIDERATIONS

N/A

POLICY CONSIDERATIONS

N/A.

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

FINANCIAL AND RESOURCE CONSIDERATIONS

Nil

CONSULTATION

- Remote Indigenous Land and Infrastructure Program Office (RILIPO) of the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships (DSDSATSIP)

25 August 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 36 Sebasio Street, Bamaga.

QBuild, a Business Unit within the Department of Energy and Public Works (DEPW), acts on behalf of the department’s Government Employee Housing Services portfolio in relation to the implementation of Schedule 6, Part 5, Section 30 of the *Planning Regulation 2017*.

It is the Department’s intention to develop the site at 36 Sebasio Street, Bamaga and otherwise described as Lot 36 on SP284241 for two, three-bedroom dwellings as part of the Queensland Housing Strategy 2017-2027.

The lot where the development is proposed is currently improved with a detached dwelling and has a site area of 902m². The site is adjoined by a detached dwelling to the north and south and a vacant block to the east. The surrounding area consists of predominately detached dwellings, dual occupancies and some multiple dwellings.

QBuild considers the proposed use to be “Dual Occupancy” as defined in *Northern Peninsula Area Regional Council Planning Scheme*. It is recognised that in the Township Zone (Residential Precinct) the proposed use is assessable development (code assessable). It should be noted that “public housing” as defined by the *Planning Regulation 2017* is accepted development.

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

- 91601 / SD / A01.00 – Cover Sheet
- 91601 / SD / A01.01 – Site Plan
- 91601 / SD / A01.02 – Building 1 – Ground Floor Plan
- 91601 / SD / A01.03 – Building 1 – First Floor Plan
- 91601 / SD / A01.04 – Building 1 – East & South Elevations

- 91601 / SD / A01.04 – Building 1 – West & North Elevations

It would be appreciated if Council could provide a response on this proposal for public housing as soon as possible on or before 8 September 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.

Yours sincerely



Norman Wong
Principal Town Planner
QBuild
Department of Energy and Public Works

DRAWING SCHEDULE

SHEET	DRAWING TITLE	DRW NO
0	COVER SHEET	TBC / SD / A01.00
1	SITE PLAN	TBC / SD / A01.01
2	BUILDING 1 - GROUND FLOOR PLAN	TBC / SD / A01.02
3	BUILDING 1 - FIRST FLOOR PLAN	TBC / SD / A01.03
4	BUILDING 1 - EAST & SOUTH ELEVATIONS	TBC / SD / A01.04
5	BUILDING 1 - WEST & NORTH ELEVATIONS	TBC / SD / A01.05

GOVERNMENT EMPLOYEE HOUSING SCHEMATIC DESIGN DRAWINGS

2x3 BEDROOM HOUSES

LOT 36 SEBASIO STREET

BAMAGA

PROJECT NO: TBC

MASTER SITE NO: N/A

PROGRAM: GEH STAFF ACCOMMODATION



Department of Energy and Public Works



LOCALITY PLAN

NOT TO SCALE

[illegible]

LOT 37

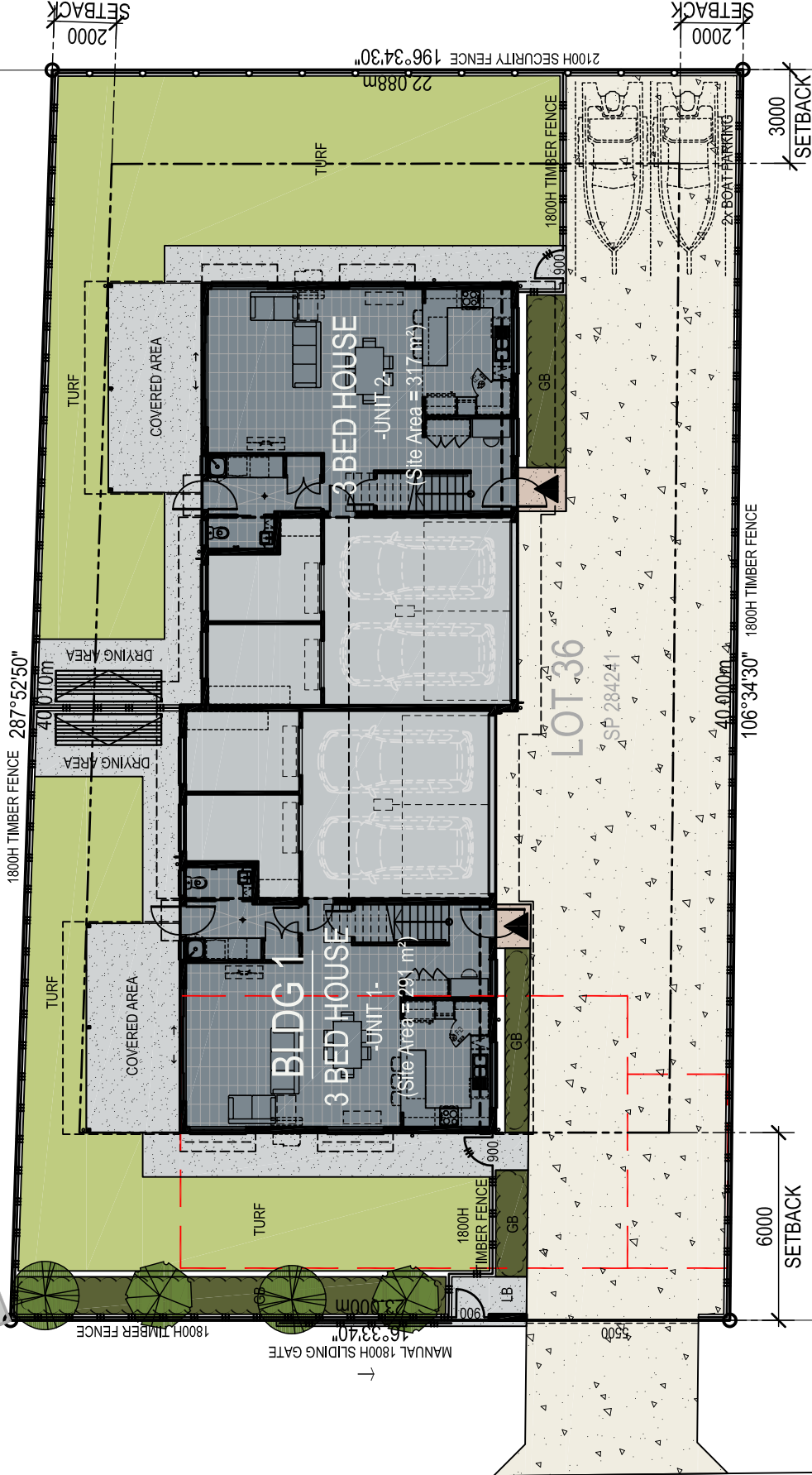
SP 284241

EXISTING DWELLING

SEBASIO STREET

LOT 209

SP 284241



EXISTING DWELLING

LOT 35

SP 284241

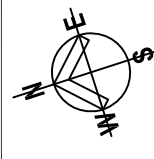
LEGEND:		SOFT LANDSCAPING	
BUILDING EXTENTS	HOUSE	COLOURED CONCRETE	GARDEN BED
	GARAGE / STORE	FOOTPATH	PROPOSED SIGNIFICANT PLANTING / TREES
	EXISTING	CONCRETE DRIVEWAY	TURF
		PATIO	



Queensland Government
Department of Energy and Public Works

GOVERNMENT EMPLOYEE HOUSING

K/P	JULY 2022
DRAWN	DATE
DISCIPLINE TEAM LEADER	DATE
R/B	JULY 2022
AUTHORISED FOR ISSUE	DATE



GEH STAFF ACCOMMODATION
2x3 BEDROOM HOUSES
LOT 36 SEBASIO STREET
BAMAGA
SCHEMATIC DESIGN DRAWINGS

SITING PLAN	
TBC / SD / A01.01	2
1	1

SHEET NO	
2	1
ISSUE	
2	
CLIENT REFERENCE NUMBER	
A3 SIZE	
1:200	
SCALE	
AT	

TOTAL	
314.41 m²	
SITE COVER (TO OUTER MOST PROJECTION OF BUILDING)	
390.28 m²	
SITE COVER	
901 m²	
SITE COVER	
42.2%	
BUILDING HEIGHT	
7.5m	
CARPARKING	
HOUSES	
4	

TOWN PLANNING NOTES	
ENCLOSED BUILDING AREA	
274.25 m²	
UNENCLOSED BUILDING AREA	
40.16 m²	

LOCAL AUTHORITY	
NORTHERN PENINSULA AREA REGIONAL COUNCIL	
LOT(S)	
LOT 36 ON SP 284241	

PARISH	
COWAL	
COUNTY	
SOMERSET	

DRAWINGS INDEXING SYSTEM	
FOR BUILDING USE ONLY	
ISSUE	
DATE	
SUBJECT	
1 11/27/22 PRELIMINARY DESIGN ISSUE	
2 28/07/22 SCHEMATIC DESIGN ISSUE	
AMENDMENTS	
AUTHORISED	
K/P	
K/P	

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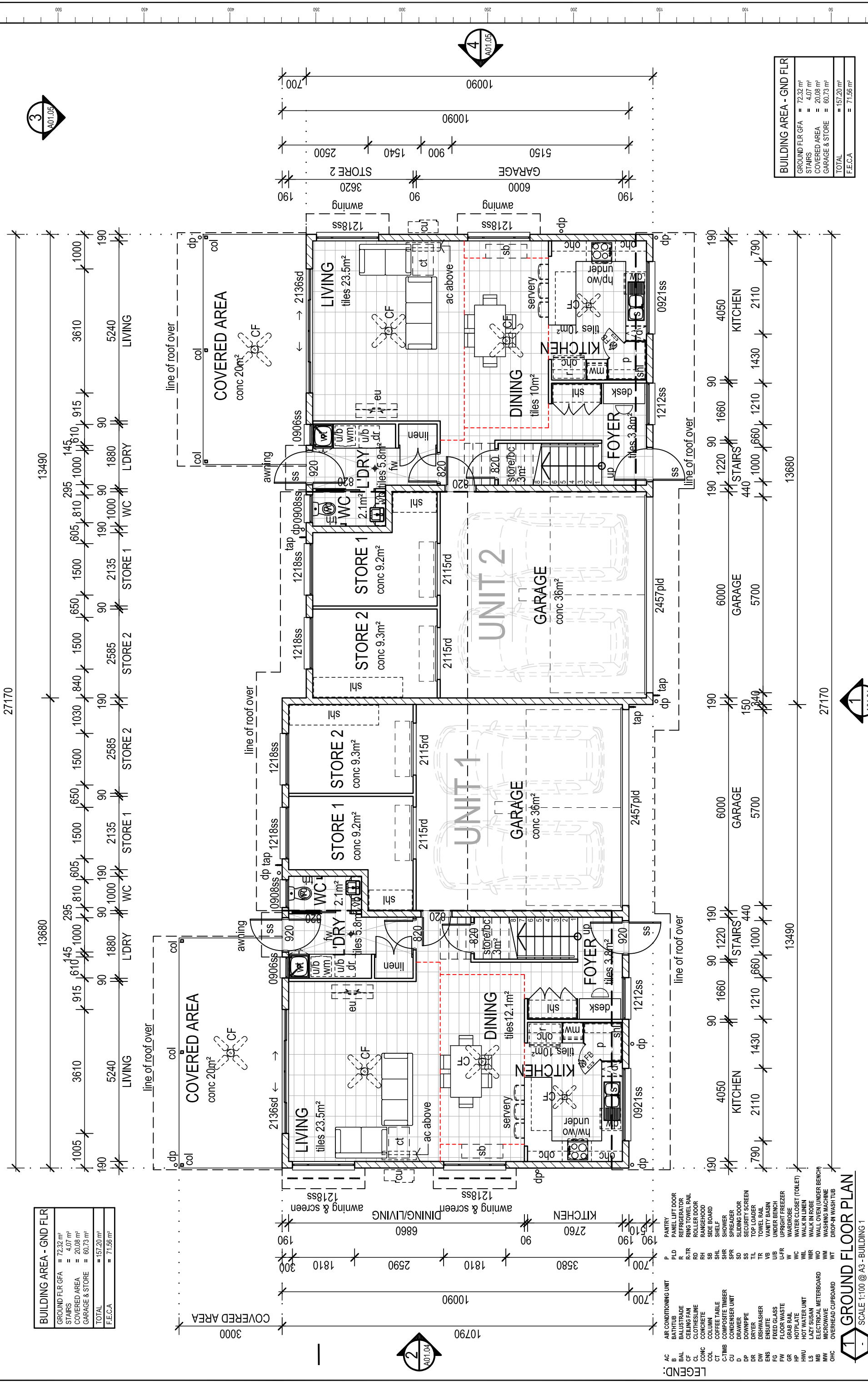
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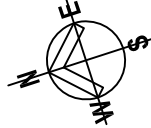
BUILDING AREA - GND FLR	
GROUND FLR GFA	= 72.32 m ²
STAIRS	= 4.07 m ²
COVERED AREA	= 20.08 m ²
GARAGE & STORE	= 60.73 m ²
TOTAL	= 157.20 m²
F.E.C.A	= 71.56 m²


BUILDING AREA - GND FLR	
GROUND FLR GFA	= 72.32 m²
STAIRS	= 4.07 m²
COVERED AREA	= 20.08 m²
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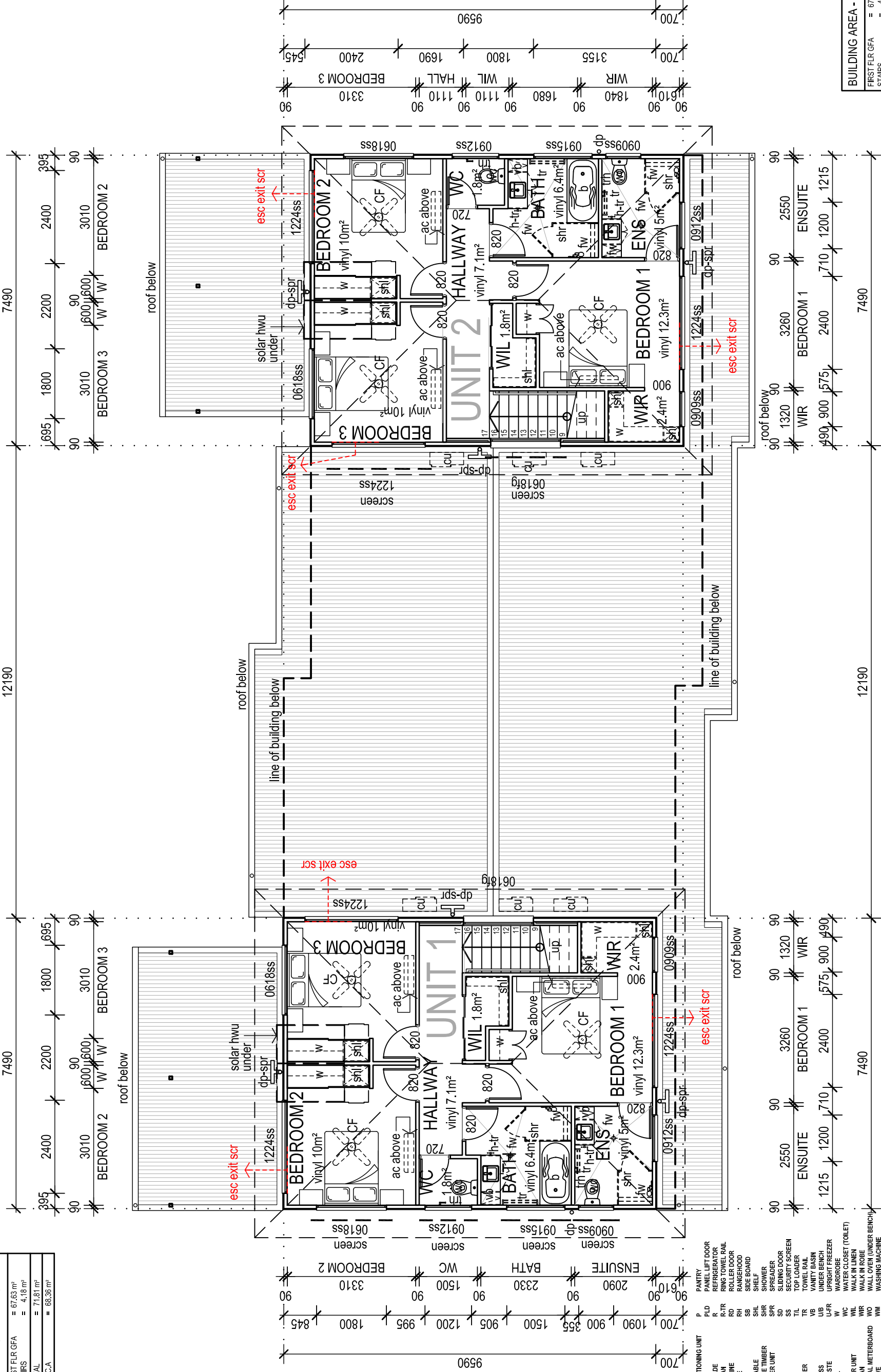


<div>DRAWINGS INDEXING SYSTEM</div> <div>FOR BUILD USE ONLY</div> <div>87</div> <div><div><input type="checkbox"/> GENERAL DETAILS</div><div><input type="checkbox"/> CONSTRUCTIONS</div><div><input type="checkbox"/> EXTERNAL WORKS</div><div><input type="checkbox"/> FLOOR PLAN</div><div><input checked="" type="checkbox"/> FURNITURE & EQUIPMENT</div><div><input type="checkbox"/> HYDRAULICS</div><div><input type="checkbox"/> ELECTRICAL</div></div> <div><div><input type="checkbox"/> MISCELLANEOUS DETAILS</div><div><input type="checkbox"/> OTHER</div><div><input type="checkbox"/> PLAY STRUCTURES</div><div><input type="checkbox"/> ROOF PLAN</div><div><input type="checkbox"/> SECTION</div><div><input type="checkbox"/> SETOUT PLAN</div><div><input type="checkbox"/> SITE PLAN</div><div><input type="checkbox"/> STANDARDS</div></div>	AMENDMENTS			K/P			JULY 2022			AT			
	ISSUE	DATE	SUBJECT	K/P			DATE			SCALE			
	1	28.07.22	SCHEMATIC DESIGN ISSUE	K/P			DATE			1:100			
	AUTHORISED			K/P			DRAWN			CLIENT REFERENCE NUMBER			
	K/P			DISCIPLINE TEAM LEADER			R/B			DRAWING NUMBER			
	JULY 2022			AUTHORISED FOR ISSUE			DATE			TBC / SD / A01.02			
	JULY 2022			DATE			BUILDING 1 -			ISSUE			
	JULY 2022			DATE			GROUND FLOOR PLAN			SHEET NO.			
	JULY 2022			DATE			SCHEMATIC DESIGN DRAWINGS			1			
	JULY 2022			DATE			BAMAGA			2			
GEH STAFF ACCOMMODATION										2x3 BEDROOM HOUSES		LOT 36 SEBASIO STREET	
BAMAGA										SCHEMATIC DESIGN DRAWINGS		GROUND FLOOR PLAN	

BUILDING AREA - 1st FLR	
FIRST FLR GFA	= 67.63 m ²
STAIRS	= 4.18 m ²
TOTAL	= 71.81 m ²
F.E.C.A	= 68.36 m ²



DRAWINGS INDEXING SYSTEM FOR BUILD USE ONLY										AMENDMENTS										Queensland Government Department of Energy and Public Works										GEH STAFF ACCOMMODATION 2x3 BEDROOM HOUSES LOT 36 SEBASIO STREET BAMAGA BUILDING 1 - FIRST FLOOR PLAN										SCALE 1:100 A3 SIZE										AT																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
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BUILDING AREA - 1st FLR	
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STAIRS	= 4.18 m²
TOTAL	= 71.81 m²
F.E.C.A	= 68.36 m²

FIRST FLOOR PLAN
SCALE 1:100 @ A3 - BUILDING 1

LEGEND:

- BAL

DP

HWU

MRS

SCR
- METAL ROOF SHEETING

WEATHERBOARD CLADDING

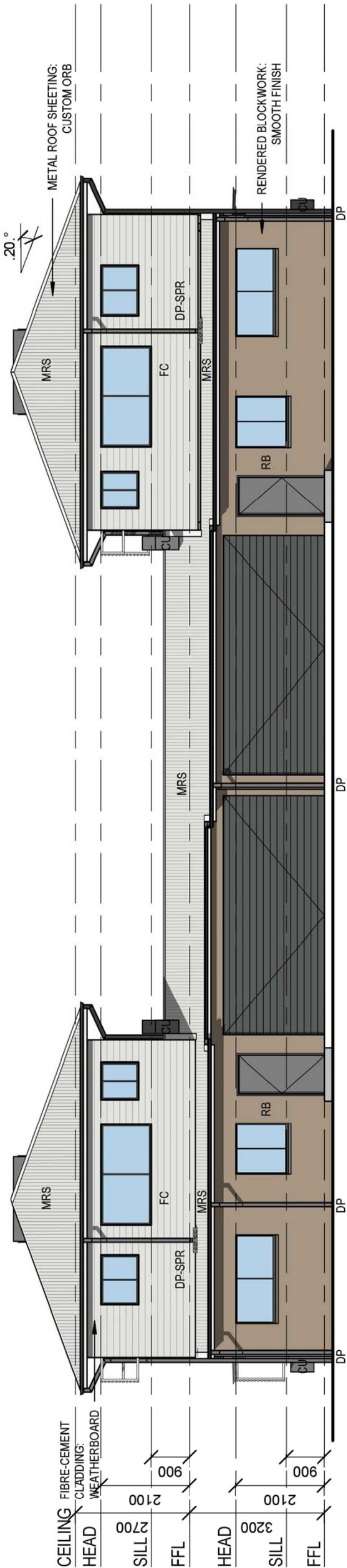
RENDERED BLOCKWORK
- POWDER COAT - WEATHERBOARD

HOT WATER UNIT

METERBOARD

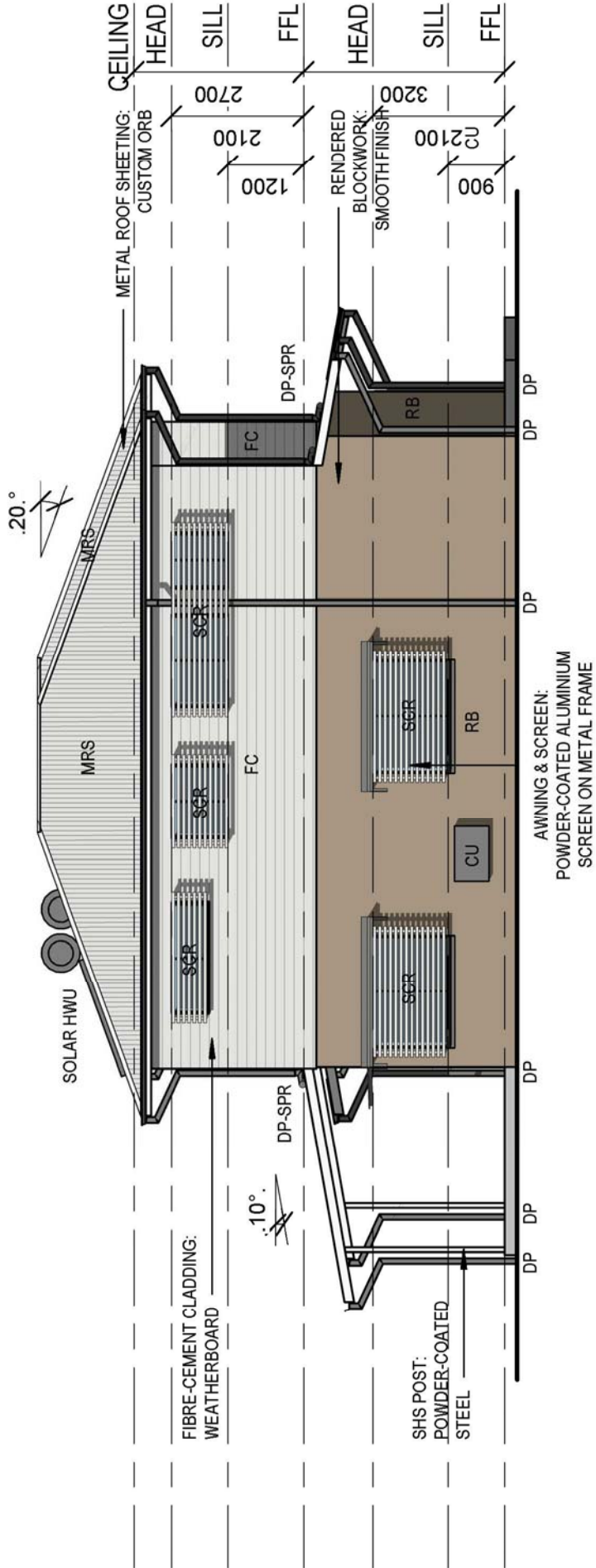
METAL ROOF SHEETING

SCREEN



1 SOUTH ELEVATION

SCALE 1:100 @ A3 - BUILDING 1




2 WEST ELEVATION

SCALE 1:100 @ A3 - BUILDING 1

DRAWINGS INDEXING SYSTEM	
FOR OFFICE USE ONLY	
<input type="checkbox"/> CEILING PLANS	<input type="checkbox"/> MISCELLANEOUS DETAILS
<input type="checkbox"/> CONSTRUCTION DETAILS	<input type="checkbox"/> OTHER
<input type="checkbox"/> EXTERNAL WORKS	<input type="checkbox"/> ROOF PLAN
<input type="checkbox"/> FLOORS	<input type="checkbox"/> SECTIONS
<input type="checkbox"/> FLOOR PLAN	<input type="checkbox"/> SETOUT PLAN
<input type="checkbox"/> FURNITURE & EQUIPMENT	<input type="checkbox"/> SITE PLAN
<input type="checkbox"/> MASTER PLAN	<input type="checkbox"/> STANDARDS

AMENDMENTS	
ISSUE	DATE
1	28.07.22

AUTHORISED	
KP	

	Queensland Government Department of Energy and Public Works
GOVERNMENT EMPLOYEE HOUSING	

KP	JULY 2022
DRAWN	DATE
DISCIPLINE TEAM LEADER	DATE
RB	JULY 2022
AUTHORISED FOR ISSUE	DATE

GEH STAFF ACCOMMODATION	
2x3 BEDROOM HOUSES	
LOT 36 SEBASIO STREET	
BAMAGA	
SCHEMATIC DESIGN DRAWINGS	

BUILDING 1 - SOUTH & WEST ELEVATIONS	
--------------------------------------	--

SCALE	AT
1:100	A3 SIZE
MASTER SITE NUMBER	CLIENT REFERENCE NUMBER
DRAWING NUMBER	ISSUE
TBC / SD / A01.04	1
	SHEET NO
	4

LEGEND:

- BAL

DP

DOWNPIPE

DOWNPIPE - WEATHERBOARD

HWU

HOT WATER UNIT

MBS

METERBOARD

MRS

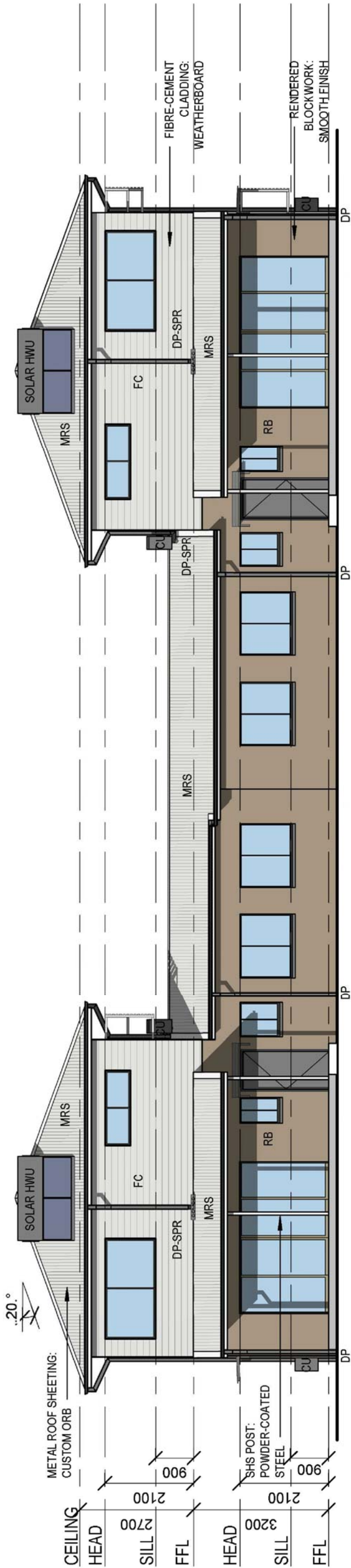
SCREEN
- METAL ROOF SHEETING

WEATHERBOARD CLADDING

FIBRE-CEMENT

RENDERED BLOCKWORK

SMOOTH FINISH



3 SOUTH ELEVATION

SCALE 1:100 @ A3 - BUILDING 1

A01.02



4 WEST ELEVATION

SCALE 1:100 @ A3 - BUILDING 1

A01.02

- DRAWINGS INDEXING SYSTEM
- FOR ORIGINATOR USE ONLY
- | | |
|--|--|
| <input type="checkbox"/> CEILING PLANS | <input type="checkbox"/> MISCELLANEOUS DETAILS |
| <input type="checkbox"/> CONSTRUCTION DETAILS | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> EXTERNAL WORKS | <input type="checkbox"/> ROOF PLAN |
| <input type="checkbox"/> FLOORS | <input type="checkbox"/> SECTIONS |
| <input type="checkbox"/> FLOOR PLAN | <input type="checkbox"/> SETOUT PLAN |
| <input type="checkbox"/> FURNITURE & EQUIPMENT | <input type="checkbox"/> SITE PLAN |
| <input type="checkbox"/> MASTER PLAN | <input type="checkbox"/> STANDINGS |

AMENDMENTS	
ISSUE	DATE
1	28.07.22

AUTHORISED
K.P.



Department of Energy and Public Works

GOVERNMENT EMPLOYEE HOUSING

K.P.
DRAWN
JULY 2022
DATE

DISCIPLINE TEAM LEADER
R.B.
JULY 2022
DATE

AUTHORISED FOR ISSUE

GEH STAFF ACCOMMODATION
2x3 BEDROOM HOUSES
LOT 36 SEBASIO STREET
BAMAGA
SCHEMATIC DESIGN DRAWINGS

BUILDING 1 - NORTH &
EAST ELEVATIONS

SCALE		AT
1:100	A3 SIZE	
MASTER SITE NUMBER	CLIENT REFERENCE NUMBER	SHEET NO
DRAWING NUMBER	ISSUE	
TBC	/SD / A01.05	1
		5

Title of Report: DA2022_21 Ice Vending Machine New Mapoon

Agenda Item: 12.2

Classification: For Decision

Author Executive Manager, Operations

Attachments DA2022_021 Planning Assessment report

Officers Recommendation:

That Council resolves to

1. Approve (subject to conditions):
 - a. The Development Application lodged with Council for:
 - i. Material Change of Use (Home based business) to enable continued operation of existing Ice Machine operating at 68 Brown Street New Mapoon, on Lot 68 SP273360.
2. Requests that the CEO & EMO forward the relevant decision notice to Mervyn Bond, within the appropriate time.

PURPOSE OF REPORT

To consider and decide on the Minor Scale Development Application, as submitted by Mervyn Bond of 68 Brown Street New Mapoon for the retrospective material change of use (Home based business) to enable continued use of an existing Ice machine at 68 Brown Street New Mapoon (Lot68 SP273360)

BACKGROUND AND CONTEXT

Background

Mervyn Bond submitted a development Application to Council on the 03/08/2022 for the Ice vending machine, that had been installed in the front yard of his residential property at 68 Brown Street New Mapoon.

The development application was not able to be assessed in time for the Ordinary Council Meeting, as the Minor Scale Development Application fee was required to be paid prior to the application being considered by Council.

Council requested assistance from Gerhard Visser (Program Manager, Town & Environmental Planning, Remote Indigenous Land, and Infrastructure Program Office (RILIPO) Infrastructure and Coordination, Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships) on the 10th of August 2022.

Mervyn paid the Minor Scale Development Application fee of \$162.00 on the 6th of September 2022.

The attached Planning Assessment report (Attachment A) was completed and submitted by Gerhard to Council on the 12th of September.

CRITICAL DATES

N/A.

OTHER OPTIONS CONSIDERED

N/A.

LEGAL AND LEGISLATION CONSIDERATIONS

Planning Act 2016

Planning Regulations 2017

Northern Peninsula Area Regional Council Planning Scheme 2018

POLICY CONSIDERATIONS

N/A.

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

Corporate Plan

Focus Area Three – We support and facilitate Indigenous and local employment and business opportunities.

FINANCIAL AND RESOURCE CONSIDERATIONS

Nil

CONSULTATION

- Remote Indigenous Land and Infrastructure Program Office (RILIPO) of the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships (DSDSATSIP)
- Kate Gallaway A/- Chief Executive Officer

DEVELOPMENT APPLICATION (SECTION 51 OF THE PLANNING ACT 2016) FOR RETROSPECTIVE MATERIAL CHANGE OF USE (HOME BASED BUSINESS) DEVELOPMENT LOCATED AT NEW MAPOON

SECTION 63 OF THE PLANNING ACT 2016, DEVELOPMENT PERMIT FOR RETROSPECTIVE MATERIAL CHANGE OF USE (HOME BASED BUSINESS) FOR EXISTING ICE MACHINE OPERATING AT 68 BROWN STREET ON LOT 68 SP273360

Strategic Considerations

Northern Peninsula Area Regional Council Corporate Plan 2022-2026	Northern Peninsula Area Regional Council Operational Plan 2022-2023
https://www.nparc.qld.gov.au/downloads/file/1343/corporate-plan-2022-2026	https://www.nparc.qld.gov.au/downloads/file/1356/operational-plan-2022-2023

Budget, Financial and Resource Implications

The application does not trigger infrastructure charges under Council's Local Government Infrastructure Plan (LGIP).

Asset Management

Not Applicable

Executive Summary

Council is in receipt of a development application for:

- i) Retrospective Material Change of Use (Home based business) to enable continued operation of existing Ice Machine operating at 68 Brown Street New Mapoon (Lot 68 SP273360)
(refer Attachments A-G for Site Plan Photos, Qld Globe Map and Survey Plan of premises)

The proposed development is zoned Township (Residential Precinct) within Northern Peninsula Area Regional Council 2018 (alignment amendment adopted 01 August 2022). The Material Change of Use is subject to Code Assessment in accordance with the provisions of the planning scheme and the *Planning Act 2016*.

Application & Site Details Summary	
Applicant:	Mervyn A Bond of 68 Brown Street New Mapoon
Proposed Development:	Retrospective Material Change of Use (Home based business) to enable continued use of an existing Ice Machine operating at 68 Brown Street New Mapoon, Lot 68 SP273360
Type of Approval sought:	Development Permit for retrospective Material Change of Use (Home based business) to enable continued use of an existing Ice Machine operating at 68 Brown Street New Mapoon, Lot 68 SP273360
Street Address:	68 Brown Street, New Mapoon
RP Description:	68 SP273360
Land Area:	1,913m ²
Existing Use of Land:	Social Housing dwelling leased by the applicant from Department of Communities, Housing and Digital Economy in conjunction with the Trustee of the land being Northern Peninsula Area Regional Council

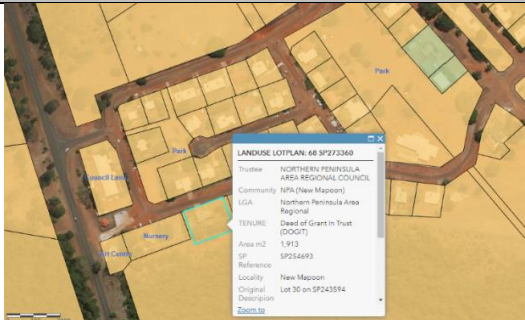

Local Plan Summary	
Local Plan:	Northern Peninsula Area Regional Council 2018 (alignment amendment adopted 01 August 2022)
Zoning:	Township Zone (Residential Precinct)
Codes	The Planning Scheme
Level of Assessment:	Code Assessment
Consultation:	This proposal is retrospective as the activity is existing. No public notification will be completed because the public are currently using the ice machine

Master Plan Summary	
Master Plan:	Northern Peninsula Area Master Plan
Land Use:	N/A
Assessment:	The subject site is not noted in the Master Plan

State Requirements Summary	
DA Mapping:	N/A
Pre-lodgement:	N/A
Referral:	Nil
State Development Assessment Codes	Nil

CODE ASSESSMENT CONSULTATION	
Consultation Period:	N/A
Submissions:	N/A
Assessment:	This proposal is retrospective as the activity is existing. Nil Public Notification is required as the application is an administrative process to ensure the activity has a valid development permit to allow the use to continue.

The proposal seeks to enable continued operation of existing Ice Machine as follows:

Description of Subject Site	Proposal	Images of existing ice machine and location	Result
68 Brown St New Mapoon Lot 68 SP273360	<p>Material Change of Use (Home based business) to enable continued use of Ice Machine operating in the front yard of the premises 24/7 without an attendant (self-serve with electronic payment facility).</p> <p>Customers enter the yard via the front gate from Brown Street to use the machine.</p> <p>Customers currently utilise Brown Street for on street parking with an average of four vehicles per day, parking for approximately three minutes.</p> <p>The surrounding land uses include a Nursery, Art Centre, Council land and park.</p>	 	Council Decision
	<p>Retrospective site dispensation required for the ice Machine on the front boundary.</p> <p>Required setback from Brown Street is 3m.</p> <p>Siting dispensation of 0m required from Brown Street.</p>	As per above image the ice machine sits on the front boundary.	Council Decision

The proposal can be considered to be consistent with the following relevant overall outcomes of the Northern Peninsula Area Regional Council 2018 (alignment amendment adopted 01 August 2022), in particular the proposed development:

- is connected to existing urban infrastructure, thus allowing development to proceed in an efficient, sustainable and cost-effective manner.
- Maintains and an existing low code business in New Mapoon and the greater Northern Peninsula area.
- The subject site is located in the Priority Infrastructure Area and has existing access to services.

For Council Decision – Recommendation

That Council approve:

- i) Retrospective Material Change of Use (Home based business) to enable continued operation of existing Ice Machine operating at 68 Brown Street New Mapoon, on Lot 68 SP273360

Subject to the below conditions:

CONDITIONS OF APPROVAL			TIMING								
1. Administration			At all times								
1.1. The developer is responsible to carry out the approved development and comply with relevant requirements in accordance with:											
1.1.1. The specifications, facts and circumstances as set out in the application submitted to Council, including recommendations and findings confirmed within relevant technical reports;											
1.1.2. 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;											
1.1.3. The conditions of approval, the requirements of Council’s Planning Scheme and best practice engineering.			As per condition								
2. Currency Period			As per condition								
2.1. The applicable currency periods are:											
2.1.1. Material Change of Use - 6 Years											
3. Approved Site Drawings/Plans			At all times								
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:											
<table><tr><th>Plan / Document Name</th><th>Drawing Number</th><th>Sheet No / Ref.</th><th>Date/DWG</th></tr><tr><td>Kooler Ice Machine Specifications KI810 Design 350kg bin storage 65 bags per 24hours</td><td>N/A</td><td>N/A</td><td>02/09/2022</td></tr></table>				Plan / Document Name	Drawing Number	Sheet No / Ref.	Date/DWG	Kooler Ice Machine Specifications KI810 Design 350kg bin storage 65 bags per 24hours	N/A	N/A	02/09/2022
Plan / Document Name	Drawing Number	Sheet No / Ref.	Date/DWG								
Kooler Ice Machine Specifications KI810 Design 350kg bin storage 65 bags per 24hours	N/A	N/A	02/09/2022								
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. Damage to Infrastructure			At all times								
4.1. 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, at no cost to Council.											
5. Landscaping and Fencing			At all times								
5.1. The landscaping and fencing must be maintained to an appropriate standard.											
6. Car parking			At all times								
6.1. The footpath on Brown Street, New Mapoon must be assessable to all pedestrians including wheelchairs and prams at all times.											
6.2. Car parking signs must be installed on the front gate notifying customers to ensure pedestrian access is available at all times when parking on Brown Street, New Mapoon.											

CONDITIONS OF APPROVAL**TIMING****7. Maintenance of the Machine**

At all times

- 7.1. To ensure public health and safety, the Ice Vending Machine must be maintained in accordance with the manufacturers Kooler Ice Machine Specifications.

Reasons for Decision:

As discussed within this report, the proposed development is considered to be consistent with the following relevant overall outcomes.

In particular, the proposal:

- is connected to existing urban infrastructure, thus allowing development to proceed in an efficient, sustainable and cost-effective manner.
- Maintains and an existing low code business in New Mapoon and the greater Norther Peninsula area.
-

Summary

The proposed development is considered to be consistent with the overall outcomes of the Planning Scheme in that it is connected to existing urban infrastructure, thus allowing development to proceed in an efficient, sustainable and cost-effective manner; supports the needs of the local community by enabling the continued use of the ice machine by the community and visitors catering directly to the local community needs.

Historical Information

N/A

Policy Implications

Nil

Risk Management Implications

Nil.

Statutory Environment

Planning Act 2016

Planning Regulation 2017

Development Assessment Rules – version 1.3 published 02 September 2020 and commenced 11 September 2020

State Planning Policy – July 2017

Northern Peninsula Area Regional Council 2018 (alignment amendment adopted 01 August 2022)

Northern Peninsula Area Regional Council Master Plan Revision 1 dated 11 May 2020

Consultation

- Chief Executive Officer, Northern Peninsula Area Regional Council

Attachments

Attachment A	Application Assessment
Attachment B	Kooler Ice Machine Specifications KI810 Design
Attachment C	Site Plan (Photo 1)
Attachment D	Car Parking (Photo 2)

Attachment E	Public Access (Photo 3)
Attachment F	Survey Plan of Premises
Attachment G	QLD Globe Map of Premises

Attachment A - Development Application Assessment

Decision Making Period

Assessing and deciding on applications period as set in the *Planning Act 2016* and *Development Assessment Rules* (s.60 & 61(3));

- 10 Business Days for a Confirmation Notice from date after receiving an application; and
- 40 Business Days for a Referral Response from date after referral of an application; and
- 35 Business Days from date of Referral Response received or code consultation completed the application must be assessed and a decision made.
- 5 Business Days from date of a decision made the Decision Notice must be mailed out.

Note: Public Holidays and close down periods are excluded from Business Days.

PLEASE NOTE

If no decision has been made within the relevant Decision-Making period the application is Deemed Approved with Ministers Conditions applicable.

IDAS item	Date
Application lodged with Council	03/08/2022
Action Notice Issued	N/A
Confirmation Notice Issued	N/A
Referrals Information Received	N/A
Code Consultation period	N/A
Planning Act 2016 - Decision Making Period Concludes	21/09/2022
Applicant agreed Decision Making Period Extension Concludes	N/A
Council Meeting	21/09/2022
Decision Notice preparation and mail-out Period Concludes	28/09/2022

Assessment against Northern Peninsula Area Regional Council 2018 (alignment amendment adopted 01 August 2022)

The development proposal is assessable under the Northern Peninsula Area Regional Council 2018 (alignment amendment adopted 01 August 2022) in accordance with Section 43(1) of the *Planning Act 2016*.

The Assessment Manager is the Northern Peninsula Area Regional Council as determined by Schedule 8 of the *Planning Regulation 2017*. Under the *Planning Act 2016*, the Retrospective Material Change of Use (Home based business) to enable continued operation of existing Ice Machine in the Township Zone is determined to be Code Assessable development and does require Public Notification, however, due to the application being retrospective and that the general public are currently attending the premises to purchase ice, no public notification will be completed.

The application was reviewed against the Development Assessment Rules to assess whether the application triggered referral agency assessment. There are no referrals to the State Assessment and Referral Agency (SARA). The DAMS mapping triggers the Water Resources, Great Artesian Water Resource Plan, however no referral is required.

Council as the Assessment Manager will undertake assessment of the application against the relevant codes making the decision pursuant to section 60 of the *Planning Act 2016*, are outlined in 45(3) and s26 to 28 of the *Planning Regulations 2017*.

Proposed Use	Zoning	Zone Codes	Overlay Maps
Home based business	Township Zone (Residential Precinct)	Township Zone Code NPA Airport Code	NPA Airport Overlay Map

An assessment against the applicable provisions of the Northern Peninsula Area Regional Council 2018 (alignment amendment adopted 01 August 2022) has been undertaken as reflected hereunder:

Northern Peninsula Area Regional Council 2018 (alignment amendment adopted 01 August 2022)

Code	Purpose	Assessment
Township Zone Code	<p>The purpose of the township zone is to provide for: a variety of uses and activities to service local residents, including, for example, business, community, education, industrial, open space, recreation, residential and retail uses and activities.</p> <p>The local government purpose of the code is to facilitate consolidation of all business, residential, tourism accommodation, recreational and community facilities and infrastructure within the Township Zone within defined precincts. The Township Zone is divided into five precincts: Business Precinct; Open Space/Recreation Precinct; Residential Precinct; Special Purpose Precinct; and Tourism Precinct.</p> <p>The purpose of the Township Zone will be achieved through the following overall outcomes: The Residential Precinct is the preferred location for a range of residential dwelling choices including dwelling houses, multiple dwellings, special needs, aged care and short term accommodation for visitors; Low impact and commercial industries and businesses are to be co-located with supporting residential uses or co-located with land uses of a similar nature to encourage business to establish in the Region.</p>	<p>The retrospective proposal is generally in accordance with the Township Zone (Residential Precinct) in that it supports residential uses and the co-location of a low impact activity to increase and maintain an existing business in New Mapoon.</p> <p>The ice machine is a temporary relocatable machine situated on the Brown Street Boundary and does not currently meet the setback of 3m required. The proposal seeks a retrospective site dispensation from the required 3m to 0m to enable the machine to stay in its current position which can be considered suitable because it provides easy access for customers purchasing the ice products.</p> <p>The subject is not located in an area where there is known cultural heritage values, including both physical artefacts and historical significance.</p>
NPA Airport Code	<p>The purpose of the NPA Airport code is to ensure development protects the safety and efficiency of the NPA Airport operations. The purpose of the code will be achieved through the following overall outcomes: (a) conflicts between the NPA Airport and surrounding uses are avoided unless, where practicable, adequate mitigation measures are incorporated into the development; (b) the safe and efficient airport operations are protected.</p>	<p>The proposal is in accordance with the Northern Peninsula Area Airport code in that the development does not include any of the following types of outdoor lighting: straight parallel lines of lighting 500 m to 1000 m long flare plumes, upward shining lights, flashing lights, laser lights sodium lights or reflective surfaces.</p> <p>The development does not cause wildlife to create a hazard for the safe operation of the NPA Airport in that it does not involve uses associated with increases in wildlife strikes and hazards. The proposal does not cause increases in wildlife strikes and hazards and does not have a potential to attract birds and bats.</p>

Assessment of application against Northern Peninsula Area Regional Council Master Plan

The development of sustainable commercial ventures is listed as an aspiration of the community in the Master Plan.

State Planning Policy Assessment

An assessment against the 'applicable' provisions of the relevant State Interests has been undertaken as reflected hereunder.

The *State Planning Policy (SPP)* is a key component of Queensland's planning system. The SPP (July 2017) expresses the state's interests in land use planning and development. The SPP has effect throughout Queensland and sits above regional plans and planning schemes in the hierarchy of planning instruments under the Act.

The SPP focusses on delivery of outcomes and applies to:

- i. a local government in assessing a development application
- ii. an assessment manager or referral agency in assessing a development application

STATE PLANNING POLICY, JULY 2017

	Livable Communities & Housing	Economic Growth	Environment & Heritage	Safety & Resilience to Hazards	Infrastructure
1	Housing supply & diversity	Agriculture	Biodiversity	Emissions & hazardous activities	Energy & water supply
2	Liveable communities	Development & construction	Coastal environment	Natural hazards, risk & resilience	Infrastructure integration
3		Mining & extractive resources	Cultural heritage		Transport infrastructure
4		Tourism	Water quality		Strategic airports & aviation facilities
5					Strategic ports

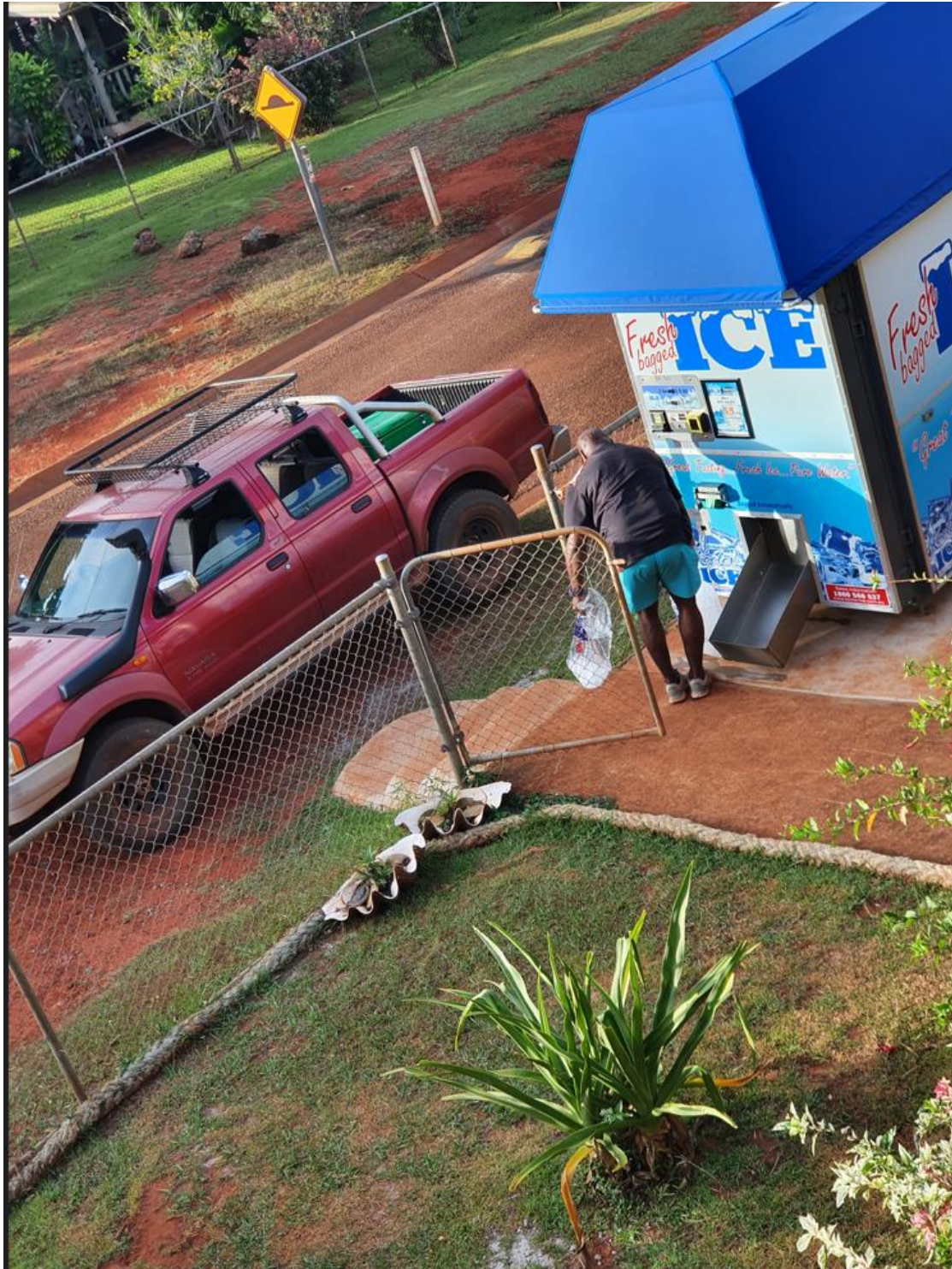
Assessment:

Liveable Communities

The home based business provide an essential service in the community providing the home owner with an income and the community with an easily accessible convenience in the community.

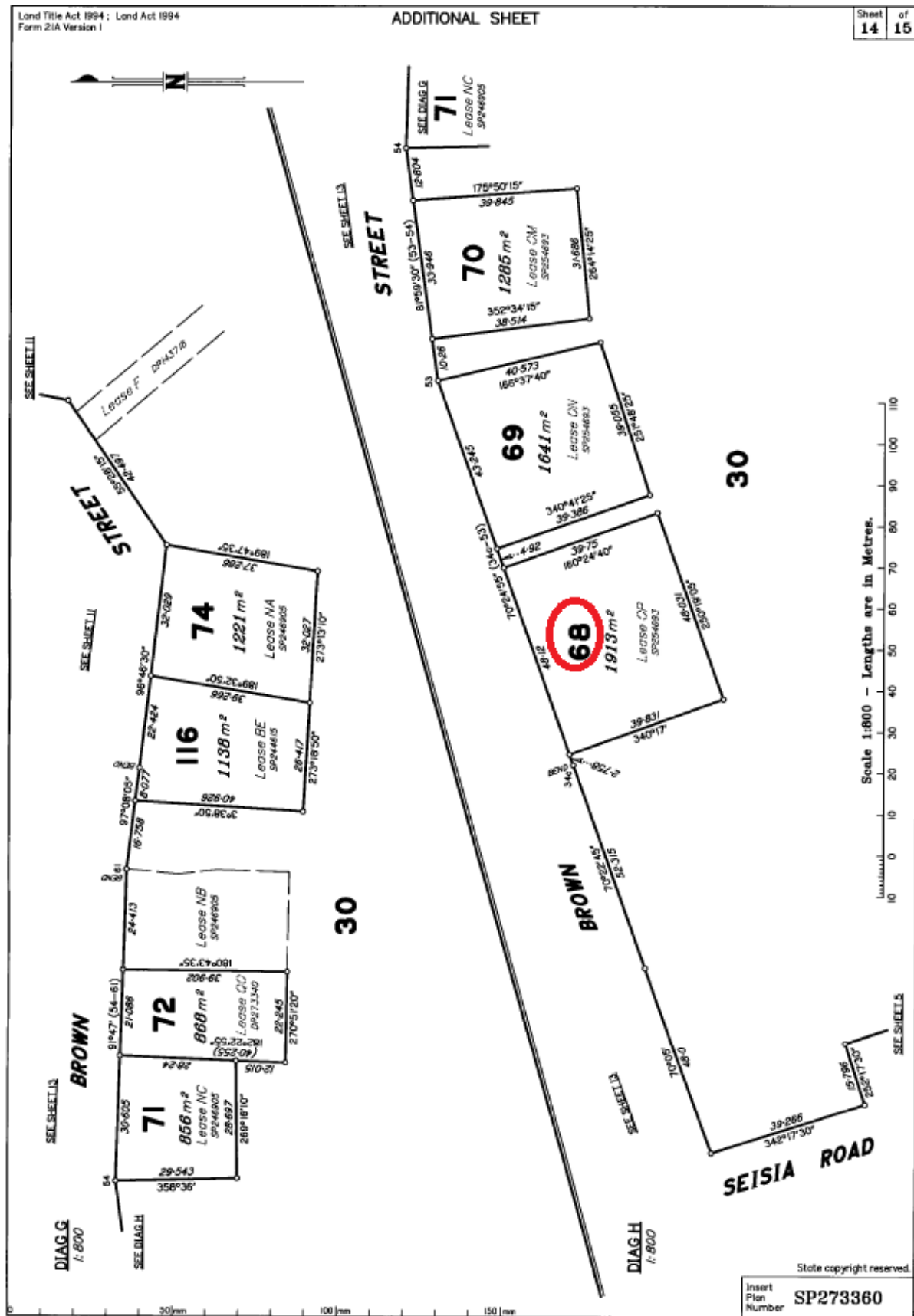












Title of Report: Financial Assistance to Community Members Policy

Agenda Item: 12.3

Classification: For Decision

Author Acting Chief Executive Officer

Attachments Current Fees and Charges Schedule

Draft Financial Assistance for Community Members Policy

Officers Recommendation:

That Council

- 1. Note the report**
- 2. Approves the Policy on Financial Assistance for Community Members**

PURPOSE OF REPORT

The purpose of this report is to provide a policy for financial assistance to Community Members for consideration by the Council.

BACKGROUND AND CONTEXT

As part of the 2022-22 budget meeting held on 27 July 2022, the Council adopted a schedule of fees and charges to apply for the financial year 2022-23.

As outlined in the Revenue Statement adopted as part of the budget, Council imposes cost - recovery fees for services and facilities supplied by it including (among other things) for any entitlement, facility, service or thing supplied, approval, consent, licence, permission, registration or information given, admission to any structure or place, receipt of any application, product or commodity supplied or inspection undertaken. The quantum of each fee should reflect as far and as accurately as possible, the actual cost of providing these services and facilities. Pursuant to section 97(4) of the Local Government Act 2009, cost-recovery fees must not be more than the cost to Council of taking the action for which the fee is charged. The current fees and charges schedule is attached in Appendix A.

There are no legislative restrictions on the amendment of Council Fees and Charges provided they are adopted by the Council.

The Council receives requests from time to time Community Members to use Council facilities for cultural and community activities.

It is important that the approval process is transparent and that decisions are consistent. On this basis it is recommended that a full waiver be granted to community members to alleviate any confusion.

Should the Council agree to adopt such a policy, it is recommended that an agreement with the respective community members be signed which outlines the expectations of both parties. Such an agreement should include but not be limited to:

- Bond
- Condition of facility before and after use and agreement to cover cleaning costs if left in a state of disrepair

CRITICAL DATES

Legislative requirements permit the Council to change its fees and charges by resolution at any time.

LEGAL AND LEGISLATION CONSIDERATIONS

- Transparent and effective processes, and decision-making in the public interest
- Sustainable development and management of assets and infrastructure, and delivery of effective services
- Democratic representation, social inclusion and meaningful community engagement
- Good governance of, and by, local government
- Ethical and legal behaviour of councillors, local government employees and councillor advisors

Public Transparency

Bringing this matter to the Council meeting for resolution in open session ensures decision making is transparent and the public are aware of which Councillors are attending and why.

POLICY CONSIDERATIONS

Policies and Relevant Law

Bringing this report to Council is consistent with Council and Governance Rules.

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

NORTHERN PENINSULA AREA REGIONAL COUNCIL CORPORATE PLAN 2022-2026

Operation Plan 2022-2023

1.3 Increase available own-source revenue streams

Review and Update Fees and Charges Schedule

FINANCIAL AND RESOURCE CONSIDERATIONS

The Council receives very minimal income from Hall Hire Fees. In the 2021-22 FY, \$4,315.21 was received out of a total income of \$340,262. There would be a minimal impact on rental income.

CONSULTATION

No officer declared an interest under the *Local Government Act 2020* in the preparation of this report.



ORDINARY COUNCIL MEETING # 29
Agenda Item 12.3
Wednesday, 28th September 2022
Bamaga Boardroom

None noted.

Register of Fees and Charges 2022-23

Description of Fee, Charge, Penalty etc.	Unit	GST	2022-23 incl. GST	Bond/ Surch.	Delivery
DEVELOPMENT APPLICATIONS					
NPARC assessment of Development Applications will be carried out by paid planning consultants applicants will be charged the cost of the consultancy plus the application fee					
Minor scale development - Code Assessable, no referrals AND compliant with applicable Acceptable Outcomes	Application	Y	\$162.00		
Medium scale development - Code Assessable with referrals to State Agencies AND compliant with applicable Acceptable Outcomes	Application	Y	\$162.00		
Large scale development - Impact Assessable or Complex Scale development - as determined by the CEO or Executive Manager	Application	Y	\$162.00		
Large scale development - Code Assessable with referrals to State Agencies AND compliant with applicable Acceptable Outcomes	Application	Y	To be determined by Council at time of application		
Development Assessment - reconfiguration of lot					
Minor scale Reconfiguration up to 2 lots	Application	Y	\$162.00		
Medium scale Reconfiguration 3 - 10 lots	Application	Y	\$162.00		
Reconfiguration requiring referral to a State Agency	Application	Y	\$162.00		
Operational Works Permits					
Operational works will be determined by an expert in whatever field category the application refers to at the actual cost plus application fee	Application	Y	\$162.00		

ADMINISTRATION/ OFFICE CHARGES					
Meeting room hire - Tea, coffee sugar provided	Half Day	Y	\$71.00	\$50.00	
Meeting room hire - Tea, coffee sugar provided	Full Day	Y	\$118.00	\$50.00	
Shared Facility Service Charges Office Space per annum/Pro Rata per month	Square metre	Y	\$862.00		
Video Conferencing	Per Hour	Y	\$215.00		
Faxes - rec'd or sent	Page	Y	\$1.00		
Photocopying black & white A4 page	Page	Y	\$1.00		
Photocopying colour A4 page	Page	Y	\$2.00		
Photocopying black & white A3 page	Page	Y	\$3.00		
Photocopying colour A3 page	Page	Y	\$4.00		
Photocopying - Community Groups supplying own paper (at time agreed by Council)	Page	N/A	FREE		

RIGHT TO INFORMATION CHARGES					
Right to Information Application Fee: (non personal) (plus processing time)	Application	N/A	\$49.00		
Right to Information Processing cost: per 15 minutes - Less than 5 Hours	Quarter Hour	N/A			
Right to Information Processing cost: per 15 minutes of Total Time					
- Greater than 5 Hours	Quarter Hour	N/A	\$8.00		

JARDINE FERRY CHARGES - Entry into NPA Jan to December 2023					
Pedestrians (hikers with no vehicle)		N/A	FREE		
Bicycles	Entry	Y	\$25.00		
Motor Bike -	Entry	Y	\$50.00		
Single vehicles/Cars -	Entry	Y	\$110.00		
Vehicles with trailer/van	Entry	Y	\$175.00		
Tour bus 10 tonne or less	Entry	Y	\$220.00		
Tour bus > 10 tonne	Entry	Y	\$280.00		
Other vehicles 10 tonnes or less	Entry	Y	\$220.00		
Other vehicles > 10 tonnes	Entry	Y	\$280.00		
NPA Residents	Entry	Y	\$55.00		
Camping fee/night at Jardine Roadhouse camping ground 13 years and up	Entry	Y	\$10.00		
Camping fee/night at Jardine Roadhouse camping ground under 13 years	Entry	Y	\$5.00		

Register of Fees and Charges 2022-23

Description of Fee, Charge, Penalty etc.	Unit	GST	2022-23 incl. GST	Bond/ Surch.	Delivery
LOCAL LAWS					
Prescribed Activity Permit	Application	GST free	\$59.00		
Permit Roadside Vending Application	Application	GST free	\$59.00		
Annual dog registration (male/female - unspeyed)	Animal	GST free	\$33.00		
Annual dog registration (male/female - de-sexed)	Animal	GST free	\$10.00		
Annual dog registration (male/female - dangerous breed category)	Animal	GST free	\$108.00		
Annual Cat registration fee (male/female - unspeyed)	Animal	GST free	\$33.00		
Annual Cat registration fee (male/female - desexed)	Animal	GST free	\$10.00		
Stallion Registration fee	Animal	GST free	\$1,078.00		
Other permit charges determined within the year as required by new/revised Local Laws					

ACCOMMODATION					
Contractors Quarters room	night	Y	\$162.00		
Contractors Quarters room 3 -5 nights	night	Y	\$129.00		
Contractors Quarters room 7 consecutive night package	week	Y	\$647.00		
Contractors Quarters room Long Term Stay (min. 4 weeks)	night	Y	\$97.00		
House 1BR (if available) rental tenancy agreement non staff	week	Y	\$215.00	800	
House 2BR (if available) rental tenancy agreement non staff	week	Y	\$270.00	1000	
House 3BR (if available) rental tenancy agreement non staff	week	Y	\$323.00	1200	

POUND FEES					
Impoundment fee - Dog any gender (payable on release of animal) - Any unregistered animal	Canines	Y	\$71.00		
Impoundment fee - Horse - Any unregistered stallion will not be released until it has been re	Horses	Y	\$108.00		
Sustenance Fee per dog/day	Canines	Y	\$5.00		
Sustenance Fee per horse/day	Horses	Y	\$10.00		

PLANT HIRE					
Hearse (Monday - Friday)	Day	Y	\$162.00		
Hearse (Saturday & Sunday)	Day	Y	\$243.00		
Bus 21 seat Coaster Funeral only (with driver)	Day	Y	\$215.00		
Bus 21 seat Coaster Funeral only Saturday & Sunday (with driver)	Day	Y	\$323.00		
Bus 21 seat Coaster (with driver)	Day	Y	\$432.00		

AIRPORT FEES					
Airport Landing Fees - Non-contract - per tonne per arrival or per departure.	Tonne	Y	\$24.00		
Airport Landing Fees - Contract - per tonne per arrival or per departure.	Tonne	Y	As per contract		
Aircraft parking fees	Tonne	Y	\$3.00		
Passenger Surcharge (in addition to landing fees)	Passenger	Y	\$22.00		
Airport Fees - Department of Defence; Royal Flying Doctor Services			EXEMPT		

COMMUNITY FACILITY CHARGES					
Remissions will be considered on application in accordance with the Council's Policy on Financial Assistance for Not For Profit Organisation - Fees and Charges.					
Community Hall Hire - Seisia	Half day	Y	\$108.00	\$150.00	
Community Hall Hire - Seisia	Full day	Y	\$215.00	\$150.00	
Community Hall Hire - Seisia	Weekend	Y	\$377.00	\$150.00	
Community Hall Hire - New Mapoon	Half day	Y	\$92.00	\$150.00	
Community Hall Hire - New Mapoon	Full day	Y	\$182.00	\$150.00	
Community Hall Hire - New Mapoon	Weekend	Y	\$280.00	\$150.00	
Community Hall Hire - Bamaga	Half day	Y	\$270.00	\$150.00	
Community Hall Hire - Bamaga	Full day	Y	\$377.00	\$150.00	
Community Hall Hire - Bamaga	Weekend	Y	\$592.00	\$150.00	
Community Hall Hire - Umagico	Half day	Y	\$270.00	\$150.00	
Community Hall Hire - Umagico	Full day	Y	\$377.00	\$150.00	
Community Hall Hire - Umagico	Weekend	Y	\$592.00	\$150.00	
Community Hall Hire - Injinoo	Half day	Y	\$270.00	\$150.00	
Community Hall Hire - Injinoo	Full day	Y	\$377.00	\$150.00	
Community Hall Hire - Injinoo	Weekend	Y	\$592.00	\$150.00	
Use of Kitchen Facilities at Hall - where available	Additional	Y	\$108.00		



Northern Peninsula Area Regional Council

P.O. Box 200 Bamaga, Qld, 4876
 Telephone: (07) 40904100
 Fax: (07) 4069 3264
 ABN: 27 853 926 592

Register of Fees and Charges 2022-23

Description of Fee, Charge, Penalty etc.	Unit	GST	2022-23 incl. GST	Bond/ Surch.	Delivery
Community Youth Centre Hire - New Mapoon	Half day	Y	\$54.00		
Community Youth Centre Hire - New Mapoon	Full day	Y	\$87.00		
Community Youth Centre Hire - New Mapoon	Weekend	Y	\$162.00		
Rumble in the Jungle - Camping Fee	Person	Y	\$22.00		
Use of IKC Meeting Rooms half Day	Half day	Y	\$54.00	\$50.00	
Use of IKC Meeting Rooms full Day	Full day	Y	\$108.00	\$50.00	
Seisia Oval	Half day	Y	\$108.00	\$50.00	
Seisia Oval	Full day	Y	\$162.00	\$50.00	
Seisia Oval	Weekend	Y	\$215.00	\$50.00	
Seisia - Sports/Recreation/Activities	Half day	Y	\$22.00	\$150.00	
Seisia - Sports/Recreation/Activities	Full day	Y	\$22.00	\$150.00	
Seisia - Sports/Recreation/Activities	Weekend	Y	\$65.00	\$150.00	
Seisia Outdoor Courts	Half day	Y	\$33.00	\$50.00	
Seisia Outdoor Courts	Full day	Y	\$65.00	\$50.00	
Seisia Outdoor Courts	Weekend	Y	\$97.00	\$50.00	
New Mapoon Oval No. 1	Half day	Y	\$108.00	\$150.00	
New Mapoon Oval No. 1	Full day	Y	\$162.00	\$150.00	
New Mapoon Oval No. 1	Weekend	Y	\$215.00	\$150.00	
New Mapoon Oval No. 2	Half day	Y	\$108.00	\$150.00	
New Mapoon Oval No. 2	Full day	Y	\$162.00	\$150.00	
New Mapoon Oval No. 2	Weekend	Y	\$215.00	\$150.00	
New Mapoon Outdoor Courts	Half day	Y	\$33.00	\$50.00	
New Mapoon Outdoor Courts	Full day	Y	\$65.00	\$50.00	
New Mapoon Outdoor Courts	Weekend	Y	\$97.00	\$50.00	
New Mapoon - Sports/Recreation/Activities	Half day	Y	\$97.00	\$150.00	
New Mapoon - Sports/Recreation/Activities	Full day	Y	\$129.00	\$150.00	
New Mapoon - Sports/Recreation/Activities	Weekend	Y	\$215.00	\$150.00	
Bamaga Oval No. 1	Half day	Y	\$162.00	\$150.00	
Bamaga Oval No. 1	Full day	Y	\$215.00	\$150.00	
Bamaga Oval No. 1	Weekend	Y	\$323.00	\$150.00	
Bamaga Oval No. 1 Lights	3 hours	Y	\$33.00		
Umagico Oval	Half day	Y	\$270.00	\$150.00	
Umagico Oval	Full day	Y	\$377.00	\$150.00	
Umagico Oval	Weekend	Y	\$592.00	\$150.00	
Umagico Oval - Lights	3 hours	Y	\$33.00		
Injinoo Oval	Half day	Y	\$108.00	\$150.00	
Injinoo Oval	Full day	Y	\$162.00	\$150.00	
Injinoo Oval	Weekend	Y	\$215.00	\$150.00	
Injinoo Outdoor Basketball Courts	Half day	Y	\$33.00	\$50.00	
Injinoo Outdoor Basketball Courts	Full day	Y	\$65.00	\$50.00	
Injinoo Outdoor Basketball Courts	Weekend	Y	\$97.00	\$50.00	
Jumping castle	Full day	Y	\$377.00	\$300.00	\$100.00
Jumping castle	Weekend	Y	\$539.00	\$300.00	\$100.00
Chair hire - locals only	Unit	Y	\$3.00	\$100.00	\$30.00
Chair hire - funerals	Unit	Y	\$2.00	\$100.00	\$30.00
Tables - folding	Unit	Y	\$15.00	\$100.00	\$30.00
Table - funeral (1 only)	Unit	Y	\$22.00	\$100.00	\$30.00
Tables - long feasting size (3)	Unit	Y	\$75.00	\$100.00	\$30.00
Marquee - small pop up 3m x 3m	Unit	Y	\$75.00	\$100.00	\$30.00
Marquee - large pop up for funerals 6 x 6	Unit	Y	\$87.00	\$100.00	\$30.00
Tent/large marquee	Half day	Y	\$162.00	\$100.00	\$50.00
Tent/large marquee	Full day	Y	\$270.00	\$100.00	\$50.00
Tent/large marquee	3 days	Y	\$485.00	\$150.00	\$50.00
Portaloo	Day	Y	\$270.00	\$150.00	
Data projector	Day	Y	\$75.00	\$30.00	\$30.00
Speakers (2)	Day	Y	\$81.00	\$30.00	\$30.00
Projector screen	Day	Y	\$33.00	\$30.00	\$30.00
Portable PA System	Half day	Y	\$215.00	\$200.00	\$50.00
Portable PA System	Full Day	Y	\$432.00	\$200.00	\$50.00
Portable PA System	Weekend	Y	\$592.00	\$200.00	\$50.00
Portable PA System for funeral	Full Day	Y	\$377.00	\$200.00	\$50.00

Register of Fees and Charges 2022-23

Description of Fee, Charge, Penalty etc.	Unit	GST	2022-23 incl. GST	Bond/ Surch.	Delivery
Funeral package - PA system, 6x6m pop up marquee, 20 chairs, water cooler, 1 foldout table	Half day	Y	\$377.00	\$200.00	\$100.00
Funeral package - PA system, 6x6m pop up marquee, 20 chairs, water cooler, 1 foldout table	Full Day	Y	\$539.00	\$200.00	\$100.00
Funeral package - PA system, 6x6m pop up marquee, 20 chairs, water cooler, 1 foldout table	Weekend	Y	\$809.00	\$200.00	\$100.00
Swimming Pool (All Children under 12 must be accompanied by an adult)					
Swimming Pool – Child under 6 years	Single	Y	FREE		
Swimming Pool – Child under 12 years	Single	Y	\$2.00		
Swimming Pool – Child 13yrs to 17 yrs	Single	Y	\$4.00		
Swimming Pool – Adult	Single	Y	\$6.00		
Swimming Pool – Concession/Pensioner	Single	Y	\$4.00		
Swimming Pool – Child under 12 years -	Month	Y	\$12.00		
Swimming Pool – Child 13yrs to 17 yrs	Month	Y	\$27.00		
Swimming Pool – Adult	Month	Y	\$39.00		
Swimming Pool – Concession/Pensioner	Month	Y	\$27.00		
Swimming Pool Hire	Half day	Y	\$162.00	\$150.00	
Swimming Pool Hire	Full day	Y	\$270.00	\$150.00	
Swimming Pool Hire	Weekend	Y	\$592.00	\$150.00	
Additional charges for Council's lifeguards at private functions	Hour	Y	\$33.00		

RATES AND UTILITY CHARGES

Remissions will be considered on application in accordance with the Council's Concession Policy.

Residential/Domestic Water Supply - Base Service Charge - Based on domestic connection (per each standard household water connection & meter if applicable) for each dwelling / domicile / caravan or temporary structure capable of being separately occupied or used for domestic purposes within the township or community service areas	1 service	Y	\$2,509.00		
Domestic Water Supply - per Additional Connected Service - Based on domestic connection (per each standard household water connection & meter if applicable) for each dwelling / domicile / caravan or temporary structure capable of being separately occupied or used for domestic purposes within the township or community service areas	Each Additional	Y	\$2,509.00		
Commercial Water Supply - Base Service Charge (1 service.) Based on commercial connection (per each standard water connection & meter if applicable) for each building structure or temporary structure capable of being separately occupied or used for commercial purposes within the township or community service areas. Larger water connections & meters if applicable may incur additional charges	1 service	Y	\$2,509.00		
Commercial Water Supply - per Additional Connected Service - Based on a commercial connection (per each standard water connection & meter if applicable) for each building structure or temporary structure capable of being separately occupied or used for commercial purposes within the township or community service areas. Includes a water consumption allowance up to 500k/l per annum. Larger water connections & meters if applicable may incur additional charges on a full cost recovery basis	Each Additional	Y	\$2,509.00		
Commercial Water Supply - Consumption Charge (1 service.) Based on consumption greater than 500k/l commercial connection per each standard water meter used for commercial purposes within the township or community service areas. Levied annually in August for preceding July to June Financial year	Each Kiloliter greater than 500k/l		\$1.00		
Water / Property Management System Charge - Per annum for each dwelling / domicile / caravan or temporary structure capable of being occupied or each building structure capable of being used for residential purposes within the township or community service areas	Each dwelling, domicile, caravan	Y	\$109.00		
Sewage - Base Service Charge Domestic - Based upon maximum of 2 toilet pedestals or urinals	2	Y	\$654.00		
Sewage - Base Service Charge Commercial - Based upon maximum of 2 toilet pedestals or urinals	2	Y	\$1,309.00		

Register of Fees and Charges 2022-23

Description of Fee, Charge, Penalty etc.	Unit	GST	2022-23 incl. GST	Bond/ Surch.	Delivery
Sewage - Additional toilet and or urinal	Each Additional	Y	\$328.00		
Garbage Collection - Base Charge Domestic/Residential per annum - Based on 1 standard 245 litre bin with weekly collection for each dwelling / domicile / caravan or temporary structure capable of being separately occupied or used for commercial purposes within the township or community service areas	245L Bin	Y	\$654.00		
Garbage Collection - Base Charge Commercial or Other per annum - Based on 1 standard 245 litre bin with weekly collection for each dwelling / domicile / caravan or temporary structure capable of being separately occupied or used for commercial purposes within the township or community service areas. Services supplied to areas outside of the township or community service areas will not be guaranteed and will ONLY available if approved (upon application) by Council resolution.	245L Bin	Y	\$654.00		
Garbage Collection - Additional Bin Charge per bin per annum Based on 1 standard 245 litre bin with weekly collection for each dwelling / domicile / caravan or temporary structure capable of being separately occupied or used for commercial purposes within the township or community service areas. Services supplied to areas outside of the township or community service areas will not be guaranteed and will ONLY available if approved (upon application) by Council resolution. Additional Costs may be imposed to cover additional costs relating to travel or economies of scale for individual services outside of the designated township or community service areas	245L Bin	Y	\$328.00		
Occasional Skip Bin Hire Charge per bin per collection within the Township Map Service Areas - Charges based upon bin volume or capacity equivalent to 4 Standard 245 litre wheelie bins one pickup and drop-off. Part Year services will be charged on the a pro-rate basis based upon the number of services provided. Services supplied to areas outside of the township or community service areas will not be guaranteed and will ONLY available if approved (upon application) by Council resolution. Additional Costs may be imposed to cover additional costs relating to travel or economies of scale for individual services outside of the designated township or community service areas.	Skip	Y	\$377.00		
Base Skip Bin Charge per bin per collection within the Township Map Service Areas - Charges based upon bin volume or capacity equivalent to 4 Standard 245 litre wheelie bins and monthly pickup and drop-off. Part Year services will be charged on the a pro-rate basis based upon the number of services provided. Services supplied to areas outside of the township or community service areas will not be guaranteed and will ONLY available if approved (upon application) by Council resolution. Additional Costs may be imposed to cover additional costs relating to travel or economies of scale for individual services outside of the designated township or community service areas.	Skip	Y	\$2,587.00		
Abandoned vehicle collection charge	vehicle		\$300.00		
Septic Pumping Fee per service	Unit	Y	\$377.00		
Sewerage Connection Fee - Based upon an additional connection to the sewer - within existing property boundary, to point of connection as supplied by registered plumber	Additional	GST recoverable	\$475.00		
Water Connection fee - Standard 25mm Connection and meter	Unit	GST recoverable	\$356.00		
Water Connection fee - Standard 32mm Connection and meter	Unit	GST recoverable	\$475.00		
Water Connection fee - Standard 40mm Connection and meter	Unit	GST recoverable	\$592.00		



Northern Peninsula Area Regional Council

Title: Financial Assistance to Community Members

Policy No:

Adopted By: Council

Next Review Date: 2023

Responsibility: Executive Manager Corporate Services

TRIM Document Number: ????

Version	Decision Number	Adoption Date	History

ORIGIN/AUTHORITY

Local Government Act 2009

Section 94

OBJECTIVES

1. To establish a policy for the provision of financial assistance for Community Members of specific fees and charges.
2. This policy will allow the Council to consider applications from Community Members for financial assistance in the form of a full or part waiver of specific fees and charges.

DEFINITIONS

Community Members

A local resident of the Northern Peninsula Area communities

Fees and Charges

Fees and Charges are costs that are listed in the Council's Fees and Charges Schedule.

POLICY STATEMENT

1. The Council may, at the request of a Community Member give financial assistance either in full or part waiver of fees and charges relating to hire of Council facilities when it is hired for cultural and community purposes.
2. A request for assistance must be made in writing at the time an application is submitted and provide sufficient details and other particulars to enable the Council to evaluate the request.
3. Any assistance provided does not constitute a credit and is non-transferable to subsequent or separate fees and charges or applications.



Northern Peninsula Area Regional Council

4. It is incumbent upon the Community Member requesting assistance to notify the Council of any changes in circumstances that may affect their eligibility under provisions of this policy.
5. The Council delegates to the Chief Executive Officer the power to decide on applications received.
6. A quarterly report on decisions made is to be provided to the Council by the Chief Executive Officer.

Resolution

Reviewed by Council on xx xxx 2022 by Council Resolution xx.

Approved:

Kate Gallaway
Acting Chief Executive Officer

Date:

DRAFT

Title of Report: November Advocacy and Training Trip

Agenda Item: 12.4

Classification: For Decision

Author Acting Chief Executive Officer

Attachments A. Email from Mayor Mosby

B. Financial Management in Practice for Elected Members Training Overview

Officers Recommendation:

That Council

- 1. note the report**
- 2. Approves the following Councillors attending the Financial Management in Practice for Elected Members on 10 November and placing Mayor Yusia on Standby:**
 - 2.1. Cr Kitty Gebadi**
 - 2.2. Cr Gina Nona**
 - 2.3 Cr Robert Tamwoy**
 - 2.4 Cr Eric Cottis**
 - 2.5 Cr Mabelene Whap**
- 3. Request Torres Strait Island Regional Council to hold the proposed joint LG workshop on 9 November and 11 November**
- 4. Approves for the full council and CEO to attend the workshop in Cairns**

PURPOSE OF REPORT

The purpose of this report is to provide for Northern Peninsula Regional Council participation in the Financial Management in Practice for Elected Members training and proposed joint LG Workshop during the period 9 to 11 November 2022.

BACKGROUND AND CONTEXT

NPARC has been working collaboratively with Torres Strait Island Regional Council (TSIRC) and Torres Shire Council to develop the Masig Statement which was launched on 23 August 2022. A follow up action was for a series of collaborative workshops to develop a regional strategic 15 point plan to drive advocacy.

TSIRC has proposed to hold this workshop on 10th and 11th November with the following agenda items

- Masig Statement Campaign Strategy
- Regional Organisation Committee | Joint Local Government Group
- Local Thriving Communities (LTC)
- Paths to Treaty
- Regional Strategic 15? Point Plan

TSRA would be invited to participate on the 11th November.

Department of State Development Infrastructure, Local Government and Planning has introduced a 2022-23 Financial Sustainability Training Program. With a purpose of building capability across the local government, the program is open to councillors and council staff, with up to five places per council being offered at no charge.

The Financial Management in Practice for Elected Members training is scheduled in Cairns for 10th November. They have advised that we can directly register up to 5 councillors and complete the waitlist form for the 6th councillor. This course would be of great benefit to the elected members

Therefore it is proposed to:

- Ask TSIRC to reschedule the first day of the meeting to 9th November
- Register 5 Councillors and place Mayor on Standby

The CEO and Madam Mayor would meet with relevant stakeholders in Cairns on the 10th November if the Mayor was unable to receive a place.

The total cost associated with participation is estimated at **\$8,000** and includes airfares, travel allowances, accommodation for up to four nights and registration costs. This trip has been budgeted for as part of proposed advocacy work with TSIRC. The extra day would allow the participation in the financial management course.

CRITICAL DATES

Registration, accommodation, and airfares to be booked as soon as possible.

LEGAL AND LEGISLATION CONSIDERATIONS

Overarching Governance Principles

Attendance is consistent with the following overarching governance principles:

- Pursuing innovation and continuous improvement.
- Seeking collaboration with other Councils and Governments and statutory bodies.
- Regional, state and national plans and policies are taken into account in strategic planning and decision making.
- The transparency of Council decisions, actions and information is to be ensured.

Public Transparency

Bringing this matter to the Council meeting for resolution in open session ensures decision making is transparent and the public are aware of which Councillors are attending and why.

POLICY CONSIDERATIONS

Policies and Relevant Law

Bringing this report to Council is consistent with Council and Governance Rules.

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

NORTHERN PENINSULA AREA REGIONAL COUNCIL OPERATIONAL PLAN 2022

Focus Area 4 Strong People

- Our leaders undertake regular advocacy with all levels of government
- Our elected leaders embrace their role of Civic Leaders supported by Management

FINANCIAL AND RESOURCE CONSIDERATIONS

This travel is budgeted.

CONSULTATION

No officer declared an interest under the *Local Government Act 2020* in the preparation of this report.

Kate Gallaway

From: Cr. Phillemon Mosby <Cr.Phillemon.Mosby@tsirc.qld.gov.au>
Sent: Monday, 19 September 2022 3:07 PM
To: yen.loban@tsc.qld.gov.au; Patricia Yusia
Cc: dalassa.yorkston@torres.qld.gov.au; Kate Gallaway; James William
Subject: Proposed Nov 2022 Joint LG's Engagement Cairns

Kapu Kut Colleagues Mayor Loban & Mayor Yusia,

Trust that this email finds you and family of good health and spirit.

Considering that we are now midterm in office I am seeking your support for us to recommend to Council that we be more strategic about this two weeks November Workshop.

For your information TSIRC full Council will be in Cairns for two weeks. The 1st week of the November workshop will commence on Monday 7th to Friday 11th November 2022 and second week commence with our November Council Ordinary Meeting from Monday 14th and Tuesday 15th November 2022 and continue with our workshop from Wednesday 16th November 2022 to Friday 18th November 2022.

We are currently proposing joint LG's meeting with TSC & NPARC on Thursday 10th November 2022 and LG'S and TSRA on Friday 11th November 2022.

In preparation for our upcoming November TSIRC workshop in Cairns I am proposing to our Council's leadership team to meet with yourselves including your CEO's to discuss and progress the following;

- Masig Statement Campaign Strategy
- Regional Organisation Committee | Joint Local Government Group
- Local Thriving Communities (LTC)
- Paths to Treaty
- Regional Strategic 15? Point Plan

I welcome your valuable feedback, advocacy and leadership.

Once again I thank you for your valuable time and assistance, please be advise that I will be calling this week to discuss this proposal.

Keoyma Eso,

Mayor Mosby

Cr. Phillemon Mosby | Mayor

Torres Strait Island Regional Council



Phone: 07 4083 2702 **Mobile:** 0474 954 497
Email: Cr.Phillemon.Mosby@tsirc.qld.gov.au
Address: TSIRC, Poruma (Coconut) Island, QLD 4875
Website: www.tsirc.qld.gov.au
Find us on:   

This email and any attachments are confidential and are only to be read by the addressee as they may contain legally privileged information. If you are not the addressee indicated in this message (or responsible for delivery of such message to the addressee), you should destroy this message immediately and kindly notify the sender by return email.

WORKSHOP

FINANCIAL MANAGEMENT

IN PRACTICE FOR ELECTED MEMBERS

THE QTC EDUCATION PROGRAM

LIFT PERFORMANCE, INSTIL STRATEGIC THINKING AND RAISE AWARENESS FOR YOUR ROLE AND RESPONSIBILITIES THROUGH FINANCIAL MANAGEMENT TRAINING

This one-day workshop will assist you to gain a holistic view of the elements that you must understand and monitor in order to make well informed decisions to lead your council to its best possible version to serve the community.

The workshop combines class discussions with practical exercises, giving you the opportunity to apply the techniques you learn in a real-life context. The material is presented in an easy-to-understand manner and contextualised for the Queensland public sector.

WHO SHOULD ATTEND?

This workshop is designed to assist newly elected and returning Mayors and Councillors who are responsible for financial reporting, financial risk management and/or project evaluation. No prior knowledge of the topics is assumed, although participants with prior experience may find the workshop useful to refresh or extend their knowledge.

TOPICS COVERED

PART ONE

- Strategic Vision and Sustainability
- Service Standards
- Project Management
- Asset Management

PART TWO

- Budgeting and Forecasting
- Management Reporting
- Understanding Financial Statements
- Cash and Debt Management

DURATION

- 1 full day*, or
- 2 x ½ days delivered virtually

*We can travel anywhere in Queensland, at no cost

COST

There is no cost to your council to participate. The workshop has been sponsored by the Department of State Development, Infrastructure, Local Government and Planning and QTC.

REQUIREMENTS

A minimum of 10 participants is required. A maximum of 25 participants in each workshop. We encourage neighbouring councils to join combined workshops sessions to enhance experience sharing and networking opportunities. This option is available for both face-to-face and virtually lead deliveries.

HOW TO REGISTER:

Contact our education team on **1800 974 551** or at **qtceducation@uq.edu.au** to learn more information on the workshop suite or secure a workshop for your council.

Secure your preferred dates early to avoid disappointment.



Volume of workshop deliveries will be based on a needs assessment during the consultation process.

Commissioned by the Department of State Development, Infrastructure, Local Government and Planning.



Title of Report Community Safety Plan

Agenda Item: 12.5

Classification: For Decision

Author Acting Chief Executive Officer

Attachments Attachment A. Community Safety Plan

Officers Recommendation:

That Council:

- Note the Report
- Adopt the NPA Community Safety Plan

PURPOSE OF REPORT

To provide is to provide the necessary background to allow the adoption of the NPA Community Safety Plan.

BACKGROUND AND CONTEXT

The purpose of the renewed approach to alcohol management (Appendix 1) is to ensure communities and individuals are safe, thriving and self-empowered to manage and reduce alcohol-related harm and improve wellbeing.

The renewed approach retains carriage limits and is based on a partnership between the Queensland Government and communities to:

- Co-design new Community Safety Plans (CSPs) and other coordinated initiatives and strategies that reduce demand; target illicit alcohol (sly grog and homebrew); build community capacity and readiness; and promote a healthy culture and attitude towards alcohol including through legal liquor licensing options.
- Explore minor changes to carriage limits on a case-by-case basis, pending community and Government agreement, and provided that a Community Safety Plan is in place.
- Revise AMPs to reflect the outcomes and results of co-design and community engagement.

NPARC was funded in 2020 to develop the Community Safety Plan and engaged a consultant that produced a draft Community Safety Plan. This was adopted by council in 2021.

The community safety plan does need to be a specific length of time. The proposed actions within the plan are short term with immediate action required by Government. It is proposed to make the plan a 3 year time period, to be reviewed annually.

There was request for feedback from stakeholders via email as well as a community consultation held on 31 August. This feedback was included in the final plan. A graphic designer has been engaged for the aesthetic of the plan, as well as to review and provide Copy Writing services.

It is of interest to finalise the plan to access \$285,000 provided last financial year to deliver the actions required under the plan. There is remaining funding from the initial \$50,000 that will be used towards the Community Survey for changes to the AMP. There are also reporting deadlines from DATSIP that have been extended on multiple occasions.

CRITICAL DATES

The final plan was due in 2021. An extension has been provided to 30 September 2022.

LEGAL AND LEGISLATION CONSIDERATIONS

The community safety plan is the mechanism required to review the restrictions of the Alcohol Management Plan

POLICY CONSIDERATIONS

NA

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

NORTHERN PENINSULA AREA REGIONAL COUNCIL OPERATIONAL PLAN 2022

Focus Area 4 Strong People

- Improve inter-agency collaboration and engagement
- Ensure activities for all segments of the Community including youth and elderly

Focus Area Five: Healthy Environment

- Community Safety Plan to be developed and actions implemented
- Improved street lighting
- Work with stakeholders to improve community security

FINANCIAL AND RESOURCE CONSIDERATIONS

This will allow NPARC to spend funds received from DATSIP

CONSULTATION

No officer declared an interest under the *Local Government Act 2020* in the preparation of this report.

Community Consultation

Stakeholder Consultation

NPA COMMUNITY SAFETY ~~SUB~~-PLAN 202~~1~~₂-20~~24~~₃₀

DRAFT

[Grab your reader's attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

Mayor Mrs Patricia Yusia

DRAFT

[Grab your reader's attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

~~Chairperson NPA Justice Group Services~~
~~Ms Beverly Jacob~~

DRAFT

Background

The Location: The Northern Peninsula Area (NPA) is located on the west coast of Cape York Peninsula and consists of five distinct indigenous communities of Injinoo, Umagico, Bamaga, New Mapoon and Seisia. In March 2008, following state-wide local government reform, these five formerly separate communities were amalgamated under one local government authority Northern Peninsula Area Regional Council (NPARC). Usually local government authorities are responsible for roads, rates and rubbish, however in the Northern Peninsula Area the Council is responsible for far more matters.

Lead Agencies: There are ~~three~~ multiple lead agencies involved in the Community Safety Sub-Plan 1. NPA Justice Services ATSI Corporation. 2. NPA Regional Council. 3. Aboriginal & Torres Strait Islander Partnerships. 4. Queensland Police Service 5. NPA Family and Community Services

Commented [KG1]: Consider expanding to include QPS and NPAFACS

Who is responsible for the NPA Community Safety Sub-Plan?

The NPA Community Safety Sub-Plan falls under the NPA Regional Council's Community Plan, it was commissioned and endorsed by the Council. NPA Regional Council is responsible to ensure that the Community Safety Sub-Plan is implemented, reviewed and reporting completed. It is the responsibility of both Aboriginal & Torres Strait Islander Partnerships (the funding body) and NPA Justice Services to ensure that Council carries out its responsibilities concerning the Community Safety Sub-Plan.

Monitoring of the Community Safety Sub-Plan

The lead agencies will meet every 3 months to review the progress of the sub-plan and to discuss issues/ challenges arising from its implementation. It will also be a standing agenda item for update at the NPA Community Inter-agency group. Progress against the NPA Community Safety Sub-Plan will be documented and reported back to the community annually.

We will know if the plan is successful and the community is safer when the statistical data key indicators reduce to be in line with Queensland percentages, this information should be included in the annual report back to the community.

How are we going to make the solutions happen?

Initially it will be the responsibility of the lead agencies to drive the community Safety Sub-Plan and work together. Although there are strategies where there is no funding available at present it is the responsibility of the lead agencies to pursue these matters with relevant bodies, authorities and government agencies to ensure that the NPA will have the resources needed to complete the actions listed. It will be important to discuss the progress of the Community Safety Sub-plan with the Government and Ministerial Champions so they may also lobby for funding and resources for the NPA, this will help to keep the plan live. Two significant recommendations were made by agencies and the community as to how we can drive the actions, the recommendations can be developed and put in place as resources become available.

1. The NPA agencies highlighted the need for a paid position to assist the Interagency Groups to: collect and analyse the data from local agencies; to share the data with the agencies and the community so it is easy to understand; identify issues and present the information to the group assisting in the development of realistic

solutions and a coordinated approach. NPARC would be responsible for this position under Community Services.

2. The community requested to have a Solutions/Complaints Unit established within Council where they can go and make complaints about any services/ agencies/ departments and receive information about what course of action they can take. The unit will be responsible to follow up on serious complaints with agencies, bring to the table of the Interagency Group applying a community development approach to develop strategies to avoid future recurrence.

Priority Areas

To achieve the goal of a reduction of Alcohol Related Injuries and Offences Against Others the NPA Community has identified the following 5 Priority Areas to be focused on for the next ten years and provided strategies of how to do this.

1. Reduce Boredom
2. Reduce Stress
3. Apply Consequences for Negative Behaviour
4. Improve Community Awareness and Involvement in the NPA Alcohol Management Plan and complete a review of the Alcohol Restrictions
5. Address Gaps in Alcohol Support Services

Alcohol Management Plans: The Cape York Justice Study 2001 (Fitzgerald Report) focused on the statistical data of the Indigenous Communities of Cape York comparing community data to the percentages and rates of mainstream Queensland. The comparative figures painted a very negative picture of life in communities being consumed by violence and abuse fuelled by excessive alcohol consumption. In response to the Report the Queensland Government rolled out the Alcohol Management Plans from 2002-2004 across Cape York, the Northern Peninsula Area's AMP commenced on the 16/4/2004. Over the past twenty years the State government has stated that the statistical data must improve and reduce to Queensland percentages until then indigenous communities will continue to have Alcohol Restrictions in place. In 2010 the State government required all indigenous councils to develop a community safety sub-plan to manage alcohol related violence, resulting in the development of the first NPA Community Safety sub-plan 2010-2020. In 2019 DATSIP conducted a review of the Alcohol Management Plans resulting in the development of a new program direction "Local Thriving Communities" the Community Safety Plans come under this government program. The Review identified that although there has been an improvement in the statistical data since the introduction of the Alcohol Management Plans the incidence of violence against women and children continues to be too high.

NPA StatShot – Key Indicators concerning Community Safety

The population data from the last census in 2016 indicates that there are 3,163 people in the NPA. In 2010 the population of the Northern Peninsula Area was approximately 2400. A new census data will be conducted in 2021.

The QLD government collects data and monitors a number of key indicators concerning community safety. The data for 2018-19 and 2019-20 tells us that reported offences and

injuries in the NPA continues to be higher than the QLD average in most cases, however, there has been an improvement in the percentages compared to QLD rates since 2008-09.

NB: It must be noted that the data in NPA StatShot relates to years prior to the interruption of COVID19. The impact of COVID19 has not been included in this plan.

Child Safety substantiated notifications of harm

18-19 = 12 children 0-17 years were subject to substantiated notifications

17-18 = 12 children 0-17 years were subject to substantiated notifications

NPA 9.6%, QLD 5.1%

Child Safety child protection orders

18-19 = less than 5 children were admitted to a protection order

17-18 = less than 5 children were admitted to a protection order

NPA 0%, QLD 1.9%

Youth Justice supervised orders

2018-19 = 5 young people were admitted to orders NPA 11.4%, QLD 4.4%

2017-18 = 5 young people were admitted to orders NPA 11.4%, QLD 4.4%

Youth Justice unsupervised orders

2018-19 = 5 young people were admitted to orders NPA 11.4%, QLD 6.4%

2017-18 = 13 young people were admitted to orders NPA 34.2%, QLD 6.3%

Reported Offences Against the Person

2018-19 = 67 reported offences against the person NPA 21.8%, QLD 7.4%

2008-09 = NPA 57.7%, QLD 7%

Reported Offences Against Property

2019-20 = 129 reported offences against property NPA 40.8%, QLD 51.8%

2018-19 = NPA 88.3%, QLD 51%

Reported Good Order Offences

2019-20 = 46 reported good order offences NPA 14.5%, QLD 9.5%

2009-10 = NPA 40%, QLD 12%

Reported Liquor Offences – AMP Offences

2010-11 = 11 reported liquor offences NPA 3.5%

2009-10 = NPA 4.6%

Alcohol Carriage Restrictions Breaches

2018-19 = 2.3%
 2017-18 = 9.7%
 2008-09 = 24.6%

Reported Breaches of DV Orders

2019-20 = 55 reported breaches of DV orders — NPA 17.4%, QLD 6.6%
 2018-19 = — NPA 17.3%
 2017-18 = — NPA 20%, QLD 5.5%
 2016-17 = — NPA 23.4%, QLD 5%
 2009-10 = — NPA 9.7%, QLD 3%

DV Applications and orders

2019-20 = 50 applications for Domestic Violence Protections

Adult Health – Hospital & Clinics

Episodes of Care for Alcohol-Related Mental & Behavioural Conditions

2018-19 = 62 episodes of care — NPA 31.7%, QLD 12.5%
 2017-18 = 39 episodes of care — NPA 20.7%, QLD 11.7%
 2008-09 = — NPA 11.8%, QLD 7%

Since 2011-12 episodes of care have been increasing

Episodes of Care for Assault-Related Injuries

2018-19 = 19 episodes of care — NPA 6.2%, QLD 1.3%
 2017-18 = 18 episodes of care — NPA — QLD 1.3%
 2008-09 = — NPA 4.9%, QLD 1.3%

Since 2009-10 episodes of care have been increasing

Violent Incidents are High

The QLD government has identified through NPA StatShot Statistical Data Reports that in the Northern Peninsula Area the level of violence, assaults against others (more specifically against women) is still significantly high in comparison to QLD percentages; and that the incidence of violence is related to the consumption of alcohol.

The QLD Government continues to reinforce that the Northern Peninsula Area will remain under alcohol restrictions until the levels of violence improve. It is important that this information is conveyed to the general public so they understand the situation and can be part of the solutions. It must also be acknowledged that the Northern Peninsula Area has a high level of reporting of crime, violence and child protection concerns for the past twenty years with community members seeking supports from local and government agencies.

Summary of Data concerns

Youth Justice — a high percentage on orders compared to QLD rates
 High incidence of offences against the person compared to QLD rates
 Breaches of DV Orders is high compared to QLD rates
 High level of offences committed against women and children
 High level of offences committed by family members against family members
 High level of offences committed by youth
 High alcohol/Mental Health episodes
 High incidents of assault whilst under the influence of alcohol

The Cause of Violence

Both agencies and community identified the same causes (drivers of harm) of alcohol related violence:

1. Boredom
 - No social opportunities for young people and adults
 - No entertainment in the community
 - No sports events or recreation activities in the community
2. High levels of stress within individuals, families, households due to:
 - Lack of employment
 - Overcrowding
 - No Privacy
 - Unresolved grief
 - Ongoing Sorry Business
 - Low income
3. Increased money in the community from mine workers (pre COVID19), allowing them to purchase large quantities of alcohol and transport it into the NPA for themselves and others.

Goal: To Reduce Alcohol Related Injuries and Offences Against Others in the NPA.

Who is Responsible to reduce the level of alcohol related violence?

If the community is to improve the situation and decrease the statistics then the community in general needs to be included in the discussion about the problem and the solutions. Changes can only be made if everyone is aware and involved, this will require more information to go out to the community and everyone will need to take responsibility and be proactive to make the changes happen. Agencies are there to provide supports and treatments and diversions where possible.

Who is responsible for the NPA Community Safety Sub-Plan?

The NPA Community Safety Sub-Plan falls under the NPA Regional Council's Community Plan, it was commissioned and endorsed by the Council. NPA Regional Council is responsible to ensure that the Community Safety Sub-Plan is implemented, reviewed and reporting completed. It is the responsibility of both Aboriginal & Torres Strait Islander Partnerships (the funding body) and NPA Justice Services to ensure that Council carries out its responsibilities concerning the Community Safety Sub-Plan.

The Role of the NPA Community Justice Service

The NPA Justice Services ATSI Corporation was incorporated in 2008, prior to the formation of this body there were five individual community Justice Groups established for each community in early 2000's. In 2012 the Community Justice Groups transitioned from Department of Aboriginal & Torres Strait Islander Policy to Department of Justice their responsibilities and role became more concerned with the court process providing supports for victims and offenders of crime. The Department of Justice now funds the Community Justice Groups specifically for the court support role. Previously when under the Department of Aboriginal & Torres Strait Islander Policy the role of the Community Justice Group was more focused on preventative programs and assistance for youth and adult offenders when they returned to community from prison. The NPA Justice Services ATSI Corporation still has this role listed in their Rule Book objectives but are no longer funded to deliver such activities.

The role of the NPA Community Justice Service in relation to the Alcohol Management Plan is noted within the *QLD Liquor Act Part 6A Restricted Areas section 173I Consultation with Community Justice Groups for Declarations*, where the Office of Liquor and Gaming Regulation, Department of Justice and Attorney-General is required to consult with the Community Justice Groups concerning licensee applications for changes to the serving of alcohol in indigenous communities.

Currently the Community Justice Group does not have the capacity to undertake the responsibility of the lead agency fully, the board of directors is currently developing a strategic plan and focusing on capacity building over the next six months. This will help them to determine the direction of the corporation and to see if they can include the safety plan responsibilities in their charter, to achieve this milestone the corporation will require extra supports from Aboriginal & Torres Strait Islander Partnerships and the Office of Liquor and Gaming Regulation. The Corporation has requested that their involvement in the Community Safety sub-plan be reviewed in 6 months against their new strategic plan.

The Role of Aboriginal & Torres Strait Islander Partnerships

Aboriginal & Torres Strait Islander Partnerships is the QLD state government agency charged with the responsibility of championing and managing the Alcohol Management Plans across Cape York. ATSIP's role is to work closely with the NPA Justice Services and NPA Regional Council to support them with their roles and management of the NPA Alcohol Management Plans and the Community Safety Sub-Plan and to aid in the bringing together of agencies within the community to focus on the issues at hand.

The Role of the NPA Liquor Accord

The NPA Liquor Accord is led by licensees of the area to work with the community to look at the impact of alcohol on the community and to resolve any negative impacts at the local level so it does not worsen or progress further. Licensees voluntarily develop business strategies to minimise harm from alcohol.

Monitoring of the Community Safety Sub-Plan

The three lead agencies NPA Regional Council, NPA Justice Services and DATSIP will meet every 6 months to review the progress of the sub-plan and to discuss issues/ challenges arising from its implementation. Progress against the NPA Community Safety Sub-Plan will be documented and reported back to the community annually. We will know if the plan is successful and the community is safer when the statistical data key indicators reduce to be in line with Queensland percentages, this information should be included in the annual report back to the community.

How are we going to make the solutions happen?

Initially it will be the responsibility of the three lead agencies to drive the community Safety Sub-Plan and work together. Although there are strategies where there is no funding available at present it is the responsibility of the three lead agencies to pursue these matters with relevant bodies, authorities and government agencies to ensure that the NPA will have the resources needed to complete the actions listed. It will be important to discuss the progress of the Community Safety Sub-plan with the Government Champions so they may also lobby for funding and resources for the NPA, this will help to keep the plan live. Two significant recommendations were made by agencies and the community as to how we can drive the actions, the recommendations can be developed and put in place as resources become available.

1. The NPA agencies highlighted the need for a paid position to assist the Interagency Groups to: collect and analyse the data from local agencies; to share the data with the agencies and the community so it is easy to understand; identify issues and present the information to the group assisting in the development of realistic solutions and a coordinated approach. NPARG would be responsible for this position under Community Services.
2. The community requested to have a Solutions/Complaints Unit established within Council where they can go and make complaints about any services/agencies/departments and receive information about what course of action they can take. The unit will be responsible to follow up on serious complaints with agencies, bring to the table of the Interagency Group applying a community development approach to develop strategies to avoid future recurrence.

Priority Areas

To achieve the goal of a reduction of Alcohol Related Injuries and Offences Against Others the NPA Community has identified the following 5 Priority Areas to be focused on for the next ten years and provided strategies of how to do this:

1. Reduce Boredom
2. Reduce Stress
3. Apply Consequences for Negative Behaviour
4. Improve Community Awareness and Involvement in the NPA Alcohol Management Plan and complete a review of the Alcohol Restrictions
5. Address Gaps in Alcohol Support Services

Priority 1: Reduce Boredom

Extreme Parties: There was significant concern expressed by both the community and the agencies regarding the parties occurring in all communities of the NPA, the parties often continue for up to 24 hrs or longer, in full view of the public, with excessive consumption of alcohol occurs and excessive noise pollution for the community, violence and abuse is the norm, there is littering and broken glass left behind, drink driving, underaged drinking and fighting.

Community members said that the parties are due to high levels of boredom and stress. They felt that there are very few opportunities for socialising, very few entertainment events being held in the area and no regular sports being run across all communities for all age groups.

To combat boredom and stress some community members have been making parties in an attempt to have some fun and reduce their own stress and boredom, which unfortunately often becomes out of control.

Although there are two licenced venues in the area there are a number of issues – Trading hours are limited, transport is not available, security personnel are not always available so the facility does not open or the planned entertainment does not go ahead.

Harm Reduction strategies are a must regarding this priority area, providing supervised controlled areas for drinking and parties and transport to and from the licenced venue, can assist in reducing levels of violence and other risk behaviours such as driving whilst under the influence and parties at homes.

Sports: NPA Regional Council no longer provides sporting events directly, council maintains facilities and support interested community persons and groups to take on the responsibility of running sports themselves aiming to become incorporated as a club. Council still hosts community events but encourage others to partner in the events.

Youth: Young people are looking for excitement, fun and adrenalin rushing activities which often gets them into trouble or difficult situations.

There is a perception in the NPA by community residents and businesses that there is a very high level of crime being committed by youth, although the statistical data for youth under orders indicates this is not correct. The QLD Police and ATSIIS Officer confirmed that in 2018 there was a high level of youth crime however it has decreased significantly since then, anecdotal information from business indicate there is a lot of theft and vandalism still occurring by youth.

Community members and agencies are concerned about youth in the NPA about these matters – ongoing social media conflict, under aged drinking and attending parties, sexual abuse by adults in return for alcohol, drugs and cigarettes, teenage pregnancy, youth are becoming disconnected from their family, little participation in cultural lifestyle and events, less respect for family and culture.

School attendance at high school is very low and many youth are not even enrolled and are now disengaged from the education system, which is of major concern about how they will engage in society in a meaningful way as adults, seeking and obtaining employment will be difficult for them.

There are very few youth specific activities and programs in the NPA and there is low engagement with young people in positive activities.

NPAFACS provides a youth counselling service and child protection program, NPA Regional Council provides an activity program during the school holidays for youth. Funding sources need to be identified to get programs going and keep them running. The holiday program is an unfunded program which council provides from its existing resources, staff and facilities and left over funds from projects to cover food costs, NPARC does this to engage with youth aiming to keep them busy and reduce their involvement in negative behaviours, however the numbers they can provide for are limited and activities occur Monday to Friday business hours. We really need to invest more in our young people.

PRIORITY 1: REDUCTION OF BOREDOM			PERFORMANCE INDICATORS
1	ACTION	RESPONSIBLE AGENCIES	
1.1	Provide more regular sports, competitions & recreation events to all age groups. Create an annual sports plan and distribute to the community at the beginning of each year.	NPA Regional Council - Community Services Events Team Aputhama Injinoo Sporting Indigenous Corporation Football Clubs Sporting Organisations	1. Annual Sports & Recreation calendar completed and issued to the community. 2. Number of sports competitions and events completed each year.
1.2	Provide more social opportunities and entertainment appropriate for <i>teenagers</i> . Create an annual events plan and distribute to the community at the beginning of each year.	NPA Regional Council - Community Services Events Team QLD Police Services (blue light discos) Local Church groups Cultural groups	1. Annual entertainment calendar completed and issued to the community and youth. 2. Number of entertainment events held each year
1.3	Provide more social opportunities and entertainment for <i>young adults</i> in controlled environments.	Bamaga Tavern Seisia Fishing Club NPA Regional Council - Community Services Events Team Local Church groups Cultural groups	1. Meeting of responsible agencies to discuss and develop solutions. 2. Calendar of entertainment and events developed and issued to the community. 3. Number of events held each year.
1.4	Make bike tracks/area for quad bikes, motorbikes and a BMX bike track for children.	NPA Regional Council	1. Bike tracks completed 2. Skate board rink completed
1.5	Establish a Youth Centre to provide activities and projects of interest to teenagers, inclusive of youth who are disengaged from the education system.	NPA Interagency Group NPA Regional Council NPA Family and Community Services	1. Identification of a responsible agency 2. Operational funding is sourced. 3. Youth centre is established and operating

Priority 2: Reduce Stress

Although some of the items discussed in this section are not specific to alcohol management they are all contributors to stress which in turn is causing people to turn to alcohol and drugs as a coping mechanism which often has a resulting consequence of violence, causing NPA statistics to increase. Broad strategies to address them have been included in recognition of their impact on the emotional wellbeing of residents. Individuals and families have high levels of stress due to overcrowding; no privacy; unresolved grief and loss; financial issues due to the high cost of funerals and headstones; the responsibility of organising funerals; few employment opportunities.

Overcrowding: Overcrowding continues to be a major contributor to family conflict and stress. Families are overcrowded, often there are three generations in one house; young adults can't move out and be independent as there is nowhere to go and there are no spare units/houses in the NPA; elder abuse is frequent and they are bearing the cost of running the house while the younger members of the house spend their money on alcohol and cigarettes; young parents are relying on grandparents to care for their children; elders are stressed from too much noise and activity in the house they can't rest. Young people in the house make their own entertainment at the house holding parties with loud music affecting the elders and children of the house, the loud music attracts other young people to the house and soon become loud raging uncontrolled parties. School attendance is affected by noisy parties and adults have poor work attendance. In other households young people get away from the house to avoid the conflict at home and end up at the large roadside parties, consuming large amounts of alcohol and venting their stress on others through acts of violence. These situations, stress and conflict are major contributors to domestic and family violence incidents and assaults and causing our statistics to rise. The housing allocation system is also adding to community members stress as it is not clear to most who have been on the waiting list for many years whilst others come into the community from elsewhere and are housed because they are deemed a "greater priority". Staff from the Department of Housing said they will be providing more information to the community in 2021 on the application and allocation processes, policies, maintenance. Although housing is not specifically a community safety matter the lack of housing is a contributing factor to stress and violence, new ideas and opportunities for housing need to be explored, a housing solutions conference should be convened in the NPA to consider a range of models for rental housing such as housing cooperatives, alternate living style accommodation, single persons units, youth supported accommodation.

Employment: On average there are 340 persons on GDP in the NPA, community members told us that low income and employment opportunities is having an impact on their emotional wellbeing and causing them to turn to alcohol, a lack of money is often the cause of conflict in the household. There needs to be further discussion of key stakeholders and the Government Champion on ways to create more employment and business opportunities.

Funerals & Tombstone Unveilings: The organisation of funerals and headstone unveilings is very stressful for families and the costs associated have become very expensive due to the remoteness of NPA, families with low income really struggle to make it happen and the time for a funeral is becoming longer as families wait for fortnight pays to cover costs, often the coroner is involved which delays the funeral more and adds to stress levels as it seems like we are always in mourning. A service providing some support or assistance in the organisation of funerals and headstone unveilings may help to reduce stress on individuals and families. Implementation of a payment plan system for funerals or a funeral insurance plan would be very helpful to community members.

Noise Complaints: Community members and agencies said that often they make complaints about noisy parties, tenants, noisy vehicles, quad bikes, dogs, horses but there is no response and no changes and they believe that their complaint was ignored, the lack of follow through adds to the complainant's stress and increases their sense of injustice and adds to their poor health. It was suggested that a central Complaints Unit should be established under NPA Regional Council where community members can take their problem to if agencies do not deal with their complaint or provide a response.

Unresolved Trauma, Grief & Loss: People are so full of bottled up anger and despair occurring in their life where they have unresolved issues or feel helpless to change their situation, when they are intoxicated it is an opportunity to let it all out and individuals become violent if they are angry and inconsolable when they are depressed, often attempting suicide. Stress Management workshops and Grief & Loss Workshops may be useful in giving people coping skills to deal with their emotions better. If residents don't attend workshops then the distribution of information locally would be useful as part of a positive emotional wellbeing campaign for the NPA.

PRIORITY 2: REDUCE STRESS ON INDIVIDUALS & FAMILIES			
2	ACTION	RESPONSIBLE AGENCIES	PERFORMANCE INDICATORS
2.1	Develop and encourage more accommodation opportunities for young adults to reduce the stress of overcrowding, lack of privacy, elder abuse, child abuse. Establish a community housing committee to consider and develop other options and opportunities	NPA Regional Council Department of Housing Department of Aboriginal & Torres Strait Islander Partnerships	1. A community housing committee is established. 2. Housing options are identified 3. Funding sources are identified 4. Housing Plan developed 5. New housing built
2.2	Develop and encourage more employment and business opportunities to be created for NPA residents.	NPA Regional Council / Chamber of Commerce Bamaga Enterprises Ltd Seisia Enterprises Ltd	1. NPA Employment & Business Development Strategy completed.
2.3	Develop an NPA policy of employing local indigenous residents first	NPA Regional Council / Chamber of Commerce Bamaga Enterprises Ltd Seisia Enterprises Ltd	1. NPA Indigenous Employment Policy is completed, distributed and applied
2.14	Reduce noise pollution in the community from parties, cars with music, noisy vehicles/bikes and dogs by taking action against offenders.	QLD Police Service NPA Regional Council Department of Housing	1. Incidents and complaints attended to promptly by services 2. Reduction in complaints

Commented [KG2]: These are covered off in other plans of Council. Perhaps this should be specific for community safety

Commented [KG3]: Provide a designated area for parties and consumption of alcohol and loud music – with toilets, rubbish bins, lighting, cameras and security officers (this used to be a proposed action

2.25	Agencies to follow through on complaints made to them by community members.	All agencies	<ol style="list-style-type: none"> 1. Register of Complaints maintained by each agency 2. Number of complaints received and resolved. 3. Feedback survey to see if complaint resolved satisfactorily.
2.36	Establishment of a central complaints unit to direct and assist community members with their complaints if agencies are not responsive.	NPA Regional Council	<ol style="list-style-type: none"> 1. Complaints Unit established and accessible to the community. 2. Number of complaints received and resolved. 3. Feedback survey to see if complaint resolved satisfactorily.
2.47	Establishment of a funeral assistance service to provide supports for families making funeral arrangements and headstone unveilings.	NPA Regional Council	<ol style="list-style-type: none"> 1. Funeral Assistance Service established and accessible to the community. 2. Number of requests received for funeral and tombstone unveiling assistance. 3. Feedback survey to see if service is satisfactory.
2.58	<p>Promote positive messages to the community on how to maintain healthy emotional wellbeing and where to get assistance from.</p> <p>Provide Stress Management workshops and distribute information regularly in all communities.</p> <p>Provide Grief & Loss workshops and distribute information regularly to all NPA communities.</p>	NPA Family & Community Services	<ol style="list-style-type: none"> 1. Number of information messages and workshops delivered to the community. 2. Feedback from participants if useful. 3. A reduction in the key indicators data.
2.6	Scope having a designated area for parties and consumption of alcohol and loud music – with toilets, rubbish bins, lighting, cameras and security officers	NPA Regional Council Queensland Police Service	1. Scoping plan with recommendations

2.7	Improve Physical Safety across the community through fixing existing street lights, installation of new street lights and scope possibility of CCTV	NPA Regional Council	1. Repaired street lights
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Priority 3: Apply Consequences for Disruptive Negative Behaviour

It is very important that community residents feel safe in their homes and in their community, that they are being heard and that there is real justice when others are doing the wrong thing. Over the past twenty five years lots of supports and services have been provided to both victims and offenders of crime in the NPA, however the level of violence continues to climb. The reduction of violence, illegal alcohol consumption and other criminal behaviours in the NPA requires responsive and effective systems in place to deal with offenders and to apply consequences for behaviours impacting negatively on the rest of the community. Excessive consumption of alcohol and excessive parties and noise will continue if there is no intervention or consequence to those people who are doing the wrong thing and negatively affecting the quality of life for others.

Council Bylaws are not clear to the public and have not been applied or enforced over the last 13 years, this is an area that requires considerable attention, implementation of the Bylaws will also require community education and awareness and the development of a new system to manage the enforcement of the Bylaws.

Policing and Compliance Systems to be more responsive and comprehensive, attending to call outs and being seen to deal with problem community members. Regular communication with Council and the NPA Community Justice Group about concerns and community trends is important so that everyone is clear about the issues, solutions and responsibilities.

PRIORITY 3: APPLY CONSEQUENCES FOR DISRUPTIVE NEGATIVE BEHAVIOUR			
3	ACTION	RESPONSIBLE AGENCIES	PERFORMANCE INDICATORS
3.1	Police to respond to complaints/calls concerning parties and noise and take action. Report noise complaints to Housing. Report child protection concerns to Department of Child Safety if children are present.	QLD Police Service	1. Number of call outs police attend to regarding noise complaints and excessive parties. 2. A reduction in the number of calls/complaints made to Police about noise and parties. 3. Number of reports made by the Police to Department of Housing. 4. Number of reports made by the Police to Child Safety. 5. Setup and use of the party registration system.
3.2	Enforcement of By Local Laws for noise pollution, littering, holding parties outside of homes and designated areas.	NPA Regional Council	1. Enforcement Officer position created and commenced. 2. The number of infringement notices issued.

			3. A reduction in the number of complaints.
3.3	Department of Housing <u>Social Housing agencies</u> to follow through on complaints made about noisy tenants.	Department of Housing <u>NPA Regional Council</u>	1. Register of Complaints maintained by each agency 2. Number of complaints received and resolved. 3. Feedback survey to see if complaint resolved satisfactorily.
3.4	NPARC Housing Unit to follow through on complaints made about noisy tenants.	NPA Regional Council	1. Register of Complaints maintained by each agency 2. Number of complaints received and resolved. 3. Feedback survey to see if complaint resolved satisfactorily.
3.5	Explore the development and implementation of the Community Police Program.	NPA Community Justice Services Department of Aboriginal & Torres Strait Islander Partnerships	1. Meeting held to discuss the direction and viability of establishing the community police program (minutes) 2. Identification of a funding source 3. Community Police Program commenced.
3.6	Explore the development and implementation of a Night Patrol Program by Community Volunteers	NPA Community Justice Services Department of Aboriginal & Torres Strait Islander Partnerships	1. Meeting held to discuss the direction and viability of establishing a volunteer Night Patrol Program (minutes) 2. Identification of a funding source 3. Night Patrol Program commenced.

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Priority 4: Improved Community Awareness & Involvement in the NPA Alcohol Management Plan

The workshops with both community and agencies highlighted the lack of knowledge or understanding of the alcohol restrictions and why the NPA is under them; community members 35 years and under were just 15 years old when the restrictions were imposed, this age group only know that they can't buy more than 1 carton and 1 cask of wine every time they drive through the takeaway at Bamaga Tavern, they don't know why and they are not concerned about it, they just find a way to get the type and amount of alcohol that they want via other means. Agencies in the NPA that have transient staff do not know the history of the alcohol restrictions and alcohol management plans and so don't understand the importance of the data and the need to report alcohol-related incidents. It is important that information about the Alcohol Restrictions, the statistical data and Community Safety sub-plan is given to both community and agencies, reporting regularly to the community about the progress against plans and the challenges being faced, involvement of others in the matter will help to generate new ideas and discussion and approaching it from the perspective of "we are all in this together" is necessary to gain active participation if change has to come from the community people then they need to know what are the issues and how they can make a difference. It is almost 20 years since the QLD Government commenced alcohol restrictions in the NPA, the question of "~~how long will we be under the restrictions?~~" was raised many times, the answer being "~~only if the statistics improve and violence reduces~~". It is time to review the Alcohol Restrictions and see if they should be reduced further or increased if there is no change happening, this will be a good opportunity to involve the community in the challenge, a review should be held every years to keep the process current.

PRIORITY 4: IMPROVE COMMUNITY AWARENESS & INVOLVEMENT IN THE AMP			
4	ACTION	RESPONSIBLE AGENCIES	PERFORMANCE INDICATORS
4.1	Develop an annual plan to keep residents informed and involved in the NPA Alcohol Management Plan/ Alcohol Restrictions/ Key Data Indicators.	NPA Liquor Accord NPA Community Justice Service	1. Completed annual plan 2. Number of community information sessions/activities conducted.
4.2	Promote the Declared "Dry Areas" program to residents who may want to apply to their home under the AMP.	NPA Liquor Accord NPA Community Justice Service Department of Housing Department of Aboriginal & Torres Strait Islander Partnerships NPA Regional Council	1. Number of promotions of Declared Dry Areas conducted each year. 2. Number of tenants who declare their homes a "dry area".
4.3	Review the NPA Alcohol Management Plan, <u>Current Licence Restrictions</u> and Alcohol Restrictions to see if satisfactory and relevant to current trends and data, by	NPA Community Justice Service NPA Liquor Accord	1. Community Survey developed and implemented.

	conducting a community survey to determine if the community want change ² <u>removal of the AMP or</u> or suggest other controls.	Department of Aboriginal & Torres Strait Islander Partnerships	2. Survey responses tallied
4.4	Provide a Report with recommendations to DATSIP/QLD Government on the Alcohol Restrictions utilising the information obtained from the community survey.	NPA Community Justice Service NPA Liquor Accord Department of Aboriginal & Torres Strait Islander Partnerships	1. Report completed and submitted to DATSIP
4.5	Provide administrative support to the NPA Liquor Accord and the NPA Interagency Group through the establishment of a new position - Community Development Officer / Secretariat, the position will sit with NPARC. The Secretariat will also work with the interagency group to develop a community services model for the community; collect and analyse agency and community data; identify issues from the data and work with the interagency group to develop realistic solutions within a coordinated approach.	Department of Aboriginal & Torres Strait Islander Partnerships NPA Regional Council NPA Liquor Accord NPA Interagency Group	1. Identified funding source 2. Recruitment and commencement of a Community Development Officer 3. Development and documenting of an appropriate Community Services/network model for NPA.

Priority 5: Address Gaps in Alcohol Support Services

ATODS: There are some significant gaps in alcohol support services in the NPA: the QLD State government has mandated that NPA communities have to change their behaviours and decrease consumption of alcohol, however the Government has not provided much in the way of supports and resources to attend to the alcohol issues in the NPA. There are no Drug and Alcohol, Tobacco and Other Drugs Services (ATODS) to support community members to decrease their alcohol consumption or to provide education and awareness for the community.

Foetal Alcohol Spectrum: Another huge gap in services of major concern to agencies and community members is the lack of Foetal Alcohol Spectrum (FAS) assessment and support services in the region, parents are not receiving the supports they need and agencies working with and caring for children are struggling to understand the support needs of children who are clearly on the spectrum. There are concerns that many of our children are on the spectrum but are not diagnosed, they are being seen as problem behaviour children instead and will continue to have learning difficulties through to adulthood.

Youth Intervention Service: Young people are drinking alcohol, smoking drugs and sniffing substances, parents have no where to turn to get assistance other than the Child Youth Mental Health Service when it is all too late. More support for parents is necessary to help parents help their youth and get them on the right track.

Men's Support Service: There is only one funded position with NPA Family & Community Services providing case management support for men with alcohol and domestic violence abuse problems. With such a huge problem of male perpetrator violence against women and children the NPA requires more resources to address the issues adequately. The data provided in the NPA StatShot notes that the majority of violence and injuries are attributed to the consumption of alcohol by either the victim or the offender. The majority of offences are against women and children and a high percentage of assaults are committed by youth. The number of Domestic Violence Protection order applications has risen significantly and breaches of the orders have also increased. The NPA Women's shelter reported that two out of three domestic and family violence cases are attributed to alcohol consumption. There must be a reduction of violence against women and children and the only way to do this is to work with the perpetrators which is predominantly men.

Both Police and the NPA Women's Shelter advised that more regularly women are the offender of violence when they are intoxicated. The NPA Women's Shelter is at capacity with their client load, access to the shelter has been increasing for the past two to three years with an explosion in the past 6 months due to COVID19 impacts, requiring additional funding for staff to be sourced to attend to clients.

NPA Police reported a change in the approach by households to manage violence, they call the police and request the removal of a "nuisance" who is intoxicated and upsetting the household, usually the "nuisance" is a male, the police remove them but then have nowhere to take them not wanting to lock them up in the police station and there is no men's shelter to take them to. There are no specific men's services in the NPA.

Community education and awareness: domestic and family violence, alcohol management concerns and other topics is not occurring as agencies have reached their capacity in client case work and do not have funds available to extend into education and awareness work.

Coordinated Community Services Model: Agencies suggested that we need a Community Development Officer position to bring the agencies together and assist the interagency group to develop the model of community services operation for the community that will enable agencies to work together for the betterment of

the community. The position would be responsible to collect and analyse the data to paint the picture for the community, identify issues and present the information to the group to develop realistic solutions and a coordinated approach.

PRIORITY 5: ADDRESS GAPS IN ALCOHOL SUPPORT SERVICES			
5	ACTION	RESPONSIBLE AGENCIES	PERFORMANCE INDICATORS
5.1	Seek funding opportunities to establish new services to address the impact of alcohol consumption or an extension of existing Alcohol, Tobacco & Other Drugs Unit (ATODS) programs through the return of dedicated position, increased health promotion programs and promotion of safe drinking: 1. Alcohol, Tobacco & Other Drugs Unit (ATODS) 2. Foetal Alcohol Spectrum (FAS) assessment and support services 3. Youth Intervention Services ages 12 – 25 years 4. Men's Support Services	Department of Aboriginal & Torres Strait Islander Partnerships NPA Regional Council NPA Community Justice Service NPA Family and Community Services Queensland Health	1. Identified funding source 2. Establishment of new services 2.3. Extension of existing small programs.
5.2	Seek funding opportunities to establish new Foetal Alcohol Spectrum (FAS) assessment and support services	Department of Aboriginal & Torres Strait Islander Partnerships NPA Regional Council NPA Community Justice Service NPA Family and Community Services Queensland Health	1. Identified funding source 2. Establishment of new services .
5.3	Seek funding opportunities to expand existing Youth Intervention program to include additional positions	Department of Aboriginal & Torres Strait Islander Partnerships NPA Regional Council NPA Community Justice Service NPA Family and Community Services Queensland Health	1. Identified funding source 2. Extension of existing small programs.

5.4	Seek funding opportunities to expand existing Men's Support programs including scoping the possibility of a Men's Shelter:	<u>Department of Aboriginal & Torres Strait Islander Partnerships</u> <u>NPA Regional Council</u> <u>NPA Community Justice Service</u> <u>NPA Family and Community Services</u> <u>Queensland Health</u>	<u>1. Identified funding source</u> <u>2. Extension of existing small programs.</u>
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DRAFT

Title of Report NPA Local Housing Plan

Agenda Item: 12.6

Classification: For Decision

Author Acting Chief Executive Officer

Attachments Attachment A. NPA Local Housing Plan

Officers Recommendation:

That Council:

- Note the Report
- Adopt the NPA Local Housing Plan

PURPOSE OF REPORT

To provide is to provide the necessary background to allow the adoption of the NPA Local Housing Plan.

BACKGROUND AND CONTEXT

The development of Local Housing Plans was a key commitment from the Indigenous Leaders Forum held in April 2022.

A draft plan was provided to NPARC in June 2022, and a workshop was held on 4th July was a significant amount of feedback was provided to housing.

Housing was advised at this meeting that the plan would need to be provided by 5th August 2022 to allow for adoption at the August Council Meeting. Unfortunately it was not received in this timeframe.

There were some amendments that were not made by housing in the Priorities and Key Deliverables plan, and these have been added (in red).

The other amendments were made by housing and is waiting on housing to finalise the following

- Picture for the front of the plan
- Detail on future housing need
- Definitions of property types
- Response on resource allocation to support the Governance Model

These amendments are quite minor in nature and would not prevent the adoption of the plan and prioritising these actions with housing.

CRITICAL DATES

The final plan was due in 2021. An extension has been provided to 30 September 2022.

LEGAL AND LEGISLATION CONSIDERATIONS

NA

POLICY CONSIDERATIONS

NA

CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

NORTHERN PENINSULA AREA REGIONAL COUNCIL OPERATIONAL PLAN 2022

Focus Area 3 Strong Economy

- Advocate for homeownership and social housing needs.

FINANCIAL AND RESOURCE CONSIDERATIONS

This will allow NPARC to spend funds received from DATSIP

CONSULTATION

No officer declared an interest under the *Local Government Act 2020* in the preparation of this report.

Councillor Consultation



Local Housing Plan

Northern Peninsula Area 2022



Commented [KG1]: Housing to add Aerial Picture of the NPA

Acknowledgement

www.chde.qld.gov.au



Queensland
Government

We respectfully acknowledge the Aboriginal and Torres Strait Islander Traditional Owners and Elders of the lands and seas on which we meet, live, learn and work.

We acknowledge those of the past, the ancestors whose strength has nurtured this land and its people, and who have passed on their wisdom. We acknowledge those of the present for their leadership and ongoing effort to protect and promote Aboriginal and Torres Strait Islander peoples and cultures. We acknowledge those of the future, the Elders not yet born, who will inherit the legacy of our efforts.

We recognise it is our collective efforts, and responsibility as individuals, communities and governments, to ensure equality, recognition and advancement of Aboriginal and Torres Strait Islander Queenslanders across all aspects of society and everyday life.

DRAFT

Artist Acknowledgement

Cover design: [original artwork](#) by First Nations artists Chern'ee Sutton, Kalkadoon woman, and Laurie Nona, Badhulayg, Maluyligal, Guda Maluyligal and Meriam Nation man.

Introduction

The Queensland Government is committed to supporting healthy and empowered Aboriginal and Torres Strait Islander communities through shared leadership, transparency and accountability.

The Queensland Housing Strategy 2017-2027 (the Housing Strategy) sets out the 10-year vision for the state's housing system and the Queensland Government's commitment to making sure all Queenslanders have a pathway to safe, secure and affordable housing.

The Housing Strategy demonstrates the Queensland Government's plan to work with communities, industry and the housing and homelessness sector to deliver more social and affordable homes and better services for vulnerable Queenslanders. Delivered through multiple action plans, the Housing Strategy drives new ways of working across government and the sector, delivering new social and affordable homes and an integrated system where people can access housing with support according to their needs.

In June 2019, the Queensland Government launched the *Aboriginal and Torres Strait Islander Housing Action Plan 2019-2023* (the Action Plan) as a key commitment under the Queensland Housing Strategy 2017-2027 and sets the strategic direction and work program for improving Aboriginal and Torres Strait Islander housing outcomes. It is more than just housing – it's about government, communities and the housing sector working together to create housing outcomes to enable Aboriginal and Torres Strait Islander Queenslanders to prosper.

The Action Plan outlines the specific tasks to achieve this, driven by a new way of working together, that places local communities at the forefront of decision-making for housing services. The Queensland Government recognises the importance of Aboriginal and Torres Strait Islander communities identifying, deciding and implementing the solutions to respond to the unique housing challenges they face.

The vision is for Aboriginal and Torres Strait Islander Queenslanders to have access to safe, appropriate and suitable housing that provides the foundation to close the gap, and improve health, safety, wellbeing, education and economic outcomes.

Key actions under the Action Plan include a commitment to develop place-based, community led, local housing plans with communities to identify and respond to local housing challenges and priorities.

Local housing plans aim to empower community decision making, choice and control to prioritise and progress housing and homelessness responses at the local level. The department is working with Aboriginal and Torres Strait Islander communities across Queensland to develop co-designed, place-based and community-led Local Housing Plans to respond to local housing challenges and priorities.

What is a Local Housing Plan and its Purpose?

The Northern Peninsula Area Local Housing Plan identifies local housing priorities, it is a strategic document to guide the Department of Communities, Housing and Digital Economy (DCHDE or 'the department') and Council to deliver structural, service, and economic reforms to improve housing outcomes in community.

The Northern Peninsula Area Local Housing Plan will be developed through a co-design process to inform ongoing housing services in the Northern Peninsula Area.

A local housing plan (LHP) will:

- Provide the Council/Community and government with a strategic focus and a tool to identify the needs and priorities for housing services.
- Ensure Council/Community is at the centre of decision making about local housing services.
- Identify the partnerships and arrangement to achieve housing outcomes.
- Form an agreement between DCHDE and community to improve housing outcomes for Aboriginal and Torres Strait Islander Queenslanders.

The Northern Peninsula Area Local Housing Plan will be a living document that will be reviewed and monitored through new governance arrangements between DCHDE and Council to ensure community priorities and concerns are raised and key actions and deliverables are identified to resolve issues. This will lead to better housing outcomes that meet the community need.

Closing the Gap

A long-term Australian Government funding commitment to Aboriginal and Torres Strait Islander housing is needed to address overcrowding, stimulate job creation and economic development in remote areas, and contribute to national intergovernmental efforts to Close the Gap on Indigenous disadvantage.

The National Indigenous Reform Agreement on Closing the Gap was signed on 30 July 2020 between Australian governments and the Coalition of Aboriginal and Torres Strait Islander Peak Organisations. This Agreement includes a housing target for the first time, but no associated funding.

The Agreement commits Queensland to a range of targets, including a new housing target (Target 9) to 'By 2031, increase the proportion of Aboriginal and Torres Strait Islander people living in appropriately sized (not overcrowded) housing to 88%'.

As measured at the 2016 Census, Queensland's baseline was 79.4%.

In 2021, according to the subsequent Census, 81.2% Aboriginal and Torres Strait Islander people in Queensland lived in appropriately sized (not overcrowded) dwellings, where no extra bedrooms were needed to adequately house the usual residents.

The Queensland Government's response to the Australian Government's funding shortfall includes implementation of the *Aboriginal and Torres Strait Islander Housing Action Plan 2019–2023* and the *Queensland Housing and Homelessness Action Plan 2021–2025*.

The department's remote capital investments are also aligned with the Queensland Housing Investment Growth Initiative (QHIGI), which is delivering a strong, coordinated program of capital investment to increase housing across the state.

QHIGI was established to accelerate the commencement of 6,365 new social homes, through a **\$1.8B** investment in a four-year, integrated capital investment program across the state.

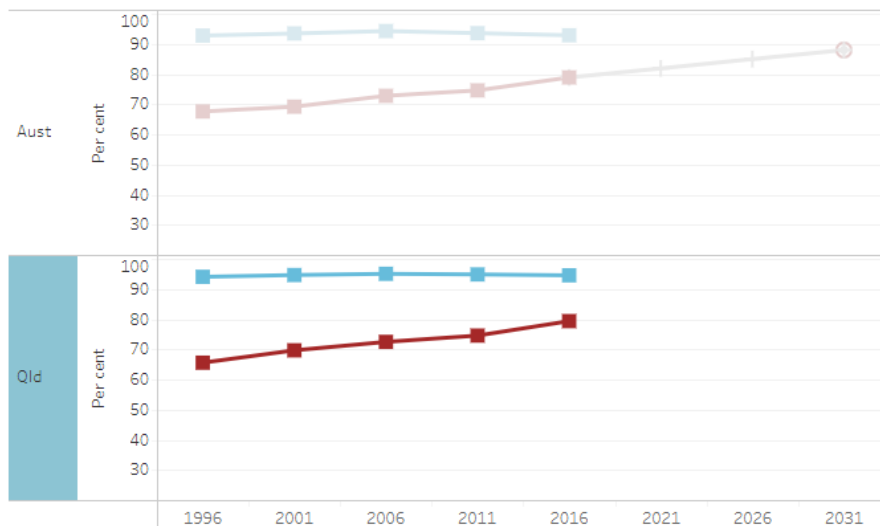
QHIGI is being delivered through three funding initiatives that enable strategic partnerships between a range of potential participants and provide flexibility to deliver projects that meet local needs.

To further meet the needs of Aboriginal and Torres Strait Islander peoples and address overcrowding, the government is also maintaining a state-wide focus on increasing home ownership.

A key action under the *Queensland Housing and Homelessness Action Plan 2021–25* is to increase home ownership opportunities for Aboriginal and Torres Strait Islander peoples through working with communities and partners.

Figure CtG9.1 Data in figure CtG9.1 Description of figure CtG9.1

Figure CtG9.1 People living in appropriately sized dwellings (a)



Source: table CtG9A.1, ABS (unpublished) Census of Population and Housing, Derived from ABS (unpublished) Census of Population and Housing, Joint Council National Agreement on Closing the Gap
(a) Targets and trajectories are only available nationally.

- Aboriginal and Torres Strait Islander, Actual
- Aboriginal and Torres Strait Islander, Target
- + Aboriginal and Torres Strait Islander, Trajectory
- Non-Indigenous, Actual

Northern Peninsula Area Community

Injinoo

Formatted: Heading 1

The first established settlement in the NPA region was that of five semi-nomadic tribes, who came together in peace to settle Injinoo at the mouth of Cowal Creek (meaning Small River). These clans were the *Anggamuthi*, *Atambaya*, *Wuthathi*, *Yadaigana* and *Gudang* clans. Their descendants, the people of Injinoo, are the traditional owners of the land. The people of Injinoo still practise traditional hunting rights and cultural ceremonies, including traditional dance, song, and cooking. To maintain proper management of the land and its resources, elected community members form the Aputhama Lands Trust board. They work closely with the NPA Rangers, based in Injinoo, to manage traditionally owned land.

Umagico

Formed by one of Injinoo's founding families, the Williams, who wanted to live separate to the community, George Williams was at the time working for cattle baron Frank Jardine. Mr Jardine provided the Williams family with a home and land, with permission from the traditional owners, the people of Injinoo. When the people of Lockhart River were forced from their own land, they were given permission by the traditional owners, the Williams and the Jardines to settle at the homestead in Umagico. The community's name means 'Black headed python place'.

Bamaga

When the people of Saibai Island began to fear for their future supplies of fresh water, a few families decided to relocate to the mainland. Saibai Island is a small Island (approximately 6km-20km) built up from alluvial soils washed from the river systems of neighbouring islands of Papua New Guinea, only 5km North. The island is prone to flooding, often contaminating fresh water supplies with storm surges. In 1948, a government reservation was created for the people of Saibai Island wishing to migrate to the mainland. The Injinoo people granted permission for them to settle in their area now known as Mutee Heads, as construction of the Bamaga township was underway. By 1954, the majority of construction was completed, and more Saibai Islander families moved to the mainland to settle in Bamaga. The community was named after its founder, Bamaga Ginau and is now the administrative hub of the NPA, as it is in the centre of the five communities.

New Mapoon

The people of Mapoon (now known as Old Mapoon), were forcibly removed from their homes and mission housing in the 1960s, to allow for Bauxite mining to commence in the area. Some went south to resettle near Cairns, some moved North to a resettlement in the NPA, named New Mapoon. Though they are traditionally a peoples from the coast, the settlement was chosen as appropriate due to the freshwater spring located at the back of the community. Indeed, the area was traditionally named after 'Mandingnou', meaning 'Place of spring'. The people of Mapoon still have very strong ties to their homeland, and some have moved back to resettle in the area of their original community. They still practice culture through telling the stories of their ancestors and homelands through art, song and dance. The NPA Arts Centre is based in New Mapoon, a centre open to the community, to support all forms of Indigenous Australian art.

Seisia

The final community to be settled in the NPA is Seisia, another settlement of Saibai Islander people. The island people preferred to live by the sea, so as more families followed in pursuit of fresh water and land, they resettled at the site of the old Red Island Wharf. The name Seisia is made up from the first letter of each of the brothers Sagaukauz, Elu, Ibuai, Sunai, Isua and Aken, the founding brothers of the community.

For more information please see: <https://www.npare.qld.gov.au/our-community/home>

Northern Peninsula Area Regional Council

Mayor – Patricia Yusia

Deputy Mayor– Cr. Kitty Gebadi

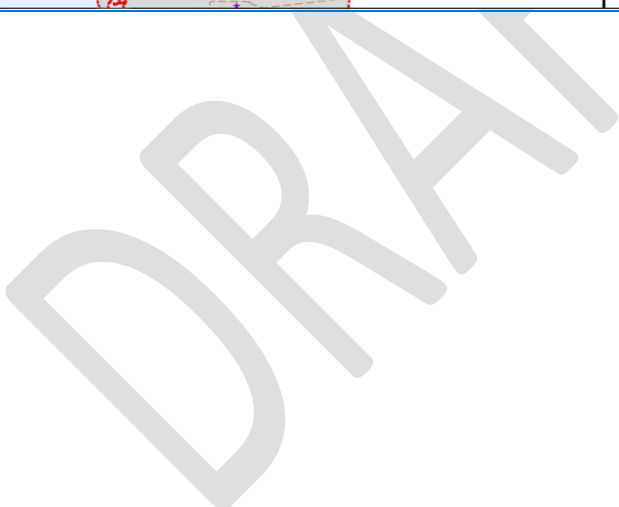
Councillor– Division 1 (Injinoo) - Cr. Gina Nona

Councillor– Division 2 (Umagico) - Cr. Robert Tamwoy

Councillor– Division 3 (Bamaga) - Cr. Kitty Gebadi

Councillor– Division 4 (New Mapoon) - Cr. Eric Cottis

Councillor– Division 5 (Seisia) - Cr Mabelene Whap



Key Community Characteristics

People and Community

Update to 2021 Census data. include overcrowding data. Include references for data. (Incomplete data set)

In 2021 Census, the total estimated resident population of the Northern Peninsula Region was 3 224 (50.99% Female and 49.01% Male). Aboriginal and Torres Strait Islanders were estimated to make up 82.32% of this population or 2654 people.

	Aboriginal and/or Torres Strait Islander	Non-Indigenous
Northern Peninsula Area	82.32%	17.68%
Queensland (2016)	4.0%	89.5%

Family Structure (2016)

The majority of household structures in the Northern Peninsula Area are families, with only 13.4% of Aboriginal and/or Torres Strait Islander households being lone person households.

Household Type	Aboriginal and/or Torres Strait Islander		Non-Indigenous	
One family household	417	74.6%	49	43.0%
Multiple family household	63	11.3%	0	0
Group household	3	0.05%	3	2.6%
Lone person household	75	13.4%	58	50.9%

Work Status (2016)

In the Northern Peninsula Area, the unemployment rate for Aboriginal and Torres Strait Islander persons aged 15 to 64 years was 24.3%, compared to 20.3% for Aboriginal and Torres Strait Islander persons across Queensland.

Status	Aboriginal and/or Torres Strait Islander		Non-Indigenous	
Employed	604	43.5%	180	78.9%
Unemployed	193	13.9%	9	3.9%
Young people (18 – 24 years) working, studying or training	83	24.6%	13	100%

Household Income (2016)

In Northern Peninsula Area, 35.6% of households with Aboriginal and/or Torres Strait Islander persons reported earning less than \$400 per week; 55.0% reported weekly incomes between \$400 - \$3,000+ and total of 6.3% did not state their income. Household income includes the weekly incomes of each person aged 15 years and over present in the household on Census Night 2016.

Commented [TP2]: Council to provide updated information to replace above deletions.

Commented [KG3R2]: No need for that to be included. Just delete

Land availability in Northern Peninsula Area

For further discussion

~~Future social housing developments.~~ NPARC has identified available land through the Master Plan, however ~~need~~ program funding is needed to develop infrastructure and services. NPARC is currently with DSDSDATSIP to undertake sub-division master planning and costing for future social housing development.

Northern Peninsula Area Housing

Renting, Buying or Owned (2016)

The majority of homes in the Northern Peninsula Area are rented, including social housing and private rentals. Homeownership data does not include homeownership outcomes achieved since 2016.

Tenure Type	Aboriginal and/or Torres Strait Islander		Non-Indigenous	
Owned outright	8	1.4%	13	11.4%
Owned with a mortgage	0	0	0	0
Rented*	541	96.8%	79	69.3%
Other tenure type	0	0	0	0
Tenure type not stated	11	2.0%	30	26.3%

*Includes being rented from a real estate agent, State housing authority, person not in the same household and etc.

Social Housing

The Northern Peninsula Area has a total of 603 Social Housing Properties, DCHDE tenancy manages 559 of the social housing properties in the Northern Peninsula Area, the remaining 44 properties are managed by Council. The Northern Peninsula Area is tenancy managed by staff located in the Seisia Office as well as fly in/fly out support from Cairns. There are three Local Housing Officer positions connected with the Seisia Office.

Dwelling Type	Total	Number of Bedrooms	Total
Detached House	506	1	26
Duplex	59	2	122
Dual Occupancy	6	3	271
Townhouse	9	4	145
Cluster House	8	5	30
Apartment	15	6	9
Total	603	7	0
		Total	603

(Definition of property types. Need to clarify property data)

Commented [KG4]: This still needs to be completed

For further discussion:**Other Housing in community**

- Private homes – owned by non govt organisations
- Council owned/managed – small number
- Aged care accommodation
- Government Employee Housing
- People who want to buy their home be given the opportunity
- No emergency / crisis accommodation; -

Capital Works Investment**\$40M Queensland Government Capital Works Program**

In October 2018, the Queensland Government committed \$40 million towards an Interim Capital Program to sustain a modest level of construction and employment in Aboriginal and Torres Strait Islander communities, while negotiations were undertaken with the Australian Government for future housing construction funding.

Northern Peninsula Area Regional Council have received an allocation of \$2.35 million (GST inclusive) under this program. A Funding Agreement is in place to build five new houses to assist in reducing overcrowding. Under the Funding Agreement Council provides Quarterly reports to the department on progress of their program.

The current status of the program in the table below, is reported as at 30 May 2022. Any adjustments or variations to the program of works beyond 30 May 2022, will not be reflected in this document but will be managed through the operational management of the program. Adjustment or variations will be updated during the annual review process of the local housing plan.

Address	Yield	Status
Lot 146 / Injinoo	1x3 Bedroom Detached House	In Construction
Lot 214 Horseman Rd / Umagico	2x3 Bedroom Duplex	In Construction
Lot 173 Elu St / Bamaga	1x3 Bedroom Detached House	In Construction
Lot 89 Luff St / New Mapoon	1x3 Bedroom Detached House	In Construction

\$105M Commonwealth Investment for Remote Housing

The \$105 million remote housing funding agreement is between the Commonwealth, Queensland Government and Aboriginal and Torres Strait Islander local government areas and the Torres Shire, and funding is to be used to address overcrowding. A methodology was agreed to at a workshop of Mayors held in February 2020 and confirmed with the Minister for Housing at a teleconference in September 2020.

Northern Peninsula Area Regional Council received an allocation of \$8,385,607 (GST inclusive) under this program and submitted a Housing Investment Plan on 3 December 2021. Under the Housing Investment Plan, they are planning to build 15 new dwellings. The funding for this program is managed through a Capital Funding Agreement which requires Council to provide Quarterly reports on progress of the program to the department.

A Funding Agreement to be offered to Council has been prepared for Director-General approval, with planning and preparation work to commence once the Agreement has been signed by Council and executed by the department.

Address	Yield	Status
2 Kulla Kulla Close / Umagico	1 x 3 Bedroom Detached House	Funding Agreement being prepared
3 Kulla Kulla Close / Umagico	1 x 3 Bedroom Detached House	Funding Agreement being prepared
26 Woosup Street / Umagico	1 x 3 Bedroom Detached House	Funding Agreement being prepared
5 Danalgub Street / Seisia	1 x 3 Bedroom Detached House	Funding Agreement being prepared
6 Danalgub Street / Seisia	1 x 3 Bedroom Detached House	Funding Agreement being prepared
7 Danalgub Street / Seisia	1 x 3 Bedroom Detached House	Funding Agreement being prepared
Bowie Street / Injinoo	1 x 3 Bedroom Detached House	Funding Agreement being prepared
Bowie Street / Injinoo	1 x 3 Bedroom Detached House	Funding Agreement being prepared
Pablo Street / Injinoo	1 x 3 Bedroom Detached House	Funding Agreement being prepared
203 Bond Street / New Mapoon	1 x 3 Bedroom Detached House	Funding Agreement being prepared
40 Langie Draha Street / New Mapoon	1 x 3 Bedroom Detached House	Funding Agreement being prepared
250 Sebasio Street / Bamaga	1 x 3 Bedroom Detached House	Funding Agreement being prepared
323 Poi Poi Street / Bamaga	1 x 3 Bedroom Detached House	Funding Agreement being prepared
324 Poi Poi Street / Bamaga	1 x 3 Bedroom Detached House	Funding Agreement being prepared
325 Poi Poi Street / Bamaga	1 x 3 Bedroom Detached House	Funding Agreement being prepared

Other State Funding – Rural and Remote

In 2007 CBRC allocated funding to reduce overcrowding and respond to housing need in rural and remote Aboriginal and Torres Strait Islander communities.

Most of the funding was targeted to eight communities, including Northern Peninsula Area. This program budget has been used in the five Northern Peninsula Area communities to address overcrowding by increasing capacity of existing dwellings through building extensions, often made up of two additional bedrooms, a bathroom and sometimes a kitchenette or other inclusion to enhance the amenity of the dwelling.

The projects are being managed by QBuild as Principal and Council as Principal Contractor. The status of the current projects being delivered under this program in the table below, is reported as at 30 May 2022.

Address	Yield	Status
53 Fletcher Street / New Mapoon	1x2 Bedroom (Extension)	Completed
82 Cottis Street / New Mapoon	1x2 Bedroom (Build Under)	Completed
268 Orchid Close / Bamaga	1x2 Bedroom (Modular Extension)	Completed
260 Mudu Street / Bamaga	1x2 Bedroom (Build Under)	Completed
7 Young Street / Umagico	1x2 Bedroom (Extension)	Completed
4 Pascoe Street / Umagico	1x2 Bedroom (Build Under)	Completed
3 Stephen Close / Seisia	1x2 Bedroom (Build Under)	Completed
4 Danalgub Street / Seisia	1x2 Bedroom (Modular Extension)	Completed
125 Moses Close / Injinoo	1x2 Bedroom (Build Under)	Completed
117 Atambya Street / Injinoo	1x2 Bedroom (Build Under)	In construction

Upgrades, Repairs and Maintenance program

The department manages annual funding for upgrades, and repairs and maintenance programs on social housing dwellings in Northern Peninsula Area. Planned maintenance and upgrade programs are developed in conjunction with Council from condition data provided through property inspections on the social housing dwellings.

The department through the Aboriginal and Torres Strait Islander Housing unit is responsible for coordinating the property management services to the Social Housing Portfolio within the community. These services include:

- Undertaking Annual Property Inspections that check and identify any health, safety and security requirements for the asset.
- Undertaking Condition Assessments on properties every 3 years to identify current maintenance requirements and future upgrade works
- Overall program delivery of the Maintenance and Upgrade program.

- The Property Management function to community is provided by a Cairns based staff on a regular fly in/fly out basis.

QBuild is CHDE's service delivery provider for the Maintenance and Upgrade program. QBuild are responsible to develop procurement methodologies and engagement of service delivery providers that maximises the use of place-based service providers (i.e. councils, local contractors).

Where place-based service providers are unable to meet the required procurement (i.e., tender closing dates etc) and program delivery timeframes (due to capacity and capability), QBuild will engage other registered service delivery providers to ensure the end of financial year program deliverables and timeframes are achieved.

Since 2016, Northern Peninsula Area community has received the following funding:

Annual Funding	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	TOTAL (inclusive 2021-22 budget)
Upgrades	\$2,450,000	\$3,977,000	\$5,042,000	\$5,153,909	\$2,388,807	\$4,868,061	\$23,879,777
Maintenance	\$2,440,000	\$2,790,000	\$3,100,000	\$3,039,671	\$3,721,610	\$4,200,000	\$19,291,281
NPRH Upgrades	\$1,079,000	\$544,000	\$418,000				\$2,041,000
NPRH Maintenance	\$970,000	\$350,000	\$1,000				\$1,321,000
Total	\$6,939,000	\$7,661,000	\$8,561,000	\$8,193,580	\$6,110,417	\$9,068,061	\$46,533,058

The following outputs have been achieved since 2016:

ANNUAL OUTPUTS	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	TOTAL (inclusive 2021-22)
Upgrades	39	131	106	133	62	115	586
Maintenance	2637	2575	2880	3183	2663	3789	17,727
NPRH Upgrades	52	21	2				75
NPRH Maintenance	71	32	1				104
Total	2799	2759	2989	3316	2725	3904	18492

Home Ownership

Council is supportive of community members aspirations to achieve home ownership and will work with the Queensland Government to develop pathways for aspiring homeowners. This will include resolution of outstanding entitlements to home ownership, continued support for sales under 99-year home ownership leases and investigating new products such as shared equity or rent to buy schemes.

Northern Peninsula Area's Housing Needs

Departmental Tenancy Officers assist community members to complete housing applications for social housing properties. The table below represents approved applications for Housing Assistance in the Northern Peninsula Area.

NPA Individual Communities Housing Application							
Community	1 Brm	2 Brm	3 Brm	4 Brm	5 Brm	6 Brm	Total
Bamaga	5	23	11	8	2	6	55
Injinoo	2	10	5	3	0	0	20
New Mapoon	2	6	6	2			16
Seisia	2	16	10	10	1	1	40
Umagico	0	8	3	3	1		15
TOTAL	11	63	35	26	4	7	146

*As at 1 August 2022

Commented [KG5]: This needs to be completed by Housing

For further discussion:

Additional housing needs not currently captured by the department as approved Housing applications, for example NPARC Housing Register.

Application # does not reflect future RON;

Future modelling needs (pop growth) from impacts of climate change and relocation from the Torres Strait.

Note current overcrowding – for each community

Reference/comparison data- electoral roll data

Breakdown the RON data for each community – complete as above

What has been reflected through engagement

From November 2020 to February 2022 the department has led a series of engagement sessions with remote and discrete Aboriginal and Torres Strait Islander Councils to facilitate discussion on housing issues and the development of a Local Housing Plan. There have been twenty-seven engagement sessions with Council, community and stakeholders. To help further inform development of a Local Housing Plan the department identified the following key themes and priorities across all Council areas. Further discussions will tailor priorities for Northern Peninsula Area to develop a final list of priorities that will inform actions that will be implemented through a formal governance.

Key Themes

Placed based decision making

Council and DCHDE to co-design housing programs, policies and procedures that respond to local housing needs, priorities and aspirations.

Increase land availability

Identify and secure land to be developed for future residential use.

Increase housing supply

Reduce overcrowding and increase housing diversity to meet the housing need.

Home ownership

Home Ownership to enable continuation of cultural, personal and intergenerational connection to our land and homes.

Economic development

The delivery of housing and housing services drives economic benefit in community.

Appropriate and sustainable housing

Housing in community to reflect the needs of the local terrain and climate.

Northern Peninsula Area Priorities and Key Deliverables

Priority 1	Key Deliverables	Responsibilities (Further discussion)
Place-based decision making.	<p>We decide how housing services are delivered in our community. This will be delivered by:</p> <ul style="list-style-type: none"> 1.1 Strategic working group to monitor and evaluate the Northern Peninsula Area Local Housing Plan 1.2 Establish opportunities to develop relationship with Council to ensure Council and the department are working together to improve housing outcomes for the NPA 1.3 Shared decision-making and accountability for the delivery of all Housing Services in Northern Peninsula Area 1.4 Housing policy and procedures that reflect community's values and culture – allocations etc. <u>Council is provided the opportunity to input into local policy and procedures.</u> <u>1.5 Council informed upgrades and maintenance programs.</u> <u>4-51.6 Housing and Maintenance contract to transition from QBuild to Council</u> <u>4-61.7 Key Performance Indicators for upgrades, maintenance, OT modifications and yard maintenance</u> <u>4-71.8 Incentive programs to encourage sustainable tenancies</u> <u>1.9 Maintain Northern Peninsula Area Local Housing Office.</u> <u>4-81.10 Undertake a review of the structure of the Local Housing Office to ensure it is meeting community need.</u> <u>4-91.11 Council to participate in recruitment and selection processes for staff servicing the NPA.</u> <u>4-401.12 Council to be involved in discussions about the service offer for the NPA. (Policies, structure and processes)</u> <u>4-441.13 Develop local property inspector / officer positions.</u> 	<p>Responsibilities and timeframes to be discussed with relevant stakeholders.</p> <p>[Northern Peninsula Area Regional Council, DCHDE and QBuild]</p>
Priority 2	Key Deliverables	

Land for residential development	<p>2.1 Identify existing vacant land in Northern Peninsula Area</p> <p>2.2 Secure land for future residential development/subdivision</p> <p>2.3 Secure funding for land and infrastructure development</p> <p>2.4 Deliver new subdivisions and associated infrastructure and connectivity upgrades</p>	<p>Responsibilities and timeframes to be discussed with relevant stakeholders.</p> <p>[Northern Peninsula Area Regional Council, DCHDE and QBuild DSDSATSIP, Council and DSDLGP]</p>
Priority 3	Key Deliverables	
Increase housing supply	<p>3.1 Secure capital investment funds to reduce overcrowding</p> <p>3.2 Increase housing diversity to meet Northern Peninsula Area's housing needs</p> <p>3.3 Develop a shared understanding of current and future housing needs in Northern Peninsula Area</p>	<p>Responsibilities and timeframes to be discussed with relevant stakeholders.</p> <p>[Northern Peninsula Area Regional Council, DCHDE and QBuild]</p>
Priority 4	Key Deliverables	
Home Ownership	<p>Home Ownership is made available to ensure the continuation of our cultural, personal and intergenerational connection to our land and homes.</p> <p>4.1 Land tenure arrangements allow for Home Ownership in Northern Peninsula Area.</p> <p>4.2 Continued support for the sale of social housing under 99-year home ownership lease</p> <p>4.3 Reinvestment strategy for Home Ownership revenue to address overcrowding and homelessness</p> <p>4.4 Suite of affordable home ownership products available to Northern Peninsula Area residents</p> <p>4.5 Explore Homeownership opportunities in the region</p>	<p>Responsibilities and timeframes to be discussed with relevant stakeholders.</p> <p>[Northern Peninsula Area Regional Council, DCHDE and QBuild]</p>

Priority 5	Key Deliverables	
Economic Development	<p>The delivery of housing services in our communities supports Northern Peninsula Area's economic development.</p> <p>5.1 The investment of housing services in our communities supports local jobs, traineeships, apprenticeships, youth mentoring programs and provides ongoing opportunities for economic development across our communities.</p> <p>5.2 Locally owned and operated Aboriginal and/or Torres Strait Islander businesses are considered when procuring works to deliver housing related services in Northern Peninsula Area.</p> <p>5.3 Locally owned and operated Aboriginal and Torres Strait Islander businesses are provided with opportunities to build capacity and capability and registered with QBuild and Council.</p> <p>5.4 Utilise local workforce to deliver housing related works.</p>	<p>Responsibilities and timeframes to be discussed with relevant stakeholders.</p> <p>[Northern Peninsula Area Regional Council, DCHDE and QBuild]</p>
Priority 6	Key Deliverables	
New houses are built and managed for the needs of Northern Peninsula Area community	<p>All future dwellings built in our communities consider the specific need of each person and family.</p> <p>6.1 New house designs are informed by the trustee housing need.</p> <p>6.2 Trustee will be provided a defined range of options for inclusion in the final design</p> <p>6.3 All overcrowded houses within our communities are identified, options explored, and a program created to address each situation in order of priority. This is to include detached houses, plug-ins and additional toilet and bathroom facilities.</p> <p>6.4 All new homes built in Northern Peninsula Area consider the unique location and is designed and delivered to have the least possible impact on our land and sea.</p> <p>6.5 Develop a process to deliver affordable installation of compliant split-system air conditioners for Northern Peninsula Area tenants. Discussions are to include social housing tenants installing split-system air conditioners for an additional weekly amount to cover ongoing maintenance costs.</p> <p>6.6 Utilise the upgrade / maintenance programs to develop a local response to Rheumatic Heart Disease (RHD) and ensure healthy homes.</p>	<p>Responsibilities and timeframes to be discussed with relevant stakeholders.</p> <p>[Northern Peninsula Area Regional Council, DCHDE and QBuild]</p>

DRAFT

How we will respond together

Working Together

The Northern Peninsula Area Local Housing Plan will be delivered in partnership with Northern Peninsula Area Regional Council and the Department of Communities, Housing and Digital Economy. We know that working in partnership is the key to delivering responsive housing services that provide communities with the greatest outcomes. The Local Housing Plan will be delivered by:

- The formation of a working group to drive implementation of the deliverables identified in the Northern Peninsula Area Local Housing Plan. The working group will meet quarterly or as required to ensure the identified priorities are delivered appropriately.
- The working group will develop a monitoring and evaluation framework to drive shared accountability for implementation.
- DCHDE and Council will implement new governance arrangements to ensure actions from the Local Housing Plan are implemented and housing outcomes are improved for Northern Peninsula Area tenants.
- A 12 monthly review and update of the Local Housing Plan, this may include community consultation and endorsement from, the Minister for the Department of Communities, Housing and Digital Economy and Northern Peninsula Area's Ministerial Champion.

Key Contacts

Council	Aboriginal and Torres Strait Islander Housing, DCHDE
Mayor Patricia Yusia	Sharon Kenyon, Executive Director
Deputy Mayor Kitty Gebadi	Kade Brindell, Director, Engagement and Partnerships
Councillor Robert Tamwoy	Jacinta McKewen, A/Director, Delivery
Councillor Mabelene Whap	Rick Healey, A/Director, Remote Capital Delivery
Councillor Gina Nona	Jacob McKenna, Director, Strategy, Policy and Performance
Councillor Eric Cottis	Paul Newman, A/Director, Program Delivery
NPARC A/CEO - Kate Gallaway	

Governance Model

There are a number of arrangements that are in place, being established or suggested to ensure a strong relationship and management between Council and the department in the delivery of housing outcomes for the community. These include:

- Quarterly Strategic Housing meetings – Mayors, CEOs, Director-General and senior DCHDE staff
- Quarterly Strategic Housing Operations and Local Housing Plan meetings - Council and Aboriginal and Torres Strait Islander Housing
- Regular Operational Meetings through existing arrangements (TWG's, Joint Operations Meetings and Council Meetings)

Commented [TP6]: NPARC identified broad support for the draft governance structure. However identified a need to commit funds and develop a ToR for each meeting.
Clarify resources to deliver on the LHP.

Commented [KG7R6]: We will need a response on this

12.7 In Committee – Compensation Agreement with Ipima Ikaya Aboriginal Corporation RNTBC

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 which a public discussion would be likely to prejudice the interests of the Local Government.

12.8 In Committee - Report into the EOI for the Jardine Maintenance

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 which a public discussion would be likely to prejudice the interests of the Local Government.

12.9 In Committee - Report into the EOI for the Gym

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 which a public discussion would be likely to prejudice the interests of the Local Government.

12.10 In Committee – NPA Regional Council Structure

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 staffing matters which a public discussion would be likely to prejudice the interests of the Local Government.

13. General Discussion

14. Close of Meeting