

## **MEETING BOOK**

**Northern Peninsula Area Regional Council**

**Ordinary Council Meeting #16**

**To commence at 9:00am**

**On**

**Tuesday 29<sup>th</sup> July 2025**

**INJINOO BOARDROOM**

## AGENDA

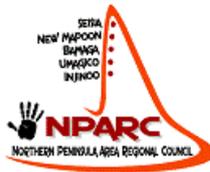
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**AGENDA ITEM 1- 5**  
**ORDINARY COUNCIL MEETING #16**  
**Tuesday 29<sup>th</sup> July 2025**  
**INJINOO BOARDROOM**

- 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 #15**  
**Tuesday 17<sup>th</sup> June 2025**  
**Bamaga Boardroom**

## **Northern Peninsula Area Regional Council**

### **Ordinary Council Meeting #15**

**To commence at 9.00am**

**On**

**Tuesday 17<sup>th</sup> June 2025**

**Bamaga Boardroom**



**Agenda Item 1. Welcome and Opening of Meeting:**

Mayor Poipoi welcomed attendees and opened the meeting at 9:03am with a prayer by Cr Yoelu

**Agenda Item 2. Acknowledgement of Country**

Mayor Poipoi paid respects on behalf of the Council to the traditional owners of the land upon which the meeting was held and the traditional owners of the Northern Peninsula Area region; and to their elders past, present and emerging.

**Agenda Item 3. Present**

**Mayor & Councillors**

Mayor Robert Poi Poi	Mayor
Cr David Byrne	Division 1
Cr Mary Yoelu	Division 2 / Deputy Mayor
Cr Kitty Gebadi	Division 3 (via videoconference)
Cr Marlene Bond	Division 4
Cr Bradford Elu	Division 5

**Other Attendees**

Lew Rojahn	CEO
Gus Yates	Executive Manager Operations
Yanetta Nadredre	Executive Manager Community & Regulatory Services
Romina Nona	Executive Manager Corporate & Finance Services
Wendy Phineasa	Acting Executive Manager Building & Infrastructure
Brett de Chastel	Advisor
Benjamin Schierhuber	Financial Controller
Sabrina Mudu	Senior Executive Assistant (Minute Taker)

Cr Gebadi has requested to attend the meeting via videoconference. A resolution is required.

**Resolution**

**That Council:**

accepts for Cr Gebadi to attend the meeting via videoconference.

**Moved: Cr Yoelul**

**Vote: 4/0**

**Seconded: Cr Byrne**

**Resolution: C3.1-17062025**

**CARRIED**



**Agenda Item 4. Apologies**

*Nil*

**Agenda Item 5. Declarations of Conflict of Interest**

Cr Yoelu declared a conflict of interest in relation to the following agenda items:

- **Item 8.7** – The applicant is the father of her children.
- **Item 8.9** – A family member is an employee of the company involved, *Robs Earthmoving*.

The Mayor declared a conflict of interest in relation to the following agenda items due to a family member being an employee of the companies involved:

- **Item 8.5** – Tender award
- **Item 8.8** – Tender award
- **Item 8.9** – Tender award

Cr Bond declared a conflict of interest in relation to:

- **Item 8.5** – A family member is a director of the company involved, *Bamaga Enterprise Limited*.

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

**Resolution**

**That Council:**

Notes and confirms the minutes from the Ordinary Council Meeting held Tuesday 27<sup>th</sup> May 2025

**Moved:** Cr Byrne

**Vote:** 5/0

**Seconded:** Cr Yoelu

**Resolution:** C6.1-17062025

**CARRIED**

**Resolution**

**That Council:**

Notes and confirms the minutes from the Special Council Meeting held Thursday 05<sup>th</sup> June 2025

**Moved:** Cr Yoelu

**Vote:** 5/0

**Seconded:** Cr Elu

**Resolution:** C6.2-17062025

**CARRIED**



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

Action items were discussed as per the Action Task List

**Cr Bond arrived to the meeting 09:45**

**Agenda Item 8. Reports**

**Agenda Item 8.1. NPA Airport Upgrade Project Stakeholder Engagement**

**Resolution**

**That Council:**

1. Note the report and request the CEO to arrange a council workshop, when the new CEO commences.

**Moved: Cr Byrne**

**Vote: 6/0**

**Seconded: Cr Elu**

**Resolution: C8.1-17062025**

**CARRIED**

**Agenda Item 8.2. ALGA Attendance**

**Resolution**

- That Council not attend ALGA Conference on 24<sup>th</sup> – 27<sup>th</sup> of June 2025 and preparation put in place for the next ALGA

**Moved: Cr Byrne**

**Vote: 6/0**

**Seconded: Cr Gebadi**

**Resolution: C8.2-17062025**

**CARRIED**

**Agenda Item 8.3. LGAQ Conference Resolution 2025**

**Resolution**

**That Council:**

- Note the report and Councillors submit any resolution for Council's consideration at the July Ordinary Meeting and confirm that all councillors will attend.

**Moved: Cr Byrne**

**Vote: 6/0**

**Seconded: Cr Elu**

**Resolution: C8.3-17062025**

**CARRIED**



**Agenda Item 8.4. Proposed motion to LGAQ annual conference**

**Resolution**

**That Council:**

- A. Note the Report
- B. Submit a motion to the 2025 LGAQ annual conference as attached to the report by the Council Advisor requesting the State government to amend the Local Government Act to enable elected representatives to hold employment with another local government without automatically losing office pursuant to section 162 of the Local Government Act.

**Moved: Cr Yoelu**

**Vote: 6/0**

**Seconded: Cr Bond**

**Resolution: C8.4-17062025**

**CARRIED**

The Mayor declared a conflict of interest in relation to the following agenda items due to a family member being an employee of the company involved: Mayor has requested to remain in the room.

**Moved – Cr Yoelu**

**Vote – 4/0**

**Carried**

**Seconded – Cr Byrne**

Cr Bond declared a conflict of interest in relation to the following agenda item due to a family member being an employee of the company involved: Cr Bond has decided to leave the meeting. Cr Bond left the meeting at 12:30pm.

**Agenda Item 8.5. Variation to Liquor License – BEL**

**Resolution**

**That Council resolves:**

Approve the following variations to the Liquor Licence for Bamaga Enterprises limited: -

- a) Amend the security Conditions to exclude the bistro areas patron numbers on condition that there is no direct access from the Bistro to the bar area.
- b) Add an additional clause that “the Manager or any agent of the licensee must not provide credit to any staff member, BEL Board member or member of the public unless prior arrangements have been made as part of a commercial or Corporate booking which may include accommodation, drinks, and meals as part of the package. No Alcohol can be removed for off-premises consumption outside the previously pre-agreed arrangement, any bar tabs must be settled before leaving the premises”.



Moved: Cr Yoelu  
Vote: 5/0

Seconded: Cr Elu  
Resolution: C8.5.17062025

CARRIED

The meeting adjourned for lunch at **12:37pm**.  
The meeting resumed at **1:35pm**.

**Agenda Item 8.6 ROC Recommendation Report**  
**Cr Gebadi joined the meeting at 13:40pm**

### Resolution

That Council note the advice from the Torres Shire CEO and endorse the following recommendations:-

- *Recommendation 1*  
*That the TS&NPAROC make representation to the Torres Strait Regional Authority (TSRA) and Member for Leichhardt Matt Smith MP to fund a 2 x Day Regional Leaders Gathering for (TSC, TSIRC, NPARC, TSRA) to attend.*  
*(Action item:1) Include GBK and IIAC*
- *Recommendation 2*  
*That the TS&NPAROC make representation to Member for Leichhardt in relation to the top priorities for the region (Housing NPARI Package, Freight Equalisation Scheme, Federal Assistance Grant (FAGs) methodology review and increase in funding, Safe-Accessible-Affordable Transportation).*  
*(Action item: 1) to add Safe & Healthy Communities to capture in the recommendation*  
*(Action Item: 2) Include Member for Cook, David Kempton, and TSRA*
- *Recommendation 3*  
*Safe-Accessible-Affordable Transportation - That the TS&NPAROC supports the National General Assembly Motion which will be passed by Torres Shire Council OCM on 20 May 2025;*  
*This National General Assembly calls on the Australian Government to work in partnership with First Nations councils and communities in increase long-term investment in transport infrastructure prioritising all-weather road connectivity, to improve year-round access and resilience in remote First Nations communities. The Assembly urges a comprehensive review and expansion of Federal funding provided for sea and air transport subsidy also, particularly in remote areas where communities face disproportionate freight costs and chronic social equity issues*
- *Recommendation 4*  
*That the TS&NPAROC seek funding to develop a documentary of the political*



*historical account of the Torres Strait region (from 1936 Maritime Strike, 1937 First Councillors Conference, The New Deal, The Bamaga Accord, The MASIG Statement etc) to assist with preserving history and capturing the past reforms in a documentary format.*

- **Recommendation 5**  
*That the TS&NPAROC commits to undertake a community engagement and dialogue in the NPA Region in relation to the Masig Statement and ROC.*

And that NPARC request to have the ALT included in recommendation 1 and 4 above.

**Moved: Cr Yoelu**  
**Vote: 6/0**

**Seconded: Cr Gebadi**  
**Resolution: C8.6-17062025**

**CARRIED**

#### **Agenda Item 8.7. Operational Plan 2024-2025 update report**

##### **Resolution**

##### **That Council:**

1. Note the Report

**Moved: Cr Yoelu**  
**Vote: 6/0**

**Seconded: Cr Gebadi**  
**Resolution: C8.7-17062025**

**CARRIED**

#### **Agenda Item 8.8. Tender Award Supply of Trade Service**

**Cr Bond left the meeting 14:20pm**

**Cr Bond return to meeting 14:25pm**

##### **Resolution**

##### **That Council:**

1. Endorse the empanelling of the following contractors: Austek Pty Ltd, B&B Electrical, Capenstraits, Cape York Building & Maintenance Pty Ltd, Far North Plumbing Contractors, Flick, Francis Freight Forwarder, Gulf Civil Pty Ltd, Hambell Plumbing Services, HCCM Pty Ltd, Industry Fire Services, Mindorenio Pty Ltd, Mossman Custom Kitchens, MPDT Vegetation Management, Nadredre & Co Pty Ltd, NPA Earthmoving Yusia Pty Ltd, Northern Peninsula Area Electrics, NQ Builders, NQ Staff Services Pty Ltd, R&C Davi Builders, Ronald Nona Carpentry, Sensortronic Weighing and Inspection Australasia, Top End Plumbing Pty Ltd, Torres Strait Tree Management and Top End Mobile Contracting.
2. Approve the use of all empanelled contractors on submission on any outstanding



requirements to ensure all tenders align with NPARC's procurement criteria

Moved: Cr Yoelu  
Vote: 6/0

Seconded: Cr Byrne  
Resolution: C8.8-17062025

**CARRIED**

Mayor has a declarable conflict of interest to agenda item 8.9.  
Mayor has decided to leave the meeting at 14:58pm.

Cr Yoelu declared conflict of interest to agenda item 8.9.  
Cr Yoelu has decided to leave the meeting at 14:58pm.

Cr Elu to chair Agenda Item 8.9

Agenda Item 8.9 Tender Award – Plant Machinery Hire (Civil & Building Works)

**Resolution**

**That Council:**

1. Endorse the empanelling of the following contractors: Dan Tam & Sons Pty Ltd, Durack Civil Pty Ltd, Far North Plumbing Contractors, Gulf Civil, NPA Carpentry, NPA Earthmoving, Rob's Earthmoving Hire Pty Ltd, R&C Davi Builders, Sherrin Rentals and Top End Plumbing.
2. Approve the use of all empanelled contractors on submission on any outstanding requirements to ensure all tenders align with NPARC's procurement criteria.

Moved: Cr Bond  
Vote: 4/0

Seconded: Cr Byrne  
Resolution: C8.9-17062025

**CARRIED**

Agenda Item 8.10 Community Housing Project – 325 Poipoi Street Bamaga

Cr Yoelu left the meeting 10:03am

Cr Yoelu return to the meeting 10:06am

**Resolution**

**That Council**

1. Authorise the Chief Executive Officer and Executive Manager Building and Infrastructure to finalise negotiations and award this contract to Cape York Building and Maintenance for a contract sum of \$1,052,964 (ex GST) conditional on:
  - a. NPARC receiving sufficient additional funding from the STATE OF QUEENSLAND through the Department of Communities, Housing and Digital Economy.



Moved: Cr Yoelu  
Vote: 6/0

Seconded: Cr Gebadi  
Resolution: C8.7-17062025

CARRIED

Agenda Item 8.11 Works for Queensland 24-27 Update  
Cr Yoelu has a declarable conflict of interest and has decide to leave the meeting  
Cr Yoelu left the meeting at 10:21am  
Morning tea break – 10:41am  
Morning tea break ends and meeting resumes at 10:58am

**Resolution**

That Council note the report, and proceed with the projects as outlined in the report of the Executive Manager of Building and Infrastructure with the following changes:-

- Not proceed with the proposed demolition of the Injinoo Justice Office and to allocate the budget funding of \$50,000 towards the Injinoo Youth Centre project;
- Proceed with the Injinoo Youth Centre Building project with a revised budget of \$250,000 for the purpose of having the building useable for community meetings;
- Not changing the proposed funding within the projects at Umagico but note that Council will seek further information regarding its lease obligations at the Old Tavern Building;
- Note that the allocation of \$100,000 for the New Mapoon Multi-Purpose facility will be considered by Council further once Cr Bond has input into the options.

Moved: Cr Byrne  
Vote: 5/0

Seconded: Cr Elu  
Resolution: C8.11-17062025

CARRIED

Breaks for afternoon tea 15:15pm  
Back from afternoon tea 15:25

Agenda Item 9 Managers Report

Agenda Item 9.1 Parks and Garden Operation update

**Resolution**

That Council resolves:

- Defer this report to July Council Meeting

Moved: Cr Byrne  
Vote: 6/0

Seconded: Cr Bond  
Resolution: C9.1-17062025

CARRIED



**Agenda Item 9.2      Batching Plant Operation update**

**Resolution**

**That Council resolves:**

- Defer this report to July Council Meeting

**Moved: Cr Byrne**

**Vote: 6/0**

**Seconded: Cr Elu**

**Resolution: C9.2-17062025**

**CARRIED**

**Agenda Item              Financial Report**

**Resolution**

**That Council:**

1. Note the Report

**Moved: Cr Byrne**

**Vote: 6/0**

**Seconded: Cr Yoelu**

**Resolution: C10.1-17062025**

**CARRIED**

**Agenda Item 11.              Mayor Report**

**Resolution**

**That Council:**

- Note the Mayor's verbal report from Tuesday 17<sup>th</sup> June 2025

**Moved: Cr Elu**

**Vote: 6/0**

**Seconded: Cr Bond**

**Resolution: C11-17062025**

**CARRIED**



**Agenda Item 12. CEO Report**

**Resolution**

**That Council:**

- Note the Report

**Moved: Cr Byrne**

**Vote: 6/0**

**Seconded: Cr Bond**

**Resolution: C12-17062025**

**CARRIED**

**Agenda Item 13. Presentation from Advisor**

**Resolution**

**That Council:**

- Note the presentation from the advisor from Tuesday 17<sup>th</sup> June 2025

**Moved: Cr Byrne**

**Vote: 6/0**

**Seconded: Cr Yoelu**

**Resolution: C13-17062025**

**CARRIED/NOT CARRIED**

**Agenda Item 14. Executive Reports**

**Agenda Item 14.1. Executive Manager Operations Report**

**Resolution**

**That Council:**

- Note the report.

**Moved: Cr Elu**

**Vote: 6/0**

**Seconded: Cr Bond**

**Resolution: C14.1-17062025**

**CARRIED**



**Agenda Item 14.2. Executive Manager Community & Regulatory Services Report**

Cr Elu left the meeting 17:01pm

Cr Elu return to meeting 17:04pm

**Resolution**

**That Council:**

- Note the report.

**Moved: Cr Yoelu**

**Vote: /**

**Seconded: Cr Gebadi**

**Resolution: C14.2-17062025**

**CARRIED/NOT CARRIED**

**Agenda Item 14.3. Executive Manager Building & Infrastructure Report**

**Resolution**

**That Council:**

- Note the report.

**Moved: Cr Elu**

**Vote: 6/0**

**Seconded: Cr Bond**

**Resolution: C14.3-17062025**

**CARRIED**

**Agenda Item 14.4. Executive Manager Finance & Corporate Services Report**

**Resolution**

**That Council:**

- Note the report.

**Moved: Cr Bond**

**Vote: 6/0**

**Seconded: Cr Elu**

**Resolution: C14.4-17062025**

**CARRIED**

**Agenda Item 15. General Discussion**

Sorry Business process

Local Fare Scheme process

**Agenda Item 16. Close of Meeting**

Meeting closed at 17:51pm with a prayer by Cr Yoelu.

**Northern Peninsula Area Regional Council**

**Special Council Meeting**

**To commence at 1:30pm**

**On**

**Thursday 05<sup>th</sup> June 2025**

**Bamaga Boardroom**

**Agenda Item 1. Welcome and Opening of Meeting:**

Mayor Poipoi welcomed attendees and opened the meeting at 1:46pm with a prayer by Deputy Mayor Yoelu.

**Agenda Item 2. Acknowledgement of Country**

Mayor Poipoi paid respects on behalf of the Council to the traditional owners of the land upon which the meeting was held and the traditional owners of the Northern Peninsula Area region; and to their elders past, present and emerging.

**Agenda Item 3. Present**

**Mayor & Councillors**

Mayor Robert Poi Poi	Mayor	
Cr David Byrne	Division 1	(via teleconference)
Cr Mary Yoelu	Division 2 / Deputy Mayor	(via teleconference)
Cr Kitty Gebadi	Division 3	(via teleconference)
Cr Bradford Elu	Division 5	

**Other Attendees**

Brett de Chastel	Council Advisor
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Cr Byrne, Deputy Mayor Cr Yoelu and Cr Gebadi have requested to attend the meeting via teleconference. A resolution is required.

**Resolution**

**That Council:**

**accepts for Cr Byrne, Deputy Mayor Cr Yoelu and Cr Gebadi to attend the meeting via teleconference.**

**Moved: Cr Elu**

**Vote: 2/0**

**Seconded: Mayor Poi Poi**

**Resolution:**

**CARRIED**

**Agenda Item 4. Apologies**

Cr Bond – Division 4

**Agenda Item 5. Declarations of Conflict of Interest**

**Declarable Conflict of Interest** - Mayor Poi Poi advised the meeting that he had a declarable conflict of interest in the matter to be dealt with in agenda item 6.1 CEO recruitment. The Mayor stated that the spouse of the preferred candidate is a close personal friend of the Mayor. The Mayor advised that although he had a declarable conflict of interest, he did not believe a reasonable person could have a perception of bias because his personal relationship was with the spouse of the CEO, not the CEO. Further, all Councillors have been involved in the recruitment process and the Council has used independent recruitment agents. Therefore, the Mayor asked to remain in the meeting room but indicated that he would respect the decision of the meeting on whether he could remain and participate in the decision.

**Resolution**

That Council note the declarable conflict of interest by Mayor Poi Poi and determine that in accordance with *s150ES of the Local Government Act 2009*, and having considered the Councillor's conflict of interest as described, it is decided that Mayor Poi Poi may participate and vote on this matter relating to the CEO recruitment.

Moved: Cr Byrne

Seconded: Cr Gebadi

Vote: 4/0

Resolution:

**Agenda Item 6. Other Business**

**Closure of meeting**

**Resolution**

That Council

1. proposes to close this meeting to the public Pursuant to section 275 of the *Local Government Regulation 2012* "LG Regulation"; and
2. Pursuant to section 275 (2) of the LG Regulation:
  - (a) The matters that are to be discussed includes the appointment of a Council employee for which a public discussion would be likely to prejudice the interests of the Council or someone else (section 275(1)(a) and 275(1)(h) of the LG Regulation).
  - (b) An overview of what is to be discussed while the meeting is closed is the Process undertaken to recruit a new CEO and the outcomes of that process.

Moved: Deputy Mayor Yoelu

Seconded: Cr Gebadi

Vote: 5/0

Resolution:

CARRIED

### Reopen Meeting

#### Resolution

That Council Resolve to re-open the meeting.

Moved: Deputy Mayor Yoelu

Seconded: Cr Elu

Vote: 5/0

Resolution:

CARRIED

### 6.1 CEO Recruitment

#### Resolution

That Council:

- A. Note the report from the Council Advisor on the CEO recruitment process and following the completion of the recruitment process, appoint the preferred candidate as identified in the report from the Council Advisor to the position of NPARC CEO;
- B. Note the proposed terms and conditions for the incoming CEO as outlined in the report from the Council Advisor;
- C. Authorise the Mayor to announce the appointment and finalise and sign the CEO contract of employment on behalf of the Council; and
- D. Thank the independent recruitment agent (Mr John Oberhardt from LG Services Group) for his support throughout the CEO recruitment process.

Moved: Cr Byrne

Seconded: Cr Gebadi

Vote: 5/0

Resolution:

CARRIED

### Agenda Item 7. General Discussion

### Agenda Item 8. Closing of Meeting

Meeting closed at 2.02pm with a prayer by Deputy Mayor Mary.

### Council Ordinary Monthly Meeting Action Register

Action	Updated	Update	Person Responsible	Date of Meeting
Follow up compliance notice re scaffolding	07/11/2023 12/12/2023 10/01/2024 20/02/2024 06/03/2024 13/04/2024 22/05/2024 11/06/2024 17/07/2024 21/8/24 18/09/2024 18/10/2024 20/11/2024 11/12/2024 19/02/2025	Compliance officer has advised, they did not serve the compliance notice as owner agreed to move the items. Will be moved by wet season. Previous compliance officer is assisting with the removal of these items to his yard. RSM contacted owner, he will action removal once back in community. No action in January. No updates Delays in moving equipment due to weather Still pending weather Still pending weather Delays due to resignation of RSM. Provided to a/RSM. New RSM has commenced work, task assigned to him to follow up. RSM is seeking compliance/legal advice from Present Law to assist with this task. RSM has engaged conversations with the owner. No further updates. RSM engaged with owners. Three options provided for storage. Encouraged to submit a Community Grants Application for council resources to assist. Aiming to move in late Jan / early February depending on weather. Due to be completed last week pending weather and owner	EMCRS-CEO	24.10.2023
Line marking at Injinoo Service Station due to driver confusion	12/08/2024 12/09/2024 23/10/2024 20/11/2024 11/12/2024 13/01/2025 19/02/2025 18/03/2025 09/04/2025 09/06/2025 18/07/2025	No action in August Still to be scheduled with Airport Staff Scheduled to be completed in the first week of December after the pre wet cleanup. Airport staff were on leave during the first week of December, works are being rescheduled for during December. Works are scheduled to be completed by mid-January between rain events. Works still to commence. Airport Manager has been on planned leave for two weeks since last meeting and has not been available for line marking. No update since last meeting Line marking scheduled to be completed week beginning 09/06/2025 <b>Completed 18/07/2025</b>	EMO	23.07.2024
Include HACC Client Numbers per community		New Mapoon - 11 Seisia - 4 Umagico -7 Bamaga - 19 Injinoo – 4	EMCRS	25/02/2025

Action	Updated	Update	Person Responsible	Date of Meeting
	09/04/2025	New Mapoon - 11 Seisia - 4 Umagico -7 Bamaga - 19 Injinoo – 5		
	09/06/2025	New Mapoon - 11 Seisia - 4 Umagico - 6 Bamaga - 18 (down one due to recent passing of client) Injinoo – 5		
	17/07/2025	New Mapoon - 9 Seisia - 4 Umagico - 7 Bamaga - 18 Injinoo – 5		

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## Resolutions

Resolution	Updated	Update	Person Responsible	Date of Meeting
Social Housing Accelerator Program - Studio and Extension Funding  Council resolution 25/02/2025 <b>C8.1-25022025</b>	18/03/2025 07/04/2025  19/05/2025  10/06/2025  18/07/2025	TBA Lackon has been engaged to deliver Stage 1 (up to design tender stage) and a project inception meeting has been undertaken. Tenants have been consulted by Lackon re: design of extension at property. 9 Standalones and 9 extensions proposed to DoH. Once confirmed, the funding agreements will be sent for council's approval. Awaiting funding agreements to be sent for council's approval.	EMBI	25.02.2025
Community Housing Project – Preliminary Concept for 40 Langie Draha, New Mapoon Refurbishment  Council Resolution 25/02/2025 <b>C8.2-25022025</b>	18/03/2025 07/04/2025  19/05/2025 10/06/2025 18/07/2025	TBA Struxi have completed the final sketch and these drawings have been issued to the DoH for review and approval. Waiting DoH's review and approval. Waiting DoH's review and approval. Waiting DoH's review and approval.	EMBI	25.02.2025
ALPA Contract Review  Council Resolution 25/02/2025 <b>C8.5.1-25022025</b>	18/03/2025   09/04/2025  10/06/2025 15/07/2025	ALPA has been notified of Council's resolution to divest the Umagico Supermarket. Work is already underway with Preston Law to draft necessary correspondence and assist with tender preparations. Further updates will follow as the process progresses. The tender documents are still in draft mode and are being developed with input from our Council Advisor and BDO. Tender will be out this week. Tender is currently open and on vendor panel.	EMCRS	25.02.2025
Illegal Dumping Temporary Road Closures	19/02/2025   18/03/2025  09/04/2025  09/06/2025	The Manager Regulatory Services and Works Manager are liaising with the Media Officer to advertise the temporary closures to start in March once Illegal dumping sites have been cleaned up of waste. Both Backhoes in the NPA area have been unserviceable during February Council backhoe has been repaired Regulatory Services Manager to coordinate with Works Manager. Reg Services have commenced cleaning up sites and blocking access. Completed	EMCRS / EMO	21.01.2025

Management Arrangements for Rumble in the Jungle  Council Resolution 31/10/2024 <b>C8.9-31102024</b>	18/11/2024  19/02/2025	EOI drafted to be published following community events. To be discussed at March Community Meeting	CEO	31.10.2024
Tender Assessment Report – Project Number QBFNQ0764	23/10/2024 13/11/2024  10/12/2024  14/01/2025 19/02/2025 18/03/2025 07/04/2025 19/05/2025 10/06/2025 18/07/2025	Purchase orders raised awaiting approval. Hold up was waiting for QBuild to approve safety documents. HCB won't start works until SWMS are approved. NPARC WHS Officer Michael Madeley reviewed documents and waiting for HCB to review and progress. No further updates at this stage. Works have commenced. Works in progress. Works in progress. Works in progress. Works in progress. Works in progress.	EMBI	24.09.2024
Capital Budget Amendment 122 Williams Crescent  Council resolution to defer the matter. Council meeting 09/09/2024 <b>C6.1-09092024</b>	24/09/2024  23/10/2024 20/11/2024 10/12/2024 14/01/2025 19/02/2025  18/03/2025  07/04/2025  19/05/2025  10/06/2025  18/07/2025	Matter deferred to special meeting with further report to this meeting. Works have commenced. Works are being progressed. Works are being progressed. Works are being progressed. Works are on hold pending family negotiations. Works are on hold pending OT's review. Works still on hold pending OT's review. Works still on hold pending OT's review. Works on hold pending OT's review - Nurse Navigator to work with family members to have necessary discussions and meetings around how to best support Lewa informally and formally is she was to return to community. Family has raised concerns around funding for the build under if still available if works were to commence next financial year? Awaiting OT's review.	EMBI	27.08.2024
Ferry Maintenance Tender	09/04/2025	Letter of award has been supplied to the successful tenderer. A prestart meeting was held on Cairns on Monday the 31 <sup>st</sup> of March. Works are scheduled to start on Wednesday the 23 <sup>rd</sup> of April the ferry	EMCRS	

	09/06/2025 1707/2025	will be out of service until Sunday the 23 <sup>rd</sup> of May. Works complete Ferry back in service. Completed.		
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DRAFT



**Title of Report:** Climate Economic Precinct Plan  
**Agenda Item:** 8.1  
**Classification:** For noting  
**Author:** Acting Chief Executive Officer  
**Attachments:** Climate Economic Precinct Plan - June 2025  
Engagement Report – June 2025

### Officers Recommendation:

**That Council:**

Note the Report and that Council adopt the Climate Economic Precinct Plan prepared by UP North Group, recognising that the business cases contained in the report can be used to obtain grant funding which may assist in cost managing for the establishment of programs.

### PURPOSE OF REPORT

To provide the Council with the Climate Economic Precinct Plan for consideration and adoption.

### BACKGROUND

The Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism, Remote Indigenous Land and Infrastructure Program Office (RILIPO) working in partnership with the Northern Peninsula Area Regional Council (the Council) engaged the UP North Group to review the Northern Peninsula Area Climate and Economic Master Plan (CEMP March 2024) and develop a Climate Economic Precinct Plan (Precinct Plan) that can be used by Council to prioritise actions and apply for funding.

The Carbon Economic Master Plan (March 2024) identified the following themes and opportunities, of these opportunities, the first 4 themes (Transport Circular Economy, Built Environment and Tourism) are being developed as business cases.

Carbon Reduction Theme	Carbon reduction opportunity
Transport	Biofuel usage Electric vehicles – electric ferry
Circular economy	Composting or organic waste

Built environment energy efficiency / water efficiency	Energy efficiency / water efficiency Induction cooktops
Tourism	Carbon reduction tourism levy
Energy	Solar power, BESS Biofuel/hydrogen back-up fuel supply
Savannah burning – Blue carbon	Savannah burning – Blue carbon

The project brief from Council for this Precinct Plan project was to focus on Projects that Council can deliver and on projects that have not already commenced, as such solar panels (ERGON), changing from gas to electric cooktops (Dept Housing) and purchasing hybrid vehicles for council fleet as appropriate, have not been pursued as part of this project. Furthermore, electric vehicles are of no benefit, while the NPA is generating electricity by diesel generator.

The draft business cases were be presented to Stakeholders on 12, 13, 14 May, and 11 June and to the TWG in June.

Table 1: Summary of Stakeholder Engagement

Stakeholder Type	Stakeholder
Government	Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships (DSDSATSIP) Remote Indigenous Land and Infrastructure Program Office (RILIPO) Northern Peninsula Area Regional Council Department of Environment and Science (DES) Techncial Working Group
Indigenous Stakeholders	Ipima Ikaya Aboriginal Corporation (IIAC) Apudthama Land Trust
Industry Organisations	Ergon Energy Veolia
NPA Community Members	Bamaga Community Umagico Community Seisia Community Injinoo Community New Mapoon Community

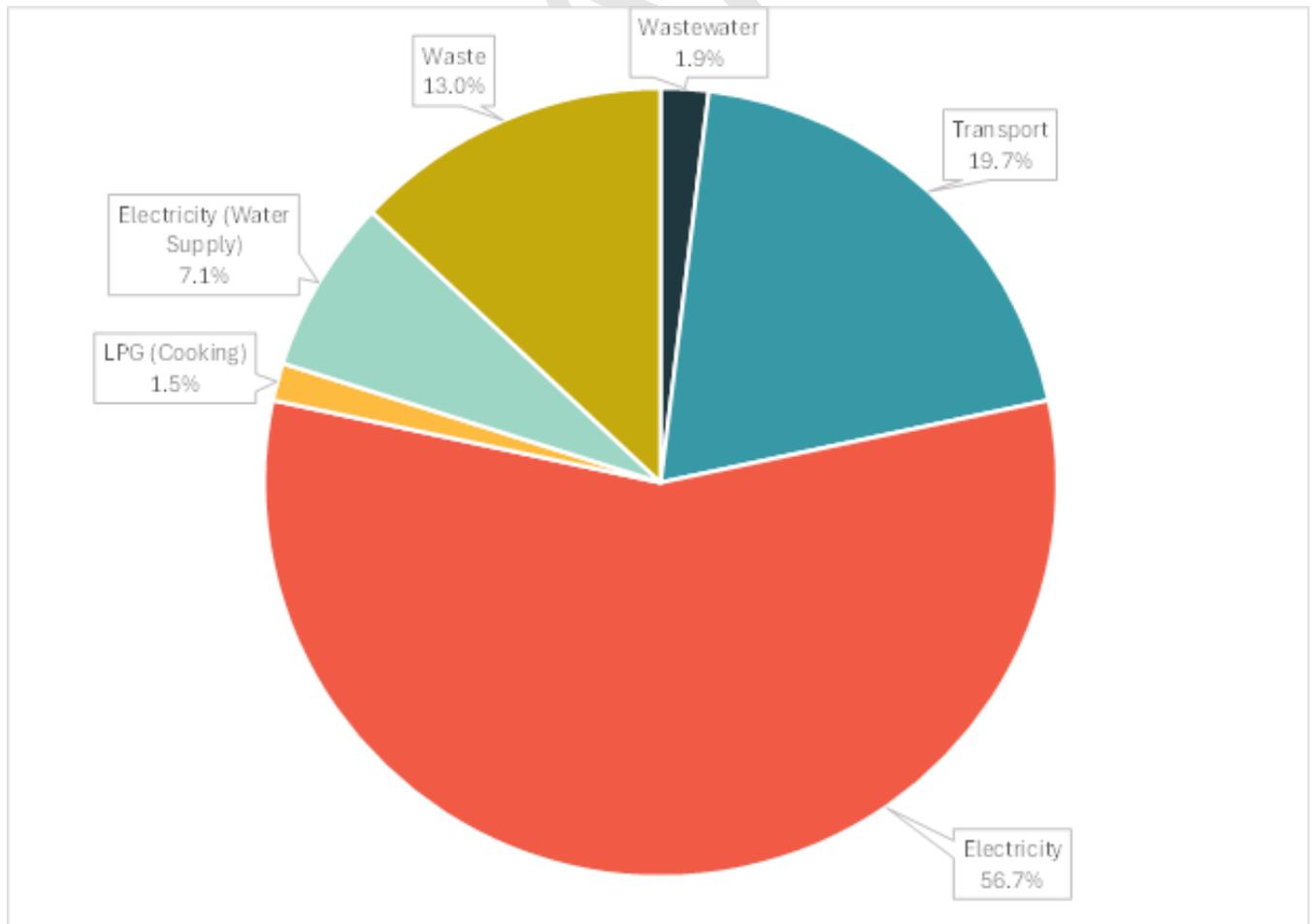
### NPA's Carbon Footprint

Figure 1 shows the estimates of the baseline tonnes of carbon dioxide equivalent (tCO<sub>2</sub>-e emissions) for the NPARC region for the 2022 calendar year, show electricity and transport contribute the most emissions (84%), while waste (including wastewater) treatment accounts for 15%.

The drivers of these CO<sub>2</sub>-e emissions are generally tied to the size of the population, either directly in the case of wastewater or indirectly, as is the case with LPG consumption for cooking, which is associated with the number of dwellings.

Consumption of electricity makes up the largest portion of CO<sub>2</sub>-e emissions, historical data suggests that the split between residential and commercial consumption is relatively even. The number of dwellings is strongly tied to residential electricity consumption, whereas population tends to be a better indicator of commercial electricity consumption (as an indicator of demand).

Figure 1: CEMP tCO<sub>2</sub>-e Share by Source (FY 2022)



The carbon reduction opportunities outlined in the CEMP in a strategic framework were assessed to maximise the carbon and economic benefits while minimising the risk of duplicated initiatives and overcapitalisation, among other things. A list of projects was produced that achieves these criteria – four of which received high-level business cases and six are endorsed as advocacy items for NPARC. The most common reason for a project not having received a high-level business case is that it would be a duplication of ongoing works by other organisations or that the Council has limited or no ability to implement the project.

The four projects that received business cases were initially quite large with significant capital costs, i.e. a fully designed managed aerobic sewerage treatment plant at Bamaga could cost as high as \$6M. With consultation and site visits complete, these projects were scaled to balance the CO<sub>2</sub>-e reduction against the needs of the community, financial costs and labour capacity. The four opportunities that received a high-level business case are:

**Waste Processing:** an in-vessel composter for the processing of organic waste. This project achieved a BCR of 1.3 with an NPV of \$0.4M.

**Managed Aerobic System:** aeration of the Bamaga STP with surface aerators. Designed to be capable of handling significant changes to demand (planned centralisation of wastewater treatment). This project achieved a BCR of 1.1 with an NPV of \$0.1M.

**E-mobility Vehicles:** provision of a 50% rebate on the purchase of e-bikes for the purposes of local transport. This project achieved a BCR of 1.1 with an NPV of \$0.6M.

**Carbon Offset Investment Fund:** an investment fund that collects revenue directly or indirectly from the tourists travelling to NPARC via road transport. Funds are invested into local re-vegetation, land amendments and other carbon reduction opportunities for the benefit of tourism and environmental amenity. This project achieved a BCR of 10 with an NPV of \$3.1M.

Economic impacts to for the local community vary from project to project with some having relatively minor, yet quantifiable impacts such as the in-vessel composter, whereas others have the potential for significant direct and flow-on economic impact yet are difficult to quantify i.e. Carbon Offset Investment Fund.

## ECONOMIC AND CO<sub>2</sub>-E IMPACTS OF SHORTLISTED PROJECTS

Measurable economic activity induced by these projects is small, with none individually resulting in a whole FTE role. This is due to the scaling of the projects, intended to avoid burdensome ongoing expenses for Council. The scaled projects are as a direct result of consultation with stakeholders that indicated the trade-off between CO<sub>2</sub>-e impact and the financial and economic viability of each project should more strongly consider the financial and labour constraints of the Council, who are by default the responsible party for most of these projects.

Table 2: Summary of Local Economic Impact of Projects

Project	Construction/Installation	Ongoing
<b>In-Vessel Composting</b>	<p>Capital cost predominantly goes outside of NPARC LGA.</p> <p>A few thousand dollars of activity will occur locally.</p>	<p>\$318 thousand in output (\$231 thousand directly).</p> <p>\$108 thousand contribution to GRP (\$61 thousand direct contribution).</p> <p>\$71 thousand in wages and salaries paid to local workers (\$39 thousand directly).</p> <p>0.8 FTE jobs (0.4 direct FTE).</p>
<b>Aerobic Wastewater Treatment</b>	<p>\$131 thousand in output (\$100 thousand directly).</p> <p>\$61 thousand contribution to GRP (\$44 thousand direct contribution).</p> <p>\$39 thousand in wages and salaries paid to local workers (\$28 thousand directly).</p> <p>0.3 FTE jobs (0.2 direct FTE).</p>	<p>The addition of surface aeration does little to impact the operating costs of the Bamaga STP.</p>
<b>E-mobility</b>	<p>NA</p>	<p>\$51 thousand in output (\$40 thousand directly).</p> <p>\$21 thousand contribution to GRP (\$15 thousand direct contribution).</p> <p>\$14 thousand in wages and salaries paid to local workers (\$11 thousand directly).</p> <p>0.2 FTE jobs (0.2 direct FTE).</p>
<b>Carbon Offset Investment Fund</b>	<p>NA</p>	<p>The nature of activities undertaken using the revenue from the toll will determine the value of economic activity generated for the region. Noting the 4.11 FTE reported in the</p>

Project	Construction/Installation	Ongoing
		CEMP (2024) associated with collection of the fee.

Economic impacts to for the local community vary from project to project with some having relatively minor, yet quantifiable impacts such as the in-vessel composter, whereas others have the potential for significant direct and flow-on economic impact yet are difficult to quantify i.e. Carbon Offset Investment Fund.

Council's waste (including wastewater) treatment accounts for 15% tCO<sub>2</sub>-e emissions. Any waste treatment is likely to have an ongoing cost to Council, however the business cases can be used to obtain grant funding which may assist in cost management.

Despite the scaling of the projects, they retain a significant impact on the CO<sub>2</sub>-e emissions of the community. These projects, in addition to those advocated for have the potential to reduce the CO<sub>2</sub>-e emissions of NPA by 6.9% per annum to 2050 (with total emissions estimated to be circa 18,011 tonnes (84.5%) lower than the baseline.

Table E.4: Carbon Reduction Impact

Emissions	2026	2030	2035	2050	Growth
<b>Baseline</b>	<b>19,244</b>	<b>19,950</b>	<b>20,518</b>	<b>21,311</b>	<b>0.4%</b>
<b><i>With Initiatives Advocated</i></b>	<b>19,244</b>	<b>19,949</b>	<b>13,529</b>	<b>4,889</b>	<b>(5.5%)</b>
Wastewater	154	158	162	168	0.4%
Transport	3,626	3,719	2,173	552	(7.5%)
Electricity	11,155	11,621	8,377	1,243	(8.7%)
LPG (Cooking)	293	310	0	0	(100.0%)
Electricity (Water Supply)	1,435	1,495	103	107	(10.2%)
Waste <sup>1</sup>	2,029	2,089	2,150	2,246	0.4%
Carbon Offset Investments (Estimate)	(296)	(991)	(592)	(1,015)	5.3%
<b>With All Initiatives</b>	<b>18,395</b>	<b>18,399</b>	<b>12,372</b>	<b>3,300</b>	<b>(6.9%)</b>

Source: REA, SMEC (2024)



Ultimately the NPARC has a relatively small carbon footprint, and the major sources of emissions in tonnes of carbon dioxide equivalent (tCO<sub>2</sub>-e emissions) are electricity and transport emissions (84%). Once diesel electricity is replaced by solar, there is some opportunity to review the transport emissions, however this is not necessarily a direct a matter for Council other than fleet management.

## **ATTACHMENTS**

Climate Economic Precinct Plan - June 2025

Engagement Report – June 2025

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# Northern Peninsula Area

*CLIMATE ECONOMIC PRECINCT  
PLAN*

June 2025

GROWING COMMUNITIES





Version	Date	Approved by	Reviewed by
Draft 1.0	13/02/2025	Sean Kelly	Matthew Kelly
Draft 1.1	17/06/2025	Sean Kelly	Sean Kelly
Final	24/06/2025	Matthew Kelly	Nikki Huddy

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#### Confidentiality Statement

This report is confidential and is solely for the purposes of the Climate Economic Precinct Plan prepared for the Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism (the Department), Remote Indigenous Land and Infrastructure Program Office (RILIPO) working in partnership with the Northern Peninsula Area Regional Council (the Council).

#### Acknowledgement of Country

We acknowledge the Traditional Custodians of the land, air and waters and pay our respects to Elders past, present and emerging, and extend this respect to all Aboriginal and Torres Strait Islander people we work with and whose ancestral lands we visit.

**Disclaimer:** All care and diligence has been exercised in the preparation of this report. Forecasts or projections developed as part of the analysis are based on adopted assumptions and can be affected by unforeseen variables. Consequently, Regional Economic Advisory Pty Ltd gives no warranty that a particular outcome will result, and the authors accept no responsibility for any loss or damage that may be suffered as a result of reliance on this information.



This project was developed with the support of the Queensland Government



## Executive Summary

### Background

Urban Planning North (UP North) has been engaged by the Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism (the Department), Remote Indigenous Land and Infrastructure Program Office (RILIPO) working in partnership with the Northern Peninsula Area Regional Council (the Council) to develop the Climate Economic Precinct Plan for the Northern Peninsula Area (NPA).

The Climate Economic Precinct Plan builds upon the Climate and Economic Master Plan (SMEC, 2024) and will support the Northern Peninsula Area Regional Council (NPARC) in meeting State and Federal Government affirmative climate action targets by:

- Identifying the current carbon footprint for the region.
- Identifying viable projects and initiatives to reduce carbon emissions that are practical in context and application in the area.
- Apply relevance to land tenure.
- Identifying opportunities for investment, employment, and job opportunities within the region.

The Climate Economic Precinct Plan prioritises a shortlist of carbon reduction opportunities identified in the Climate and Economic Master Plan and develops a series of instructional and informative precinct plans with supporting business cases to support future advocacy and investment.

### Baseline Profile

#### Region

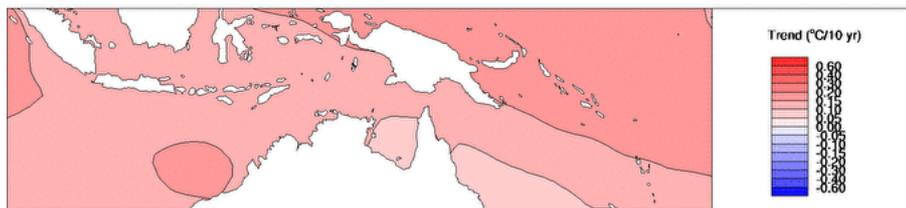
The NPARC area is a Local Government Area (LGA) in Far North Queensland, Australia, covering areas on the north-western coast of Cape York Peninsula. The region comprises five Indigenous communities with a population of approximately 3,000 people in 2023, the majority (82%) being of Aboriginal and/or Torres Strait Islander heritage.

The NPARC region has a rich cultural heritage, shaped by both Indigenous traditions and the migration of Torres Strait Islander communities during the mid-20th century. The region is a significant drive-tourism destination as the gateway to Cape York and the Torres Strait. The local industry pillars are government services, tourism, and construction. The area's remote location and reliance on sea and air transport present unique challenges, but its cultural significance and natural beauty make it a vital part of Far North Queensland's cultural heritage and tourism economy.

Being comprised of several coastal or near coastal communities nearer to the equator than almost all other Australian communities make the NPARC region highly susceptible to the expected changes in the climate expected to occur over the coming decades.

Trends in sea and land temperatures since the 1970s also depict that the region has already endured much of the harshest impacts of climate change relative to most metropolitan centres around Queensland and Australia.

Figure E.1: Trend in Sea Surface Temperature (1970-2024)



© Commonwealth of Australia 2025, Bureau of Meteorology  
Source: Australian Bureau of Meteorology (2025)

Issued: 04/02/2025

### Carbon Footprint

Baseline CO<sub>2</sub>-e projections were developed for the NPARC region out to 2050. Population being the predominant driver of CO<sub>2</sub>-e emissions, these projections are generally tied to the Queensland Government population projections for the NPARC region.



Dwelling projections were produced that are tied to population growth with adjustments that account for the increasing rate of dwelling approvals and the assumption that the 2031 Closing the Gap target for housing will be met. This means that growth in some forms of CO<sub>2</sub>-e emissions are greater than others over the medium term, shifting the share of baseline emissions (with electricity and gas energy being the main growth areas).

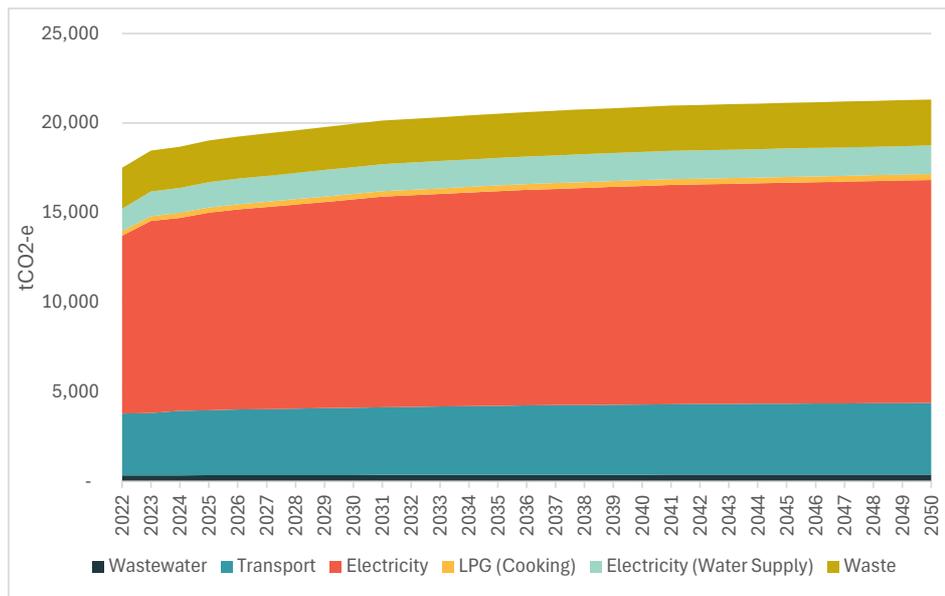
The shift in share is minor, with the baseline of 2022 being quite similar to that of 2050 under the baseline. The share of emissions by source stabilises in the 2030s with moderate growth in total emissions to 2050; emissions will continue to grow at this moderate rate post-2050.

Table E.1: Emissions Projections by Source (tCO<sub>2</sub>-e)

Emission Source	2022	2030	2035	2050	Growth (p.a.)
Wastewater	340	360	370	384	0.4%
Transport	3,450	3,757	3,854	4,002	0.5%
Electricity	9,919	11,621	11,967	12,430	0.8%
LPG (Cooking)	270	310	320	333	0.7%
Electricity (Water Supply)	1,249	1,495	1,539	1,599	0.9%
Waste	2,270	2,406	2,468	2,563	0.4%
<b>Total</b>	<b>17,499</b>	<b>19,950</b>	<b>20,518</b>	<b>21,311</b>	<b>0.7%</b>

Source: REA, SMEC (2024)

Figure E.2: tCO<sub>2</sub>-e Emission Projections by Source



Source: REA

The CEMP outlines several carbon reduction opportunities to address CO<sub>2</sub>-e emissions:

- **Electricity**
  - **Solar power:** Installation of a 1.7 MW system.
  - **Battery Energy Storage System (BESS):** Installation of 8 MW & 20MWh battery storage.
  - **Biofuel/hydrogen back-up fuel supply:** Replacement of diesel with biofuel/hydrogen for backup power generation.
- **Transport**



- **Biofuel usage:** Supplementation of diesel fuel with biofuel.
- **Electric vehicles/electric ferry:** Increased uptake of electric vehicles.
- **Waste**
  - **Composting or organic waste:** Enclosed composting of organic waste using a modular system.
- **Electricity (Water Supply)**
  - **Energy efficiency/water efficiency:** Retrofit of buildings for energy efficiency and installation of rainwater tanks.
- **LPG (Cooking)**
  - **Induction cooktops:** Replacement of gas stove tops with induction cooktops.
- **Savannah burning/Blue carbon:** Annual savannah burning practices as a project under the Emission Reduction Fund.

The most effective of the initiatives (solar power and BESS) directly relate to the source of electricity consumed by the community as the largest source of CO<sub>2</sub>-e emissions.

Table E.2: Indicative Emissions Projections by Source with Initiatives

Emission Source	2022	2030	2035	2050	Growth (p.a.)
Wastewater	340	360	370	384	0.4%
Transport	3,450	3,757	2,212	593	(6.1%)
Electricity	9,919	11,621	8,377	1,243	(7.1%)
LPG (Cooking)	270	310	0	0	(100.0%)
Electricity (Water Supply)	1,249	1,495	103	107	(8.4%)
Waste	2,270	2,406	2,468	1,498	(1.5%)
Savannah Burning/Blue Carbon	-	(1)	(1)	(1)	NA
<b>Total</b>	<b>17,499</b>	<b>19,949</b>	<b>13,529</b>	<b>3,823</b>	<b>(5.3%)</b>

Source: REA, SMEC (2024)

### Strategic Framework

The Strategic Framework was developed to explore the specific opportunities for carbon reduction identified within the CEMP. Each carbon reduction opportunity in the CEMP was assessed in a strategic framework with the following broad categories:

- Environmental Impact.
- Technical Feasibility.
- Economic viability.
- Social and Community Benefits.
- Policy and Regulatory Alignment.

### Shortlisted Opportunities

Several of the shortlisted opportunities have significant risk of duplication or implementation of initiatives cannot be directly affected by NPARC. In the case that an opportunity fits into either it has been decided not to pursue any further investigation into these options as they are already being planned for or, in the case of NPARC lacking direct influence, can be advocated for by NPARC. The purpose of this strategy is to prioritise options with greatest efficacy in CO<sub>2</sub>-e reduction and pursue opportunities that are the most likely to be implemented.

The short-listed carbon reduction opportunities have been chosen based on the strategic framework and in consultation with DWATSIPM and NPARC.

### Shortlist for High Level Business Cases

- **Waste Processing:** In-vessel composting, modular anaerobic digestion and insect composting system are carbon reduction opportunities all under waste management that scored highly in the strategic framework. They deal with the organic waste



produced by the communities which contributes substantially to emissions. However, to avoid duplication, only one of these options should realistically be adopted.

In-vessel composting scored the highest out of these three and is likely the most easily implemented, requiring relatively lower capital costs to an anaerobic digester, and having lower skill requirements to operate. Domestic waste would still require sorting, which may be labour intensive, however, the system is less susceptible to contaminants. An insect system is also relatively low cost compared to the anaerobic digester, however, is only applicable to food waste, limiting its effectiveness in reducing emissions.

- **Managed Aerobic System:** This opportunity results in a moderate overall impact on CO<sub>2</sub>-e emissions when compared to other sources. However, there is very little risk of duplication of this infrastructure as there are currently no plans to shift to active aeration of wastewater in NPA. Council are also in a good position to affect change on this asset in terms of ownership.
- **E-mobility Vehicles:** The relative low cost of implementation combined with its utility for intra-regional transport make this option highly appealing. Transport is a significant portion of the baseline emissions of the community and to the CEMP (2024) most of the travel is intra-region. However, it does not eliminate the need for cars for long-distance travel or the transport of small loads (e.g. furniture) which may lead to over capitalisation on transport methods (duplication).
- **Carbon Offset Investment Fund:** Although not directly impacting the CO<sub>2</sub>-e emissions profile of the community, a levy would allow the community to offset their carbon footprint by other means, including purchase of carbon credits, investment in blue carbon locally and implementation of other strategies that lack appropriate government funding. There are several routes at which the levy could be raised, however, specifics on the method of raising the levy must be ironed out, particularly the legal method of doing so.

#### **Shortlist for Advocacy**

The following initiatives were also identified as having significant merit, and will be supported by NPARC through advocacy efforts (though not led directly by Council):

- Solar Power and BESS.
  - Ergon currently investigating solar farm microgrid for NPARC with sites for the solar farm shortlisted. The process is ongoing.
- Induction Cooktops.
  - This relies on the Department of Housing and Public Works to approve works on houses and funding.
- Energy Efficiency/Water Efficiency.
  - Issues in the water supply causing low efficiency distribution are well known by NPARC and contractor Veolia. Works to address these issues are ongoing with funding from State and Federal Governments already having been provided.
- Savannah Burning/Blue Carbon.
  - Programs of active carbon sequestration are currently being delivered by People for Wildlife and Apudthama Rangers (noting that carbon sequestration is not necessarily the primary objective of these programs).
  - Land tenure is a major restriction to Council being the proponent of these types of programs.
- Biofuel Usage.
  - Limiting factors include the added logistical difficulty of providing 3 fuel options as opposed to two in not just NPARC but at least one more point along the Peninsula Development Road to allow for refuelling. It is necessarily a consumer choice and hence requires the relative cost to come down and convenience to increase for it to be a viable option, both issues being dealt with on a national level, hence little value could be added through further investigation.

#### **Economic and CO<sub>2</sub>-e Impacts of Shortlisted Projects**

Measurable economic activity induced by these projects is small, with none individually resulting in a whole FTE role. This is due to the scaling of the projects, intended to avoid burdensome ongoing expenses for Council. The projects are adapted to meet the needs of the community and capacity of Council as a direct result of consultation with stakeholders: That indicated the trade-off



between CO2-e impact and the financial and economic viability of each project should more strongly consider the financial and labour constraints of the Council, who are by default the responsible party for most of these projects.

Table E.3: Summary of Local Economic Impact of Projects

Project	Construction/Installation	Ongoing
<b>In-Vessel Composting</b>	<ul style="list-style-type: none"> <li>Capital cost predominantly goes outside of NPARC LGA.</li> <li>A few thousand dollars of activity will occur locally.</li> </ul>	<ul style="list-style-type: none"> <li>\$318 thousand in output (\$231 thousand directly).</li> <li>\$108 thousand contribution to GRP (\$61 thousand direct contribution).</li> <li>\$71 thousand in wages and salaries paid to local workers (\$39 thousand directly).               <ul style="list-style-type: none"> <li>0.8 FTE jobs (0.4 direct FTE).</li> </ul> </li> </ul>
<b>Aerobic Wastewater Treatment</b>	<ul style="list-style-type: none"> <li>\$131 thousand in output (\$100 thousand directly).</li> <li>\$61 thousand contribution to GRP (\$44 thousand direct contribution).</li> <li>\$39 thousand in wages and salaries paid to local workers (\$28 thousand directly).               <ul style="list-style-type: none"> <li>0.3 FTE jobs (0.2 direct FTE).</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>The addition of surface aeration does little to impact the operating costs of the Bamaga STP.</li> </ul>
<b>E-mobility</b>	NA	<ul style="list-style-type: none"> <li>\$51 thousand in output (\$40 thousand directly).</li> <li>\$21 thousand contribution to GRP (\$15 thousand direct contribution).</li> <li>\$14 thousand in wages and salaries paid to local workers (\$11 thousand directly).               <ul style="list-style-type: none"> <li>0.2 FTE jobs (0.2 direct FTE).</li> </ul> </li> </ul>
<b>Carbon Offset Investment Fund</b>	NA	<ul style="list-style-type: none"> <li>The nature of activities undertaken using the revenue from the toll will determine the value of economic activity generated for the region. Noting the 4.11 FTE reported in the CEMP (2024) associated with collection of the fee.</li> </ul>

Source: REA

Despite the scaling of the projects, they retain a significant impact on the CO2-e emissions of the community. These projects, in addition to those advocated for have the potential to reduce the CO2-e emissions of NPA by 6.9% per annum to 2050 (with total emissions estimated to be circa 18,011 tonnes (84.5%) lower than the baseline).

Table E.4: Carbon Reduction Impact

Emissions	2026	2030	2035	2050	Growth
<b>Baseline</b>	<b>19,244</b>	<b>19,950</b>	<b>20,518</b>	<b>21,311</b>	<b>0.4%</b>
<b>With Initiatives Advocated</b>	<b>19,244</b>	<b>19,949</b>	<b>13,529</b>	<b>4,889</b>	<b>(5.5%)</b>
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LPG (Cooking)	293	310	0	0	(100.0%)
Electricity (Water Supply)	1,435	1,495	103	107	(10.2%)
Waste <sup>1</sup>	2,029	2,089	2,150	2,246	0.4%

<sup>1</sup> Noting that waste does not reduce at the same rate as it does in the CEMP owing to scaling of the composting project and the project being brought forward.



Emissions	2026	2030	2035	2050	Growth
Carbon Offset Investments (Estimate)	(296)	(991)	(592)	(1,015)	5.3%
<b>With All Initiatives</b>	<b>18,395</b>	<b>18,399</b>	<b>12,372</b>	<b>3,300</b>	<b>(6.9%)</b>

Source: REA, SMEC (2024)



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# 1 Introduction

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## 1.1 Background

Urban Planning North (UP North) has been engaged by the Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism (DTATSIPCA) (the Department), Remote Indigenous Land and Infrastructure Program Office (RILIPO) working in partnership with the Northern Peninsula Area Regional Council (the Council) to develop the Climate Economic Precinct Plan for the Northern Peninsula Area (NPA).

The Climate Economic Precinct Plan builds upon the Climate and Economic Master Plan (SMEC, 2024) and will support the Northern Peninsula Area Regional Council (NPARC) in meeting State and Federal Government affirmative climate action targets by:

- Identifying the current carbon footprint for the region.
- Identifying viable projects and initiatives to reduce carbon emissions that are practical in context and application in the area.
- Apply relevance to land tenure.
- Identifying opportunities for investment, employment, and job opportunities within the region.

The Climate Economic Precinct Plan prioritises a shortlist of carbon reduction opportunities identified in the Climate and Economic Master Plan and develops a series of instructional and informative precinct plans with supporting business cases to support future advocacy and investment.

The remainder of the report is structured as follows:

- Chapter 2: Provides a detailed socio-economic profile of NPARC and the communities with baseline CO<sub>2</sub>-e projections to 2050.
- Chapter 3: Provides a strategic framework assessment of the carbon reduction opportunities highlighted in the CEMP.
- Chapter 4: Provides summaries of the business cases for the 4 shortlisted carbon reduction opportunities (high-level business cases provided in Appendix B through E).
- Chapter 5: Provides a summary of the report's findings.

Photo 1.1: Bamaga Township



Source: Planz



## 2 Baseline Profile

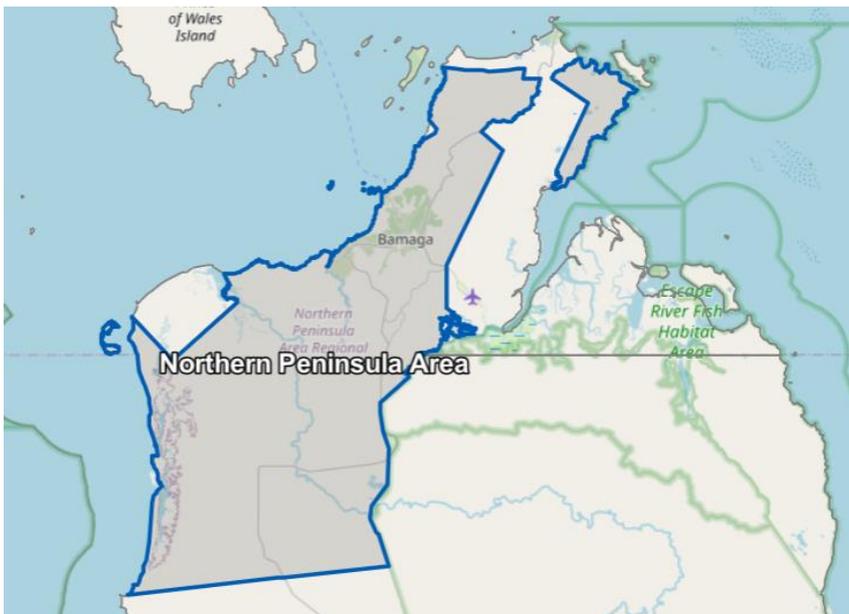
The following section provides a Baseline Profile of the Northern Peninsula Area Local Government Area (LGA) to provide context for the climate initiatives.

### 2.1 Region

The Northern Peninsula Area Regional Council (NPARC) area is a local government area in Far North Queensland, Australia, covering areas on the north-western coast of Cape York Peninsula. It was amalgamated in March 2008 from three Aboriginal Shires and two autonomous Island Councils during a period of statewide local government reform. The region comprises five Indigenous communities—Bamaga, Seisia, Umagico, Injinoo, and New Mapoon, with a population of approximately 3,000 people in 2023, the majority (82%) being of Aboriginal and/or Torres Strait Islander heritage.

The NPARC region has a rich cultural heritage, shaped by both Indigenous traditions and the migration of Torres Strait Islander communities during the mid-20th century. The region is a significant drive-tourism destination as the gateway to Cape York and the Torres Strait. The local industry pillars are government services, tourism, and construction. The area's remote location and reliance on sea and air transport present unique challenges, but its cultural significance and natural beauty make it a vital part of Far North Queensland's cultural heritage and tourism economy.

Figure 2.1: Northern Peninsula Area Regional Council Boundaries



Source: ABS (2022)



### Climate Change

Being comprised of several coastal or near coastal communities nearer to the equator than almost all other Australian communities makes this region highly susceptible to the expected changes in the climate expected to occur over the coming decades.

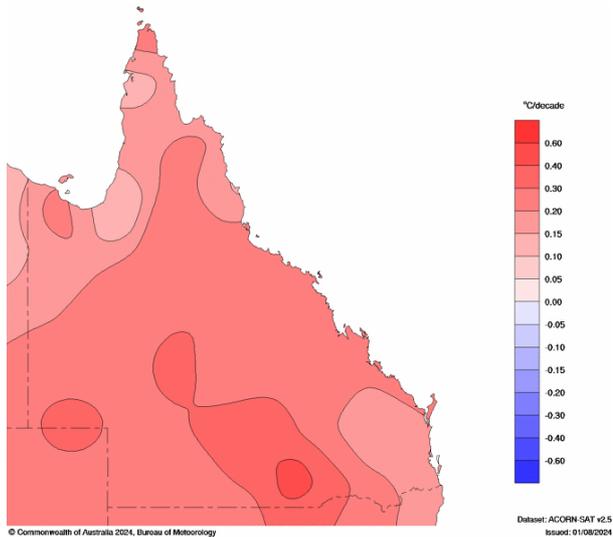
Figure 2.2: Topography of NPA



Source: Queensland Government (2024)

Trends in sea and land temperatures since the 1970s also depict that the region has already endured much of the harshest impacts of climate change relative to most metropolitan centres around Queensland and Australia.

Figure 2.3: Trend in Mean Temperature (1980-2023)

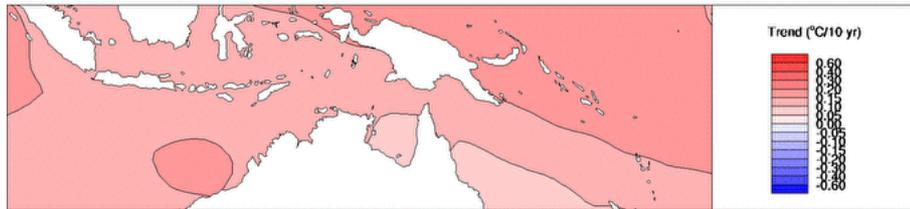


© Commonwealth of Australia 2024, Bureau of Meteorology  
Source: Australian Bureau of Meteorology (2024)

Dataset: ACCORN-SAT v2.5  
Issued: 01/08/2024



Figure 2.4: Trend in Sea Surface Temperature (1970-2024)



© Commonwealth of Australia 2025, Bureau of Meteorology  
Source: Australian Bureau of Meteorology (2025)

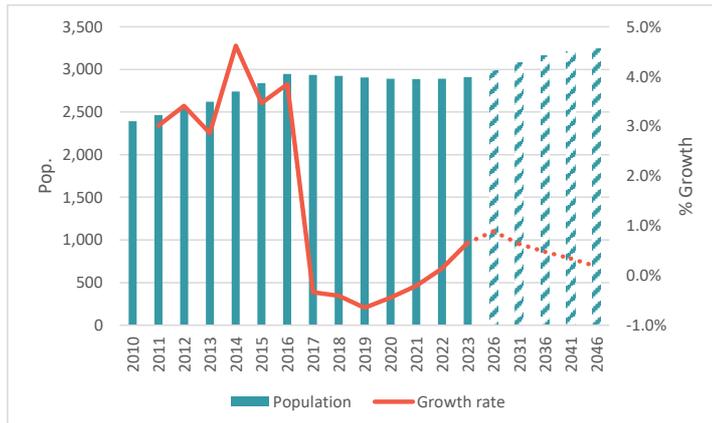
Issued: 04/02/2025

### Population and Growth

The population of the Northern Peninsula Area has increased from 2,391 in 2010 to 2,908 in 2023, representing an average annual growth of 1.5%.<sup>2</sup>

Historical growth has fluctuated, with a period of robust population growth in the period 2010-2016 at an average of 3.5% p.a., followed by a period of modest population decline from 2017-2021 with data impacted by the COVID-19 Pandemic. However, there has been a return to positive growth since, and this trend is expected to continue, with the population reaching 3,239 persons (growth of 0.5% p.a.) by 2046.

Figure 2.5: Historical and Projected Population



Source: QGSO (2025)

Table 2.1 compares the population estimates of the five communities within the NPARC region in 2016 and 2021 based on Census data. Bamaga is the largest community with 1,186 persons in 2021, accounting for more than 40% of the total population of the LGA. The remaining four communities are all under 500 persons.

Over the 2016-2021 period, whilst Bamaga's population remained stable, New Mapoon and Seisia experienced relatively high population growth rates at 3.7% p.a. and 7.8% p.a., respectively. This trend may be linked to increased housing developments, better access to essential services, community infrastructure, and employment opportunities, such as tourism-related activities in Seisia. On the other hand, the population of Umagico and Injinoo declined slightly at the rates of 0.5% p.a. and 1.4% p.a., respectively. This, combined with overall growth across the NPARC region suggests relocation of residents to other communities.

<sup>2</sup> We note that population estimates for First Nations communities are often good indicators but are subject to sometimes significant undercounting.



Table 2.1: Population Estimates in the Five Communities

Year	Bamaga	New Mapoon	Seisia	Umagico	Injinoo
2016	1,164	344	201	403	533
2021	1,186	412	293	394	498
Average p.a. growth	0.4%	3.7%	7.8%	(0.5%)	(1.3%)

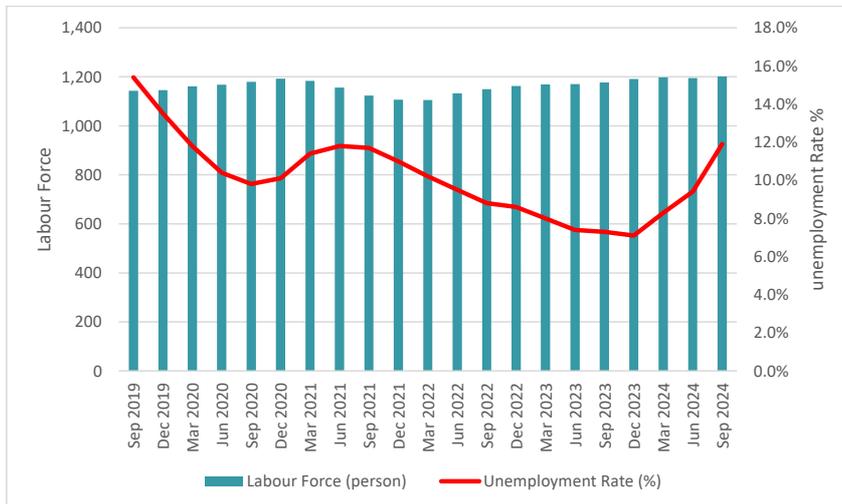
Source: QGSO (2025)

### 2.1.1 Employment and Labour Force

#### Labour Market

Figure 2.6 shows the historical unemployment and workforce data for the NPARC region over the past 5 years. As is the case for most small populations, labour market data tends to fluctuate significantly due to both data limitations and the flows of employment within the economy. Labour force participation has been on the rise despite recent increases in the unemployment rate.

Figure 2.6: Labour Force and Unemployment



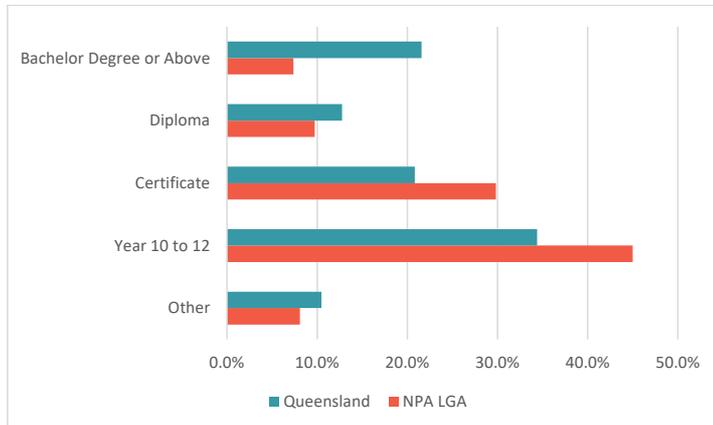
Source: QGSO (2025)

#### Education and Qualifications

NPARC region shows a higher representation of trade (certificate) qualifications compared to the broader Queensland, indicating proportionally higher demand for blue collar (agricultural, industrial/manufacturing) workers in the area. These skills may align well with the direct and flow on employment opportunities associated with the identified carbon reduction opportunities.



Figure 2.7: Resident Qualifications (2021)



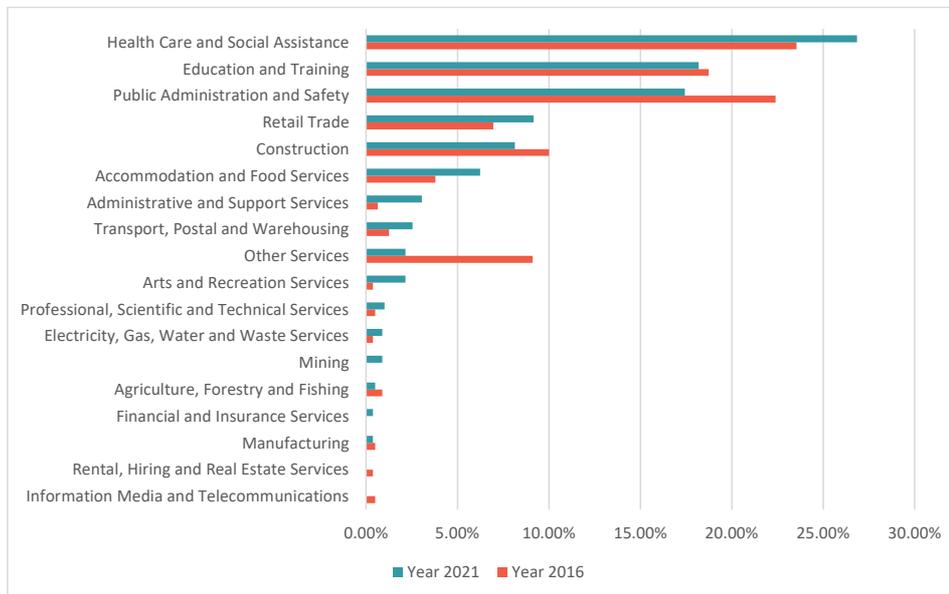
Source: ABS (2022)

### 2.1.2 Industry Mix and Key Employment Sectors

The NPARC region relies heavily on public services sectors for employment opportunities, including health care and social assistance (26.8%), public administration and safety (18.2%), and education and training (17.4%). Retail trade (8.1%) and construction (9.2%) are also important job creating sectors, although the latter has declined.

Sectors experiencing the most significant employment growth were health care and social assistance (+25 jobs, 3.3%), administrative and support services (19 jobs, 2.4%), and accommodation and food services (19 jobs, 2.4%). Notable workforce contractions were recorded in public administration and safety (-40 jobs, -5% p.a.), construction (-15 jobs, -1.9% p.a.), and other services (-55 jobs, -7%), largely contributing to the minor decline in employment of 4 jobs between 2016 and 2021.

Figure 2.8: Employment by Industry (PoW, 2021)



Source: ABS (2017, 2022)



### 2.1.3 Household Income and Demographics Indicators

#### **Housing and Household Characteristics**

The comparative analysis of the NPARC region and broader Queensland reveals significant disparities across several socio-economic indicators, which have important implications for the region's future, particularly concerning decarbonisation initiatives:

- The household composition in the NPARC region shows a higher proportion of both couples with children (42.7%) and single-parent families (36.0%) compared to Queensland (at 42.1% and 16.8%, respectively). Consequently, the average household size in the NPARC region (3.5) is considerably larger than the Queensland average (2.5), suggesting a potential need for community facilities and greater consumption per household to accommodate larger families.
- The NPARC region has lower average vehicles per household (1.3 vehicles) compared to Queensland (1.9 vehicles), reflecting economic constraints.
- Given that a large portion of the housing stock is government housing, only 2.7% of households in the NPARC region own their homes outright, compared to 29.1% in Queensland. Most residents (90.6%) rent their homes.
- The large stock of community housing means the NPARC region experiences lower housing costs, with a median weekly rent of \$120 compared to \$365 in Queensland. Housing affordability may mitigate housing stress, as evidenced by the lower percentage of families in rental stress (8.3% in the NPARC region versus 32.3% in Queensland). However, the lack of home ownership could hinder long-term economic resilience.
- The median weekly household income is \$1,331, below the Queensland median of \$1,675.

Table 2.2: Selected Housing and Household Characteristics (2021)

Indicator	NPARC Region	Queensland
<b>Household Type</b>		
Couple with Children	42.7%	41.2%
Single Parent	36.0%	16.8%
Couple	17.1%	40.3%
Other	3.2%	1.6%
Average Household Size	3.5	2.5
Vehicle Ownership/Household	1.3	1.9
<b>Household Financials</b>		
Own Home Outright	2.7%	29.1%
Mortgaged	0.4%	34.4%
Rented	90.6%	33.1%
Other Tenure Type/Not Stated	7.3%	3.5%
Median Weekly Household Income	\$1,331	\$1,675
Median Monthly Mortgage Repayment	\$1,300	\$1,733
Median Weekly Rent	\$120	\$365
% of Families Renting in Stress (>30% income)	8.3%	32.3%
% of Families with a Mortgage in Stress (>30% income)	0%	11.9%

Source: ABS (2022)

Table 2.3 represents selected housing and household characteristics across the five communities, which shows:

- The five communities show consistency in terms of household compositions, featuring large proportions of families with children, more persons per household and a lower number of vehicles owned per household.



- While median weekly rent and housing-related financial stress are consistently low across the five communities, there are noticeable variations in terms of home ownership and weekly income. More people own their home outright in Seisia (at 12.6%) compared to less than 4% in other communities.
- Median weekly income in Bamaga is the highest (at \$1,603), which is close to the Queensland median and well surpasses the other communities.

Table 2.3: Selected Housing and Household Characteristics in the Five Communities (2021)

Indicator	Bamaga	New Mapoon	Seisia	Umagico	Injinoo
<b>Household Type</b>					
Couple with Children	42.2%	49.5%	35.3%	39.5%	49.5%
Single Parent	36.3%	26.4%	36.8%	52.3%	42.1%
Couple	17.2%	19.8%	27.9%	9.3%	14.7%
Other	3.9%	0%	5.9%	7%	3.2%
Average Household Size	3.4	3.4	2.7	3.9	4
Vehicle Ownership/Household	1.4	1.3	1.5	1.3	1.3
<b>Household Financials</b>					
Own Home Outright	1%	0%	12.6%	3.3%	0%
Mortgaged	0%	4.9%	0%	0%	0%
Rented	93.8%	93.2%	75.9%	92.3%	96.2%
Other Tenure Type/Not Stated	4.8%	7.8%	8.0%	9.9%	4.7%
Median Weekly Household Income	\$1,630	\$924	\$1,125	\$939	\$1,337
Median Monthly Mortgage Repayment	\$0	\$1,242	\$1,300	\$0	\$0
Median Weekly Rent	\$120	\$125	\$120	\$125	\$128
% of Families Renting in Stress (>30% income)	4.4%	12.5%	4.5%	11.9%	13.7%
% of Families with a Mortgage in Stress (>30% income)	0%	0%	0%	0%	0%

Source: ABS (2022)

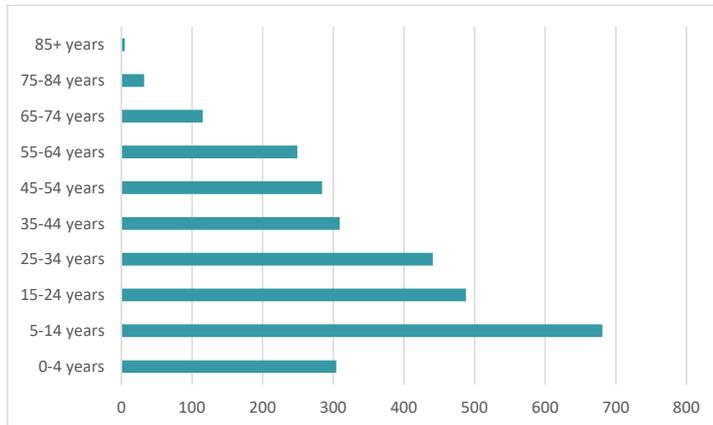
#### Age Profile

The NPARC region has a higher proportion of children and young adults (<35 years) and a lower proportion of retirees and elderly (>65) compared to the broader state. As a result, the median age for the NPARC region is 23 years, much lower than the state median of 38. The median age has increased from 22 years in 2016. The working age group accounts for around 60% of the total, highlighting the need for future employment opportunities in the region.

Among the five Aboriginal communities, Seisia exhibits a slightly more mature demographic with a median age of 30, while the population in Injinoo and Umagico are the youngest with median age at 18 and 20 years, respectively. This trend, coupled with declining population, suggests the emigration of adults from Injinoo and Umagico to other communities.



Figure 2.9: Population by Age (2023)



Source: QGSO (2024)

#### **Implications for Climate Change Initiatives**

Given these socio-economic indicators, the implications for decarbonisation initiatives are multifaceted:

- The NPARC region is characterised by modest population growth and population decline in some smaller communities. This trend, coupled with a large portion of the population in the 15-65 age bracket and high unemployment, highlight the growing need for current and future employment opportunities.
- Public services are the source of most employment, despite the population being geared toward trade qualifications, this coupled with job losses in several blue-collar industries such as agriculture, construction, and manufacturing suggest mismatch between labour demand and supply and hence, the need for investments in these key sectors and reskilling/upskilling.
- The socio-economic landscape of the NPARC region presents unique challenges and opportunities for decarbonisation initiatives. A tailored approach that considers the specific needs of the community, alongside strategic investments in renewable energy, infrastructure, and sustainable practices, will be crucial for fostering a resilient and environmentally conscious future for the region.

## **2.2 Carbon Footprint**

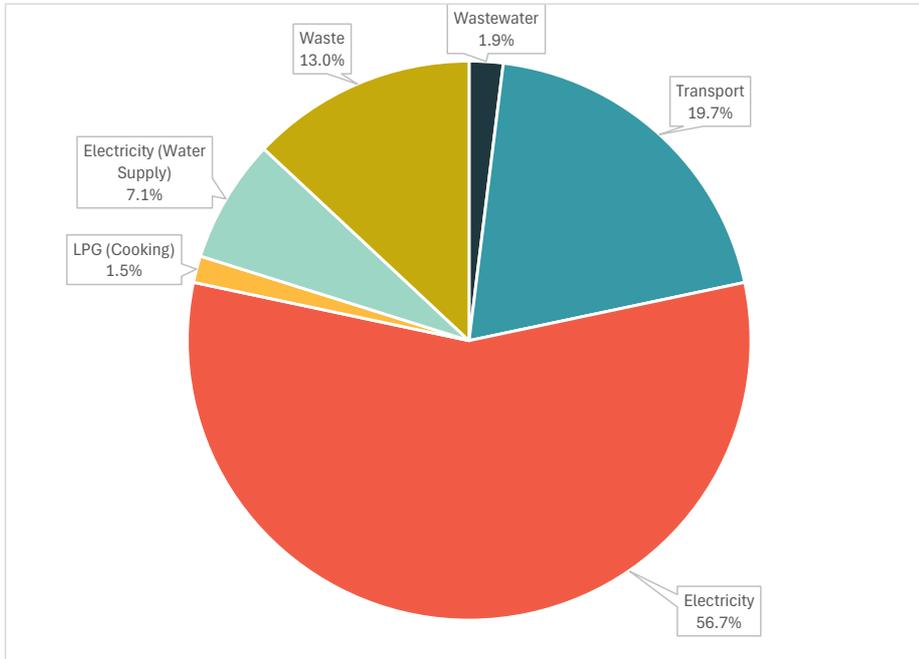
This section will develop a baseline profile of the NPARC region, considering both the carbon footprint and socio-economic indicators.

### **2.2.1 Carbon Emissions Considering Key Emissions Sources**

The CEMP provides estimates of the baseline tonnes of carbon dioxide equivalent (tCO<sub>2</sub>-e emissions) for the NPARC region for the 2022 calendar year. These estimates are adjusted to financial year (to align with future business case financial and economic modelling) and summarised in Figure 2.10. Electricity and transport contribute the most emissions (84%), while waste (including wastewater) treatment accounts for 15%.



Figure 2.10: CEMP tCO<sub>2</sub>-e Share by Source (FY 2022)



Source: SMEC (2024), REA

The drivers of these CO<sub>2</sub>-e emissions are generally tied to the size of the population, either directly in the case of wastewater or indirectly, as is the case with LPG consumption for cooking, which is associated with the number of dwellings.

Consumption of electricity makes up the largest portion of CO<sub>2</sub>-e emissions, historical data suggests that the split between residential and commercial consumption is relatively even. The number of dwellings is strongly tied to residential electricity consumption, whereas population tends to be a better indicator of commercial electricity consumption (as an indicator of demand).

Waste is predominantly tied to population through municipal waste. Industrial and construction waste are more closely associated with business activity. However, business activity itself is predominantly derived from population, especially in the case of construction activity.

Transport is associated with population, with cars being the predominant form of vehicle transport currently.

#### **Gaps and Limitations**

Based on the review of emissions data and available benchmarks at this initial stage, we highlight the following data limitations and potential areas for improvement in the analysis:

- **Factors:** Specific CO<sub>2</sub>-e factors are not provided in the CEMP (SMEC, 2024); however, the methodology aligns with international standards. In place of specific factors, this report uses Australian Greenhouse Gas Factors and applies adjustments where required.
- **Electricity:** There is no available data on the number of generators in use or the electricity production mix (e.g., renewable vs. diesel generators).
- **Electricity Usage in Water Supply:** Due to the lack of data on water supply activity, current estimates are based on the share of electricity used for water supply to total electricity consumption in 2022 (see CEMP (2024)). This approach assumes that the consumption patterns change according to historic efficiency losses noted in CEMP (2024).



- **Transportation:** Data on the number of vehicles, breakdown by vehicle type, and fuel efficiency is unavailable. Current transportation estimates rely on census data on commuting distances and modes of transportation. This approach is conservative, as it does not include travel for other purposes such as shopping and recreation.
- **Waste Treatment:** There is no detailed breakdown of waste types within the community. This data is recorded but unavailable to the public and may be sought from Council.
- **LPG Consumption:** Estimates for LPG consumption in cooking are highly sensitive to assumptions about household cooking hours and the proportion of residential dwellings using gas bottles.
- **CO2-e Emissions Projections:** These projections are based on the number of projected dwellings, population and historic water efficiency losses.

### 2.3 Baseline Projections

The Queensland clean economy targets set a timeframe for net zero by 2050, the final GHG target. In this context, we provide projections of the baseline NPARC profile out to 2050. Population being the predominant driver of CO2-e emissions, these projections are generally tied to the Queensland Government population projections for the NPARC region. The baseline projections are what the tCO2-e emissions profile is expected to be between 2022 and 2050 if no further initiatives are undertaken.

Dwelling projections were produced that are tied to population growth with adjustments that account for the increasing rate of dwelling approvals and the assumption that the 2031 Closing the Gap target for housing will be met. This means that growth in some forms of CO2-e emissions are greater than others over the medium term, shifting the share of baseline emissions.

The shift in share is minor, with the baseline of 2022 being quite similar to that of 2050 under the baseline. The share of emissions by source stabilises in the 2030s with moderate growth in total emissions to 2050; emissions will continue to grow at this moderate rate post-2050.

- Housing and business activity significantly impact the tCO2-e emissions, mostly through electricity consumption, the result being that tCO2-e increases at or above the rate of population growth.
- The increase in dwellings to meet Closing the Gap targets is the main reason for differences in the growth of tCO2-e emissions between sources.
- As suitable housing density targets are met, it is likely that the share of tCO2-e emissions as a result of residential electricity consumption will continue to rise and then stabilise thereafter, with growth mostly associated with population growth after 2031.
- Construction activity will fluctuate throughout this time period, predominantly affecting the waste tCO2-e. This means that year-on-year growth will vary from the relatively smooth projections provided.
- Decreases in water efficiency mean that electricity usage for water distribution, and hence tCO2-e emissions increase at a slightly higher rate than the other sources.

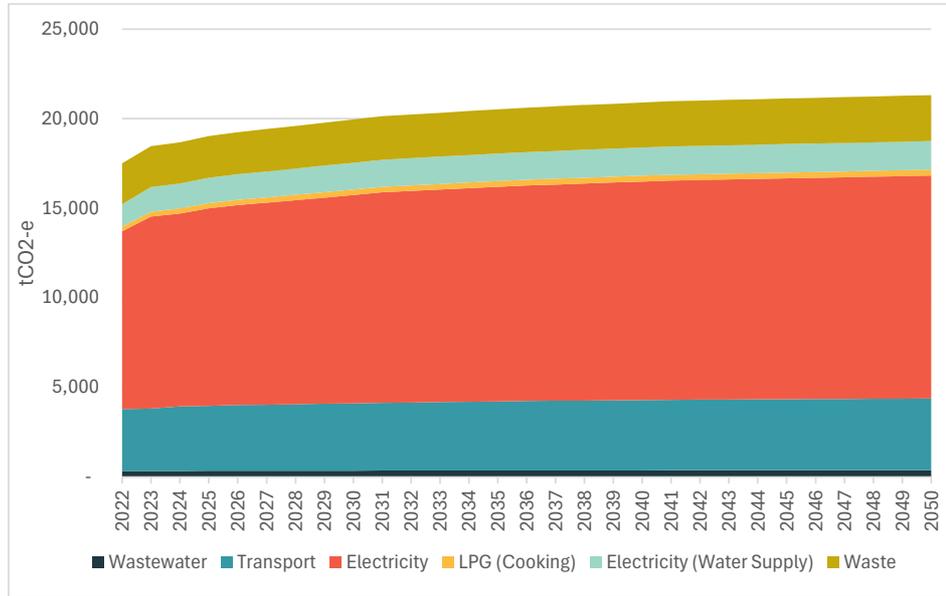
Table 2.4: Emissions Projections by Source (tCO2-e)

Emission Source	2022	2030	2035	2050	Growth (p.a.)
Wastewater	340	360	370	384	0.4%
Transport	3,450	3,757	3,854	4,002	0.5%
Electricity	9,919	11,621	11,967	12,430	0.8%
LPG (Cooking)	270	310	320	333	0.7%
Electricity (Water Supply)	1,249	1,495	1,539	1,599	0.9%
Waste	2,270	2,406	2,468	2,563	0.4%
<b>Total</b>	<b>17,499</b>	<b>19,950</b>	<b>20,518</b>	<b>21,311</b>	<b>0.7%</b>

Source: REA, SMEC (2024)



Figure 2.11: tCO2-e Emission Projections by Source



Source: REA

### Carbon Reduction Opportunities

The CEMP outlines several carbon reduction opportunities to address the tCO2-e emissions; the most effective of these directly relates to the source of electricity consumed by the community as the largest source of tCO2-e emissions. The indicative timeframe of these measures is, at the earliest, 2035, with solar energy production being the most effective and among the earliest potential initiatives to be implemented.

Table 2.5: CEMP Carbon Reduction Opportunities

Carbon Reduction Theme	Carbon Reduction Opportunity	Opportunity Description	% Reduction of Baseline	Indicative Timeline
Electricity	Solar Power	Installation of a 1.7 MW system.	20%+	2035
	Battery Energy Storage System (Bess)	Installation of 8 MW & 20MWh battery storage.	20%+	2040
	Biofuel/Hydrogen Back-Up Fuel Supply	Replacement of diesel with biofuel/hydrogen for backup power generation.	26%	2050
Transport	Biofuel Usage	Supplementation of diesel fuel with biofuel.	8%	2035
	Electric Vehicles	Increased uptake of electric vehicles.	8%	2045
Circular Economy	Composting of Organic Waste	Enclosed composting of organic waste using a modular System.	5%	2045
Built Environment/Energy Efficiency/Water Efficiency	Energy Efficiency/Water Efficiency	Retrofit of buildings for energy efficiency and installation of rainwater tanks.	7%	2045
	Induction Cooktops	Replacement of gas stove tops with induction cooktops.	1%	2035



Carbon Reduction Theme	Carbon Reduction Opportunity	Opportunity Description	% Reduction of Baseline	Indicative Timeline
Savanna Burning – Blue Carbon	Savannah Burning – Blue Carbon	Annual savannah burning practices as a project under the Emission Reduction Fund.	-	2030

Source: SMEC (2024)

Impacts of the carbon reduction opportunities on the NPARC CO<sub>2</sub>-e are summarised in Table 2.5 and Table 2.6.

Table 2.6: Indicative Emissions Projections by Source with Initiatives

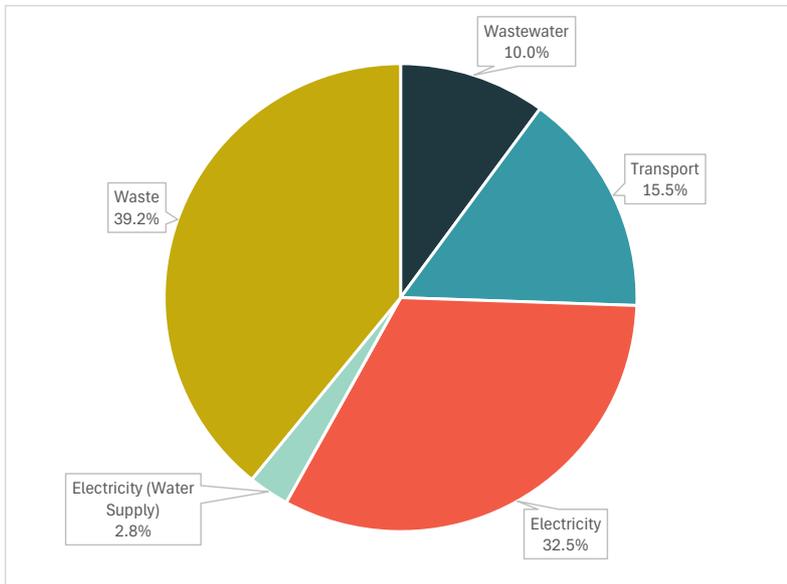
Emission Source	2022	2030	2035	2050	Growth (p.a.)
Wastewater	340	360	370	384	0.4%
Transport	3,450	3,757	2,212	593	(6.1%)
Electricity	9,919	11,621	8,377	1,243	(7.1%)
LPG (Cooking)	270	310	0	0	(100.0%)
Electricity (Water Supply)	1,249	1,495	103	107	(8.4%)
Waste	2,270	2,406	2,468	1,498	(1.5%)
Savannah Burning - Blue Carbon	-	(1)	(1)	(1)	NA
<b>Total</b>	<b>17,499</b>	<b>19,949</b>	<b>13,529</b>	<b>3,823</b>	<b>(5.3%)</b>

Source: REA, SMEC (2024)

The most significant reductions occur in electricity-intensive sources of tCO<sub>2</sub>-e. Wastewater is the only source that does not have a reduction; however, this is due to the CEMP not providing a specific reduction measure against this source (as opposed to not having recommended any initiative (see Strategy 3 of the CEMP for further details).

Waste becomes the prominent source of CO<sub>2</sub>-e emissions by financial year 2050, with transport and wastewater also contributing a significant share of the emissions.

Figure 2.12: Indicative tCO<sub>2</sub>-e Share by Source (With Initiatives, FY2050)



Source: REA, SMEC (2024)



## 3 Strategic Framework

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The following chapter proposes an initial strategic framework to prioritise carbon reduction opportunities.

### 3.1 Carbon Reduction Opportunities

This section seeks to explore the specific opportunities for carbon reduction identified within the CEMP. The benefits and drawbacks of each opportunity in region are discussed.

#### 3.1.1 Energy

##### Solar Power

Installation of a 1.7 MW system. This opportunity has the largest potential for carbon reduction, in addition to low operation and maintenance costs. A solar farm is scalable to the community needs, with future expansions and supports local employment, though ongoing employment is minimal post-construction.

##### Battery Energy Storage System (BESS)

Installation of 8 MW & 20MWh battery storage. If integrated with solar would generate significant CO<sub>2</sub>-e reductions. This would allow the community to further reduce the reliance on diesel generators, essentially to zero. The major drawbacks are the remoteness of the location regarding initial set-up and the capital cost of the technology. Both technological improvement and the fact that large-scale BESSs are still relatively new mean that delaying investment in this strategy may be beneficial in the long-term.

##### Biofuel/Hydrogen Back-Up Fuel Supply

Replacement of diesel with biofuel/hydrogen for backup power generation. Biofuel backup is relatively achievable with minimal changes to the current system (assuming generators are already capable of mixtures of biodiesel and HVO), otherwise generators may need to be replaced.

Hydrogen as a form of energy storage would require significant investment in infrastructure for electrolysis of water, cooling and storage of hydrogen produced. Completely new generators would be required to convert hydrogen to electricity. The skills required for these operations would require a training program. This in addition to the technological improvements, much the same as battery technology, mean that investment in hydrogen storage may not be feasible. Hasan *et al.* (2022) conducted a study into the feasibility of a hydrogen-based microgrid with hydrogen production occurring on Horn Island, the results of which were promising in terms of ongoing costs, however, no further studies have been conducted to proof this concept. The Cape York Hydrogen Project was an initiative by private enterprise to bring hydrogen production to the region; However, it appears that this project has either stalled or lapsed, with no updates since 2023.

##### Induction Cooktops

Replacement of gas stove tops with induction cooktops. The cost of replacement of all cooktops is high relative to emissions savings but could be staged as units require replacement. The replacement of gas with induction will improve the air quality and safety within homes with researchers estimating that 12% of childhood asthma is attributable to gas cooking stoves (Ewald, Crisp & Carey, 2022).

#### 3.1.2 Transport

Transport is one of the largest sources of emissions for the community. The remoteness of the community and the lack of public transport make access to vehicles essential for day-to-day life and accessing essential services.

##### Diesel Biofuel Usage

Biofuel can generally be mixed with fossil fuels and used in regular engines. Some manufacturers recommend increasing the frequency of vehicle servicing if the vehicle is using mostly biofuel. The impact on CO<sub>2</sub>-e emissions can be significant, potentially reducing emissions by more than 75% through the sequestration that occurs in production of the fuel feedstock. However, air quality in the region would be relatively unchanged.

Biofuels will likely result in slightly higher volumes of fuel consumed, which should be a consideration for the cost to the household. Supplementation of diesel fuel with biofuel may require some change in the fuel supply chain to service multiple fuel options (petrol, diesel, biodiesel, etc.).



### **Electric/Hybrid Vehicles<sup>3</sup>**

Changing all vehicles over to electric vehicles would have a significant impact on the CO<sub>2</sub>-e baseline however, this needs to coincide with changes to power generation in region. In particular, the solar farm would need to be developed and scaled up for this initiative to reduce the CO<sub>2</sub>-e baseline.

Hybrid electric is more feasible, with no charging stations or changes to electricity supply necessary. This combined with increased use of biofuel would have a significant impact on transport's contribution to CO<sub>2</sub>-e emissions. Consumer choice in vehicles will be a major factor in the effectiveness of this initiative. However, Council have the ability to transition their fleet of vehicles to hybrid.

### **E-Mobility Vehicles**

Small electric vehicles such as electric bikes are a cost-effective option for reducing the CO<sub>2</sub>-e emissions for intra-community and intra-NPA travel. In addition, these vehicles do not require a licence to drive. A drawback is that they may reduce road safety.

## **3.1.3 Circular Economy**

Enclosed composting of organic waste using a modular system. This strategy presents several benefits including the capture and use of gas for electricity production and the use of stabilised waste on land applications. The major drawbacks are the technical skills required to effectively implement this strategy combined with the cost that contamination poses to the process.

### **In-Vessel Composting**

Potential to significantly reduce emissions from green waste landfill. The by-product can be used in land applications, e.g. Council gardens or sold to individuals. Relatively low capital cost. However, the materials that feed the process need sorting to maintain optimal composition which can be labour intensive.

### **Modular Anaerobic Digestion**

Presents a significant opportunity for lower emissions through reduction in landfill waste and the recovery of biogas for energy production. Modular composting systems generate stabilised biosolid that can be used for land, creating opportunities for agriculture. The technology can combine with wastewater treatment, are scalable, and are capable of operating efficiently in remote regions. While construction and maintenance can foster on-going employment, challenges include complex operation requiring technical skills, initial capital investment, and sensitivity to contamination.

### **Insect System**

The use of insect larvae to break down organic waste, converting it into valuable by-products such as protein-rich animal feed and organic fertilizer. This method significantly reduces greenhouse gas emissions compared to traditional landfill, as insects efficiently decompose waste with minimal methane production. However, the total environmental impact can be relatively small compared to other waste treatment methods due to its restricted application to food waste only. The technology is relatively simple and scalable, generating employment opportunities in insect farming, waste collection, and product processing, particularly in rural settings. Implementation is viable due to low operational costs and high-value outputs, but initial infrastructure investment and regulatory barriers may pose challenges.

### **Wastewater**

The first option is upgrading the treatment plant to a managed aerobic system including sewage screening, sedimentation and controlled mixing/aeration of ponds. This system effectively reduces pollutants and pathogens, producing treated water suitable for discharge or reuse. In terms of emission reduction, it prevents methane emissions typical of anaerobic processes but has a high carbon footprint due to energy-intensive aeration. If integrated with renewable energy, the system can be a sustainable wastewater treatment solution. The technology is well-established, reliable, and scalable, making it suitable for both urban and industrial wastewater treatment. While the initial infrastructure investment is moderate, operational costs can be high due to electricity consumption for aeration.

## **3.1.4 Built Environment**

### **Energy Efficiency/Water Efficiency**

Retrofit of buildings for energy efficiency and installation of rainwater tanks. Identification of leaks in the water supply distribution system is challenging, with leaks often being noticed due to wet patches or green patches on the ground. It is likely the improved metering practices enabling the identification and maintenance of leaks would likely result in significant reductions to water demand and the energy required for pumping and treating of water (CEMP, 2024).

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<sup>3</sup> The Jardine Ferry might be converted to electric or possibly hydrogen powered. The major drawback is the cost of conversion or purchase and disposal of a ferry. Hydrogen as the source of the fuel presents several more challenges including, cost, infrastructure and maintenance.



### 3.1.5 Carbon Offsetting

#### **Blue Carbon**

The conservation and restoration of coastal and marine ecosystems, such as mangroves, seagrasses, and salt marshes. These ecosystems have the capability of sequester large amounts of CO<sub>2</sub> more efficiently and for longer periods compared to terrestrial forests, estimated at 6-8 tonnes of carbon per hectare annually. Blue carbon initiatives also bring added benefits, such as coastal protection, biodiversity support, and water filtration, making them critical for climate change mitigation.

#### **Savannah Burning – Blue Carbon**

Controlled savannah burning practices as a project under the Emission Reduction Fund to reduce the intensity of late-season wildfires, lowering overall greenhouse gas emissions and supporting carbon offsetting. By burning vegetation earlier in the dry season, this method generates carbon credits that benefit local and Indigenous communities, maintaining biodiversity and preventing uncontrolled fires. However, its effectiveness is limited as savannas store less long-term carbon than forests, and controlled burns still release some emissions. Challenges include monitoring accuracy, land use conflicts, and dependency on proper management.

#### **Carbon Reduction Tourism Levy**

Levy imposed on a per vehicle/per person basis, with funds implemented on carbon reduction projects. A suggested vehicle access permit could raise funds for carbon reduction efforts, acknowledging the area's high tourist visitation. Although the levy isn't a direct carbon reduction measure, it would generate revenue to support initiatives like electrification of Council vehicles. A review of vehicle access permits across Australia showed no permit is required for driving to Cape York Peninsula Aboriginal Land, unlike other national parks in Queensland. Despite the small local population, high vehicle traffic causes significant wear on the road network, with associated carbon impacts, suggesting a fee could help fund road repairs and decarbonisation efforts.

## 3.2 Strategic Assessment Framework

The strategic framework assesses the carbon reduction opportunities based on the following key criteria:

- **Environmental Impact**
  - Reduction in CO<sub>2</sub> emissions: the extent to which the initiative lowers greenhouse gas emissions.
  - Improvement in air and water quality: improvements in pollution levels, such as cleaner air or reduced water contamination.
  - Waste reduction and management: the extent to which the initiative helps minimise solid or organic waste.
- **Technical Feasibility**
  - Technology readiness and maturity: whether the technology is mature and proven or still in early development.
  - Infrastructure requirements: whether significant new infrastructure is needed, such as grid upgrades or charging stations.
- **Economic viability**
  - Initial Capital Cost: the upfront investment required for implementation.
  - Operation and maintenance cost: the ongoing costs associated with maintaining the initiative.
  - Return on investment (ROI): the financial benefits compared to costs over time.
  - Duplication: the risk of duplicating of planned investment/infrastructure or the initiative results in underutilisation of key assets.
  - Job creation and economic growth: the ability of the initiative to generate employment and promote economic growth
- **Social and Community Benefits**
  - Public acceptance and accessibility: the extent to which people support and integrate the initiative into daily life.
  - Health and safety benefits: initiative's impact on improving public health and safety.
- **Policy and Regulatory Alignment**
  - Compliance with existing policies: the initiative aligns with current government regulations and climate policies.



- Incentives and subsidies availability: whether subsidies, grants, or tax benefits are readily available to support implementation.

Each criterion was given a score out of four based on the following scale, as summarised in Table 3.1. A detailed breakdown of scoring is available in Appendix A, Table A.1.

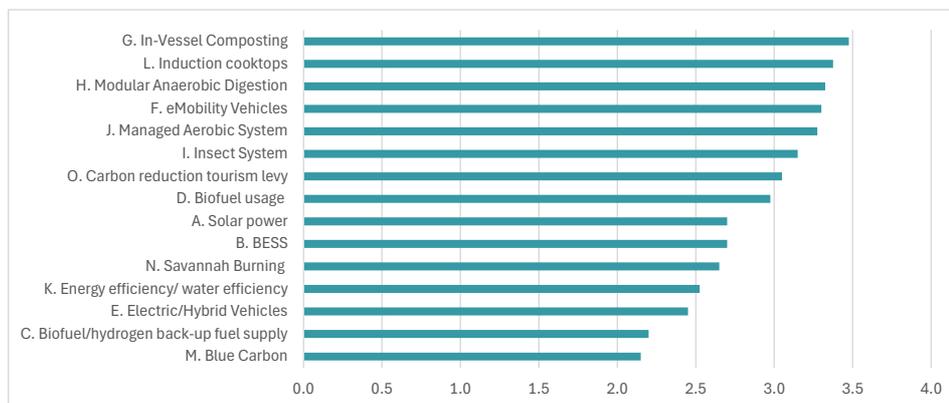
Table 3.1: Framework Scoring

Score/4	Outcome
0	No alignment/ positive impact against the selected criteria.
1	Minimal/negligible alignment/ positive impact against the selected criteria.
2	Modest alignment/ positive impact against the selected criteria.
3	Moderate alignment/ positive impact against the selected criteria.
4	Strong alignment/ positive impact against the selected criteria.

Source: REA

The results of the analysis are presented in the graph below.

Figure 3.1: Framework Score



Source: REA

### 3.3 Shortlist Recommendations

Several of the shortlisted opportunities have significant risk of duplication or implementation of initiatives cannot be directly affected by NPARC. In the case that an opportunity fits into either it has been decided not to pursue any further investigation into these options as they are already being planned for or, in the case of NPARC lacking direct influence, can be advocated for by NPARC. The purpose of this strategy is to prioritise options with greatest efficacy in CO<sub>2</sub>-e reduction and pursue opportunities that are the most likely to be implemented.

The short-listed carbon reduction opportunities have been chosen based on the strategic framework and in consultation with DATSIP and NPARC.

#### Shortlist for High Level Business Cases

- **Waste Processing:** In-vessel composting, modular anaerobic digestion and insect composting system are carbon reduction opportunities all under waste management that scored highly in the strategic framework. They deal with the organic waste produced by the communities which contributes substantially to emissions. However, to avoid duplication, only one of these options should realistically be adopted.

In-vessel composting scored the highest out of these three and is likely the most easily implemented, requiring relatively lower capital costs to an anaerobic digester, and having lower skill requirements to operate. Domestic waste would still require sorting, which may be labour intensive, however, the system is less susceptible to contaminants. An insect system is also relatively low cost compared to the anaerobic digester, however, is only applicable to food waste, limiting its effectiveness in reducing emissions.



- **Managed Aerobic System:** This opportunity results in a moderate overall impact on CO<sub>2</sub>-e emissions when compared to other sources. However, there is very little risk of duplication of this infrastructure as there are currently no plans to shift to active aeration of wastewater in NPA. Council are also in a good position to affect change on this asset in terms of ownership.
- **E-mobility Vehicles:** The relative low cost of implementation combined with its utility for intra-regional transport make this option highly appealing. Transport is a significant portion of the baseline emissions of the community and to the CEMP (2024) most of the travel is intra-region. However, it does not eliminate the need for cars for long-distance travel or the transport of small loads (e.g. furniture) which may lead to over capitalisation on transport methods (duplication).
- **Carbon Offset Investment Fund:** Although not directly impacting the CO<sub>2</sub>-e emissions profile of the community, a levy would allow the community to offset their carbon footprint by other means, including purchase of carbon credits, investment in blue carbon locally and implementation of other strategies that lack appropriate government funding. There are several routes at which the levy could be raised, however, specifics on the method of raising the levy must be ironed out, particularly the legal method of doing so.

It is essential that neighbouring LGAs, community and First Nations groups be consulted with during this process, as Pajinka (the primary drive-tourist destination in region) is located within Torres Shire Council's boundaries and not NPARC.

The levy would have a minor positive impact on environmental outcomes and reduce total CO<sub>2</sub>-e emissions slightly because it is a tax on tourists driving through the region to Pajinka. However, the exact direct impact this would have is very difficult to quantify without further study. This improved environmental impact must also be weighed against the economic cost of tourists spending less in region.

Environmental/visitor levies are relatively common around Australia with several states and territories charging for visitor passes to State and National Parks. The Federal Government also charges for access to Kakadu and Uluru-Kata Tjuta National Parks in the Northern Territory.

#### Shortlist for Advocacy

- **Solar Power and BESS:** These two opportunities would significantly reduce the CO<sub>2</sub>-e emissions of the community by virtually eliminating reliance on diesel and other fossil fuels for electricity generation. However, this project is already receiving extensive investigation by ERGON and hence is subject to high duplication risk. For this reason, the solar power opportunity will not proceed to the high-level business case stage.

- **Induction Cooktops:** The relative cost and ease of implementation make this strategy of CO<sub>2</sub>-e reduction one of the most achievable. Its major drawback is the relatively low impact it has on the total CO<sub>2</sub>-e emissions for the community. Other benefits of this strategy include removal of the need for LPG and improvement in safety and air quality in homes. Notably LPG cooking has been linked to asthma in children.

Housing in NPA is mostly provided by the Department of Housing and Public Works. The 2024 Social Housing Design Guidelines now state that electric cooktops are the only acceptable form of cooktop for homes. This initiative ultimately sits with the Department of Housing and Public Works to implement.

- **Energy Efficiency/Water Efficiency:** The losses in water efficiency in the last 10 years have seen significant increase in the carbon intensity of water supply in NPA. A major reason for this is the outdated distribution system (asbestos cement and clay pipes) in addition to these pipes running through unstable ground leading to notable damage across the system and consequently high leakage. Modifying water supply by adding rainwater tanks to buildings is a scalable method that does not necessitate the replacement of existing water lines.

A major challenge of this strategy is the sourcing of labour for the installation and the remoteness of the community making it difficult for transport of rainwater tanks of large capacity to the region.

This opportunity is already in the process of being partially/fully realised with the NPA Water Supply Project which is in planning phase. The project will provide an upgrade to several key pieces of infrastructure including replacement of 2.4km of asbestos cement pipeline. For this reason, a high-level business case is not necessary to assess its efficacy as a method of reducing CO<sub>2</sub>-e emissions.

- **Blue Carbon:** Blue carbon has strong governmental support and is an ecologically beneficial method of reducing the CO<sub>2</sub>-e baseline. Restoration/expansion of ecosystems such as mangroves have potential to mitigate storm surges and flooding.



However, this method of CO<sub>2</sub>-e reduction is relatively land intensive and highly reliant on reclamation of previously drained wetlands.

Traditional Owners and People for Wildlife are already exploring this as an option, meaning there is some duplication risk. This combined with the potentially low sequestration rate compared to community CO<sub>2</sub>-e emissions means that further exploration of this option in a high-level business case is unwarranted.

- **Savannah Burning:** This method of carbon sequestration would create jobs for the region and has very little duplication risk. However, it has relatively low impacts on the CO<sub>2</sub>-e profile for the amount of land it requires and land availability for this activity is not certain (large national parks are located outside of NPA and DES would need to approve of the activity, Freehold and/or Leasehold land owners may also not support this activity). In addition, wetland coverage of the NPA is significant, meaning Blue Carbon may be the more appropriate of the environmental interventions.
- **Biofuel Usage:** Biofuels result in significant reduction in terms of CO<sub>2</sub>-e emissions. Biofuels can be supplemented into fossil fuels with few consequences for engines generally speaking. The supplementation of biodiesel into diesel for both transport and electricity generation has potential for a significant reduction in CO<sub>2</sub>-e emissions from both sources. However, biofuels can have lower energy compared to fossil fuels for equivalent volumes, possibly increasing the cost of transport overall. This is also a factor that is likely to affect community acceptance, and this being an initiative that must be driven by consumer choice, is likely to negatively affect its impact. Fuel providers would likely also need to expand their range which is a decision for private business and may be financially damaging.

From consultation, it has been determined that this option is unlikely to succeed and will not be considered in the set of high-level business cases.



## 4 Precinct Business Cases

The following sections provide a summary of the high-level business cases developed for the short-listed options:

Additional data and assumptions underpinning the business cases is provided in Appendices B through E.

### 4.1 Vessel Composting

As of 2024, household waste is collected from 1,000 kerbside red lid bins, meaning there is no separation of waste prior to receipt at landfill. Kerbside collection occurs twice a week for each bin with at least 1 day separating collection. Commercial properties have their waste collected once a week.

Organic waste from households was identified as one of the larger contributors to CO<sub>2</sub>-e emissions at approximately 2,300 tonnes per annum as of 2022, with number set to increase as the population grows.

Table 4.1: Waste Processing Business Case Overview

Waste Processing	Description
Opportunity Overview	<ul style="list-style-type: none"> <li>In-vessel composting of organic waste has the potential to reduce carbon emissions from processed waste by 95%.</li> <li>This method is low in capital costs and low technical requirements with treated by-product available for use in land applications.               <ul style="list-style-type: none"> <li>Control of waste stream composition can be labour intensive.</li> </ul> </li> </ul>
Current Baseline	All organic waste for NPARC is sent to landfill.
<b>Economic Impacts</b>	
Construction Impacts	We do not expect a material increase in employment or economic activity as a result of the Project construction.
Ongoing Impacts	\$108 thousand contribution to GRP (\$61 thousand direct contribution) 0.8 FTE jobs (0.4 direct FTE). (would be sourced/expand upon Council's existing waste workforce)
<b>Financial Sustainability</b>	
Capital Requirements	Two Vessel Composters and Hopper Feeder <b>\$365,000</b>
Ongoing Costs	<b>\$30,000</b>
Revenue Generation	2030: <b>\$0.09M</b> p.a. sale of compost 2050: <b>\$0.18M</b> p.a. sale of compost
Operating Profit/Loss	2030: <b>(\$15,000)</b> 2050: <b>(\$27,500)</b>
Net Present Value (NPV) (25 years)	<b>(\$1.1M)</b>
<b>Cost Benefit Assessment</b>	
Cost Drivers	<ul style="list-style-type: none"> <li>Capital and renewal costs.               <ul style="list-style-type: none"> <li>Maintenance.</li> <li>Labour.</li> <li>Energy.</li> </ul> </li> </ul>
Benefit Drivers	<ul style="list-style-type: none"> <li>Reduced waste to landfill – CO<sub>2</sub>.</li> <li>Value from Sale of Compost.</li> </ul>
NPV (\$M)	\$0.4
BCR	1.3
IRR	13.1%
Qualitative Factors	Leachate reduction Avoided Odour
<b>Carbon Impacts</b>	



Waste Processing	Description
CO2-e Savings	2030: <b>318 t CO2-e</b> 2050: <b>318 t CO2-e</b> Based on operating costs, in 2050 the project yields <b>\$89/t CO2-e</b> abated. Economically the project yields <b>\$115/t CO2-e</b> abated in net present costs.
Other Environmental Impacts	<ul style="list-style-type: none"> <li>• Reduced pressure on landfill capacity.</li> <li>• Reduction in odour and improvement in pathogen (weed seeds, bacteria and plant pathogen) reduction, reduction in gross leachate produced by facility.</li> </ul>
<b>Risk Assessment</b>	
Key Risks	Labour intensity could lead to high ongoing costs depending on composition of household waste. Collection method will determine recovery rates. Green-lid implementation could improve recovery rate and reduce labour costs. However, implementation may be costly (increased collection costs).
<b>Overall Findings</b>	
Commentary	Vessel composting is a pragmatic and cost-effective method of dealing with NPARC's organic waste and reducing CO2-e emissions, with the additional benefit of producing a usable by-product compost. The compost produced can be used by Council for land applications. Alternatively, opportunities exist in community garden spaces and high-value horticulture such as mushroom farming and greenhouse horticulture industries (nurseries).
<b>Implementation Plan</b>	<ul style="list-style-type: none"> <li>• Review ability of Council to support the project in terms of financial contribution for upkeep and labour (NPARC).</li> <li>• Engage with businesses, contractors and community to gauge support for separating food and other organic wastes for Council to collect/have brought to the transfer station. In addition, determine priority for recipients of compost (NPARC).</li> <li>• Review potential feedstock to determine the ideal capital investment for composting (NPARC).</li> <li>• Review applicability to external funding sources/grants (e.g. Food Waste for Healthy Soils Fund) (NPARC).</li> <li>• Regulatory compliance for ERA 53 and application (NPARC).</li> </ul>

Source: REA



## 4.2 Managed Aerobic Wastewater System

Wastewater is currently managed in Bamaga in Aerobic lagoon system. Currently, not all townships are connected to the Bamaga Sewage Treatment Plant (STP), however, that is expected to change in the near future with Umagico and Injinoo expected to be connected in the next few years. Currently, wastewater makes up only 2% of the CO<sub>2</sub>-e emissions profile, however, with changes in the baseline scenario expected for many other sources, namely power production, its share is expected to rise to approximately 15%, in addition to increasing in absolute terms.

Given much of the STP infrastructure is already in place or is a sunk cost as part of the planned upgrades, we considered options that are cost effective and adaptable to changes to infrastructure. The most feasible option given the depth of ponds and potential changes to the system is the installation of surface aerators at the Bamaga STP.

The scaling of the project de-risks it in several important ways, including:

- Low risk of overinvestment/manageability of capital.
- Low operating and maintenance costs.
- Adaptability to infrastructure investments/major changes in operations with uncertain timeframes.

Table 4.2: Aerobic System Business Case Overview

Aerobic System	Description
Opportunity Overview	<ul style="list-style-type: none"> <li>• Upgrade the wastewater treatment to managed aerobic system from the current unmanaged aerobic lagoons.</li> <li>• A managed system would require two new surface aerators at the Bamaga STP.</li> </ul>
Current Baseline	<ul style="list-style-type: none"> <li>• Wastewater currently accounts for 2% of the NPARC emissions, however, its share significantly increases under the baseline of solar generation to approximately 15%.</li> <li>• Seisia is currently serviced by the treatment plant at Bamaga with upgrades expected to allow the plant to receive flows from Umagico and Injinoo.</li> </ul>
<b>Economic Impacts</b>	
Construction Impacts	\$61 thousand contribution to GRP (\$44 thousand direct contribution) 0.3 FTE jobs (0.2 direct FTE).
Ongoing Impacts	We do not expect a material increase in employment or economic activity as a result of the Project compared to current wastewater operations.
<b>Financial Sustainability</b>	
Capital Requirements	<b>\$100,000</b> (Design dependent)
Ongoing Costs	<b>\$45,000</b> (Design dependent)
Revenue Generation	NA
Operating Profit/Loss	2030: <b>(\$53,000)</b> 2050: <b>(\$96,000)</b>
Net Present Value (NPV) (25 years)	<b>(\$0.9M)</b>
<b>Cost Benefit Assessment</b>	
Cost Drivers	<ul style="list-style-type: none"> <li>• Capital costs.</li> <li>• Maintenance costs.</li> <li>• Operating costs.</li> </ul>
Benefit Drivers	<ul style="list-style-type: none"> <li>• Value from reduced CO<sub>2</sub>-e Emissions.</li> </ul>
NPV (\$M)	\$0.1M
BCR	1.1
IRR	7.7%
Qualitative Factors	<ul style="list-style-type: none"> <li>• Improved water discharge quality.</li> <li>• Process improvements.</li> </ul>
<b>Carbon Impacts</b>	



Aerobic System	Description
CO2-e Savings	2030: <b>203</b> t CO2-e 2050: <b>216</b> t CO2-e Based on operating costs in 2050 the project yields <b>\$213/t CO2-e</b> abated. Economically the project yields <b>\$122/t CO2-e</b> abated in net present costs.
Other Environmental Impacts	<ul style="list-style-type: none"> <li>Improved water quality.</li> </ul>
<b>Risk Assessment</b>	
Key Risks	<ul style="list-style-type: none"> <li>Relatively small impact on CO2-e profile.</li> </ul>
<b>Findings</b>	
Commentary	The managed Aerobic Wastewater Treatment Plant's capital and operating costs are dependent on the system design. It may be possible to reduce capital costs further once Oxygen Demand . System improvements are difficult to quantify given the design specifics are unknown.
<b>Implementation Plan</b>	<ul style="list-style-type: none"> <li>Engineering/testing needs to take place to determine if surface aeration is the most cost-effective method of managing CO2-e emissions and the type/build of surface aerator. Future upgrades to the STP and centralisation of wastewater processing should be accounted for in engineering/modelled system demands (NPARC).</li> <li>Council to review cost-effectiveness of engineered system in reducing CO2-e/\$ to make a determination on such an upgrade (NPARC).</li> </ul>

Source: REA



### 4.3 E-mobility Vehicles

Electric assisted bikes offer a relatively inexpensive method of reducing carbon emissions from local traffic. Other benefits offered by such a scheme also include better air quality and improved health of residents (active transport of electric assisted bike) and reduced enforcement costs of unlicensed drivers or unregistered vehicles commuting locally.

Table 4.3: E-mobility Vehicles Business Case Overview

E-mobility Vehicles	Description
Opportunity Overview	<ul style="list-style-type: none"> <li>The use of E-mobility vehicles such as electric bikes for local level transport, while larger scale EV use is more constrained via distance restrictions (though still viable for transport between NPA townships).               <ul style="list-style-type: none"> <li>50% rebate on the purchase of scheme compliant e-bike.</li> </ul> </li> <li>Carbon savings via EV use will need to coincide with a broader transition to renewable energy generation, specifically solar farm and BESS to achieve the full carbon saving benefit.</li> </ul>
Current Baseline	<ul style="list-style-type: none"> <li>Limited uptake of EV/E-mobility options within NPA</li> </ul>
<b>Economic Impacts</b>	
Construction Impacts	NA
Ongoing Impacts	\$21 thousand contribution to GRP (\$15 thousand direct contribution). 0.2 FTE jobs (0.2 direct FTE).
<b>Financial Sustainability</b>	
Capital Requirements	\$8,500/e-bike ~\$0.9m (year 1, 50% rebate)
Ongoing Costs	\$43,000 (year 1) Management of Rebate Scheme (Scaled by uptake).
Revenue Generation	NA
Operating Profit/Loss	2030: <b>(\$10,300)</b> 2050: <b>(\$9,300)</b>
Net Present Value (NPV) (25 years)	<b>(\$1.0M)</b>
<b>Cost Benefit Assessment</b>	
Cost Drivers	<ul style="list-style-type: none"> <li>Cost of e-bikes.</li> <li>Battery Replacement</li> <li>Maintenance</li> <li>Accident Costs</li> <li>Administration of rebate scheme.</li> </ul>
Benefit Drivers	<ul style="list-style-type: none"> <li>Reduced car km (vehicle operating costs, carbon).</li> <li>Increased active transport (flow through to health, mental wellbeing).</li> </ul>
NPV (\$M)	<b>\$0.6M</b>
BCR	<b>1.1</b>
IRR	<b>9.5%</b>
Qualitative Factors	<ul style="list-style-type: none"> <li>Improved employment prospects (ceteris paribus).               <ul style="list-style-type: none"> <li>Replacement of alternatives.</li> </ul> </li> <li>Improved connectivity within and between communities.               <ul style="list-style-type: none"> <li>Lower rates of vehicle offences.</li> </ul> </li> </ul>
<b>Carbon Impacts</b>	
CO2-e Savings	2030: <b>38 t CO2-e</b> 2050: <b>41 t CO2-e</b> Based on operating costs in 2050 the project yields <b>\$109/t CO2-e</b> abated. Economically the project yields <b>\$3,739/t CO2-e</b> abated in net present costs.
Other Environmental Impacts	NA



Risk Assessment	
Key Risks	<ul style="list-style-type: none"><li>• Traffic/safety considerations.</li><li>• Lease/ownership models.</li><li>• Diesel energy generation.</li></ul>
Findings	
Commentary	It is not essential for the carbon reduction component of this project that diesel generators be phased out, however, the carbon reduction benefit is limited by this.
Implementation Plan	<ul style="list-style-type: none"><li>• Scope and engage e-mobility operator(s) to partner with interested residents, businesses and community organisations (e.g. Ipima Ikaya) to trial e-mobility/small business start-up (Private sector, NPARC).</li><li>• Scope potential grant funding sources that can support the cost of e-bike rebate (e.g. E-mobility Rebate Scheme). Engaging with State and Federal governments to assist in funding based on business case findings (NPARC).</li><li>• Implement pilot to gauge uptake and financial/economic viability of scheme (NPARC/private sector). Scale of the pilot and roll-out dependent upon funding sources.</li><li>• Support emerging businesses – repair, maintenance and other activities (private sector, NPARC, DWATSIPM).</li><li>• Advocacy for enabling infrastructure may be undertaken, including completion of inter-community bike paths and charging stations (NPARC).</li></ul>

Source: REA



#### 4.4 Carbon Offset Investment Fund

This opportunity would involve a levy imposed on a per vehicle / per person basis, with funds implemented on carbon reduction projects. Similar tourism environmental levies have been implemented at national parks across Australia with various collection and enforcement methods applied.

Table 4.4: Carbon Reduction Tourism Levy Business Case Overview

Carbon Reduction Tourism Levy	Description
Opportunity Overview	Introduction of paid vehicle access permits to fund carbon reduction initiatives within the Northern Peninsula Area. Collection of the fee could potentially be undertaken via some combination of: <ul style="list-style-type: none"> <li>• Online portal.</li> <li>• Jardine River ferry.</li> <li>• Accommodation providers.</li> </ul>
Capital Requirements	\$100,000 Legal advice for the application of a Special Charge. Initial education and media campaign to minimise negative impacts of fee on tourist perceptions.
Current Baseline	Jardine Ferry charges a crossing fee that also covers visitors' camping fees.
<b>Economic Impacts</b>	
Construction Impacts	NA
Ongoing Impacts	The nature of activities undertaken using the revenue from the toll will determine the value of economic activity generated for the region. Noting the 4.11 FTE reported in the CEMP (2024) associated with collection of the fee.
<b>Financial Sustainability</b>	
Capital Requirements	<b>\$100,000</b>
Ongoing Costs	Administration of levy and Trust: <b>\$5,000+5% on fees levied</b>
Revenue Generation	<b>\$5/vehicle</b>
Operating Profit/Loss	2030: <b>\$188,000</b> p.a. 2050: <b>\$744,000</b> p.a.
Net Present Value (NPV)	\$4.0M
<b>Cost Benefit Assessment</b>	
Cost Drivers	NA
Benefit Drivers	NA
NPV (\$M)	NA
BCR	NA
Qualitative Factors	<ul style="list-style-type: none"> <li>• Broader benefits will be driven based on the specific ecological investments. <ul style="list-style-type: none"> <li>• Transfer of benefits from visitors to the NPARC.</li> <li>• Will account for externalities caused by visitors.</li> </ul> </li> <li>• Externality considerations: Wear and tear on road infrastructure and local environment by tourists.</li> </ul>
<b>Carbon Impacts</b>	
CO2-e Savings	Via Trust investments. 2030: ~ <b>991</b> t CO2-e 2050: ~ <b>1,015</b> t CO2-e Based on operating costs in 2050 the project yields <b>\$24/t CO2-e</b> abated. Economically the project yields <b>\$14/t CO2-e</b> abated in net present costs. <small>*Noting that the numerator is the administration and enforcement costs in 2024, and abatements are purchased at \$350/t CO2-e.</small>
Other Environmental Impacts	
<b>Risk Assessment</b>	



Carbon Reduction Tourism Levy	Description
Key Risks	<ul style="list-style-type: none"> <li>Under current legislation, a local government is not allowed to raise a tax on people travelling to or entering their LGA. There has been no indication by the State Government that this is likely to change.</li> <li>However, a legal methods of charging the fee may be available through the provisions in the <i>Local Government Act 2009</i> for Special Charges.               <ul style="list-style-type: none"> <li>Neighbouring local governments may take issue/request a revenue sharing arrangement/legally challenge the levy on the grounds that persons must travel through their LGA to get to the Jardine River.                   <ul style="list-style-type: none"> <li>Other legal challenges.</li> </ul> </li> <li>Managing electronic payments at remote access points (e.g. Jardine River Ferry).</li> </ul> </li> </ul>
Findings	
Commentary	The tourism fee has the potential to allow for the raising of revenue to then be used to fund land and environmental amendments that improve carbon sequestration.
Implementation Plan	<ul style="list-style-type: none"> <li>Engagement with legal professionals to determine the legal justification for the charge and how it must be implemented; noting rates are not collected on certain lots within NPARC LGA (NPARC).</li> <li>Engage professional services for the implementation of the charge (NPARC):               <ul style="list-style-type: none"> <li>Marketing and community engagement to improve support for the charge.</li> <li>Environmental services and community engagement to maximise carbon reduction while balancing community interests.</li> <li>Financial and legal services engagement to establish dedicated trust.</li> </ul> </li> </ul>

Source: REA

#### 4.5 Summary of Impacts

Measurable economic activity induced by these projects is small, with none individually resulting in a whole FTE role. This is due to the scaling of the projects, intended to avoid burdensome ongoing expenses for Council. The scaled projects are as a direct result of consultation with stakeholders that indicated the trade-off between CO2-e impact and the financial and economic viability of each project should more strongly consider the financial and labour constraints of the Council, who are by default the responsible party for most of these projects.

Table 4.5: Summary of Local Economic Impact of Projects

Project	Construction/Installation	Ongoing
In-Vessel Composting	<ul style="list-style-type: none"> <li>Capital cost predominantly goes outside of NPARC LGA.</li> <li>A few thousand dollars of activity will occur locally.</li> </ul>	<ul style="list-style-type: none"> <li>\$318 thousand in output (\$231 thousand directly).</li> <li>\$108 thousand contribution to GRP (\$61 thousand direct contribution).</li> <li>\$71 thousand in wages and salaries paid to local workers (\$39 thousand directly).               <ul style="list-style-type: none"> <li>0.8 FTE jobs (0.4 direct FTE).</li> </ul> </li> </ul>
Aerobic Wastewater Treatment	<ul style="list-style-type: none"> <li>\$131 thousand in output (\$100 thousand directly).</li> <li>\$61 thousand contribution to GRP (\$44 thousand direct contribution).</li> <li>\$39 thousand in wages and salaries paid to local workers (\$28 thousand directly).               <ul style="list-style-type: none"> <li>0.3 FTE jobs (0.2 direct FTE).</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>The addition of surface aeration does little to impact the operating costs of the Bamaga STP.</li> </ul>



Project	Construction/Installation	Ongoing
<b>E-mobility</b>	NA	<ul style="list-style-type: none"> <li>• \$51 thousand in output (\$40 thousand directly).</li> <li>• \$21 thousand contribution to GRP (\$15 thousand direct contribution).</li> <li>• \$14 thousand in wages and salaries paid to local workers (\$11 thousand directly).               <ul style="list-style-type: none"> <li>• 0.2 FTE jobs (0.2 direct FTE).</li> </ul> </li> </ul>
<b>Carbon Offset Investment Fund</b>	NA	<ul style="list-style-type: none"> <li>• The nature of activities undertaken using the revenue from the toll will determine the value of economic activity generated for the region. Noting the 4.11 FTE reported in the CEMP (2024) associated with collection of the fee.</li> </ul>

Source: REA

Despite the scaling of the projects, they do have a significant impact on the CO2-e emissions of the community. These projects, in addition to those advocated for have the potential to reduce the CO2-e emissions of NPA by 6.9% per annum.

Table 4.6: Carbon Reduction Impact

Emissions	2026	2030	2035	2050	Growth
<b>Baseline</b>	<b>19,244</b>	<b>19,950</b>	<b>20,518</b>	<b>21,311</b>	<b>0.4%</b>
<b><i>With Initiatives Advocated</i></b>	<b>19,244</b>	<b>19,949</b>	<b>13,529</b>	<b>4,889</b>	<b>(5.5%)</b>
Wastewater	154	158	162	168	0.4%
Transport	3,626	3,719	2,173	552	(7.5%)
Electricity	11,155	11,621	8,377	1,243	(8.7%)
LPG (Cooking)	293	310	0	0	(100.0%)
Electricity (Water Supply)	1,435	1,495	103	107	(10.2%)
Waste <sup>4</sup>	2,029	2,089	2,150	2,246	0.4%
Carbon Offset Investments (Estimate)	(296)	(991)	(592)	(1,015)	5.3%
<b>With All Initiatives</b>	<b>18,395</b>	<b>18,399</b>	<b>12,372</b>	<b>3,300</b>	<b>(6.9%)</b>

Source: REA, SMEC (2024)

<sup>4</sup> Noting that waste does not reduce at the same rate as it does in the CEMP owing to scaling of the composting project and the project being brought forward.



## 5 Summary

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NPA is a diverse community comprised of five Indigenous communities—Bamaga, Seisia, Umagico, Injinoo, and New Mapoon, with a population of approximately 3,000 people in 2023, the majority (82%) being of Aboriginal and/or Torres Strait Islander heritage. The region has a rich cultural heritage with unique languages and cultural practices and is a significant drive-tourism destination as the gateway to Cape York and the Torres Strait.

The population centres of the community being coastal or near coastal, and its location in the tropical north, puts NPARC at greater risk to the effects of climate change.

The CEMP identified 6 major sources of community CO<sub>2</sub>-e emissions with varying degrees of contribution to the total CO<sub>2</sub>-e emissions of the community. These emissions are expected to rise as the population steadily grows, with certain emissions growing faster than others, i.e. electricity, 0.8% p.a. compared to waste, 0.4% p.a., though the share of each source stays nearly the same.

The CEMP outlines several carbon reduction opportunities to address the tCO<sub>2</sub>-e emissions; the most effective of these directly relates to the source of electricity consumed by the community as the largest source of tCO<sub>2</sub>-e emissions. The indicative timeframe of these measures is, at the earliest, 2035, with solar energy production being the most effective and among the earliest potential initiatives to be implemented.

The carbon reduction opportunities outlined in the CEMP in a strategic framework were assessed to maximise the carbon and economic benefits while minimising the risk of duplicated initiatives and overcapitalisation, among other things. A list of projects was produced that achieves these criteria – four of which received high-level business cases and six are endorsed as advocacy items for NPARC. The most common reason for a project not having received a high-level business case is that it would be a duplication of ongoing works by other organisations or that the Council has limited or no ability to implement the project.

The four projects that received business cases were initially quite large with significant capital costs, i.e. a fully designed managed aerobic sewerage treatment plant at Bamaga could cost as high as \$6M. With consultation and site visits complete, these projects were scaled to balance the CO<sub>2</sub>-e reduction against the needs of the community, financial costs and labour capacity. The four opportunities that received a high-level business case are:

- **Waste Processing:** an in-vessel composter for the processing of organic waste. This project achieved a BCR of 1.3 with an NPV of \$0.4M.
- **Managed Aerobic System:** aeration of the Bamaga STP with surface aerators. Designed to be capable of handling significant changes to demand (planned centralisation of wastewater treatment). This project achieved a BCR of 1.1 with an NPV of \$0.1M.
- **E-mobility Vehicles:** provision of a 50% rebate on the purchase of e-bikes for the purposes of local transport. This project achieved a BCR of 1.1 with an NPV of \$0.6M.
- **Carbon Offset Investment Fund:** an investment fund that collects revenue directly or indirectly from the tourists travelling to NPARC via road transport. Funds are invested into local re-vegetation, land amendments and other carbon reduction opportunities for the benefit of tourism and environmental amenity. This project achieved a BCR of 10 with an NPV of \$3.1M.

Economic impacts to for the local community vary from project to project with some having relatively minor, yet quantifiable impacts such as the in-vessel composter, whereas others have the potential for significant direct and flow-on economic impact yet are difficult to quantify i.e. Carbon Offset Investment Fund.



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## Appendix A: Detailed Strategic Framework

A.1: Strategic Framework – Detailed Summary

Driver	Criteria	Weighting	No Alignment	Minimal/Negligible Alignment	Modest Alignment	Moderate Alignment	Strong Alignment	Weighted Score	Weighted Drivers	Overall Score
<b>A. Solar power</b>										
	Category	Weighting	0	1	2	3	4			
Environmental Impact	Reduction in CO <sub>2</sub> emissions	0.20					4	0.8	1.0	
	Improvement in air and water quality	0.05				3	0.2			
	Waste reduction and management	0.05		1			0.1			
Technical Feasibility	Technology/readiness and maturity	0.10				3	0.3	0.4		
	Infrastructure requirements	0.10		1			0.1			
Economic Viability	Initial Capital Cost	0.10		1			0.1	0.5	2.7	
	Operation and maintenance cost	0.05				3	0.2			
	Return on Investment (ROI)	0.05					4			0.2
	Duplication	0.20	0				0.0			
	Job creation and economic growth	0.05		1			0.1			
Social Acceptance and Equity	Public acceptance and adoption	0.10			2		0.2	0.6		
	Health and safety benefits	0.10				4	0.4			
Policy and Regulatory Alignment	Compliance with existing policies	0.03					4	0.1	0.2	
	Incentives and subsidies availability	0.03				4	0.1			
<b>B. BESS</b>										



Driver	Criteria		No Alignment	Minimal/Negligible Alignment	Modest Alignment	Moderate Alignment	Strong Alignment	Weighted Score	Weighted Drivers	Overall Score
Environmental Impact	Reduction in CO <sub>2</sub> emissions	0.20					4	0.8	1.0	
	Improvement in air and water quality	0.05				3	0.2	0.2		
	Waste reduction and management	0.05		1			0.1	0.1		
Technical Feasibility	Technology readiness and maturity	0.10		1				0.1	0.2	
	Infrastructure requirements	0.10		1			0.1	0.1		
	Initial Capital Cost	0.10		1			0.1	0.1		
Economic viability	Operation and maintenance cost	0.05		1				0.1	0.6	2.7
	Return on Investment (ROI)	0.05					4	0.2		
	Duplication	0.20	0					0.0		
	Job creation and economic growth	0.05					4	0.2		
	Social and Community Benefits	0.10					4	0.4		
	Health and safety benefits	0.10					4	0.4		
Policy and Regulatory Alignment	Compliance with existing policies	0.03					4	0.1	0.2	
	Incentives and subsidies availability	0.03			2			0.1		
<b>C. Biofuel/hydrogen back-up fuel supply</b>										
Environmental Impact	Reduction in CO <sub>2</sub> emissions	0.20					4	0.8	0.9	2.2
	Improvement in air and water quality	0.05			2			0.1		
	Waste reduction and management	0.05	0					0.0		
Technical Feasibility	Technology readiness and maturity	0.10			2			0.2	0.4	



Driver	Criteria		No Alignment	Minimal/Negligible Alignment	Modest Alignment	Moderate Alignment	Strong Alignment	Weighted Score	Weighted Drivers	Overall Score
Economic viability	Infrastructure requirements	0.10			2			0.2		0.5
	Initial Capital Cost	0.10			2			0.2		
	Operation and maintenance cost	0.05			2			0.1		
	Return on investment (ROI)	0.05			2			0.1		
Economic viability	Duplication	0.20	0					0.0		0.5
	Job creation and economic growth	0.05		1				0.1		
Social Acceptance and Equity	Public acceptance and adoption	0.10			2			0.2		0.3
	Health and safety benefits	0.10		1				0.1		
Policy and Regulatory Alignment	Compliance with existing policies	0.03				3		0.1		0.2
	Incentives and subsidies availability	0.03				3		0.1		
<b>D. Biofuel usage</b>										
Environmental Impact	Reduction in CO <sub>2</sub> emissions	0.20				3		0.6		0.6
	Improvement in air and water quality	0.05	0					0.0		
	Waste reduction and management	0.05	0					0.0		
Technical Feasibility	Technology readiness and maturity	0.10				3		0.3		0.5
	Infrastructure requirements	0.10			2			0.2		
Economic viability	Initial Capital Cost	0.10					4	0.4		1.6
	Operation and maintenance cost	0.05				3		0.2		
	Return on investment (ROI)	0.05					4	0.2		
	Duplication	0.20					4	0.8		
										<b>3.0</b>



Driver	Criteria		No Alignment	Minimal/Negligible Alignment	Modest Alignment	Moderate Alignment	Strong Alignment	Weighted Score	Weighted Drivers	Overall Score
Social Acceptance and Equity	Job creation and economic growth	0.05		1				0.1		0.1
	Public acceptance and adoption	0.10		1				0.1		
	Health and safety benefits	0.10	0					0.0		0.1
Policy and Regulatory Alignment	Compliance with existing policies	0.03					4	0.1		0.2
	Incentives and subsidies availability	0.03				3		0.1		
<b>E. Electric/Hybrid Vehicles</b>										
Environmental Impact	Reduction in CO <sub>2</sub> emissions	0.20				3		0.6		0.8
	Improvement in air and water quality	0.05				3		0.2		
	Waste reduction and management	0.05	0					0.0		
Technical Feasibility	Technology readiness and maturity	0.10			2			0.2		0.3
	Infrastructure requirements	0.10		1				0.1		
Economic viability	Initial Capital Cost	0.10			2			0.2		2.5
	Operation and maintenance cost	0.05				3		0.2		
	Return on Investment (ROI)	0.05				3		0.2		
	Duplication	0.20			2			0.4		
	Job creation and economic growth	0.05	0					0.0		
Social Acceptance and Equity	Public acceptance and adoption	0.10		1				0.1		0.3
	Health and safety benefits	0.10			2			0.2		
Policy and Regulatory Alignment	Compliance with existing policies	0.03					4	0.1		0.2



Driver	Criteria	No Alignment	Minimal/Negligible Alignment	Modest Alignment	Moderate Alignment	Strong Alignment	Weighted Score	Weighted Drivers	Overall Score
<b>F. e-Mobility Vehicles</b>									
	Incentives and subsidies availability					4	0.1		
Environmental Impact	Reduction in CO <sub>2</sub> emissions			2			0.4	0.5	
	Improvement in air and water quality			2			0.1		
	Waste reduction and management	0					0.0		
Technical Feasibility	Technology readiness and maturity					4	0.4	0.8	
	Infrastructure requirements					4	0.4		
Economic viability	Initial Capital Cost					4	0.4	1.4	3.3
	Operation and maintenance cost					4	0.2		
	Return on Investment (ROI)	0					0.0		
	Duplication					4	0.8		
Social Acceptance and Equity	Job creation and economic growth	0					0.0	0.4	
	Public acceptance and adoption					3	0.3		
Policy and Regulatory Alignment	Health and safety benefits				1		0.1	0.2	
	Compliance with existing policies					4	0.1		
	Incentives and subsidies availability					4	0.1		
<b>G. In-Vessel Compositing</b>									
Environmental Impact	Reduction in CO <sub>2</sub> emissions					3	0.6	0.9	3.5
	Improvement in air and water quality				1		0.1		
	Waste reduction and management					4	0.2		



Driver	Criteria		No Alignment	Minimal/Negligible Alignment	Modest Alignment	Moderate Alignment	Strong Alignment	Weighted Score	Weighted Drivers	Overall Score
Technical Feasibility	Technology readiness and maturity	0.10				3		0.3	0.6	
	Infrastructure requirements	0.10				3		0.3		
Economic viability	Initial Capital Cost	0.10				3		0.3	1.4	
	Operation and maintenance cost	0.05			2			0.1		
	Return on investment (ROI)	0.05		1				0.1		
	Duplication	0.20					4	0.8		
	Job creation and economic growth	0.05						0.1		
	Public acceptance and adoption	0.10					4	0.4		
Social Acceptance and Equity	Health and safety benefits	0.10		1				0.1	0.5	
Policy and Regulatory Alignment	Compliance with existing policies	0.03					4	0.1	0.2	
	Incentives and subsidies availability	0.03				3		0.1		
<b>H. Modular Anaerobic Digestion</b>										
Environmental Impact	Reduction in CO <sub>2</sub> emissions	0.20				3		0.6	1.0	
	Improvement in air and water quality	0.05				3		0.2		
	Waste reduction and management	0.05					4	0.2		
Technical Feasibility	Technology readiness and maturity	0.10				3		0.3	0.4	3.3
	Infrastructure requirements	0.10		1				0.1		
Economic viability	Initial Capital Cost	0.10			2			0.2	1.3	
	Operation and maintenance cost	0.05			2			0.1		
	Return on investment (ROI)	0.05		1				0.1		



Driver	Criteria		No Alignment	Minimal/Negligible Alignment	Modest Alignment	Moderate Alignment	Strong Alignment	Weighted Score	Weighted Drivers	Overall Score
Social Acceptance and Equity	Duplication	0.20					4	0.8	1.5	3.2
	Job creation and economic growth	0.05				3		0.2		
Policy and Regulatory Alignment	Public acceptance and adoption	0.10					4	0.4	0.5	
	Health and safety benefits	0.10		1				0.1		
I. Insect System	Compliance with existing policies	0.03					4	0.1	0.2	
	Incentives and subsidies availability	0.03				3		0.1		
Environmental Impact	Reduction in CO <sub>2</sub> emissions	0.20			2			0.4	0.7	
	Improvement in air and water quality	0.05		1				0.1		
	Waste reduction and management	0.05					4	0.2		
Technical Feasibility	Technology readiness and maturity	0.10					4	0.4	0.5	
	Infrastructure requirements	0.10		1				0.1		
Economic viability	Initial Capital Cost	0.10			2			0.2	1.5	
	Operation and maintenance cost	0.05				3		0.2		
	Return on Investment (ROI)	0.05				3		0.2		
	Duplication	0.20					4	0.8		
Social Acceptance and Equity	Job creation and economic growth	0.05				3		0.2	0.5	
	Public acceptance and adoption	0.10					4	0.4		
	Health and safety benefits	0.10		1				0.1		



Driver	Criteria	No Alignment	Minimal/Negligible Alignment	Modest Alignment	Moderate Alignment	Strong Alignment	Weighted Score	Weighted Drivers	Overall Score
Policy and Regulatory Alignment	Compliance with existing policies		1				0.0	0.1	
	Incentives and subsidies availability		1				0.0		
<b>J. Managed Aerobic System</b>									
Environmental Impact	Reduction in CO <sub>2</sub> emissions				2		0.4	0.7	
	Improvement in air and water quality					3	0.2		
	Waste reduction and management					3	0.2		
	Technology readiness and maturity					4	0.4		
Technical Feasibility	Infrastructure requirements				2		0.2	0.6	
	Initial Capital Cost				2		0.2		
Economic viability	Operation and maintenance cost					1	0.1	1.3	3.3
	Return on investment (ROI)					2	0.1		
	Duplication					4	0.8		
	Job creation and economic growth					3	0.2		
Social Acceptance and Equity	Public acceptance and adoption					4	0.4	0.5	
	Health and safety benefits					1	0.1		
Policy and Regulatory Alignment	Compliance with existing policies					4	0.1	0.2	
	Incentives and subsidies availability					3	0.1		
<b>K. Energy efficiency/ water efficiency</b>									
Environmental Impact	Reduction in CO <sub>2</sub> emissions						0.6	0.8	2.5



Driver	Criteria		No Alignment	Minimal/Negligible Alignment	Modest Alignment	Moderate Alignment	Strong Alignment	Weighted Score	Weighted Drivers	Overall Score
	Improvement in air and water quality management	0.05		1				0.1		
	Waste reduction and management	0.05				3		0.2		
Technical Feasibility	Technology readiness and maturity	0.10					4	0.4	0.5	3.4
	Infrastructure requirements	0.10		1				0.1		
Economic viability	Initial Capital Cost	0.10		1				0.1	0.6	
	Operation and maintenance cost	0.05			1			0.1		
	Return on Investment (ROI)	0.05					3	0.2		
	Duplication	0.20						0.2		
	Job creation and economic growth	0.05			1			0.1		
	Public acceptance and adoption	0.10					4	0.4		
Social Acceptance and Equity	Health and safety benefits	0.10						0.1	0.5	
Policy and Regulatory Alignment	Compliance with existing policies	0.03					4	0.1	0.2	
	Incentives and subsidies availability	0.03				3		0.1		
<b>L. Induction cooktops</b>										
Environmental Impact	Reduction in CO <sub>2</sub> emissions	0.20		1				0.2	0.5	
	Improvement in air and water quality	0.05					4	0.2		
	Waste reduction and management	0.05			2			0.1		
Technical Feasibility	Technology readiness and maturity	0.10					4	0.4	0.7	
	Infrastructure requirements	0.10				3		0.3		
Economic viability	Initial Capital Cost	0.10			2			0.2	1.2	



Driver	Criteria		No Alignment	Minimal/Negligible Alignment	Modest Alignment	Moderate Alignment	Strong Alignment	Weighted Score	Weighted Drivers	Overall Score
	Operation and maintenance cost	0.05					4	0.2		
	Return on investment (ROI)	0.05				3	0.2			
	Duplication	0.20				3	0.6			
	Job creation and economic growth	0.05		1			0.1			
Social Acceptance and Equity	Public acceptance and adoption	0.10					4	0.4	0.8	
	Health and safety benefits	0.10					4	0.4		
Policy and Regulatory Alignment	Compliance with existing policies	0.03					4	0.1	0.2	
	Incentives and subsidies availability	0.03				3	0.1			
<b>M. Blue Carbon</b>										
Environmental Impact	Reduction in CO <sub>2</sub> emissions	0.20		1				0.2	0.3	
	Improvement in air and water quality	0.05		1				0.1		
	Waste reduction and management	0.05	0					0.0		
Technical Feasibility	Technology readiness and maturity	0.10					4	0.4	0.5	
	Infrastructure requirements	0.10		1				0.1		
Economic viability	Initial Capital Cost	0.10			2			0.2	0.5	2.2
	Operation and maintenance cost	0.05			2			0.1		
	Return on Investment (ROI)	0.05			2			0.1		
	Duplication	0.20	0					0.0		
Social Acceptance and Equity	Job creation and economic growth	0.05			2			0.1	0.7	
	Public acceptance and adoption	0.10					4	0.4		



Driver	Criteria	No Alignment	Minimal/Negligible Alignment	Modest Alignment	Moderate Alignment	Strong Alignment	Weighted Score	Weighted Drivers	Overall Score
Policy and Regulatory Alignment	Health and safety benefits				3		0.3		0.2
	Compliance with existing policies					4	0.1		
	Incentives and subsidies availability					4	0.1		
<b>N. Savannah Burning</b>									
Environmental Impact	Reduction in CO <sub>2</sub> emissions		1				0.2	0.2	
	Improvement in air and water quality	0					0.0		
	Waste reduction and management	0					0.0		
Technical Feasibility	Technology readiness and maturity					4	0.4	0.8	
	Infrastructure requirements					4	0.4		
Economic viability	Initial Capital Cost		1				0.1	1.2	2.7
	Operation and maintenance cost				3		0.2		
	Return on investment (ROI)	0					0.0		
	Duplication						0.8		
	Job creation and economic growth				2		0.1		
	Public acceptance and adoption					3	0.3		
Social Acceptance and Equity	Health and safety benefits	0					0.0	0.3	
Policy and Regulatory Alignment	Compliance with existing policies					4	0.1	0.2	
	Incentives and subsidies availability					4	0.1		
<b>O. Carbon reduction tourism levy</b>									



Driver	Criteria		No Alignment	Minimal/Negligible Alignment	Modest Alignment	Moderate Alignment	Strong Alignment	Weighted Score	Weighted Drivers	Overall Score
Environmental Impact	Reduction in CO <sub>2</sub> emissions	0.20		1				0.2	0.3	3.1
	Improvement in air and water quality	0.05		1				0.1		
	Waste reduction and management	0.05		1				0.1		
Technical Feasibility	Technology/readiness and maturity	0.10					4	0.4	0.7	
	Infrastructure requirements	0.10				3		0.3		
	Initial Capital Cost	0.10				3		0.3		
Economic viability	Operation and maintenance cost	0.05				3		0.2	1.7	
	Return on Investment (ROI)	0.05				4		0.2		
	Duplication	0.20					4	0.8		
	Job creation and economic growth	0.05					4	0.2		
	Public acceptance and adoption	0.10			2			0.2		
Social Acceptance and Equity	Health and safety benefits	0.10		1				0.1	0.3	
Policy and Regulatory Alignment	Compliance with existing policies	0.03					4	0.1	0.1	
	Incentives and subsidies availability	0.03	0					0.0		

Source: REA

## Appendix B: Vessel Composting

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The following sections provides an overview of the economic and regulatory context of waste, and provides the foundational assumptions for the high-level Business Case for Vessel Composting in NPARC (the Project). The high level business case includes:

- A financial appraisal of the costs to NPARC over 25 years.
- An Economic Impact Assessment (EIA) of the Project considering the direct and flow on impacts to the NPA during construction and ongoing.
- A Cost Benefit Analysis (CBA) of the Project, estimating the long-term net benefits to the NPA community.

### NPA Waste Context

Waste is classifiable into three main source streams Municipal Solid Waste (MSW), Commercial & Industrial (C&I) and Construction & Demolition (C&D) with the contents of these streams generally being further classified by type (e.g. organics, metals, plastics, etc.).

The way waste is treated in Queensland is in the midst of a decade's long transformation with legislation and regulation requiring strict adherence to reporting standards and strong emphasis on recovery and re-use of materials. Key pieces of legislation, regulation and literature are:

#### Legislation and Regulation

- *Environmental Protection Act 1994*
- Environmental Protection Regulation 2019
- *Waste Reduction and Recycling Act 2011*
- Waste Reduction and Recycling Regulation 2023

#### Strategies, Guidelines and Reports

- Waste Management and Resource Recovery Strategy
- Respecting Country – A sustainable waste strategy for First Nation communities
- Keeping Queensland Clean: the Litter and Illegal Dumping Plan
- Queensland's Plastic Pollution Reduction Plan
- Queensland Organics Strategy and Action Plan
- Queensland Resource Recovery Industries 10 Year Roadmap and Action Plan
- Energy from Waste Policy and Guideline.
- Queensland Waste and Resource Recovery Infrastructure Report.

Since 2016 recovery rates for headline waste has improved significantly, going from 44.7% to 54.5% in 2023. Variation in waste composition among waste streams affects recovery methods and value of recovered material. For this reason, recovery rates can vary significantly across facilities and local government jurisdictions. The C&D waste stream has seen significant improvement in waste recovery rates with C&I seeing modest improvement. MSW – the largest waste source in NPARC – has seen a reduction in recovery rates and an increase in total production across Queensland since 2017-18.

### Waste CO<sub>2</sub>-e

MSW has the greatest potential emissions by mass owing to its high organic content, the process of decomposition in landfill potentially resulting in between 2 and 3 tonnes of CO<sub>2</sub>-e per tonne of waste disposed, varying depending on its composition.

The CEMP (2024) estimated that waste emission from MSW accounted for 10% (2,300 t CO<sub>2</sub>-e) of total baseline emissions. These emissions are set to grow by approximately 0.4% p.a. to 2,406 t CO<sub>2</sub>-e by 2030 and to 2,563 t CO<sub>2</sub>-e by 2050 without intervention.



There are several methods of processing organic waste that can significantly reduce the emissions from decomposition. Three main methods highlighted in the CEMP (2024) were vessel composting, anaerobic digestion and vermicomposting. All three methods produce by-product with broad land applications including garden beds, soil enrichment or agriculture.<sup>5</sup> In addition, these processing methods reduce the land demand for landfill and by-products of the landfill process such as leachate and odour.

### Waste in NPARC

As of 2024, household waste is collected from 1,000 kerbside red lid bins, meaning there is no separation of waste prior to receipt at landfill. Kerbside collection occurs twice a week for each bin with at least 1 day separating collection. Commercial properties have their waste collected once a week.

The transfer station, operated at Umagico along Injinoo Road, receives waste and is the primary point of waste operations, particularly sorting. Council accepts the following waste types:

- General household waste.
- Green waste.
- Automotive waste - incl. tyres, batteries, old vehicles.
- Building waste.
- Fishing waste.

Figure B.1: Transfer Station



Source: REA, Queensland Government

Waste collected in NPARC is sent to the landfill along Old Telegraph Road which has authority to dispose of less than 50,000 tonnes of waste from the following waste streams:

<sup>5</sup> The variety and quality of by-product varies across methods.



- Household – domestic.
- Commercial and industrial.
- Litter and street sweepings.
- Construction and Demolition.
- Sewage sludge from Council's ponds only.
- Residual ash (incinerated waste) from Torres Strait Region.
- Contaminated soil in accordance with Condition W6 of this EA.

The disposal method is covered (eventually capped) landfill (incineration and burning are not permitted other than of landfill gas).

The Queensland Waste Levy does not apply to NPARC reducing the administrative and reporting requirements of the landfill.

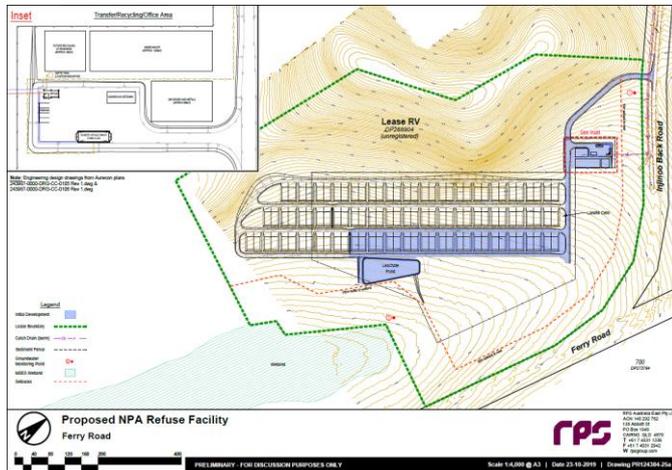
Figure B.2: Landfill



Source: REA, Queensland Government



Figure B.3: Proposed NPA Refuse Facility



Source: DES (2020)

NPARC also faces significant illegal dumping issues, and though the composition of this waste stream is unknown it may contain significant amounts of organic waste based on data from similar jurisdictions.

#### **Stakeholder Engagement**

Site visits to the transfer station and landfill highlighted several important factors regarding waste in NPARC:

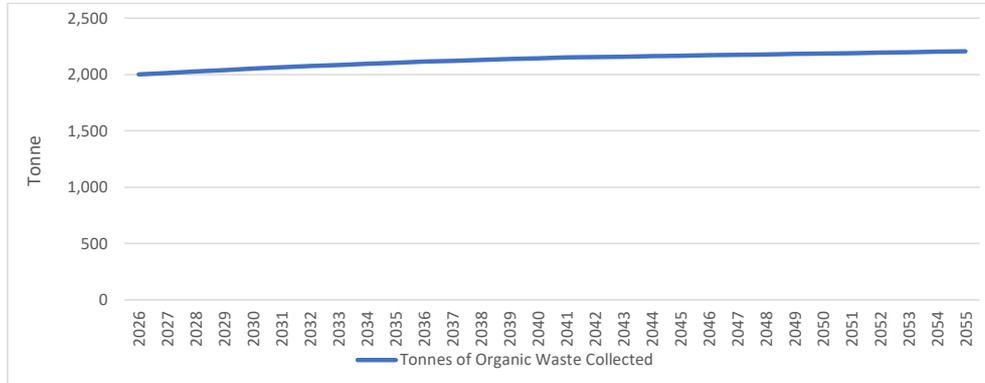
- Organic waste, particularly separable organic wastes other than cardboard, make up a significantly lower portion of the total MSW waste stream compared to national averages.
- Consultation with transfer station staff and Council staff further reinforced the finding that there is a low portion of separable organic waste in the MSW stream.
- Currently green waste is separated at the transfer station prior to going to the landfill site.
- Council staff noted that the C&I organic waste stream, particularly food and woodchip/mulched green waste are more stable sources of organic waste. Council staff and community indicated that green waste bins might see strong utilisation by community given the amount of gardening for food and leisure occurs.
- More consultation with the community would be required to get the community to participate in waste separation.
- More cells for waste will be needed in the future.
- Sludge is rarely collected from ponds, rather a mix of putrescible and inert waste (rags) are collected from the filters and rakes and disposed at landfill.
- Containers for change have several dedicated bins around town.

#### **Forecast Waste Production in NPARC**

Organic waste production is set to continue increasing in NPARC for the foreseeable future, though the growth in waste is modest at 0.4% to 2050.



Figure B.4: NPARC Organic Waste Production



Source: REA

Figure B.5: NPARC Organic Waste Production, CO2-e Emissions and Prices



Source: REA, Deloitte Touche Tohmatsu (2024)

### Vessel Composting Project Proposal

The following subsection considers the project case of organic waste processing by vessel composting.

#### Vessel Composting

Vessel composting is a relatively common method of dealing with organic waste in Australia given its low cost and simplicity of operation. The methods of vessel composting are tunnel, box, vertical silo and drum composting with the major differences being initial capital investment, decommissioning/replacement and tonnage capacity of the system.

For a remote area such as NPARC, with a relatively small population and modest growth in its waste stream, modular vessel composting is the most cost-effective method of processing organic waste. This method was highlighted in the CEMP 2024 report which noted its high emissions reduction and beneficial compost by-product. Two drawbacks of this method are its reliance on a controlled waste stream for feedstock and labour intensity. Changes to or contamination of the waste input may adversely affect the processing time and output. This leads to the second issue, labour intensity for control of waste stream which will vary depending on the method of collection of organic waste and target recovery rates of organic waste.

#### Project Proposal

Based on a mix of desktop research, site inspections and consultation it is proposed that a vessel composter such as the HotRot 1206 be installed at the transfer station with a capacity to process up to 500kg/day of organic waste. Operations of the plant would be performed by a mix of existing and new Council employees at the transfer station.

Operation of the plant itself has relatively low labour requirements, however, sorting and processing of MSW and C&I waste streams so that a suitable feedstock can be inputted into the composter will require additional labour.

Suitable land applications for the compost will need to be decided upon, noting that the private land uses of compost in NPA are limited hence a market for the compost will be difficult to establish. Application of compost to community and Council gardens or give-away of the compost to private households may be the best use options. It was noted during consultation that rangers working with People for Wildlife may have use for the compost in their new revegetation project, basing a nursery at Injinoo.

The project scale being smaller than the total estimated organic waste stream de-risks the project in several ways, including:

- Lower capital and maintenance costs.
- More capacity to manage the waste stream/feedstock.
- Lower risk of over-investment.



- Lower burden on Council to staff/operate when capacity is low (a noted issue).
- Less or no oversupply of compost (avoiding landfill).
- Opportunity to scale-up 10-years into the project at the time of recommissioning of the unit.

Table B.1 outlines the project assumptions including key quantitative and qualitative aspects that affect operations having financial and economic implications.

Table B.1: Project Modelling Assumptions

Assumption(s)	Details
Gross Organic Waste Produced in NPARC	2026: 2,000 t 2050: 2,186 t
Collection Method	No change (1 bin for all waste, MSW collected twice a week, C&I collected once a week)
Organic Waste Composition	Vegetation (Green & Wood) Waste 100t/annum Food Waste 83t/annum
Landfill Diversion	183t/annum Note: landfill diversion is at the maximum operating capacity of the HotRot 1206.
Capital	Cost: \$365,000 Capacity: 500kg/day organic waste. Recommissioning/renewal every 10 years.
CO <sub>2</sub> -e Capture	95% Based on HotRot 1206 specs and CEMP (2024).
Labour	0.4 FTE (Net New) ~\$55,000 salary per <i>Recycling Worker</i>

Source: REA

Further key considerations include:

- Approvals under EPR 2019 will need to be assessed though vessel composting should not require another EA based on the volume of expected throughput. The appropriateness of locating the composter at the transfer station should be reviewed in the context of the existing EA.

## Financial Appraisal

This chapter provides a financial appraisal of the vessel composter project to consider the financial implications for NPARC.

### **Operating Costs and Revenues**

Operating costs and revenues were analysed based on the assumptions outlined in Table B.1 and are presented in Table B.2 below. Costs and revenues are presented on a nominal basis based on annual inflation of 3% per annum.

For the purposes of the financial appraisal, the compost is given a nominal value of \$65/m<sup>3</sup> with operations of the composter being treated as its own financial unit – meaning that compost used by NPARC on gardens is bought by NPARC from the compost operation.



Table B.2: Profit and Loss Summary (Nominal \$)

Item	Year 1 Operations	Year 2 Operations	Year 3 Operations	Year 4 Operations	Year 5 Operations	Year 10 Operations
<b>Operating Revenue</b>						
Sale of Compost	\$15,604	\$16,072	\$16,554	\$17,051	\$17,562	\$20,359
<b>Operating Costs</b>						
Labour	\$26,574	\$27,371	\$28,192	\$29,038	\$29,909	\$34,673
Electricity (\$0.33/kwh)	\$1,617	\$1,666	\$1,716	\$1,767	\$1,820	\$2,110
Repairs and Maintenance Allowance	\$942	\$971	\$1,000	\$1,030	\$1,061	\$1,230
<b>Total Operating Costs</b>	<b>\$29,134</b>	<b>\$30,008</b>	<b>\$30,908</b>	<b>\$31,835</b>	<b>\$32,790</b>	<b>\$38,013</b>
<b>EBITDA</b>	<b>(\$13,530)</b>	<b>(\$13,936)</b>	<b>(\$14,354)</b>	<b>(\$14,784)</b>	<b>(\$15,228)</b>	<b>(\$17,653)</b>

Source: REA

#### Discounted Cash Flow Assessment

The Project was assessed on a discounted cash flow basis over 25 years (with construction and operations starting in 2026/27) at a range of nominal discount rates (3%, 6% and 10%).

Table B.3: Net Present Value (\$M) provides the NPV of the Project under various levels of co-funding. Under all scenarios and all discount rates, the project has an NPV cost to Council ranging between -\$0.5M and -\$1.4M

Table B.3: Net Present Value (\$M)

Discount Rate	No Capital Co-Contribution	50% Co-Contribution for Initial Plant Purchase	75% Co-Contribution for Initial Plant Purchase	100% Co-Contribution for Initial Plant Purchase
3%	(\$1.5)	(\$1.3)	(\$1.2)	(\$1.1)
6%	(\$1.1)	(\$0.9)	(\$0.8)	(\$0.7)
10%	(\$0.8)	(\$0.7)	(\$0.6)	(\$1.5)

Source: REA

#### Sensitivity Testing

Sensitivity testing was undertaken using Monte Carlo simulation, which tests the impact of changes in input assumptions thousands of times based on a defined probability distribution. The simulation tested each of the variables in isolation with all other inputs held constant, with the results reported in the following table in terms of the modelled change in NPV resulting from the variance in the base assumptions at a discount rate of 6%. The final row of the table examines each assumption simultaneously to provide a 'combined' or overall sensitivity of the model findings to the assumptions used.

The sensitivity analysis applied the following variable distributions:

- Costs: Maximum 30% higher and lower than the base values.
- Benefits: A normal distribution with a standard deviation of 0.2.

The table below outlines the distribution of NPV allowing for a 10% confidence interval, with the '5%' and '95%' representing a 90% probability that the NPV will be within the range outlined in the table.

The table below shows, at a discount rate of 6%, there is a 90% probability the Project will provide an NPV of between -\$1.2 million and -\$0.9 million. Sensitivity testing returned a negative NPV across 100% of the 5,000 iterations run in the Monte Carlo analysis.

Table B.4: Monte Carlo Simulation

Cash Flow (\$M)	NPV (\$M) 6% Discount Rate	
	5 <sup>th</sup> Percentile	95 <sup>th</sup> Percentile
<b>Costs</b>		
Capital Costs	(\$1.2)	(\$0.9)
Operating Costs	(\$1.1)	(\$0.9)
<b>Revenues</b>		



Cash Flow (\$M)	NPV (\$M) 6% Discount Rate	
	5 <sup>th</sup> Percentile	95 <sup>th</sup> Percentile
Revenue	(\$1.1)	(\$1.0)
<b>Combined</b>	<b>(\$1.2)</b>	<b>(\$0.9)</b>

Source: REA

## Economic Impact Assessment

### Modelling Approach

This assessment leverages Input-Output modelling and considers the direct and flow-on economic activity associated with the Project during construction and once operational. Economic impacts have been assessed for the NPARC LGA.

Input-Output modelling describes economic activity through the examination of four types of impacts described in the table below.

Table B.5: Economic Indicators

Indicator	Description
Output	The gross value of goods and services transacted, including the cost of goods and services used in the development and provision of the final product. Care should be taken when using output as an indicator of economic activity as it counts all goods and services used in one stage of production as an input to later stages of production, thus overstating economic activity.
Gross Product	The value of output after deducting the cost of goods and services inputs in the production process. Gross product (e.g. Gross Regional Product (GRP)) defines a net contribution to economic activity.
Incomes	The wages and salaries paid to employees as a result of the Project either directly or indirectly.
Employment	Employment positions generated by the Project (either full time or part time, directly or indirectly). Employment is reported in terms of Full-Time Equivalent (FTE) positions (i.e. full-time person-years).

Source: REA

Input-Output modelling estimates show the impacts of direct spending in a particular industry as well as from Production-induced impacts (Type I) or Consumption-induced impacts (Type II):

- **Production-induced impacts (Type I)** show the industrial support effects of additional activities undertaken by supply chain industries increasing their production in response to the initial direct spending, and in-turn those industries' supply chain responding to the increase in activity.
- **Consumption-induced impacts (Type II)** estimate the re-circulation of labour income earned as a result of the initial spending through other industry impacts (or impacts from increased household consumption).

The estimates of economic impacts consider both production and consumption-induced flow-on impacts. Consumption-induced impacts are commonly considered to overstate economic activity and therefore the types of flow-on impacts are reported separately.

### Assumptions

- **Construction:** An insignificant portion of the capital costs of the composter are likely to be spent in region owing to its manufacture outside of NPARC. Transport and installation of the unit will lead to a small amount of economic activity.  
**Operations:** Once operational, the vessel composter is expected to facilitate additional economic activity through direct operations of the composter (0.4 FTE employed in Waste Collection, Treatment and Disposal Services). For modelling purposes, direct employment was converted to ongoing turnover using the direct employment to turnover ratio within the Input Output model. Potential sales revenue of compost was excluded to help avoid overestimating direct and flow on activity of the composter.

### Model Results

- **Operational Phase:** The composter is projected to make the following ongoing annual impact to the NPARC economy of:
  - \$318 thousand in output (\$231 thousand directly).



- \$108 thousand contribution to GRP (\$61 thousand direct contribution).
- \$71 thousand in wages and salaries paid to local workers (\$39 thousand directly).
- 0.8 FTE jobs (0.4 direct FTE).

The following table summarises the impacts estimated to be generated through operational activity. It should be noted that the below estimates include the continuation and transfer of some existing operations into the composter operations that will not represent net new economic activity.

Table B.6: Operational Impacts

Impact	Output (\$'000)	GRP (\$'000)	Incomes (\$'000)	Employment (FTE)
Direct	\$231	\$61	\$39	0.4
Production Induced	\$64	\$33	\$23	0.2
Consumption Induced	\$24	\$14	\$9	0.1
<b>Total Impact</b>	<b>\$318</b>	<b>\$108</b>	<b>\$71</b>	<b>0.8</b>

Note: Totals may not sum due to rounding.

Source: REA

## Cost Benefit Assessment

### Modelling Approach

Cost-Benefit Analysis (CBA) is an analytical tool used to inform decisions regarding complex projects or policy. CBAs are recognised as an important tool in assessing the net benefit (or cost) that a project will have economically, socially, and environmentally. A CBA will consider all benefits and costs of undertaking a project and produce several standard outputs. These outputs can be benchmarked and allow policy makers and the public to quickly assess the benefits of an individual project to society and its benefits relative to other projects.

This CBA was carried out using a discounted cashflow (DCF) approach to analyse all costs and benefits that would occur if the Project were to proceed. In this sense, two scenarios were considered:

- **A baseline ('without the project') scenario:** Which assumes that the Project does not proceed, and CO<sub>2</sub>-e emissions continue to increase as organic waste in landfill increases.
- **A 'with the project' scenario:** Which assumes the Project proceeds, and a portion of organic waste collected in NPARC is diverted from landfill to the composter, reducing CO<sub>2</sub>-e emissions and producing a compost by-product with utility.

The CBA considered the effect of real costs and benefits (which excludes inflation) over a period of 30 years (from YE June 2026 to YE June 2055) at a range of real discount rates (3%, 6%, and 10%).

The geographic boundary for this assessment is the NPARC LGA.

In a CBA framework, decisions are made based on two criteria, Net Present Value (NPV) and the Benefit Cost Ratio (BCR). The NPV shows the difference between the present value of all future benefits and all future costs. The BCR is calculated by dividing the present value of future benefits by the present value of the future costs. A project is deemed 'desirable' if the NPV is positive and the BCR is above '1'. In general, if the NPV is negative and the BCR is below '1', the Project is deemed as undesirable as the future costs will outweigh the benefits.

### Definition of Costs and Benefits

The following costs and benefits have been considered and are described in more detail in the following sections.

#### Costs

- **Capital Costs:** Assuming a HotRot 1811 or similar system is adopted, capital costs for a system that can handle up to 3t/day of organic waste may be as high as \$1.15M given the cost of transport and sourcing of labour for installation for a remote location.
- **Maintenance Costs:** Maintenance and servicing costs are estimated at \$5/tonne of processed material.



- **Labour Costs:** Based on the assumption that new employees equivalent to 0.4 FTE will be required for organic waste sorting/recovery with an FTE salary of approximately \$64,500 p.a. (\$2024), total net new labour costs is \$25,800.
- **Energy Costs:** Based on the assumption that the system requires 26kwh/t (HotRot 1206) input at a tariff of \$0.33/kwh.
- **Replacement Costs:** The system will require re-commissioning/replacement with design life of 10 years (HotRot 1206).

#### **Benefits**

- **Value from Sale of Compost:** Based on an average value of \$45/m<sup>3</sup> estimated by Hyder (2012) and adjusted to 2024 dollars. It is assumed that compost used directly by Council has an avoided cost equivalent to sale of compost, hence regardless of end user, the benefit from sale of compost is the same.
- **Value from reduced CO<sub>2</sub>-e Emissions:** Based on a landfill diversion of 183 tonnes of organic waste and capture of 95% of emissions from composting (HotRot 1206) approximately 318 t of CO<sub>2</sub>-e emissions are avoided. CO<sub>2</sub>-e prices are based on Deloitte (2024) NSW Carbon values ranging from \$131/t in 2026 to \$350/t in 2050.

#### **Costs and Benefits Not Included**

The following factors have not been included due to data limitations:

- **Avoided Leachate:** The majority of organic waste produced in region will be diverted from landfill. However, a significant portion still goes to landfill meaning that leachate from organic waste is not eliminated though the quantity is significantly reduced compared to the base case.
- **Avoided Odour:** Organic waste will still be landfilled meaning odour is still produced though may be diminished. The landfill facility is not near any notable population centre meaning benefits from odour reduction would be small.

These impacts are predominantly positive and would serve to increase the results of the analysis, if they were quantified.

#### **Results**

The results of the CBA for the Project are highlighted in the following table (Table B.8).

Table B.7: Present Values of Costs and Benefits

Discount Rate	Present Value Costs (\$M)	Present Value Benefits (\$M)	Net Present Value (\$M)	Benefit Cost Ratio
3%	\$1.4	\$2.1	\$0.7	1.5
6%	\$1.1	\$1.5	\$0.4	1.3
10%	\$0.9	\$1.0	\$0.1	1.1

Note: Totals may not sum due to rounding.  
Source: REA

**At the selected real discount rate of 6% for this project the analysis yields a NPV of \$0.4 million and a BCR of 1.3 meaning that it is strongly economically desirable and provides a net benefit.** Even at the higher discount rate of 10%, the project still yields a positive NPV and BCR. At 6% discount rate, for every \$1 in costs associated with the project, there is \$1.3 of benefit. The project yields an Internal Rate of Return (IRR) of 13.1%.

Under the Base Case scenario (without Project scenario), none of the identified benefits would be captured nor any of the costs incurred. As such, the scenario with the Project provides positive economic and social benefits.

#### **Sensitivity Testing**

Sensitivity testing was undertaken using Monte Carlo simulation, which tests the impact of changes in input assumptions thousands of times based on a defined probability distribution. The simulation tested each of the variables in isolation with all other inputs held constant, with the results reported in the following table in terms of the modelled change in NPV resulting from the variance in the base assumptions at a discount rate of 6%. The final row of the table examines each assumption simultaneously to provide a 'combined' or overall sensitivity of the model findings to the assumptions used.

The sensitivity analysis applied the following variable distributions:

- Costs: Maximum 30% higher and lower than the base values.
- Benefits: A normal distribution with a standard deviation of 0.2.



The table below outlines the distribution of NPV allowing for a 10% confidence interval, with the '5%' and '95%' representing a 90% probability that the NPV will be within the range outlined in the table.

The table below shows, at a discount rate of 6%, there is a 90% probability the Project will provide an NPV of between -\$0.1 million and \$0.8 million. Sensitivity testing returned a positive NPV across 91.1% of the 5,000 iterations run in the Monte Carlo analysis.

Table B.8: Monte Carlo Simulation

Cost/Benefit (\$M)	NPV (\$M) 6% Discount Rate	
	5 <sup>th</sup> Percentile	95 <sup>th</sup> Percentile
<b>Costs</b>		
Capital Costs	\$0.2	\$0.5
Operating Costs	\$0.3	\$0.4
<b>Benefits</b>		
Revenue	\$0.3	\$0.4
CO2-e Reduction Benefit	\$0.0	\$0.7
<b>Combined</b>	<b>(\$0.1)</b>	<b>\$0.8</b>

Source: REA

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## Appendix C: Managed Aerobic Wastewater Treatment

The following sections provides an overview of the economic and regulatory context of wastewater, and provides the foundational assumptions for the high-level Business Case for a Managed Aerobic Sewage Treatment Plant (STP) in NPARC (the Project). The high level business case includes:

- A financial appraisal of the costs to NPARC over 25 years.
- An Economic Impact Assessment (EIA) of the Project considering the direct and flow on impacts to the NPA during construction and ongoing.
- A Cost Benefit Analysis (CBA) of the Project, estimating the long-term net benefits to the NPA community.

### NPA Wastewater Context

Wastewater regulation is set at the state level with local governments administering ERAs that might have local impact and the Department of Environment, Science and Innovation (DESI) administering ERAs that have the potential for regional impacts. Key pieces of legislation, regulation and literature are:

- *Environmental Protection Act 1994.*
- Environmental Protection Regulation 2019.
- Environmental Protection (Water and Wetland Biodiversity) Policy 2019.

### Wastewater CO<sub>2</sub>-e

The processing of wastewater results in the emission of CO<sub>2</sub>-e via direct emissions from the handling of wastewater, which produces varying levels of CH<sub>4</sub> and by the energy consumed in the processing of wastewater. By-product of the wastewater system such as sludge or biosolids also result in CO<sub>2</sub>-e emissions. CO<sub>2</sub>-e emissions from these sources under the umbrella of wastewater treatment vary significantly by the method of wastewater treatment.

The CEMP (2024) estimated that wastewater emissions accounted for 2% (340 t CO<sub>2</sub>-e) of total baseline emissions. These emissions are set to grow by approximately 1.3% p.a. to 376 t CO<sub>2</sub>-e by 2030 and to 401 t CO<sub>2</sub>-e by 2050 without intervention.

The CEMP (2024) outlines two methods of wastewater treatment that can significantly reduce the CO<sub>2</sub>-e emissions from waste handling: upgrade treatment plants to managed aerobic systems and modular anaerobic digestion with biogas recovery.

Of the two methods, only anaerobic digestion produces a usable by-product which can be used for energy production. However, high regulatory requirements and stringent control of the system make anaerobic digestion cost prohibitive. A managed aerobic system would require upgrades to the current aerobic system, though much of the infrastructure is already in place.

### Wastewater in NPARC

The treatment plant at Bamaga currently accepts wastewater from Seisia and New Mapoon with further upgrades planned to receive flows from Umagico and Injino. Once these upgrades have been completed wastewater treatment for the region will be via a centralised system located at Bamaga.

Currently there are 5 settling ponds at the Bamaga Sewage Treatment Plant (STP), discharge of effluent water is performed by irrigation mostly, with allowance for overflow to Mosby and Nona Creek. The STP has an EA for a maximum of 8,194 equivalent persons. Plans for an additional 3 settling ponds and expansion of the irrigation area are in place under the EA.





## 5.1 Managed Aerobic Wastewater System Project Proposal

### **Managed Aerobic System**

Similar to the current system at NPARC, managed aerobic systems include screening and sedimentation, wastewater is then sent to ponds for aeration. The major point of difference being the active aeration of ponds to encourage microorganisms to reduce the biochemical oxygen demand/chemical oxygen demand (BOD/COD) before further treatment or discharge.

This active method of aeration makes dissolved oxygen more available to the aerobic bacteria breaking down the biological contents of the water and concurrently reducing the opportunity the CH<sub>4</sub>-producing anaerobic bacteria has to consume this content, reducing the GHG emissions of the treatment plant.

### **Project Proposal**

As outlined in the CEMP (2024) an upgrade of the Bamaga STP to a managed aerobic system including sewage screening, sedimentation and controlled mixing/aeration of ponds would be sufficient to significantly reduce wastewater CO<sub>2</sub>-e. Plans for upgrading, renewal and integration of sewage infrastructure in NPARC is uncertain in terms of timing.

The plans for centralisation of wastewater treatment include an additional 3 ponds and expansion of the irrigation area at the Bamaga STP. This proposal assumes that under the base case these works would occur along with associated changes to the filtration and sedimentation infrastructure, though without the managed aeration of the ponds.

Under the EA, the STP can be developed to take over 8,000 EP in waste which is well in excess of current and projected demand. Forecast wastewater volumes for 2026 is approximately 900kL/day rising to 980kL/day by 2050. A new plant with a managed aerobic system including the following could cost in excess of \$6m:

- Clarifiers for removal of suspended solids.
- Aeration tanks, blowers, compressors, and/or mixers.
- Peripherals, including pumps, piping and valves.
- Chemical pumps for maintaining pH and nutrient levels to sustain the biomass.

Given much of the STP infrastructure is already in place or is a sunk cost as part of the planned upgrades, we consider options that are cost effective and adaptable to changes to infrastructure. The most feasible option given the depth of ponds and potential changes to the system is the installation of surface aerators at the Bamaga STP.

The scaling of the project de-risks it in several important ways, including:

- Low risk of overinvestment/manageability of capital.
- Low operating and maintenance costs.
- Adaptability to infrastructure investments/major changes in operations with uncertain timeframes.

Detailed engineering works must be undertaken to determine the appropriate method of surface aeration and capital to optimise the process. For the purposes of this report, we assume two surface aerators is sufficient to meet the needs of the Bamaga STP with detailed engineering and installation costs included (approximately \$100,000 in total).

Table C.1 outlines the project assumptions including key quantitative and qualitative aspects that affect operations having financial and economic implications explored later.

Table C.1: Project Assumptions

Assumption(s)	Details
kL Wastewater Treated in NPARC	2026: 896 kL/day 2050: 979 kL/day
Capital	Cost: \$100,000
Operating Costs	\$43,400/annum
CO <sub>2</sub> -e Reduction	2026: 198 t CO <sub>2</sub> -e 2050: 216 t CO <sub>2</sub> -e National Greenhouse and Energy Reporting (Measurement) Determination 2008. Population and infrastructure dependent.

Source: REA

Commented [MK1]: Check (think there is an A.1.1 reference in the report somewhere)



Other notable considerations include:

- Managed aerobic system may alter the rate at which water is treated, improving operating efficiency.

## Financial Appraisal

### Operating Costs and Revenues

Operating costs and revenues were analysed based on the assumptions presented in Table C.2 below. Costs and revenues are presented on a nominal basis based on annual inflation of 3% per annum.

For the purposes of the financial appraisal, the managed aerobic system is treated as an additional expense on top of the regular Bamaga STP expenses because it is non-essential infrastructure.

Table C.2: Profit and Loss Summary (Nominal \$)

Item	Year 1 Operations	Year 2 Operations	Year 3 Operations	Year 4 Operations	Year 5 Operations	Year 10 Operations
<b>Operating Revenue</b>						
NA	-	-	-	-	-	-
<b>Operating Costs</b>						
Operation	\$44,693	\$46,034	\$47,415	\$48,838	\$50,303	\$58,315
Repairs and Maintenance Allowance	\$0	\$2,652	\$2,732	\$2,814	\$2,898	\$3,360
<b>Total Operating Costs</b>	<b>\$44,693</b>	<b>\$48,687</b>	<b>\$50,147</b>	<b>\$51,652</b>	<b>\$53,201</b>	<b>\$61,675</b>
<b>EBITDA</b>	<b>(\$44,693)</b>	<b>(\$48,687)</b>	<b>(\$50,147)</b>	<b>(\$51,652)</b>	<b>(\$53,201)</b>	<b>(\$61,675)</b>

Source: REA

### Discounted Cash Flow Assessment

The Project was assessed on a discounted cash flow basis over 25 years (with construction and operations starting in 2026/27) at a range of nominal discount rates (3%, 6% and 10%).

Table Table B.3: Net Present Value (\$M)C.3 provides the NPV of the project under a scenario of no co-contribution from outside source and a scenario with 50%, 75% and 100% co-contribution<sup>6</sup>. Under all scenarios and all discount rates, the project has a negative NPV ranging between -\$0.6M and -\$1.3M owing to the high operating costs.

Table C.3: Net Present Value (\$M)

Discount Rate	No Capital Co-Contribution	50% Co-Contribution for Initial Plant Purchase	75% Co-Contribution for Initial Plant Purchase	100% Co-Contribution for Initial Plant Purchase
3%	(\$1.3)	(\$1.2)	(\$1.2)	(\$1.2)
6%	(\$0.9)	(\$0.9)	(\$0.9)	(\$0.8)
10%	(\$0.7)	(\$0.6)	(\$0.6)	(\$0.6)

Source: REA

### Sensitivity Testing

Sensitivity testing was undertaken using Monte Carlo simulation, which tests the impact of changes in input assumptions thousands of times based on a defined probability distribution. The simulation tested each of the variables in isolation with all other inputs held constant, with the results reported in the following table in terms of the modelled change in NPV resulting from the variance in the base assumptions at a discount rate of 6%. The final row of the table examines each assumption simultaneously to provide a 'combined' or overall sensitivity of the model findings to the assumptions used.

The sensitivity analysis applied the following variable distributions:

- Costs: Maximum 30% higher and lower than the base values.

<sup>6</sup> The source of co-contribution could be state or federal governments, or some other body other than NPARC.



- Benefits: A normal distribution with a standard deviation of 0.2.

The table below outlines the distribution of NPV allowing for a 10% confidence interval, with the '5%' and '95%' representing a 90% probability that the NPV will be within the range outlined in the table.

The table below shows, at a discount rate of 6%, there is a 90% probability the Project will provide an NPV of between -\$1.1 million and -\$0.8 million. Sensitivity testing returned a negative NPV across 100% of the 5,000 iterations run in the Monte Carlo analysis.

Table C.4: Monte Carlo Simulation

Cash Flow (\$M)	NPV (\$M) 6% Discount Rate	
	5 <sup>th</sup> Percentile	95 <sup>th</sup> Percentile
<b>Costs</b>		
Capital Costs	(\$0.9)	(\$0.9)
Operating Costs	(\$1.1)	(\$0.8)
<b>Revenues</b>		
NA	-	-
<b>Combined</b>	<b>(\$1.1)</b>	<b>(\$0.8)</b>

Source: REA

## Economic Impact Assessment

### Modelling Approach

This assessment leverages Input-Output modelling and considers the direct and flow-on economic activity associated with the Project during construction and once operational. Economic impacts have been assessed for the NPARC LGA.

Input-Output modelling describes economic activity through the examination of four types of impacts described in the table below.

Table C.5: Economic Indicators

Indicator	Description
Output	The gross value of goods and services transacted, including the cost of goods and services used in the development and provision of the final product. Care should be taken when using output as an indicator of economic activity as it counts all goods and services used in one stage of production as an input to later stages of production, thus overstating economic activity.
Gross Product	The value of output after deducting the cost of goods and services inputs in the production process. Gross product (e.g. Gross Regional Product (GRP)) defines a net contribution to economic activity.
Incomes	The wages and salaries paid to employees as a result of the Project either directly or indirectly.
Employment	Employment positions generated by the Project (either full time or part time, directly or indirectly). Employment is reported in terms of Full-Time Equivalent (FTE) positions (i.e. full-time person-years).

Source: REA

Input-Output modelling estimates show the impacts of direct spending in a particular industry as well as from Production-induced impacts (Type I) or Consumption-induced impacts (Type II):

- **Production-induced impacts (Type I)** show the industrial support effects of additional activities undertaken by supply chain industries increasing their production in response to the initial direct spending, and in-turn those industries' supply chain responding to the increase in activity.
- **Consumption-induced impacts (Type II)** estimate the re-circulation of labour income earned as a result of the initial spending through other industry impacts (or impacts from increased household consumption).

The estimates of economic impacts consider both production and consumption-induced flow-on impacts. Consumption-induced impacts are commonly considered to overstate economic activity and therefore the types of flow-on impacts are reported separately.

### Assumptions



- **Construction:** For modelling purposes, proposed capital expenditure was allocated to industry sectors represented in the Input-Output model, based on Australia and New Zealand Standard Industrial Classification (ANZSIC) categories as follows:

Table C.6: Capital Expenditure Modelling Assumptions

ANZSIC	\$'000	Notes
Heavy and Civil Engineering Construction	\$60	100% of activity occurs within region, with 100% being retained by local companies and labour.
Professional, Scientific and Technical Services	\$40	100% of activity occurs within region, with 100% being retained by local companies and labour.
<b>Total</b>	<b>\$100</b>	

Source: REA

- **Operations:** We do not expect a material increase in employment or economic activity as a result of the Project compared to current wastewater operations.

#### **Model Results**

- **Construction Phase:** During installation of the composter is projected to generate the following economic impacts for NPARC:
  - \$131 thousand in output (\$100 thousand directly).
  - \$61 thousand contribution to GRP (\$44 thousand direct contribution).
  - \$39 thousand in wages and salaries paid to local workers (\$28 thousand directly).
  - 0.3 FTE jobs (0.2 direct FTE).

The following table summarises the impacts estimated to be generated through construction activity.

Table C.7: Construction Impacts

Impact	Output (\$'000)	GRP (\$'000)	Incomes (\$'000)	Employment (FTE)
Direct	\$100	\$44	\$28	0.2
Production Induced	\$18	\$8	\$6	0.1
Consumption Induced	\$13	\$8	\$5	0.1
<b>Total Impact</b>	<b>\$131</b>	<b>\$61</b>	<b>\$39</b>	<b>0.3</b>

Note: Totals may not sum due to rounding.  
Source: REA

## **Cost Benefit Assessment**

### **Modelling Approach**

Cost-Benefit Analysis (CBA) is an analytical tool used to inform decisions regarding complex projects or policy. CBAs are recognised as an important tool in assessing the net benefit (or cost) that a project will have economically, socially, and environmentally. A CBA will consider all benefits and costs of undertaking a project and produce several standard outputs. These outputs can be benchmarked and allow policy makers and the public to quickly assess the benefits of an individual project to society and its benefits relative to other projects.

This CBA was carried out using a discounted cashflow (DCF) approach to analyse all costs and benefits that would occur if the Project were to proceed. In this sense, two scenarios were considered:

- **A baseline ('without the project') scenario:** Which assumes that the Project does not proceed, and CO<sub>2</sub>-e emissions continue to increase as organic waste in landfill increases.
- **A 'with the project' scenario:** Which assumes the Project proceeds, and all wastewater is treated in a managed aerobic system, reducing CO<sub>2</sub>-e emissions.

The CBA considered the effect of real costs and benefits (which excludes inflation) over a period of 30 years (from YE June 2026 to YE June 2055) at a range of real discount rates (3%, 6%, and 10%).



The geographic boundary for this assessment is the NPARC LGA.

In a CBA framework, decisions are made based on two criteria, Net Present Value (NPV) and the Benefit Cost Ratio (BCR). The NPV shows the difference between the present value of all future benefits and all future costs. The BCR is calculated by dividing the present value of future benefits by the present value of the future costs. A project is deemed 'desirable' if the NPV is positive and the BCR is above '1'. In general, if the NPV is negative and the BCR is below '1', the Project is deemed as undesirable as the future costs will outweigh the benefits.

#### **Definition of Costs and Benefits**

The following costs and benefits have been considered and are described in more detail in the following sections.

#### **Costs**

- **Capital Costs:** The major components of the STP are in place or planned to be. For the purposes of this report, we assume surface aerators are sufficient to meet the needs of the Bamaga STP with detailed engineering and installation costs included (approximately \$100,000 in total).
- **Maintenance Costs:** Maintenance and servicing costs are estimated at 2.5% of the capital cost.
- **Operating Costs:** Based on desktop research the operating costs for surface aerators in a managed aerobic system.

#### **Benefits**

- **Value from reduced CO<sub>2</sub>-e Emissions:** Based on National Greenhouse and Energy Reporting (Measurement) Determination 2008, managed aerobic systems produce no quantifiable CH<sub>4</sub> and hence going moving to a managed aerobic system eliminates all CO<sub>2</sub>-e produced by the STP. CO<sub>2</sub>-e prices are based on NSW Treasury (2024) Investment Framework values ranging from \$131/t in 2026 to \$350/t in 2050.

#### **Costs and Benefits Not Included**

The following factors have not been included due to data limitations:

- **Improved water treatment:** The project would improve the processes of the STP, however, at this stage it is difficult to quantify this benefit.

These impacts are predominantly positive and would serve to increase the results of the analysis, if they were quantified.

#### **Results**

The results of the CBA for the Project are highlighted in the following table (Table C.8).

Table C.8: Present Values of Costs and Benefits

Discount Rate	Present Value Costs (\$M)	Present Value Benefits (\$M)	Net Present Value (\$M)	Benefit Cost Ratio
3%	\$1.0	\$1.2	\$0.2	1.2
<b>6%</b>	<b>\$0.8</b>	<b>\$0.8</b>	<b>\$0.1</b>	<b>1.1</b>
10%	\$0.6	\$0.5	(\$0.0)	0.9

Note: Totals may not sum due to rounding.  
Source: REA

**At the selected real discount rate of 6% for this project the analysis yields a NPV of \$0.1 million and a BCR of 1.1 meaning that it is economically desirable and is a net gain.** At 6% discount rate, for every \$1 in costs associated with the project, there is \$1.1 of benefit. The project yields an Internal Rate of Return (IRR) of 7.7%.

#### **Sensitivity Testing**

Sensitivity testing was undertaken using Monte Carlo simulation, which tests the impact of changes in input assumptions thousands of times based on a defined probability distribution. The simulation tested each of the variables in isolation with all other inputs held constant, with the results reported in the following table in terms of the modelled change in NPV resulting from the variance in the base assumptions at a discount rate of 6%. The final row of the table examines each assumption simultaneously to provide a 'combined' or overall sensitivity of the model findings to the assumptions used.



The sensitivity analysis applied the following variable distributions:

- Costs: Maximum 30% higher and lower than the base values.
- Benefits: A normal distribution with a standard deviation of 0.2.

The table below outlines the distribution of NPV allowing for a 10% confidence interval, with the '5%' and '95%' representing a 90% probability that the NPV will be within the range outlined in the table.

The table below shows, at a discount rate of 6%, there is a 90% probability the Project will provide an NPV of between -\$0.2 million and \$0.3 million. Sensitivity testing returned a positive NPV across 63.4% of the 5,000 iterations run in the Monte Carlo analysis.

Table C.9: Monte Carlo Simulation

Cost/Benefit (\$M)	NPV (\$M) 6% Discount Rate	
	5 <sup>th</sup> Percentile	95 <sup>th</sup> Percentile
<b>Costs</b>		
Capital Costs	\$0.0	\$0.1
Operating Costs	(\$0.1)	\$0.2
<b>Benefits</b>		
CO2-e Reduction Benefit	(\$0.2)	\$0.3
<b>Combined</b>	(\$0.2)	\$0.3

Source: REA

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## Appendix D: E-mobility Transport

The following sections provides an overview of the economic and regulatory context of E-mobility transport, and provides the foundational assumptions for the high-level Business Case for an e-bike rebate scheme in NPARC (the Project). The high level business case includes:

- A financial appraisal of the costs to NPARC over 25 years.
- An Economic Impact Assessment (EIA) of the Project considering the direct and flow on impacts to the NPA.
- A Cost Benefit Analysis (CBA) of the Project, estimating the long-term net benefits to the NPA community.

### 5.2 E-mobility

The maturing of E-mobility technologies presents opportunities for the communities of Injinoo, Umagico, Bamaga, New Mapoon, and Seisia to leapfrog conventional transport technology options, and shift towards innovative, affordable, equitable and environmentally friendly alternatives, reducing social disadvantage for remote and regional communities.

As ERGON implements the NPA Microgrid, E-mobility and decarbonising transport will be able to strategically leverage the microgrid infrastructure to achieve transformative social outcomes by aligning sustainable energy systems with community transportation needs. The microgrid will provide the reliable and renewable energy foundation required to support a diverse range of E-mobility solutions, which may include electric buses, cars, and e-bikes, directly addressing the mobility challenges faced by NPA residents, such as lack of public transport, high fuel costs and high reliance on private vehicles.

This program addresses the urgent need for accessible and affordable transport in the NPA, an area lacking public transport, where the population is dispersed across 5 communities, and where 22.6% of households do not own a motor vehicle.

Photo D.1: Fuel Prices in May 2025

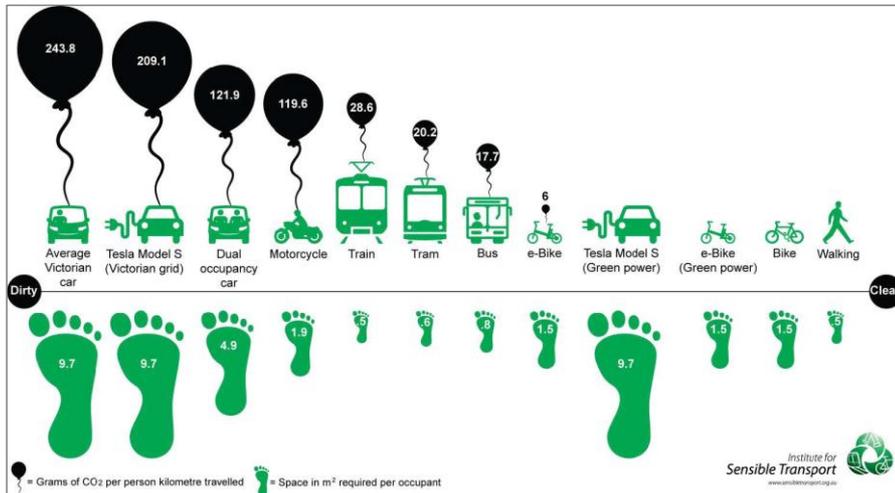


Source: Planz

Several vehicle options exist for E-mobility that are covered by Queensland regulation including: e-scooters, e-bikes, e-skateboards and self-balancing single wheeled devices. Vehicles are limited by speed to 25km/h when the electric motor is being used, to only be designed for single person transport, weight of no more than 60kg in mass without load, etc. meaning that E-mobility vehicles are most suited for short-distance travel.



Figure D.1: Emissions Intensity and Space Consumption, Different Transport Modes



Source: Institute for Sensible Transport

### 5.3 Transport CO<sub>2</sub>-e

On a national level, 21% of CO<sub>2</sub>-e emissions come from the transport sector, of this 60% are attributable to passenger and light commercial vehicles. As Australia transitions to sourcing more of its electricity needs from renewable energy, transport is set to become our largest emitter of CO<sub>2</sub>-e (DCCEEW, 2025).

NPARC is set to follow a similar trend based on the assumption that Ergon develop their solar farm and BESS project in the next 5 years (before 2030), with transport potentially accounting for 22% of CO<sub>2</sub>-e emissions by 2050. Considering this projection is under the optimistic scenario for transport’s CO<sub>2</sub>-e profile, transport should be treated as a priority area for addressing CO<sub>2</sub>-e emissions in NPARC.

The CEMP (2024) estimated that for 20% (3,450 t CO<sub>2</sub>-e) of total baseline emissions in 2022. These emissions are set to grow by approximately 0.5% p.a. to 4,000 t CO<sub>2</sub>-e by 2050 without intervention.

Though transport is a key area in addressing CO<sub>2</sub>-e emissions in NPARC, logistical and economic barriers make the adoption of strategies outlined in CEMP (2024) are unlikely to occur without large capital spend on vehicles and infrastructure, with some key pieces of infrastructure (charging stations along the Peninsula Development Road (PDR), charged by renewables) being outside NPARC’s area of influence.

### 5.4 Transport in NPARC

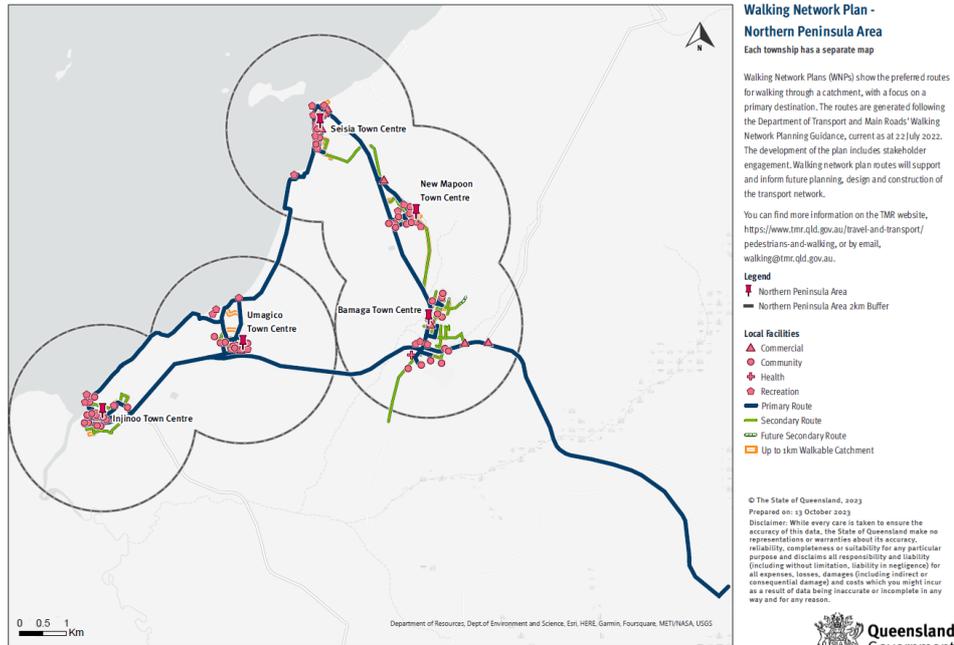
There is great difficulty in ascertaining transport data for NPARC, with one of the few sources being travel to work methods published in the ABS census, though this only accounts for a small portion of the km travelled by individuals in NPARC. It is known that passenger vehicle transport makes up the majority of transport for travel to work (TTW), indicating that this would also be the most common form of transport outside of TTW. A significant portion of workers travel less than 3.5km to work with over 100 individuals travelling in a car as little as 1km.

The majority of travel is between communities in NPARC for either work, purchase of goods and services, visiting family or recreational activity. Notably, locals must travel outside of community, as far as Cairns, for essential services while many workers travel similar distances to service the community (mix of flight, ferry and road travel). Roads connecting the communities are sealed bitumen, however, large sections of the PDR are unsealed. There is no regular form of public transport. There is a sealed footpath/bikeway between Injinoo and Umagico with plans to connect Umagico to Bamaga in the near future.

The Department of Transport and Main Roads has prepared Priority Pedestrian and Cycle Route Maps for the NPA, these maps provide the delivery priority for state and local government, and are the basis for funding applications.



Figure D.2: The Walking Network Plan for NPA



Source: TMR (2023)

Unregistered vehicles, disqualified licences, unaccompanied learners and defective vehicle infringements are relatively high compared to broader Queensland. With little option outside of walking from one community to the next – and given the distances between communities, in addition to climate (heat, rain) – the risk of a traffic offence is, relative to other parts of Queensland, a smaller consideration when residents are choosing their mode of transport for their daily needs.

### Stakeholder Engagement

Engagement with stakeholders highlighted several important factors regarding transport and E-mobility in NPARC:

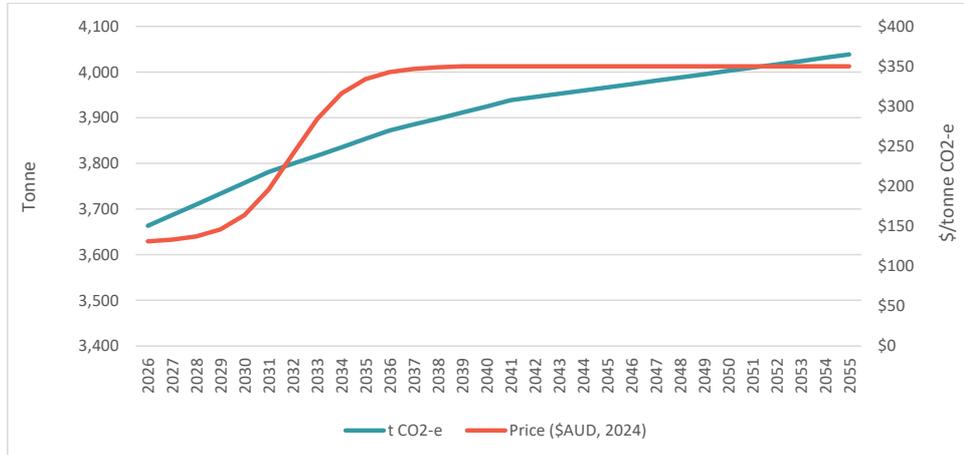
- It was advised that the Council is keen to look at new technologies and has an Ee-fleet program to introduce hybrid vehicles into Council's fleet.
- Council already has some hybrid vehicles.
- grant funding to extend footpaths in certain areas (Umagico to Bamaga) has been received with the specifications done.
- here are electric hybrid vehicles in Council's fleet.
- there is a need for local transport and that e-bikes and e-scooters could be considered.
- The social benefits to the community were recognised including allowing for better connection between communities, homes and places of work – creating greater independence for those with no access to a car for example improving employment opportunities by creating a means for people to get to work.

### Forecast Transport Related CO2-e Production in NPARC

Growth in total CO2-e from transport will decline over the forecast with this potentially being the most pessimistic forecast, not taking into account potential for large shifts in fuel efficiency. However, as consumers tend to increase their total kms travelled when transport costs decrease, nullifying to a large extent environmental gains from increased fuel efficiency.



Figure D.3 : NPARC Transport CO2-e Emissions and Prices



Source: REA, Deloitte Touche Tohmatsu (2024)

#### **E-mobility Rebate Project Proposal**

**E-mobility Vehicles:** Several different E-mobility vehicle options are available in Queensland, however, most suitable for the NPARC is likely e-bikes with off-road capability and electric cargo bikes, given that some sections of road users wish to travel on may be in poor condition or unsealed and distances between communities.

**Project Proposal:** It is proposed that NPARC, with the assistance of grant funding by State or Federal Governments, implement a 50% rebate on electric bikes purchased that meet the eligibility criteria of the Queensland Government's previous e-mobility Rebate Scheme. Administration of the scheme would occur locally. The vehicle would be owned and maintained by the individual; however, Council might consider public charging stations at important nodes such as shops and managing a dedicated servicing site to encourage uptake of the scheme.

The E-mobility program responds to the needs of the NPA community, including people who cannot, should not, or prefer not to own and operate a motor vehicle, including:

- 22.6% of households that do not have a motor vehicle (compared to 5.7% for Queensland and 6.3% for Cairns)
- 38.3% of the population under 17 years of age who are not old enough to obtain a driver's license (compared to 21% for Queensland and 21.4% for Cairns)
- Seniors who do not or should not drive.
- Adults who cannot drive due to disability or lack of driver's license
- Drivers whose vehicle is temporarily unavailable.
- People who want to walk or bike for enjoyment and health.
- Households with low incomes that want or have to minimise transport expenses i.e. 100% of the population.

There are currently no public transport services within the NPA. Residents are reliant on driving or walking, and due to this lack of accessibility, are often isolated from employment, education, and health services and opportunities, as well as other essential services.

As ERGON implements the NPA Microgrid, eMobility and decarbonising transport will be able to strategically leverage the microgrid infrastructure to achieve transformative social outcomes by aligning sustainable energy systems with community transportation needs. The microgrid will provide the reliable and renewable energy foundation required to support a diverse range of E-mobility solutions, which may include electric buses, cars, and e-bikes, directly addressing the mobility challenges faced by NPA residents, such as lack of public transport, high fuel costs and high reliance on private vehicles.



Table D.1 outlines the project assumptions including key quantitative and qualitative aspects that affect operations having financial and economic implications explored later.

Table D.1: Project Assumptions

Assumption(s)	Details
Drivers now on e-bikes	2026: 195 2050: 213 It is assumed that a portion of the population that drive less than 3.5km to work will choose to travel to work via electric bike, saving the individual money. It is further assumed that drivers that would otherwise have driven vehicles against the law will opt to travel via e-bike.
Km travelled per annum	2026: 143,230 2050: 157,902 Distances are assumed to be short for TTW, averaging 2.1km. Distance for infringing drivers is assumed to average 12km a trip given distances between communities, though the frequency of this trip is approximately 1 per week.
Capital	Cost: \$1.7M Average cost \$8,500 per vehicle
Vehicle Operating Cost Saving	~\$0.20/vkt
CO2-e Avoided	2026: 37 t CO2-e 2050: 41 t CO2-e

Source: REA

#### Other Considerations

- The relative low cost of implementation combined with its utility for intra-regional transport make this option highly appealing.
- It does not eliminate the need for cars for long-distance travel or the transport of small loads (e.g. furniture) which may lead to over capitalisation on transport methods (duplication).
- CO2-e impact is heavily dependent upon Ergon's investment decision on the Solar and BESS project.

## 5.5 Financial Appraisal

### Operating Costs and Revenues

Operating costs were analysed based on the assumptions presented in Table D.1 below. Costs are presented on a nominal basis based on annual inflation of 3% per annum.

Table D.2: Profit and Loss Summary (Nominal \$)

Item	Year 1 Operations	Year 2 Operations	Year 3 Operations	Year 4 Operations	Year 5 Operations	Year 10 Operations
<b>Operating Revenue</b>						
NA	-	-	-	-	-	-
<b>Operating Costs</b>						
Rebates Issued Through Scheme	\$853,613	\$9,018	\$9,288	\$9,567	\$9,854	\$5,712
Operating Cost of Scheme	\$42,681	\$451	\$464	\$478	\$493	\$286
<b>EBITDA</b>	<b>(\$896,293)</b>	<b>(\$9,469)</b>	<b>(\$9,753)</b>	<b>(\$10,045)</b>	<b>(\$10,347)</b>	<b>(\$5,997)</b>

Source: REA



### Discounted Cash Flow Assessment

The Project was assessed on a discounted cash flow basis over 25 years (with operation of the scheme starting in 2026/27) at a range of nominal discount rates (3%, 6% and 10%).

Table B.3: Net Present Value (\$M) Table D.3 provides the NPV of the project under a scenario of no co-contribution from outside source and a scenario with 50%, 75% and 100% co-contribution<sup>7</sup>. Under all scenarios and all discount rates, the project has a negative NPV ranging between \$0.0M and -\$1.0M owing to the high operating costs.

Table D.3: Net Present Value (\$M)

Discount Rate	No Capital Co-Contribution	50% Co-Contribution for Initial Plant Purchase	75% Co-Contribution for Initial Plant Purchase	100% Co-Contribution for Initial Plant Purchase
3%	(\$1.0)	(\$0.5)	(\$0.3)	(\$0.0)
6%	(\$1.0)	(\$0.5)	(\$0.3)	(\$0.0)
10%	(\$1.0)	(\$0.5)	(\$0.3)	(\$0.0)

Source: REA

### Sensitivity Testing

Sensitivity testing was undertaken using Monte Carlo simulation, which tests the impact of changes in input assumptions thousands of times based on a defined probability distribution. The simulation tested each of the variables in isolation with all other inputs held constant, with the results reported in the following table in terms of the modelled change in NPV resulting from the variance in the base assumptions at a discount rate of 6%. The final row of the table examines each assumption simultaneously to provide a 'combined' or overall sensitivity of the model findings to the assumptions used.

The sensitivity analysis applied the following variable distributions:

- Costs: Maximum 30% higher and lower than the base values.
- Benefits: A normal distribution with a standard deviation of 0.2.

The table below outlines the distribution of NPV allowing for a 10% confidence interval, with the '5%' and '95%' representing a 90% probability that the NPV will be within the range outlined in the table.

The table below shows, at a discount rate of 6%, there is a 90% probability the Project will provide an NPV of between -\$1.1 million and -\$0.8 million. Sensitivity testing returned a negative NPV across 100% of the 5,000 iterations run in the Monte Carlo analysis.

Table D.4: Monte Carlo Simulation

Cash Flow (\$M)	NPV (\$M) 6% Discount Rate	
	5 <sup>th</sup> Percentile	95 <sup>th</sup> Percentile
<b>Costs</b>		
Rebates Issued Through Scheme	(\$1.1)	(\$0.8)
Operating Cost of Scheme	(\$0.9)	(\$0.9)
<b>Revenues</b>		
NA	-	-
<b>Combined</b>	<b>(\$1.1)</b>	<b>(\$0.8)</b>

Source: REA

### Economic Impact Assessment

#### Modelling Approach

This assessment leverages Input-Output modelling and considers the direct and flow-on economic activity associated with the Project during construction and once operational. Economic impacts have been assessed for the NPARC LGA.

Input-Output modelling describes economic activity through the examination of four types of impacts described in the table below.

<sup>7</sup> The source of co-contribution could be state or federal governments, or some other body other than NPARC.



Table D.5: Economic Indicators

Indicator	Description
Output	The gross value of goods and services transacted, including the cost of goods and services used in the development and provision of the final product. Care should be taken when using output as an indicator of economic activity as it counts all goods and services used in one stage of production as an input to later stages of production, thus overstating economic activity.
Gross Product	The value of output after deducting the cost of goods and services inputs in the production process. Gross product (e.g. Gross Regional Product (GRP)) defines a net contribution to economic activity.
Incomes	The wages and salaries paid to employees as a result of the Project either directly or indirectly.
Employment	Employment positions generated by the Project (either full time or part time, directly or indirectly). Employment is reported in terms of Full-Time Equivalent (FTE) positions (i.e. full-time person-years).

Source: REA

Input-Output modelling estimates show the impacts of direct spending in a particular industry as well as from Production-induced impacts (Type I) or Consumption-induced impacts (Type II):

- **Production-induced impacts (Type I)** show the industrial support effects of additional activities undertaken by supply chain industries increasing their production in response to the initial direct spending, and in-turn those industries' supply chain responding to the increase in activity.
- **Consumption-induced impacts (Type II)** estimate the re-circulation of labour income earned as a result of the initial spending through other industry impacts (or impacts from increased household consumption).

The estimates of economic impacts consider both production and consumption-induced flow-on impacts. Consumption-induced impacts are commonly considered to overstate economic activity and therefore the types of flow-on impacts are reported separately.

#### **Assumptions**

- **Operations:** Once operational, the scheme will see nearly 200 e-bikes in the community with this number growing into the future. There is an opportunity for a small retail-service model in community. Based on Vehicle Operating cost assumptions, expenditure of approximately \$30,000 per year will be spent in the Australian and New Zealand Standard Industrial Classification (ANZSIC) industry Other Repair and Maintenance.

#### **Model Results**

- **Operational Phase:** The repair and maintenance of e-bikes is projected to make the following ongoing annual impact to the NPARC economy of:
  - \$51 thousand in output (\$40 thousand directly).
  - \$21 thousand contribution to GRP (\$15 thousand direct contribution).
  - \$14 thousand in wages and salaries paid to local workers (\$11 thousand directly).
  - 0.2 FTE jobs (0.2 direct FTE).

The following table summarises the impacts estimated to be generated through operational activity.

Table D.6: Operational Impacts

Impact	Output (\$'000)	GRP (\$'000)	Incomes (\$'000)	Employment (FTE)
Direct	\$40	\$15	\$11	0.2
Production Induced	\$6	\$3	\$2	0.0
Consumption Induced	\$5	\$3	\$2	0.0
<b>Total Impact</b>	<b>\$51</b>	<b>\$21</b>	<b>\$14</b>	<b>0.2</b>

Note: Totals may not sum due to rounding.



Source: REA

## Cost Benefit Assessment

### Modelling Approach

Cost-Benefit Analysis (CBA) is an analytical tool used to inform decisions regarding complex projects or policy. CBAs are recognised as an important tool in assessing the net benefit (or cost) that a project will have economically, socially, and environmentally. A CBA will consider all benefits and costs of undertaking a project and produce several standard outputs. These outputs can be benchmarked and allow policy makers and the public to quickly assess the benefits of an individual project to society and its benefits relative to other projects.

This CBA was carried out using a discounted cashflow (DCF) approach to analyse all costs and benefits that would occur if the Project were to proceed. In this sense, two scenarios were considered:

- **A baseline ('without the project') scenario:** Which assumes that the Project does not proceed, and CO<sub>2</sub>-e emissions continue to increase as organic waste in landfill increases.
- **A 'with the project' scenario:** Which assumes the Project proceeds, and e-bike usage in place of passenger vehicles for short distance travel increases, reducing CO<sub>2</sub>-e emissions.

The CBA considered the effect of real costs and benefits (which excludes inflation) over a period of 30 years (from YE June 2026 to YE June 2055) at a range of real discount rates (3%, 6%, and 10%).

The geographic boundary for this assessment is the NPARC LGA.

In a CBA framework, decisions are made based on two criteria, Net Present Value (NPV) and the Benefit Cost Ratio (BCR). The NPV shows the difference between the present value of all future benefits and all future costs. The BCR is calculated by dividing the present value of future benefits by the present value of the future costs. A project is deemed 'desirable' if the NPV is positive and the BCR is above '1'. In general, if the NPV is negative and the BCR is below '1', the Project is deemed as undesirable as the future costs will outweigh the benefits.

### Definition of Costs and Benefits

The following costs and benefits have been considered in Table D.6.

Table D.7: Costs and Benefits

Drivers	Value/unit
<b>Costs</b>	
Capital	\$8,500/e-Bike
Battery Replacement (every 5 years)	\$500/e-Bike
Operating Cost of Scheme (includes training and community outreach)	2.5% of Capital
Costs associated with e-Bikes	
Travel Time Cost	\$20.62/h
Accident Cost	\$0.24/vkt
<b>Benefits</b>	
Benefits associated with e-Bikes	
VOC Cost Saving	\$0.20/vkt
Air Pollution	\$0.01/vkt
Noise	\$0.008/vkt
Soil and Water	\$0.003/vkt
Nature and Landscape	\$0.002/vkt
Biodiversity	\$0.001/vkt
Roadway Provision Saving	\$0.08/vkt
Health Benefits	\$2.21/vkt
Fuel	Diesel: 280c/l Petrol: 270c/l
CO <sub>2</sub> -e Reduction	2030: 38t @ \$164/t 2050: 41t @ \$350/t



Source: REA, TfNSW (2025)

### **Costs and Benefits Not Included**

The following factors have not been included due to data limitations:

- **Reduced Passenger Vehicle Operation:** Reduced travel by cars will have a positive environmental impact.
- **Improving Access to Employment** through enhanced mobility for job seekers by mitigating transport barriers due to high costs of private vehicles. The program will provide affordable e-bikes enabling individuals to attend job interviews, access job training, and reach workplaces that would otherwise be challenging or costly to access.
- **Supporting Low-Income Individuals** by providing low-cost transport option, enables individuals to overcome transport costs and lack of transport options, which often make employment inaccessible to low-income households.
- **Ongoing Maintenance and Operations Jobs:** The continuous need for e-bike repairs, battery replacements, and other servicing activities will create sustainable, long-term jobs in the community, providing steady employment for local technicians and service staff.
- **Community Engagement and Training Roles:** as part of the operating cost of the program the promotion of the E-mobility program and education and training on how to best use an e-bike will generate additional value add for the economy.
- **Social and Economic Mobility:** Increased access to reliable, affordable transport leads to greater economic participation, allowing residents to access broader job markets.
- **Expanded Local Economy:** As more individuals can consistently access employment, local spending and economic activity will increase, promoting additional business development in areas such as retail, service provision, and hospitality.
- **Social Inclusion:** Affordable transport options reduce isolation and support participation in the local economy, especially for those without reliable vehicle access.

These impacts are predominantly positive and would serve to increase the results of the analysis, if they were quantified and included.

### **Results**

The results of the CBA for the Project are highlighted in the following table (Table D.7).

Table D.8: Present Values of Costs and Benefits

Discount Rate	Present Value Costs (\$M)	Present Value Benefits (\$M)	Net Present Value (\$M)	Benefit Cost Ratio
3%	\$5.6	\$7.1	\$1.5	1.3
6%	\$4.5	\$5.1	\$0.6	1.1
10%	\$3.6	\$3.6	(\$0.1)	1.0

Note: Totals may not sum due to rounding.  
Source: REA

**At the selected real discount rate of 6% for this project the analysis yields a NPV of \$0.6 million and a BCR of 1.1 meaning that it is economically desirable and provides a net benefit.** At 6% discount rate, for every \$1 in costs associated with the project, there is \$1.1 of benefit. The project yields an Internal Rate of Return (IRR) of 9.5%.

Under the Base Case scenario (without Project scenario), none of the identified benefits would be captured nor any of the costs incurred. As such, the scenario with the Project provides positive economic and social benefits.

### **Sensitivity Testing**

Sensitivity testing was undertaken using Monte Carlo simulation, which tests the impact of changes in input assumptions thousands of times based on a defined probability distribution. The simulation tested each of the variables in isolation with all other inputs held constant, with the results reported in the following table in terms of the modelled change in NPV resulting from the variance in the base assumptions at a discount rate of 6%. The final row of the table examines each assumption simultaneously to provide a 'combined' or overall sensitivity of the model findings to the assumptions used.

The sensitivity analysis applied the following variable distributions:



- Costs: Maximum 30% higher and lower than the base values.
- Benefits: A normal distribution with a standard deviation of 0.2.

The table below outlines the distribution of NPV allowing for a 10% confidence interval, with the '5%' and '95%' representing a 90% probability that the NPV will be within the range outlined in the table.

The table below shows, at a discount rate of 6%, there is a 90% probability the Project will provide an NPV of between -\$0.6 million and \$1.7 million. Sensitivity testing returned a positive NPV across 78.9% of the 5,000 iterations run in the Monte Carlo analysis.

Table D.9: Monte Carlo Simulation

Cost/Benefit (\$M)	NPV (\$M) 6% Discount Rate	
	5 <sup>th</sup> Percentile	95 <sup>th</sup> Percentile
<b>Costs</b>		
Capital Costs	\$0.2	\$0.9
Operating Costs	\$0.6	\$0.6
Net Negative Externality of e-bike Transport	\$0.4	\$0.7
<b>Benefits</b>		
Health Benefit	(\$0.5)	\$1.7
CO2-e Reduction Benefit	\$0.5	\$0.6
<b>Combined</b>	<b>(\$0.6)</b>	<b>\$1.7</b>

Source: REA

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## Appendix E: Carbon Offset Investment Fund

The following sections provides an overview of the economic context of tourism in NPA, and provides the foundational assumptions for the high-level Business Case for a Carbon Offset Investment Fund in NPARC (the Project). The high level business case includes:

- A financial appraisal of the costs to NPARC over 25 years.
- An Economic Impact Assessment (EIA) of the Project considering the direct and flow on impacts to the NPA.
- A Cost Benefit Analysis (CBA) of the Project, estimating the long-term net benefits to the NPA community.

### NPA Tourism Context

The region is a significant drive-tourism destination as the gateway to Cape York and the Torres Strait. The most notable tourism destination in region being Pajinka, the northern most point of mainland Australia. There are an estimated 80,000 visitors to Cape York per annum, representing roughly 20,000 to 30,000 vehicles per annum, (Burt, 2021).

### NPA Offset Fee Legislative Context

Under the *Local Government Act 2009*, local governments in Queensland are empowered to levy various types of charges, including special charges, to fund specific services or infrastructure that provide a particular benefit to certain properties. According to Section 92 of the Act, local governments may levy the following:

- General rates: Applied to all rateable land to fund general services.
- Separate rates and charges: Levied for specific services, facilities, or activities that benefit particular land.
- Special rates and charges: Imposed on land that receives a special benefit from a service, facility, or activity. Examples include:
  - Maintaining roads in an industrial area heavily used by heavy vehicles.
  - Replacing drainage systems in a specific part of the local government area.
  - Promoting tourism that benefits businesses in a particular location.

To impose a special charge, a local government must:

1. Identify the benefited land: Determine which properties will receive the special benefit.
2. Develop an overall plan: Outline the service, facility, or activity to be funded, including cost estimates and timelines.
3. Pass a resolution: Formally decide to levy the special charge, specifying details such as the rate, purpose, and the land to which it applies.

The identification of specific land that will benefit from the special charge is critical to the successful application of the Carbon Reduction Special Charge.

### Tourism CO<sub>2</sub>-e

Drive tourism has a significant impact on Australia's CO<sub>2</sub>-e emissions. For the purposes of this report we do not directly account for these emissions in the analysis of NPARC CO<sub>2</sub>-e profile given that these emissions do not occur in NPARC for the most part and NPARC having little to no control over drive tourism.

### Stakeholder Engagement

Engagement with stakeholders highlighted several important factors regarding tourism in NPARC and the Jardine Ferry:

- People might be prepared to pay \$5 or \$10 as opposed to the higher figures based on assumptions made in the CEMP (2024) sections 9.6.1 and 9.6.2.
- The ferry is 40 years old and needs maintenance. A new ferry would cost about \$5M.
- Any suggested fee should be accompanied by an education and marketing campaign.

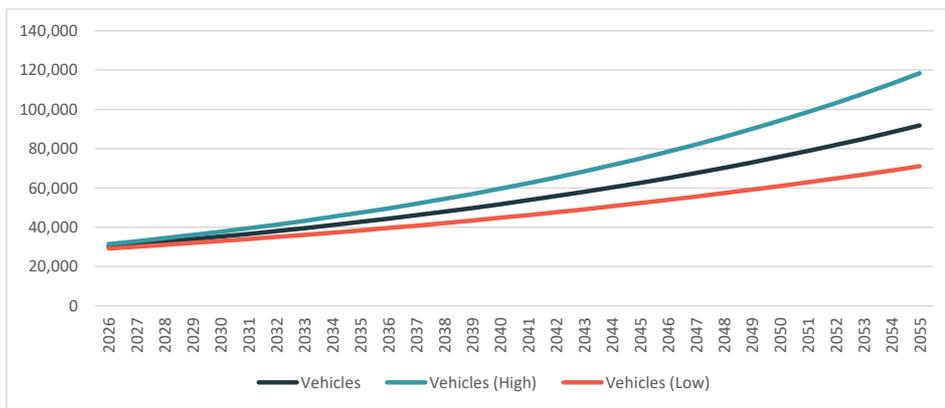


- If a bridge were built over the Jardine River it would be easy to identify locals but not tourists versus businesses that need to bring goods in by road.
- Access to telecommunications at the ferry is available through Telstra or Starlink.
- A percentage of the ferry fees collected goes to the Apudthama Land Trust.

**Forecast Tourism in NPARC**

Vehicle visitations by drive tourists are expected to steadily increase into the future with a potential average annual growth between 3.1% and 4.7%.<sup>9</sup> By 2050 this would mean that between 61,000 and 94,000 vehicles may be entering the region.

Figure E.1: NPARC Vehicles



Source: REA

**Carbon Offset Investment Fund Project Proposal**

The following subsection considers the project case of Carbon Offset Investment Fund.

**Carbon Offset Investment Fund**

A fee charged on tourist vehicles crossing the Jardine River would allow the community to offset part of their carbon footprint by investment in re-vegetation and land amendments that improve environmental outcomes.

Given the current legislative context, the charge must be levied on and associated with a benefited land. The Lockerbie Scrub, for example, contains a number of campsites that tourists crossing the Jardine River use, with part of the charge at the Jardine Ferry already being associated with campsite usage (i.e. there is no National Parks charge on camping in the parks of NPARC). Theoretically a similar charge could be levied for the purposes of environmental restoration/rehabilitation of land that is associated with a tourism use. With the environmental rehabilitation focussing on revegetation and other activities that improve tourism amenity and sequester carbon.

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The fee would have a minor positive impact on environmental outcomes and reduce total CO<sub>2</sub>-e emissions because it increases the cost of drive tourism. However, the exact direct impact this would have is very difficult to quantify without further study. This improved environmental impact must also be weighed against the economic cost of tourists spending less in region.

Table E.1 outlines the project assumptions including key quantitative and qualitative aspects that affect operations having financial and economic implications explored later.

Table E.1: Project Assumptions

Assumption(s)	Details
Legal and Media and Other Professional Services in establishment of charge. Collection Station at Jardine River Ferry	\$100,000 Legal advice for the application of a Special Charge.

<sup>9</sup> Broadly in line with historic domestic overnight tourism growth available through Tourism Research Australia.



Assumption(s)	Details
	Initial education and media campaign to minimise negative impacts of fee on tourist perceptions. Collection of vehicle access levy at Jardine River ferry. Collection of vehicle access levy through online channels.
Labour and Administration	\$5,000+5% on fees raised
Charge/vehicle	\$5

Source: REA

#### Other Considerations

- It is essential that neighbouring LGAs, community and First Nations groups be consulted with during this process, as Pajinka (the primary drive-tourist destination in region) is located within Torres Shire Council's boundaries and not NPARC.
- How the fee proposal is presented to the public will influence visitor sentiments and hence could have a negative impact on visitor numbers.
- There are several routes at which the levy could be raised, however, specifics on the method of raising the levy must be ironed out, particularly the legal method of doing so.

#### Financial Appraisal

##### Operating Costs and Revenues

Operating costs and revenues were analysed based on the assumptions outlined in Table E.1 and are presented in Table E.2 below. Costs and revenues are presented on a nominal basis based on annual inflation of 3% per annum.

Table E.2: Profit and Loss Summary (Nominal \$)

Item	Year 1 Operations	Year 2 Operations	Year 3 Operations	Year 4 Operations	Year 5 Operations	Year 10 Operations
<b>Operating Revenue</b>						
Revenue from Fee	\$155,892	\$166,831	\$178,538	\$191,066	\$204,473	\$287,012
<b>Operating Costs</b>						
Labour and Administration	\$12,945	\$13,646	\$14,391	\$15,181	\$16,020	\$21,070
<b>EBITDA</b>	<b>\$39,948</b>	<b>\$153,185</b>	<b>\$164,147</b>	<b>\$175,885</b>	<b>\$188,453</b>	<b>\$265,942</b>

Source: REA

##### Discounted Cash Flow Assessment

The Project was assessed on a discounted cash flow basis over 25 years (with construction and operations starting in 2026/27) at a range of nominal discount rates (3%, 6% and 10%).

Table B.3: Net Present Value (\$M) Table E.3 provides the NPV of the project under a scenario of no co-contribution from outside source and a scenario with 50%, 75% and 100% co-contribution<sup>9</sup>. Under all scenarios and all discount rates, the project has a positive NPV ranging between \$21.6M and \$48.7M.

Table E.3: Net Present Value (\$M)

Discount Rate	No Capital Co-Contribution	50% Co-Contribution for Initial Plant Purchase	75% Co-Contribution for Initial Plant Purchase	100% Co-Contribution for Initial Plant Purchase
3%	\$5.9	\$5.9	\$5.9	\$6.0
6%	\$4.0	\$4.0	\$4.0	\$4.1
10%	\$2.5	\$2.6	\$2.6	\$2.6

Source: REA

<sup>9</sup> The source of co-contribution could be state or federal governments, or some other body other than NPARC.



### **Sensitivity Testing**

Sensitivity testing was undertaken using Monte Carlo simulation, which tests the impact of changes in input assumptions thousands of times based on a defined probability distribution. The simulation tested each of the variables in isolation with all other inputs held constant, with the results reported in the following table in terms of the modelled change in NPV resulting from the variance in the base assumptions at a discount rate of 6%. The final row of the table examines each assumption simultaneously to provide a 'combined' or overall sensitivity of the model findings to the assumptions used.

The sensitivity analysis applied the following variable distributions:

- Costs: Maximum 30% higher and lower than the base values.
- Revenue: A normal distribution with a standard deviation of 0.2.

The table below outlines the distribution of NPV allowing for a 10% confidence interval, with the '5%' and '95%' representing a 90% probability that the NPV will be within the range outlined in the table.

The table below shows, at a discount rate of 6%, there is a 90% probability the Project will provide an NPV of between \$1.6 million and \$3.5 million. Sensitivity testing returned a positive NPV across 100% of the 5,000 iterations run in the Monte Carlo analysis.

Table E.4: Monte Carlo Simulation

Cash Flow (\$M)	NPV (\$M) 6% Discount Rate	
	5 <sup>th</sup> Percentile	95 <sup>th</sup> Percentile
<b>Costs</b>		
Capital Costs	\$3.7	\$3.8
Labour and Administration	\$3.7	\$3.8
<b>Revenues</b>		
Revenue	\$2.4	\$5.1
<b>Combined</b>	<b>\$2.4</b>	<b>\$5.1</b>

Source: REA

### **Economic Impact Assessment**

The nature of activities undertaken using the revenue from the toll will determine the value of economic activity generated for the region. Noting the 4.11 FTE reported in the CEMP (2024) associated with collection of the fee.

### **Cost Benefit Assessment**

#### **Modelling Approach**

Cost-Benefit Analysis (CBA) is an analytical tool used to inform decisions regarding complex projects or policy. CBAs are recognised as an important tool in assessing the net benefit (or cost) that a project will have economically, socially, and environmentally. A CBA will consider all benefits and costs of undertaking a project and produce several standard outputs. These outputs can be benchmarked and allow policy makers and the public to quickly assess the benefits of an individual project to society and its benefits relative to other projects.

A CBA was not performed quantitatively because policy assessments often have a high degree of uncertainty around the driving factors. In this case, the CBA is on what is effectively a tax policy and is a transfer of benefits from tourists (consumers) to the environment; the Trustee of the funds making the decisions on environmental investments. Without a clear set of environmental investment opportunities, a CBA of the Carbon Offset Investment Fund is subject to a high degree of uncertainty.

#### **Costs and Benefits**

The following qualitatively detail the associated costs and benefits with the Carbon Offset Investment Fund:

- **Capital Costs:** Assuming a cost-effective implementation of online payment of the fee (added onto ferry charge), and establishment/alteration of collection facilities at the Jardine River Ferry.
- **Professional Services Costs:** Legal advice for the application of a Special Charge. Initial education and media campaign to minimise negative impacts of fee on tourist perceptions.

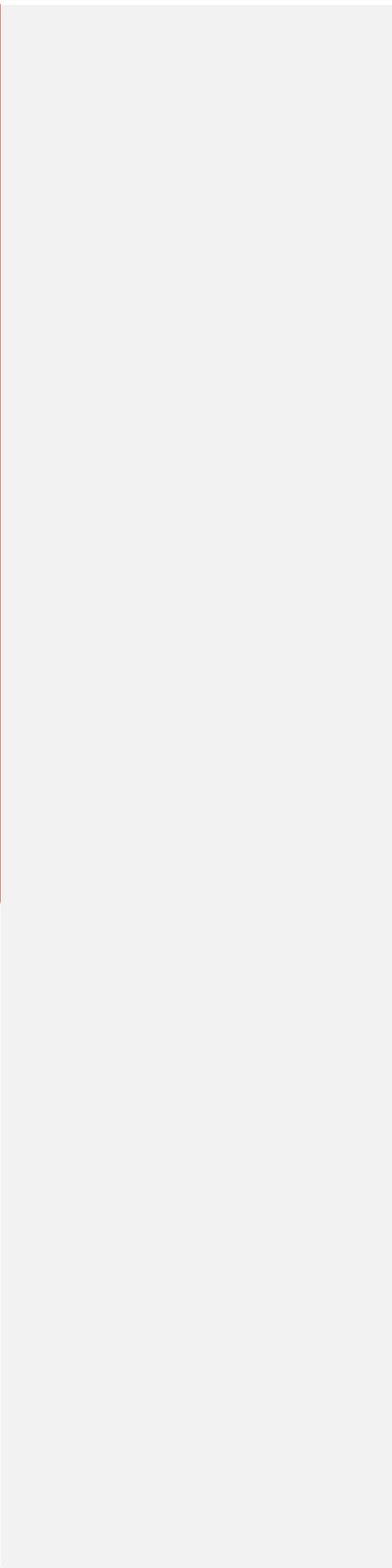


- **Labour and Administration Costs:** Based on the assumption that the revenue raised by the fee will be allocated to a Trust with input from several professional staff required in the management, allocation, auditing and reporting of the Trust as a going concern.
- **Reduction in Tourism:** The fee may have an impact on tourist numbers though \$5 relative to the cost of road travel to the region is quite small. Negative impacts would more likely be attributed to negative sentiments to the charge.
- **Fee Revenue:** Based on consultation with stakeholders and visitor perceptions.
- **Reduction in CO<sub>2</sub>-e Due to Reduced Tourism:** CO<sub>2</sub>-e reduction due to implementation of the fee would be small.

Not considering the externalities of tourist visitation, economically the project is a transfer of tourist (consumer) welfare to the environment. For the project to be economically viable, the environmental investments made by the Trustee must generate greater environmental benefits than the total fees collected and the associated tourism value added that this consumption in community would have contributed i.e. for every dollar collected for the Fund – and therefore not spent in the NPARC economy – the environmental investment must generate enough value in CO<sub>2</sub>-e reduction, biodiversity benefits, health and air quality benefits and amenity benefit to at least offset this loss.

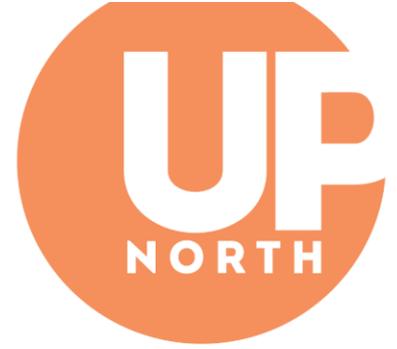
When considering the negative environmental externalities caused by tourists (i.e. collisions with wildlife), the fee is a market price correction and hence the environmental return on investment from the Fund is less than it would be without considering these externalities.

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GROWING COMMUNITIES





**NORTHERN PENINSULA AREA (NPA)  
CLIMATE ECONOMIC PRECINCT PLAN  
STAKEHOLDER ENGAGEMENT REPORT**

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### Confidentiality Statement

This report is confidential and is solely for the purposes of the Climate Economic Precinct Plan prepared for the Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts (DTATSIPCA), Remote Indigenous Land and Infrastructure Program Office (RILIPO) working in partnership with the Northern Peninsula Area Regional Council (the Council).

### Acknowledgement of Country

We acknowledge the Traditional Custodians of the land, air and waters and pay our respects to Elders past, present and emerging, and extend this respect to all Aboriginal and Torres Strait Islander people we work with and whose ancestral lands we visit.

## 1. Introduction

### 1.1 About this report

The Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts (DTATSIPCA), Remote Indigenous Land and Infrastructure Program Office (RILIPO) working in partnership with the Northern Peninsula Area Regional Council (the Council) engaged the UP North Group to review the Northern Peninsula Area Climate and Economic Master Plan (CEMP) and develop a Climate Economic Precinct Plan (Precinct Plan) that can be pursued by Council.

The CEMP was prepared for DTATSIPCA and RILIPO working in partnership with the Council. It was prepared by SMEC and is dated March 2024. The CEMP identifies a range of projects, strategies and opportunities that the Council could pursue with respect to emission reduction and climate affirmative projects, economic development, and jobs growth within the region.

As part of the preparation of the CEMP stakeholder engagement was undertaken. This project has drawn on the outcomes of this stakeholder engagement and undertook further targeted stakeholder engagement on short-listed carbon reduction opportunities and more detailed business cases on four opportunities of those opportunities.

This report includes a summary of:

- the engagement that was undertaken for the CEMP;
- the preparation of the Precinct Plan;
- the stakeholder engagement that was undertaken to inform the Precinct Plan, including who was consulted; the topics discussed and the feedback received; and
- the outcomes of the engagement and how the feedback has been incorporated into the final report.

### 1.2 Climate and Economic Master Plan

The CEMP identifies a range of projects, strategies and opportunities that the Council could pursue with respect to emission reduction and climate affirmative projects, economic development, and jobs growth within the region. The CEMP articulates affirmative action opportunities across renewable energy generation, transport, the circular economy, the built environment (energy and water efficiency), and blue carbon (savannah burning).

Engagement included:

- face to face meetings;
- Microsoft Teams and phone meetings;
- emails; and
- pop-ups with local community and community members.

A list of stakeholders is provided in **Table 1 CEMP Stakeholders**.

**Table 1 CEMP Stakeholders**

Stakeholder Type	Stakeholder
Government	Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships (DSDSATSIP) Remote Indigenous Land and Infrastructure Program Office (RILIPO) Northern Peninsula Area Regional Council Department of Environment and Science (DES) Technical Working Group
Indigenous Stakeholders	Ipima Ikaya Aboriginal Corporation (IIAC) Apudthama Land Trust
Industry Organisations	Ergon Energy Veolia
NPA Community Members	Bamaga Community Umagico Community Seisia Community Injinoo Community New Mapoon Community

During the consultation period for the CEMP, feedback covered a range of diverse topics. Most feedback expressed support for the CEMP, while others provided general feedback, raised concerns, proposed mitigation measures, and suggested potential improvements (CEMP, 2024).

Consistent feedback heard over the course of the consultation process for the CEMP indicated that most stakeholders, including state government agencies, Traditional Owners and the local community are interested in the outcomes of the CEMP, and how electricity, gas and fuel will become more affordable. Furthermore, many stakeholders indicated a strong desire to be engaged regularly by NPARC, as required, for matters concerning the CEMP, and resulting projects in the region (CEMP, 2024).

An Engagement Summary Report prepared by SMEC, dated 4 April 2024, details the stakeholder engagement that was undertaken as part of the preparation of the CEMP.

The CEMP identified five carbon reduction themes and nine carbon reduction opportunities as shown in **Table 1.1: CEMP Carbon reduction opportunities:**

**Table 1.1 CEMP Carbon reduction opportunities**

Theme	Carbon reduction opportunity
Energy	Solar power Battery Energy Storage System (BESS) Biofuel/Hydrogen back-up fuel supply
Transport	Biofuel usage Electric vehicles – electric ferry
Circular economy	Composting of organic waste
Built environment/ energy efficiency/ water efficiency	Energy efficiency/water efficiency Induction cooktops
Savannah burning – blue carbon	Savannah burning – blue carbon

### 1.3 Climate and Economic Precinct Plan

The Precinct Plan builds on the CEMP and will support the Council in meeting State and Federal Government affirmative climate action targets by:

- identifying the current carbon footprint for the region;
- identifying viable projects and initiatives to reduce carbon emissions that are practical in context and application in the area; and
- identifying opportunities for investment, employment, and job opportunities within the region.

A Strategic Framework review was undertaken which included:

- **Literature review:** This considered relevant strategic and planning literature for the NPA. For each strategic document, the key messages relating to affirmative climate action and key economic development aspirations were distilled.
- **Baseline Profile:** A statistical profile and commentary were provided for the Northern Peninsula Region considering both the carbon footprint and key socio-economic indicators.
- **Strategic Framework:** An initial framework was proposed for shortlisting the carbon reduction opportunities identified within the CEMP, considering both environmental and economic development/community objectives.

Based on the Strategic Framework the opportunities with greatest efficacy in CO<sub>2</sub>-e reduction were shortlisted. However, some of the opportunities are being investigated or implemented by other agencies and therefore would be unlikely to be pursued directly by Council, for these opportunities Council could undertake an advocacy role, including:

- Solar power and BESS
- Induction cooktops
- Energy efficiency/ water efficiency
- Blue carbon and Savannah burning.

The Precinct Plan prioritised a short list of carbon reduction opportunities that are the most likely to be implemented by Council. The short-listed carbon reduction opportunities were chosen based on the strategic framework and in consultation with DTATSIPCA and Council. They include:

- **Waste processing:** In-vessel composting scored highly in the strategic framework. The system deals with the organic waste produced by the communities which contributes substantially to emissions. In-vessel composting is likely to be the most easily implemented of the waste processing options, requiring relatively lower capital costs to an anaerobic digester, and having lower skill requirements to operate. Domestic waste would still require sorting, which may be labour intensive, however, the system is less susceptible to contaminants.
- **Managed aerobic system:** This opportunity results in a moderate overall impact on CO<sub>2</sub>-e emissions when compared to other sources. However, there is very little risk of duplication of this infrastructure as there are currently no ongoing plans to alter wastewater management in the Council area. Council is also in a good position to affect change on this asset.

- **eMobility vehicles:** The relative low cost of implementation combined with its utility for intra-regional transport make this option highly appealing. Transport is a significant portion of the baseline emissions of the community and according to the CEMP (SMEC, 2024) most of the travel is intra-regional. However, it does not eliminate the need for cars for long-distance travel or the transport of small loads (e.g. furniture) which may lead to over capitalisation on transport methods (duplication).
- **Carbon reduction tourism levy<sup>1</sup>:** Although not directly impacting the CO<sub>2</sub>-e emissions profile of the community, a charge would allow the community to offset their carbon footprint by other means, including purchase of carbon credits, investment in blue carbon locally and implementation of other strategies that lack appropriate government funding. There are several routes at which a charge could be raised, however, specifics including legal requirements require further investigation. The charge would have a minor positive impact on environmental outcomes and reduction of total CO<sub>2</sub>-e emissions. However, the exact direct impact this would have, is very difficult to quantify without further study. This improved environmental impact must also be weighed against the economic cost of tourists spending less in region.

For each carbon reduction opportunity, a series of instructional and informative business cases to support future advocacy and investment were developed.

## 2. Stakeholder Engagement

### 2.1 Overview

Up North undertook stakeholder engagement to assess the project's potential impacts on and benefit to the community. The goal of the stakeholder engagement was to achieve open and comprehensive engagement with key stakeholders, with the purpose being to ensure that:

- relevant stakeholders were engaged at key stages in the project; and
- the stakeholder engagement informed the outcomes of the project.

Based on the IAP2 Community Consultation Spectrum, the stakeholder engagement undertaken was to:

- **INFORM:** Provide factual, timely and relevant information to stakeholders at key project milestones to assist them in understanding the challenges, opportunities and solutions.
- **CONSULT:** Obtain feedback on analysis, issues, alternatives and decisions.
- **INVOLVE:** Work with the stakeholders to ensure that concerns and aspirations are consistently understood and considered. Establish two-way dialogue that provides opportunities to exchange views and information.

Key points of inquiry of the stakeholder engagement included:

- Consideration of the needs and aspirations of the local community;
- Discussion of affirmative action initiatives;
- Discussion of any community concerns/reservations;
- Ascertaining support for affirmative action initiatives from key project partners; and
- Identification of constraints to realising opportunities.

## 2.2 Stakeholders

This project builds on the work done by the CEMP. The engagement was targeted to Indigenous stakeholders, government, infrastructure organisations and a community organisation, refer to Table 2.1 Stakeholders. Engagement included face-to-face engagement, site visits, phone calls, emails and teleconference engagement.

**Table 2.1: Stakeholders**

Stakeholder Type	Stakeholder
State Government	Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships (DSDSATSIP) Remote Indigenous Land and Infrastructure Program Office (RILIPO)
Local Government	Northern Peninsula Area Regional Council (Council as Trustee of the DOGIT area and in its capacity as the Local Government Authority)
Indigenous Stakeholders	Ipima Ikaya Aboriginal Corporation (IIAC) with representatives from: Atambaya clan group Angkumuthi clan group Gudang Yadhaykenu clan group
Infrastructure organisation	Ergon Energy Veolia
Not-for-profit organisation	People for Wildlife

## 2.3 Methodology

The alignment of the project stages and stakeholder engagement is outlined in **Table 2.1: Project Methodology and Engagement** below:

**Table 2.1: Project Methodology and Engagement**

Project Stage	Description	Stakeholder Engagement
Project Start-Up	Inception meeting Draft Stakeholder Engagement Plan	Steering Group Meeting
Strategic Framework Review	Literature Review Strategic Framework Baseline Profile	Steering Group Meeting
Proposal Mapping	Proposal assessment and development of business case.	Stakeholder engagement targeted to government, infrastructure organisations and community organisation
Stakeholder Engagement	Stakeholder engagement Development of Action Plan	Stakeholder engagement targeted to Indigenous stakeholders and local government Presentation to the Mayor and Councillors
Reporting and Presentation	Final Report including Stakeholder Engagement Report	Steering Group Meeting

## 2.4 Engagement Summary

### 2.4.1 Steering Committee

The Steering Group consisted of the Council CEO, a representative from DTATSIPCA and representatives from UP North. The Steering Group provided direction on the project to ensure that the outcomes align with Council’s needs and aspirations. The Steering Group met at key stages throughout the project as outlined in **Table 2.1: Project Methodology and Engagement**, above.

### 2.4.1 Proposal mapping engagement

Initial consultation was undertaken as part of the proposal mapping which included research and investigation. Consultation was undertaken via email, phone call or Teams meeting. A summary of the consultation undertaken is provided in **Table 2.2: Proposal mapping engagement**.

**Table 2.2: Proposal mapping engagement**

Organisation	Summary of engagement
<p>ERGON</p> <p>Date: February 2025</p>	<p>ERGON were consulted in relation to energy provision.</p> <p>The following information was provided:</p> <ul style="list-style-type: none"> <li>• There is a power station in Bamaga.</li> <li>• The priority for ERGON is to look at alternatives to diesel fuel and reduce use of diesel by 80%.</li> <li>• ERGON have consulted with the traditional owners and Council.</li> <li>• With regard to planning for the solar farm there have been preliminary land discussions, the technology is not yet decided.</li> <li>• The challenge is the integration of solar and diesel which will require a combination of solar and BESS.</li> <li>• ERGON are also looking at roof top solar opportunities for other areas. However, there is an issue with reliability.</li> <li>• BESS large scale projects are being rolled out e.g. Kewarra and Gordonvale.</li> <li>• ERGON are still learning more about how smaller systems could be done in isolated communities. ERGON are looking at projects in 4 isolated communities including Doomadgee and Burketown.</li> </ul>
<p>Veolia</p> <p>Date: February 2025</p>	<p>Veolia were consulted in relation to water efficiency.</p> <p>The following information was provided:</p> <ul style="list-style-type: none"> <li>• Veolia want to be world leaders in carbon reduction and meeting Net Zero emissions, with a target date generally of 2030 and have a dedicated Green Energy Team. They looked at solar options and discussed options with ERGON who already had planning in place. They were not proposing BESS, so only daylight hours for solar energy. Veolia do a lot of work on waste treatment and conversion to energy projects.</li> <li>• Veolia have operated the Council water treatment system since 2022. The water treatment plant was built in 2008 for approximately 1100 people and the population is now over 3000 people. Options to replace diesel power generators with solar power are being investigated.</li> <li>• It was noted that the Northern Peninsula Area Water Supply Project is currently being undertaken.</li> <li>• The project is funded by the Australian Government and the Queensland Government. The project is to provide a safe, secure and reliable drinking water source for the Indigenous communities of Bamaga, Seisia, New Mapoon, Umagico and Injinoo.</li> </ul>

Organisation	Summary of engagement
People for Wildlife  Date: March 2025	People for Wildlife were consulted in relation to savannah burning – blue carbon.  The following information was provided: <ul style="list-style-type: none"> <li>• People for Wildlife work with the Apudthama Land Trust doing conservation work and land management.</li> <li>• Blue carbon initiatives relate to wetland management, fencing and feral pig reduction. Management of feral pigs is the biggest issue with significant environmental impacts including on turtle populations.</li> <li>• They also have plant nurseries and do replanting in the area called Lockerbie Scrub in partnership with the Traditional Owners.</li> <li>• Fire management plans have also been developed for the area including initiatives to calculate carbon emission reductions.</li> </ul>

### 2.4.1 Stakeholder engagement

In-person consultation (and online for those who could not attend in person) was undertaken with meetings held at the Council chambers in Bamaga and the community hall at Injinoo, as well as site visits to the Council depot, wastewater treatment plant, waste transfer station and landfill station.

For engagement undertaken at the Council chambers and the community hall a presentation was given to summarise:

- the project background including a summary of outcomes of the CEMP;
- the project objectives and approach of this study;
- the proposed business cases for carbon reduction opportunities, including
  - in-vessel composting;
  - managed aerobic wastewater system;
  - E-mobility vehicles; and
  - Tourism levy.

The presentation is contained in Attachment 1: Engagement presentation.

A summary of the consultation undertaken is provided in **Table 2.2: Stakeholder engagement**.

**Table 2.3: Stakeholder engagement**

Organisation	Summary of engagement
Meeting with the Council Mayor and A/ Executive Manager Building and Infrastructure  Date: 12 May 2025 Venue: Council Chambers	<p><b>General discussion:</b> It was noted that the Council was working with ERGON on a solar farm, and land has been set aside for this purpose.</p> <p>Feedback received generally was that there is concern in the community regarding climate change and opportunities for carbon reduction were generally supported.</p> <p><b>Discussion of business cases:</b> <u>In-vessel composting</u> The team advised that consultation with the waste management staff was yet to occur to determine if there was further data available.</p> <p>Feedback received included the following:</p>

Organisation	Summary of engagement
	<ul style="list-style-type: none"> <li>• More consultation with the community would be required to get the community to participate in waste separation.</li> <li>• More cells for waste will be needed in the future.</li> <li>• Currently green waste is separated at the transfer station prior to going to the landfill site.</li> <li>• There is an aluminium can deposit scheme.</li> </ul> <p><u>Managed aerobic wastewater system</u> The team advised that further consultation was going to be undertaken with the Council's wastewater operators.</p> <p><u>E-mobility vehicles</u> The team advised that there could be a range of options for various types of e-vehicles, management systems and costs. The costings were based on a good quality off-road electric bike.</p> <p>Feedback received included the following:</p> <ul style="list-style-type: none"> <li>• It was advised that the Council is keen to look at new technologies and has an E Fleet program to introduce hybrid vehicles into Council's fleet.</li> <li>• Council already has some hybrid vehicles.</li> </ul> <p><u>Tourism levy</u>The team outlined the carbon reduction opportunity and noted that currently the Queensland legislation does not allow local authorities to collect a formal levy. In the absence of legislative change a voluntary payment could be pursued. The business case was based on a \$40 fee, based on charges in other states such as Tasmania. The charge could be associated with an education campaign and be used to offset carbon emissions by investing the money collected e.g. into better roads and rubbish collection.</p> <p>Feedback received included the following:</p> <ul style="list-style-type: none"> <li>• People might be more prepared to pay \$5 or \$10.</li> <li>• The ferry is 40 years old and needs maintenance. A new ferry would cost about \$5m.</li> <li>• Any suggested fee should be accompanied by an education and marketing campaign. If Council were to have a fee a QR code could be used.</li> <li>• A bridge would be beneficial to reduce freight costs for the community. The Traditional Owners have raised concerns about a bridge. Bridge construction would need to be undertaken by the State Government.</li> </ul> <p><b>Further actions:</b> Further actions from the meeting included:</p> <ul style="list-style-type: none"> <li>• a presentation to the full Council to be arranged;</li> <li>• further information on tourism attitudes to be investigated.</li> </ul>
<p>Meeting with the Northern Peninsula Area Council Executive Manager Operations, Works Manager and Executive Management Administration</p> <p>Date: 12 May 2025 Venue: Council Chambers</p>	<p><b>General discussion:</b> Feedback on the carbon reduction opportunities included:</p> <ul style="list-style-type: none"> <li>• Whilst solar power may reduce the cost of electricity production, this reduction is not passed on to consumers as electricity costs are already subsidised;</li> <li>• Veolia looked at installation of solar but found that the installation was too costly;</li> <li>• Land at the sewerage treatment plant was considered for solar panels but cannot be used for the purpose as the land is used for the irrigation from the sewerage ponds.</li> </ul> <p><b>Discussion of carbon reduction opportunity business cases:</b> <u>Managed aerobic wastewater system</u></p>

Organisation	Summary of engagement
	<p>The Team advised that further work is required to cost the business case for the aeration of the ponds and that the costs may be too high versus the benefit.</p> <p>Feedback received included:</p> <ul style="list-style-type: none"> <li>• there are plans to upgrade the sewerage infrastructure to connect Seisa and New Mapoon to the Bamaga sewerage treatment plant. If this were to occur, extra ponds may be needed.</li> <li>• the SMEC project would be likely to have the specifications for the sewerage treatment plant upgrade or data may be able to be provided by the Major Infrastructure Program (MIP).</li> <li>• testing of the water quality has not been undertaken since 2019</li> <li>• the operation of the treatment plant system is improving.</li> </ul> <p><u>In-vessel composting</u></p> <p>The Team outlined that the option for in-vessel composting of organic waste would require separation of the waste. The financial figures still need to be worked through. The option can cater for garden waste and general waste, but not wet waste. The compost can then be used for community gardens, Council parks etc. The size of the facility could be scaled down to suit the Council.</p> <p>Feedback received included:</p> <ul style="list-style-type: none"> <li>• as an example the Cassowary Coast have 3 bins. Concern was raised whether support would be gained from the community for separate waste bins. There was a suggestion for specific clean up days.</li> <li>• there are concerns with maintenance requirements, due to a lack of staff and resources.</li> <li>• a suggested option was a targeted approach working with bigger agencies such as the pub and supermarket to collect green waste.</li> <li>• the benefits to the community to use compost in gardens and parks was recognised.</li> <li>• the Council do not collect data on the waste currently</li> <li>• there is likely to be lower volumes of waste in the wet season and higher volumes in the dry season.</li> </ul> <p><u>E-mobility</u></p> <p>There was a general discussion about the current reliance on cars, many of which are unlicensed or unroadworthy. This supports the need for alternative forms of transport.</p> <p>Feedback received included:</p> <ul style="list-style-type: none"> <li>• grant funding to extend footpaths in certain areas has been received with the specifications done.</li> <li>• there are electric hybrid vehicles in Council’s fleet.</li> </ul> <p><u>Tourism levy</u></p> <p>The Team advised of the opportunity to charge tourists using the ferry and for the funds to go to carbon reduction projects.</p> <p>There was discussion about the cost and the need for a marketing campaign, so that people can understand the benefit of the charge and to reduce complaints.</p> <p>Feedback received included:</p> <ul style="list-style-type: none"> <li>• it would be easy to identify locals but not tourists versus businesses that need to bring goods in by road.</li> <li>• the reliance on the ferry for crossing had a cost to the community and discussed the benefits of a bridge.</li> <li>• access to telecommunications at the ferry is available through Telstra or Starlink.</li> </ul>

Organisation	Summary of engagement
	<ul style="list-style-type: none"> <li>a percentage of the ferry fees collected goes to the Apudthama Land Trust.</li> </ul> <p><u>Conclusion</u></p> <p>A targeted waste option may be the preferred approach. A lot of green waste could be used for wood chipping.</p> <p>An e-bike system from Umagico to Bamaga would be beneficial.</p> <p><b>Further actions:</b></p> <ul style="list-style-type: none"> <li>consider a smaller in-vessel composter and check whether fluctuations in volumes can be tolerated</li> <li>consideration of data from the Jardine ferry.</li> </ul>
<p>Meeting with the Northern Peninsula Area Council wastewater treatment and waste management staff</p> <p>Date: 12 May 2025 Venue: Council depot, waste water treatment plant and ponds, waste transfer station and landfill</p>	<p>Site visits to the sewage treatment plant at Bamaga and the sewerage treatment ponds at New Mapoon were conducted. The sewerage treatment plant consisted of ponds and an irrigation area. There was no available data on treatment processes.</p> <p>The waste transfer station and land fill site were visited. Data on waste collection by type is not collected. At the transfer station the general waste mostly consisted of cardboard and plastic.</p> <p>At the landfill site general waste was placed into cells. Some cells were yet to be filled. Advice was provided that the cells were concrete lined. Other waste was sorted into categories including green waste.</p>
<p>Meeting with Ipima Ikaya Aboriginal Corporation (IIAC) represented by:</p> <ul style="list-style-type: none"> <li>Atambaya clan group</li> <li>Angkumuthi clan group</li> <li>Gudang Yadhaykenu clan group;</li> <li>IIAC Coordinator.</li> </ul> <p>Date: 13 May 2025 Venue: Injinoo Community Hall Online attendance: DTATSIPCA representative IIAC Coordinator Angkamuthi representative</p>	<p><b>General discussion:</b></p> <p>The Team outlined the background to the project and the four carbon reduction opportunity business cases.</p> <p>The Team advised that solar energy and savannah burning was not considered for a business case as it was already being undertaken.</p> <p><b>Discussion of carbon reduction opportunity business cases:</b></p> <p><u>In-vessel composting</u></p> <p>The carbon reduction opportunity using an in-vessel composter was outlined.</p> <p>Feedback received included:</p> <ul style="list-style-type: none"> <li>It was suggested that each household could collect their green waste. Instead of an in-vessel composter there was a discussion about individual compost bins.</li> <li>There may be an opportunity to work with People for Wildlife who have a greenhouse to grow native plants.</li> <li>Compost could also be used on the islands.</li> <li>There was a discussion about carbon offsetting, in a similar way to what large companies like QANTAS do.</li> <li>Another advantage is that the landfill doesn't fill up as quickly.</li> </ul> <p><u>Managed aerobic wastewater system</u></p> <p>The opportunity for a managed aerobic wastewater system was outlined. However, it was advised that the cost benefit to the wider community was not as high as other options.</p> <p><u>E-mobility</u></p> <p>The opportunity for e-mobility was outlined including the benefits of carbon reduction, social and economic benefits. Various options for the provision of e-vehicles were discussed.</p>

Organisation	Summary of engagement
	<p>Feedback received included:</p> <ul style="list-style-type: none"> <li>• there is a need for local transport and that e-bikes and e-scooters could be considered.</li> <li>• The social benefits to the community were recognised including allowing for better connection between communities, homes and places of work; creating greater independence for those with no access to a car for example improving employment opportunities by creating a means for people to get to work.</li> </ul> <p><u>Tourism levy</u>The opportunity to charge tourists such as on the Jardine ferry was outlined, with the funds going to carbon reduction projects such e-mobility and waste recycling and composting. The legal and risk implications of this opportunity would need to be further considered.</p> <p><u>Conclusion</u></p> <p>It was advised that a presentation to the Councillors was yet to be arranged. Once finalised the report can be used to assist with grant applications.</p> <p>Feedback noted there is a concern regarding communication and coordination between the various levels of government and that there is a lack of funding and resources when applying for grants.</p>

## 2.6 Outcomes

The stakeholder engagement provided useful and informative feedback for the project. Feedback received generally was that there is concern in the community regarding climate change and opportunities for carbon reduction were generally supported.

### 2.6.1 General feedback

It was identified that some of the carbon reduction opportunities that were shortlisted are being investigated or implemented by other agencies and therefore would be unlikely to be pursued directly by Council, and in these cases, Council could undertake an advocacy role. The feedback received agreed with this approach.

It was recognised that solar power is currently being progressed by ERGON. Savannah burning and other land management is already being undertaken with other agencies such as the Apudthama Land Trust.

### 2.6.2 Feedback on carbon reduction business cases

The Precinct Plan prioritised a short list of carbon reduction opportunities that are the most likely to be implemented by Council. The short-listed carbon reduction opportunities were chosen based on the strategic framework and in consultation with DATSIP and NPARC. Feedback on these opportunities is summarised below.

#### In-vessel composting

This opportunity generally received positive feedback and interest with some expressing this opportunity as the preferred opportunity where there was a targeted approach. It was noted that there are data and information gaps including a lack of data on waste collection and processing.

Feedback included a discussion on ways to get the community to participate in waste separation either as individuals, for example using green bins, or working in partnership with businesses and organisations such as the supermarket, pub and People for Wildlife nursery. Another option suggested was to have specific clean up days. It was noted that waste separation is already occurring in the community for programs like the aluminium can deposit scheme. It was recognised that there could be benefits of compost for public gardens, parks and community gardens.

Other benefits such as the reduction of waste to landfill was seen as positive, as this reduces the amount of waste in the landfill cells.

### **Managed aerobic wastewater system**

There was a lack of data from the existing wastewater treatment operations and further work would be required to fully cost this business case. However, it was noted that the cost of aeration of the ponds may be too high versus the benefit. The benefits are also not as evident to the general community. Discussions held were more technical in nature. Compared to the other carbon reduction opportunities support for this opportunity was low.

### **E-mobility**

Carbon reduction opportunities using e-mobility generated a lot of discussion and interest. Council advised that they are keen to look at new technologies and has a E-fleet program to introduce hybrid vehicles into Council's fleet. Council already has some hybrid vehicles. It was expressed that there is a need for local transport options including e-bikes and e-scooters and that there is a program to upgrade footpaths in the area, which would support these active transport options. An e-bike system from Umagico to Bamaga was suggested. The physical, social and economic benefits were recognised for example providing greater independence for those with no access to a car and allowing greater opportunities for people to get to work.

**Tourism Levy** It was noted that the opportunity for a carbon reduction tourism levy would need to be further investigated in terms of risks and legal implications. However, there was interest in this opportunity. The business case was based on a fee to be charged at the Jardine ferry. There was a discussion about what an appropriate amount would be and the need for an accompanying marketing campaign to advise travellers on the benefit of the charge. Issues noted with a charge included that it would be easy to identify locals (for example if they were to be exempt from the charge), but not tourists versus businesses. The reliance on the ferry for locals was noted as having a cost to the community and the benefits of a bridge were discussed.

## **3. Conclusion**

The outcomes from the stakeholder engagement will inform the Climate and Economic Precinct Plan for Council. Engagement with the Indigenous stakeholders, government, infrastructure and community organisations provided valuable input.

Opportunities for carbon reduction are generally supported with the community recognising the impacts of climate change.

Of the business cases for the carbon reduction opportunities, the opportunities that were thought to have the most benefit to the community were:

- in-vessel composting; and
- e-mobility.

The benefits of in-vessel composting and e-mobility extend beyond carbon reduction and also include social and economic benefits to the community.

The business case for the carbon reduction opportunity to charge tourists on the Jardine ferry would require further consideration of the potential benefit, risks and legal implications.

The managed aerobic wastewater system would require further investigation and may have the least benefit compared to the cost.

DRAFT



**Title of Report:** Appointment of New Director – General to WATSIPM

**Agenda Item:** 8.2

**Classification:** For information

**Author** Acting Chief Executive Officer

**Attachments** Letter

### Officers Recommendation:

**That Council:**

Note the Report

### PURPOSE OF REPORT

To advise Council of the appointment of a Director- General to the Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism. (WATSIPM)

### SCOPE OF DELIVERY

The Mayor received advice from the new Director General of WATSIPM advising that she, Ms Natalie Wilde, has been appointed as the new Director General of the Department.

She has indicated that she would welcome the opportunity to meet with the Mayor, And I would assume the whole Council to discuss priorities for our Council and to collaborate with us to achieve our goals.

She is committed to fostering strong partnerships and ensuring they remain responsive to the needs of the communities they serve.

Meetings can be arranged by contacting 07 30175801 or [watsipm\\_odg@dndsatsip.qld.gov.au](mailto:watsipm_odg@dndsatsip.qld.gov.au)



Office of the  
**Director-General**

Department of  
**Women, Aboriginal and  
Torres Strait Islander Partnerships  
and Multiculturalism**

Our reference: MN04265-2025

Cr Robert Poi Poi  
Mayor  
Northern Peninsula Area Regional Council  
Mayor@nparc.qld.gov.au

Dear Mayor Poi Poi

I am writing to introduce myself as the newly appointed Director-General of the Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism. It is an honour to step into this role and to have the opportunity to work alongside Queensland's regional and remote Aboriginal and Torres Strait Islander communities and their representative bodies, including Northern Peninsula Area Regional Council, who play a vital role in advancing the important work of my department.

I would welcome the opportunity to meet with you, to discuss your priorities and explore how we can collaborate effectively to achieve our shared goals. I am committed to fostering strong partnerships and ensuring that we remain responsive to the needs of the communities we serve.

If you would like to arrange a meeting, or if there are matters requiring immediate attention, please contact my office on 3017 5801 or email [watsipm\\_odg@dndsatsip.qld.gov.au](mailto:watsipm_odg@dndsatsip.qld.gov.au).

I look forward to working closely with you and building a productive and meaningful relationship, and I am excited about the opportunities ahead and the positive impact we can achieve together.

Your sincerely

A handwritten signature in black ink, appearing to read "Natalie Wilde".

Natalie Wilde  
**Director-General**  
02/07/2025

Cc: Mr Lew Rohjan  
Interim Chief Executive Officer  
[CEO@nparc.qld.gov.au](mailto:CEO@nparc.qld.gov.au)

1 William Street  
Brisbane Queensland 4000  
GPO Box 806 Brisbane  
Queensland 4001 Australia



**Title of Report:** Adoption of Flag Raising Policy

**Agenda Item:** 8.3

**Classification:** For Adoption

**Author:** Acting Chief Executive Officer

**Attachments:** Draft Policy

## Officers Recommendation:

**That Council:**

Adopt the Flag Raising Policy as presented

## PURPOSE OF REPORT

To provide Council with the opportunity to adopt a flag raising policy to establish a protocol acceptable to the community.

## SCOPE OF DELIVERY

A Draft Policy has been presented to council based on the policy adopted by Cherbourg Aboriginal Shire Council.

Whilst there are quite a few procedures required for flying the national flag, the suggested draft policy does comply with the requirements of those guidelines outlined in the Flag Flying Manual.

The Draft document sets out the minimum requirements of that Manual but at the same time meets Council's communities requirements.

<b>Policy Title</b>	Flag Raising
<b>Policy Number</b>	???
<b>Business Unit</b>	CORPORATE SERVICES/FINANCE
<b>Policy Type</b>	GOVERNANCE
<b>Responsible Officer</b>	CHIEF EXECUTIVE OFFICER
<b>Date of Adoption</b>	
<b>Resolution Number</b>	
<b>Review Date</b>	Bi Annually
<b>Date Repealed</b>	

<b>Document History</b>	<b>Date</b>	<b>Council Resolution Number</b>	<b>Notes (including the prior Policy number, details of change/s, etc)</b>
Original			
Version 2			
Version 3			
Version 4			

### 1. POLICY SUMMARY

This policy outlines Council's commitment to fly the Flags deemed appropriate for this Council and this Community

### 2. POLICY OBJECTIVES

This Policy aims to provide guidelines for the flying of National/State and Community flags

### 3. SCOPE

This Policy applies to all officers, employees, and volunteers of NPARC and to all Council activities, including entities which Council has direct ownership, management, sponsorship or financial control.

### 4. POLICY STATEMENT

Council owned flags must:

- Be raised daily with the Australian Flag being in the middle and the Aboriginal and Torres Strait Island Flags on either side.
- Flags are flown at half mast on the day that someone in community loses a close relative or friend or on the following Monday.
- Flags are also flown at half mast on the day of the funeral/memorial services
- This policy clearly and respectfully demonstrates Council's respect and compassion to the deceased person and their families.

Flag Procedure

- Flags are raised daily, with the Australian flag being in the middle and the Aboriginal and Torres Strait flags on either side.
- Flags are flown at half mast on the day someone in Community loses a close relative or friend or on the following day.
- Flags are also flown at half mast on the day of the funeral/ memorial service
- This clearly demonstrates our respect and compassion to the deceased person and their families.

## 5. LEGISLATION

*Flags Act 1953*

## 6. EVALUATION AND REVIEW

This policy will be reviewed when any of the following occur:

- a. The related legislation or governing documents are amended or replaced; or
- b. Other circumstances as determined by resolution of Council or the CEO.
- c. Biannually

Lew Rojahn  
ACTING CHIEF EXECUTIVE OFFICER  
(Date)

DRAFT

**Title of Report: Ranger Transition Programme to Apudthama Agay Aboriginal Corporation**

**Agenda Item: 8.4**

**Classification: For Action.**

**Author Acting Chief Executive Officer**

**Attachments Email from ALT/Transition Plan/IIAC letter of support/ALT Land Trust map**

## Officers Recommendation:

### That Council:

- a) Approve and support the plan submitted by the Apudthama Land Trust for the Indigenous Ranger Programme (IRP) Grant Activity Transition Plan subject to agreement of:
  - Who will pay for Ranger redundancies when staff are transitioned from NPARC (not referred in plan)
  - All current staff (as agreed) being paid their entitlements in accordance with Council's current *Employee Bargaining Agreement* (EBA) and they cease to be employed by NPARC.
  - Rangers will continue to undertake land protection activities on Council's DOGIT (not referred in plan).
  - Agreement on payment of lease of Premises (referred in plan).
  - Agreement on transfers of nominated assets (referred in plan).
  - All NPARC costs being recovered by Council under the NIAA funding for the transition.
- b) That Council agree to current NIAA funding arrangements with NPARC being transferred to the Apudthama Agay Aboriginal Corporation as the service provider for the new arrangements.
- c) That the Mayor and CEO be authorised to continue negotiations to resolve this issue in accordance with Council guidelines and be authorised to sign any future documentation that is aligned with the transitioning of this programme between nominated parties.

## PURPOSE OF REPORT

To provide an explanation of the plan to transition the commonwealth funded Ranger Land Protection Activity programme from NPARC to the Apudthama Land Trust Apudthama Agay Aboriginal Corporation.

## STAFFING

Opportunity will be provided to staff involved in the ranger programme to Transition from NPARC employment to ALT. No staff will be obliged to do so and may reserve the right not to transition. However, all staff will be paid redundancies and future employment with NPARC cannot be guaranteed as this is a programme external to Council's core business and staff are surplus to Council's operational requirements.



## SCOPE OF DELIVERY

Council's Mayor and CEO and Executive Manager - Operations will continue to liaise with ALT (AAAC), IAC and NIAA to achieve the agreement to transition the ranger programme to ALT (Corporation).

This activity is aligned with a goal of Council's recently adopted Financial Budget for the 25/26 Financial year.

Council has been requested to approve the transition Plan as submitted (See attached). However, there are some points that have not been made clear or have not yet been agreed to. These are -

- Who will pay for Ranger redundancies when staff are transitioned from NPARC (not referred in plan)
- All current staff (as agreed) being paid their entitlements in accordance with Council's current *Employee Bargaining Agreement* (EBA) and they cease to be employed by NPARC.
- Rangers will continue to undertake land protection activities on Council's DOGIT (not referred in plan).
- Agreement on payment of lease of Premises (referred in plan).
- Agreement on transfers of nominated assets (referred in plan).
- All NPARC costs being recovered by Council under the NIAA funding for the transition.

Council have also been requested to sign the Transition plan. However, the document submitted is endorse on each page as being unofficial and my recommendation is that this is not signed until agreements have been reached and the document is classified as "official".

## CHALLENGES

Both parties are in agreement with the principle of transitioning this programme to ALT (AAAC). The initial Challenge would be to convince the funding body (NIAA) that ALT (AAAC) is a responsible management organisation for such a programme.

Meeting all of Council's requirements to ensure the transition is cost free to NPARC,

## Lew Rojahn

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**From:** Apudthama Land Trust <directoralt@outlook.com>  
**Sent:** Monday, 9 June 2025 3:29 PM  
**To:** Mayor; Lew Rojahn  
**Cc:** Ugari Nona; Reg Williams  
**Subject:** Fw: Apudthama Land and Sea Ranger Transition Plan  
**Attachments:** Attachment I Resolutions for ALT and transition of Ranger Program.pdf; Attachment II ALT Compliance Documents.pdf; Attachment III ALT Deeds.pdf; Attachment IV Letter of Support - ALT Ranger Program Transition.pdf; Attachment VII Land Trust Map.pdf; IRP Grant Activity Transition Plan Apudthama Agay Aboriginal Corporation.pdf

**Importance:** High

Good afternoon Mr Mayor and Mr Rojahn,

I am following up on my previous email sent to you in relation to the transition of the Apudthama Land Trust Rangers (see below).

Can you please advise me if you require any further information to progress this matter. If you require a meeting with the board of the Apudthama Land Trust to discuss this further please let me know.

I look forward to hearing from you.

Kind regards

*Deborah Cesari*



**Apudthama Land Trust**  
Address: 1 McDonnell Street, INJINOO QLD 4876  
Contact: 0438 242 018

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**From:** Apudthama Land Trust  
**Sent:** Tuesday, March 25, 2025 1:12 PM  
**To:** mayor@nparc.qld.gov.au <Mayor@nparc.qld.gov.au>; ceo@nparc.qld.gov.au <ceo@nparc.qld.gov.au>  
**Cc:** ugari nona <ugarinona10@outlook.com>; regwilliams.ichirru@hotmail.com <regwilliams.ichirru@hotmail.com>  
**Subject:** Apudthama Land and Sea Ranger Transition Plan

Good afternoon Mr Mayor and Mr Rojahn

Please find attached a copy of the Indigenous Ranger Program (IRP) Grant Activity Transition Plan which has been prepared by staff of the Apudthama Land Trust.

This transition plan requires approval from the Northern Peninsula Regional Council via resolution before being submitted to the National Indigenous Australians Agency.

We ask that the Council consider this plan and provide a resolution accepting this plan as soon as is possible. If you would like to discuss any issues associated with this plan please call Ugari Nona (Chairperson) on 0438 242 018 or Deborah Cesari (Project Support Officer) on 0484 378 943.

Additionally the document requires a signature from one of your representatives on page 21.

We look forward to hearing from you.

Kind regards

*Board Administration*



**Apudthama Land Trust**

Address: 1 McDonnell Street, INJINOO QLD 4876

Contact: 0438 242 018

## APPENDIX I

### Resolutions for ALT and transition of Ranger Program

Noting that:

- Northern Peninsula Area Regional Council and Apudthama Agay Aboriginal Corporation (ICN 7397) have entered into a service level agreement for the transition and delivery of the Apudthama Rangers Working on Country Program on behalf of the Apudthama Land Trust;  
and

- Apudthama Agay Aboriginal Corporation (ICN 7397) and the National Indigenous Australian's Agency have entered into a funding deed for the Apudthama Rangers Working on Country Program;

the members of Apudthama Land Trust **resolve** to appoint Apudthama Agay Aboriginal Corporation (ICN 7397) as its agent and service provider to receive funding for and to deliver the Apudthama Rangers Working on Country Program on behalf of the Apudthama Land Trust.

***Moved: Myiesha Yoelu***

***Seconded: Josie Nona***

***All in favour.***

### Resolutions for AAAC and transition of Ranger Program

The members of Apudthama Agay Aboriginal Corporation (ICN 7397) **resolve** to accept the transition of the Apudthama Rangers Working on Country Program from the Northern Peninsula Area Regional Council and for the Apudthama Agay Aboriginal Corporation to:

- act as agent for and service provider to Apudthama Land Trust in the delivery of the Apudthama Rangers Working on Country Program on its land; and

- to receive funding from the National Indigenous Australian's Agency for the delivery of the Ranger program on behalf of the Apudthama Land Trust.

***Moved: Ugari Nona***

***Seconded: Reggie Williams***

***All in favour.***



## Indigenous Protected Areas (IPA) and Indigenous Rangers Program (IRP) Grant Activity Transition Plan

IPA and/or IRP Activity Title:

Completed by: Deborah Cesari, Project Support Officer

Transition from Org name: Northern Peninsula Area Regional Council (NPARC)

Transition to Org name: Apudthama Agay Aboriginal Corporation in consultation with the Apudthama Land Trust.

Considerations What needs to be considered	Strategies Please answer the question below and describe how it will/has been achieved.	Who's responsible and who will be involved?	Timeframes	Status
<p><b>Determine if the Commonwealth can enter into an agreement with the new provider</b></p>	<p>Apudthama Agay Aboriginal Corporation (the Corporation) is an Aboriginal Corporation incorporated under the <i>Corporations (Aboriginal and Torres Strait Islander) Act 2006</i></p> <p>The Corporation is nominated by the Apudthama Land Trust as the legal entity which will enter into an agreement with the Commonwealth to manage and administer the Apudthama Land and Sea Ranger Program.</p> <p>The Corporation has committed to ensuring that the membership of the Corporation reflects the membership of the Apudthama Land Trust to ensure that the correct</p>	<p>Apudthama Land Trust and the Corporation</p>	<p>Within 12 months of transition</p>	<p>Complete. See Attachment 1 (Resolution)</p> <p>Corporation rulebook amendments (if required) will be identified and undertaken within 12 months of the transition.</p>

Considerations What needs to be considered	Strategies Please answer the question below and describe how it will/has been achieved.	Who's responsible and who will be involved?	Timeframes	Status
	<p>Traditional Owners speak for country and will have management influence over the work program of the rangers.</p> <p>The Corporation held its AGM on March 19 2025 and the General Report for the 2023/24 financial year will be submitted and accepted by ORIC in April 2025. The organisation is being fully audited and audit findings for the 2023/24 financial year will be provided on receipt from auditors.</p> <p>The Apudthama Land Trust is the landholder for the land where the ranger program will undertake their work.</p> <p>The Apudthama Land Trust held it's AGM on March 19, 2025, and compliance paperwork was submitted to the Department of Natural Resources and Mines, Manufacturing and Rural and</p>		<p>Compliance documents available April 2025</p> <p>Audited financial statements available April 2025</p> <p>Audited financial statements available April 2025</p>	<p>Complete. See Attachment II (compliance documents)</p>

Considerations What needs to be considered	Strategies Please answer the question below and describe how it will/has been achieved.	Who's responsible and who will be involved?	Timeframes	Status
	<p>Regional Development. The land trust is being fully audited and audit results will be made available on receipt from the auditors.</p> <p>The Corporation does not have any outstanding grant acquittals and is solvent.</p> <p><i>Is the proposed organisation, an eligible entity type to receive grant funds, solvent and currently compliant with their registering authority reporting requirements (ORIC, ACNC, ASIC, other)?</i></p>			
<p><b>Access to Country</b></p>	<p>The Apudthama Land Trust holds the freehold title of 1,063 thousand square kilometres of land where the Apudthama Land and Sea Rangers undertake their work. (insert map) (Attachment VII)</p> <p>The Apudthama Land Trust holds legal title to the land</p>	<p>Apudthama Land Trust and the Corporation</p>	<p>Service Level Agreement between Land Trust and Corporation drafted April 2025</p>	<p>Complete. Attachment III (title deed)</p>

<b>Considerations</b> What needs to be considered	<b>Strategies</b> Please answer the question below and describe how it will/has been achieved.	<b>Who's responsible and who will be involved?</b>	<b>Timeframes</b>	<b>Status</b>
	<p>The trust members are descendants of the tribes that occupied this area and who now define themselves as belonging to 3 broad 'clan' groups - the Gundang/Yaidagana, the Angkamuthi, and the Attambayah.</p> <p>The Trust is run by a board of nine people, 3 from each clan group. Each of the 3 clan representatives is elected by consensus by each of the clans.</p> <p>The Corporation currently operates as a business arm of the land trust. Its board mirrors that of the land trust with the same nine board members.</p> <p>At the AGM of the Apudthama Land Trust held on March 19 the members passed a resolution nominating the Corporation as the legal entity to enter into an agreement with the Commonwealth to</p>			<p>Complete. See Attachment I (resolution)</p>

<b>Considerations</b> What needs to be considered	<b>Strategies</b> Please answer the question below and describe how it will/has been achieved.	<b>Who's responsible and who will be involved?</b>	<b>Timeframes</b>	<b>Status</b>
	administer the Apudthama Land and Sea Ranger Program.  In 2014 native title was determined over areas of the freehold land held in trust by the Apudthama Land Trust. Ipima Ikaya Aboriginal Corporation RNTBC was established as the prescribed body corporate for the determination.			Complete. See attachment IV (letter)
<b>Agreement to transition</b>	Ipima Ikaya Aboriginal Corporation RNTBC has recorded via resolution, support for the transition of the IRP funding from the NPARC to the Corporation.	REO, NPARC, Apudthama Land Trust and the Corporation	Resolution from Apudthama Land Trust March 2025	Complete. See attachment I (resolution)

<b>Considerations</b> What needs to be considered	<b>Strategies</b> Please answer the question below and describe how it will/has been achieved.	<b>Who's responsible and who will be involved?</b>	<b>Timeframes</b>	<b>Status</b>
	The Northern Peninsula Council passed a resolution at a meeting of the council on XXXX.		Resolution from Apudthama Agay Aboriginal Corporation March 2025  Resolution from Northern Peninsula Area Council April 2025	Complete. See attachment V (resolution)
<b>Timeframe for transition</b>	The ranger program will transition from the NPARC to the Corporation on November 1, 2025.  This timeframe ensures that current ranger staff can be reemployed by the Corporation by mid November 2025 and new ranger staff can be recruited and engaged by mid November 2025.	REO, NPARC and the Corporation.		Contracts to be drafted and executed prior to the transition date.

<b>Considerations</b> What needs to be considered	<b>Strategies</b> Please answer the question below and describe how it will/has been achieved.	<b>Who's responsible and who will be involved?</b>	<b>Timeframes</b>	<b>Status</b>
<p><b>Communication</b>                      (client base, other stakeholders, other funding contributors, linked activities and organisations)</p>	<p>This timeframe also ensures that the current ranger workplan is in place until June 2026 allowing the Corporation staff time to complete reporting on the 2025/26 workplan and develop new workplans by the February 2026 timeline.</p> <p><i>When will the current group stop delivering the ranger project?</i></p> <p><i>When will the new group start delivering the ranger project?</i></p>	<p>The Corporation</p>		<p>Operations manager and the ranger coordinator will modify any existing contracts with the stakeholders following transition.</p>

Considerations What needs to be considered	Strategies Please answer the question below and describe how it will/has been achieved.	Who's responsible and who will be involved?	Timeframes	Status
	<p>the Apudthama Land and Sea Rangers as follows:</p> <p>Cape York NRM provide funding to deliver priority projects including sea turtle monitoring and feral pig control. DAFF have a fee for service contract with the rangers;</p> <p>People for Wildlife work with the rangers to develop sustainable land-based enterprises including crocodile egg collection under permit;</p> <p>Tangaroo Blue partner with the rangers to undertake annual and biannual beach clean-up; DETSI provide the rangers with training in crocodile management and monitoring.</p> <p>All these stakeholders have been informed of the upcoming transition of the ranger program and all the stakeholders have indicated that they are happy to continue their current</p>			

<b>Considerations</b> What needs to be considered	<b>Strategies</b> Please answer the question below and describe how it will/has been achieved.	<b>Who's responsible and who will be involved?</b>	<b>Timeframes</b>	<b>Status</b>
	arrangements with the rangers following the transition and are happy to modify any contracts that are in place to reflect the changes.  <i>What needs to be done?</i>			
<b>Employment and staffing</b>	The Corporation will re-employ all the current staff.  To ensure that staff receive their entitlements, all staff will be made redundant from NPARC. Following redundancy all leave entitlements and long service entitlements will be paid to staff as specified by the <i>Local Government Act 2009</i> .	NPARC and the Corporation	November 2025	

<b>Considerations</b> What needs to be considered	<b>Strategies</b> Please answer the question below and describe how it will/has been achieved.	<b>Who's responsible and who will be involved?</b>	<b>Timeframes</b>	<b>Status</b>
	<p>The Corporation will then offer employment to all staff (12 rangers and 1 ranger coordinator) via direct appointment under the Miscellaneous Workers Award.</p> <p>Should any staff not wish to transition with the program they are free to take their redundancy entitlements and exit the program. In this case, any vacant positions will be re-advertised, and a transparent recruitment process will be undertaken.</p> <p>To ensure that no staff experience employment gaps, recruitment will occur during October 2025 and the Corporation commits to all staff being reemployed by early November 2025 following the signing of the new contract between the Corporation and the Federal Government.</p>			

<b>Considerations</b> What needs to be considered	<b>Strategies</b> Please answer the question below and describe how it will/has been achieved.	<b>Who's responsible and who will be involved?</b>	<b>Timeframes</b>	<b>Status</b>
	Information sessions will be held for staff during October 2025 to ensure that they understand the process that is being undertaken. Representatives from NPARC and the Corporation will be present at the information session to answer queries and provide relevant paperwork.  In addition to current staff the Corporation will employ an Operations Manager to oversee the employment transition. During the transition process the Corporation will need to negotiate funding with the Department to ensure that the budget reflects the need for this position.			Complete. Attachments VI <a href="https://www.dropbox.com/sc/fo/kpy0uv3c2lk212v3fna1x/AKXLC1PzaYPDw0gRK3zKdFA?rlkey=-byrwwf8ogzw3wv7bz1hzzbgm&amp;st=iwqpw0z&amp;dl=0">https://www.dropbox.com/sc/fo/kpy0uv3c2lk212v3fna1x/AKXLC1PzaYPDw0gRK3zKdFA?rlkey=-byrwwf8ogzw3wv7bz1hzzbgm&amp;st=iwqpw0z&amp;dl=0</a> (HR documents)

<b>Considerations</b> What needs to be considered	<b>Strategies</b> Please answer the question below and describe how it will/has been achieved.	<b>Who's responsible and who will be involved?</b>	<b>Timeframes</b>	<b>Status</b>
	ensure that the Corporation is compliant under Australian laws  <i>Will <u>all</u> staff move from the existing provider to the new provider?</i>  <i>Will there be an employment gap for any staff?</i>  <i>Do staff require any support services?</i>			
<b>Budget</b>	The Corporation will be employing all staff in line with the Miscellaneous Workers award.  The Corporation will be able to deliver 1 FTE Ranger Coordinator and 12 FTE Full	REO and the Corporation		

<b>Considerations</b> What needs to be considered	<b>Strategies</b> Please answer the question below and describe how it will/has been achieved.	<b>Who's responsible and who will be involved?</b>	<b>Timeframes</b>	<b>Status</b>
	Time Rangers within the current budget.  The Corporation will require extra funds to employ 1 FTE Operations Manager to oversee staff management, reporting, financial management and project management. Funding for this position will be negotiated during the transition process. Apudthama Land Trust have committed to contributing some funds towards the employment costs for this position as they see this as an important position to ensure success of the program.  <i>Is the new provider able to deliver the same number of FTE with the existing budget for the project?</i>  <i>If no, please provide details.</i>		Negotiate funding for position April-October 2025	Complete. Attachment VI (HR Documents)

Considerations What needs to be considered	Strategies Please answer the question below and describe how it will/has been achieved.	Who's responsible and who will be involved?	Timeframes	Status
<p><b>Accommodation</b></p>	<p>Currently, the ranger program operates out of a base located in the Injino community. The complex is located on NPARC land and the building and demountables are owned by the NPARC.</p> <p>The NPARC have indicated their intention to lease this compound and all buildings to the Corporation for use by the ranger program.</p> <p>All ranger employees are locals who have their own housing, but the operations manager may be recruited from outside the NPA. The Apudthama Land Trust rent a furnished house available for this position located in Umagico. Use of this house by the Operations manager will be detailed in the service agreement between Apudthama Land Trust and the Corporation</p>	<p>NPARC and the Corporation</p>	<p>August 2025</p>	<p>A lease agreement or tenancy agreement will be drafted between the Corporation and NPARC to ensure continuity of use for these facilities.</p> <p>Attachment V (Resolution)</p> <p>RTA in place between NPARC and Apudthama Land Trust, use of house will be included in service agreement between Apudthama Land Trust and the Corporation</p>

Considerations What needs to be considered	Strategies Please answer the question below and describe how it will/has been achieved.	Who's responsible and who will be involved?	Timeframes	Status
	<p><i>Are there any staff or office accommodation issues that need resolving?</i></p>			
<p><b>Assets</b></p>	<p>All assets purchased through the activity will be transferred to the Corporation. An asset register will be provided by NPARC to ensure that all assets are accounted for and can be managed by the Corporation.</p> <p>Smaller items such as computers, printers and office equipment will not be transferred to the Corporation as they are the property of NPARC.</p> <p>Apuđthama Land Trust will assist the Corporation to purchase office equipment from their core funding. This arrangement will be detailed in the service level agreement.</p>	<p>REO, NPARC and The Corporation</p>	<p>November 2025 (at transition)  October 2025</p>	<p>Asset register to be drafted.</p> <p>Details of purchase of office equipment to be included in service agreement between Apuđthama Land Trust and the Corporation.</p>

Considerations What needs to be considered	Strategies Please answer the question below and describe how it will/has been achieved.	Who's responsible and who will be involved?	Timeframes	Status
	<p>As the rangers will remain at their current location the issue of storage is not relevant, and all assets will remain at the ranger base and will be maintained by the ranger program in line with the Corporation policies and procedures.</p> <p><i>Assets previously purchased through the activity must be transferred to the new provider.</i></p> <p><i>Will any other assets (originally costing less than \$5,000) be transferred to the new provider? I.e. computers, phones, small machinery etc.</i></p> <p><i>Does the new provider have adequate storage for assets and equipment?</i></p>			<p>Complete. Attachment VI (HR Documents)</p>
<p><b>Legal issues</b></p>	<p>The major legal issues to be considered are Employment Law, access to land issues and</p>	<p>REO, NPARC and the Corporation</p>		

Considerations What needs to be considered	Strategies Please answer the question below and describe how it will/has been achieved.	Who's responsible and who will be involved?	Timeframes	Status
	<p>The Corporation has sought advice from their legal representative when drafting all the relevant resolutions supporting this process.</p> <p>The Corporation have sought assistance from Human Resource professionals when drafting all of their policies, procedures and handbooks to ensure that all Employment laws are being adhered to.</p> <p>Both NPARC and the Corporation agree that all staff will be made redundant from NPARC and reemployed with the Corporation to ensure that they receive all their legal entitlements.</p> <p>The Corporation are seeking legal advice from their legal representative when drafting the service agreement between Apudthama Land Trust and the Corporation to ensure that all parties are aware of their roles</p>		<p>Service Level Agreement between Land Trust and Corporation drafted April 2025</p>	<p>Complete: Attachment I (resolutions)</p> <p>Complete: Attachment VI (HR Documents)</p> <p>Complete: Attachment V (resolution)</p>

<b>Considerations</b> What needs to be considered	<b>Strategies</b> Please answer the question below and describe how it will/has been achieved.	<b>Who's responsible and who will be involved?</b>	<b>Timeframes</b>	<b>Status</b>
	and responsibilities in delivering the Apudthama Land and Sea Ranger Program.  <i>Are there legal issues that need to be considered?</i>			
<b>Data and information</b>	Currently the ranger program does not have a data base. All data collected by the ranger program is currently being held by outside organisations such as Cape York NRM.  There are currently no data use agreements in place. Following transition, the Corporation will ensure that data use agreements are in place with all stakeholders and partners and the Corporation will work with the rangers to develop a database for the program to ensure that Indigenous Cultural	REO and the Corporation	February 2026 (data use agreements in place)	

Considerations What needs to be considered	Strategies Please answer the question below and describe how it will/has been achieved.	Who's responsible and who will be involved?	Timeframes	Status
	<p>and Intellectual Property remains the property of Traditional Owners. Does any data, client specific information, or other information need to be transferred to the new provider?</p> <p><i>Are there any Privacy or Intellectual Property—including Indigenous Cultural and Intellectual Property (ICIP) - considerations?</i></p>			
<p><b>Risk Management</b></p>	<p>Risk 1: Several rangers do not reapply for their positions with the Corporation leaving skills gaps within the program.</p> <p>Risk Mitigation Strategy: All the rangers have been well informed about the process. Several staff meetings have been held with them to reassure them that the transition will not adversely affect their employment. Most of the rangers have indicated</p>	<p>REO and the Corporation</p>	<p>October 2025</p>	<p>Complete. Attachment VI (HR Documents)</p>

Considerations What needs to be considered	Strategies Please answer the question below and describe how it will/has been achieved.	Who's responsible and who will be involved?	Timeframes	Status
	<p>that they are happy with the transition. A further meeting will be held in October to further inform them of the process.</p> <p>If rangers do leave, then a recruitment process is in place to ensure that they can be replaced in a timely manner.</p> <p>Risk 2: The Corporation lack the operational capacity to manage a program of this magnitude.</p> <p>Risk Mitigation Strategy: An experienced operations manager will be employed to oversee staff management, reporting, financial management and project management. This position will work with the board to ensure that all contract obligations are met as well as supporting the ranger coordinator to ensure that all staffing issues are addressed, assets are managed appropriately, workplace health</p>			<p>Complete. Attachment VI (HR Documents)</p>

<b>Considerations</b> What needs to be considered	<b>Strategies</b> Please answer the question below and describe how it will/has been achieved.	<b>Who's responsible and who will be involved?</b>	<b>Timeframes</b>	<b>Status</b>
	and safety issues are addressed, and reporting requirements are adhered to.  The main risk that is <i>What could go wrong with the transition and what needs to be put in place to manage risks?</i>			
<b>Other issues</b>	Are there any other issues that might affect the grant activity transition?			

Executed by the Parties on 31<sup>st</sup> March 2025 for and on behalf of:

**Transition from organisations' name:**

(name and position)

(signature)

**Transition to organisations name:**

Ugari Nona, Chairperson.

(signature)



## Ipima Ikaya Aboriginal Corporation RNTBC

ICN 8114

21 March 2025

To whom it may concern

### **RE: Apudthama Land Trust Ranger Program Transition from NPARC to Apudthama Land Trust- Letter of support**

The Ipima Ikaya Aboriginal Corporation RNTBC (IIAC) is the registered native title body corporation for two native title determinations: Northern Cape York Group #1 (QCD2014/017) and Northern Cape York Group # 3 (QCD2017/005). The IIAC also holds in trust the Apudthama National Park (CYPAL), which is jointly managed in partnership with Queensland Parks and Wildlife Service (QPWS).

In 2022, a historical handback saw the Apudthama National Parks returned to the traditional owners by the State Government. Since then, the IIAC has employed two Indigenous rangers to joint manage the CYPAL in collaboration with QPWS rangers.

On the 31 October 2024 the board of the IIAC unanimously passed a resolution to provide our support to the Apudthama Land Trust for the process of transitioning the Apudthama Land and Sea Rangers funding and operational management from the current auspice arrangement with Northern Peninsula Area Regional Council to the Apudthama Land Trust.

This transition has been many years in the planning and has been a long-held aspiration of the Traditional Owners of Apudthama Country.

We look forward to the opportunity of working alongside the Apudthama Land Trust to align our strategic and operational goals that will enable mutual benefits for our common law holders and our land.

Yours sincerely,

**Louisa Taylor Ahmat**  
Operations Manager  
Ipima Ikaya Aboriginal Corporation RNTBC

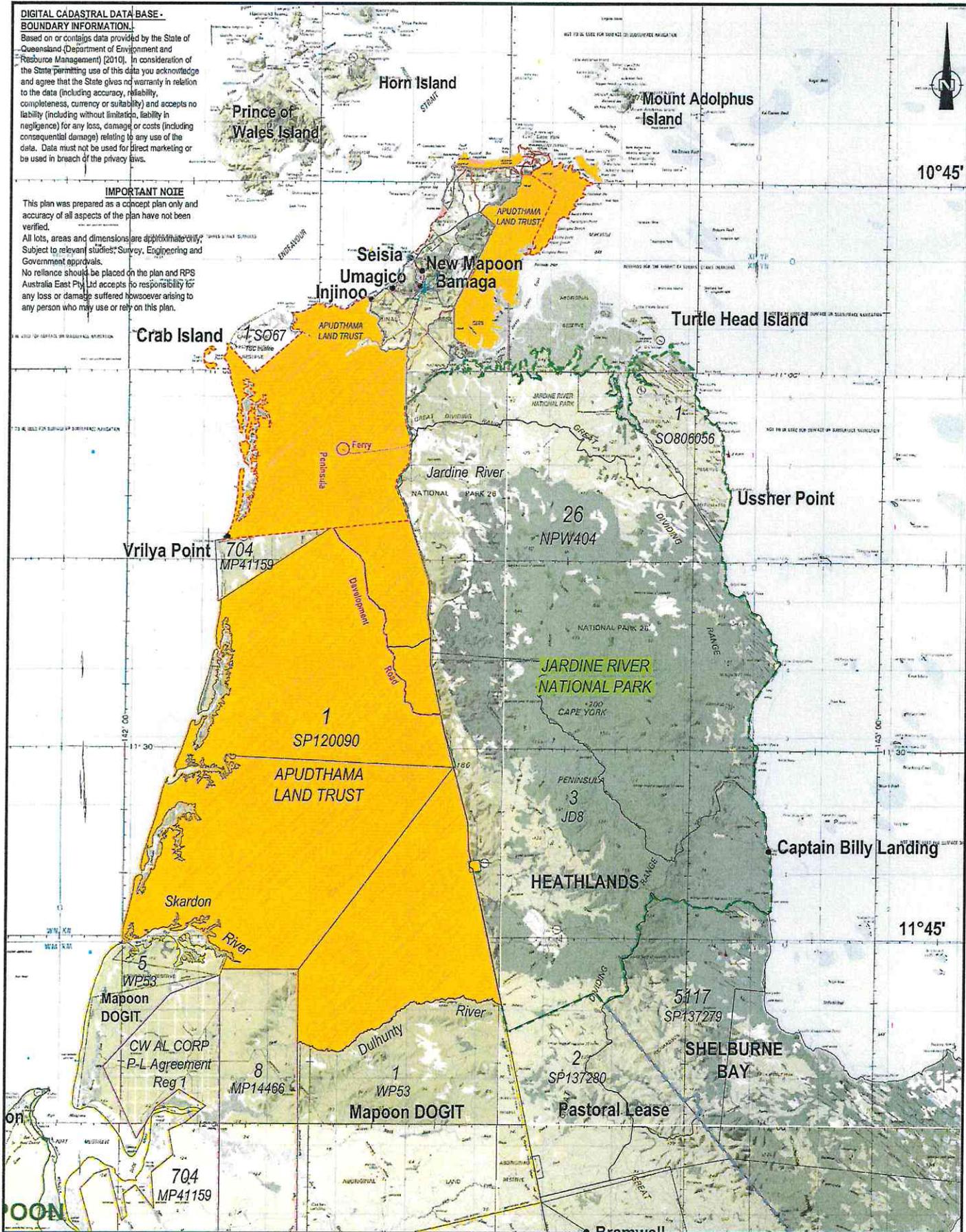


**DIGITAL CADASTRAL DATA BASE - BOUNDARY INFORMATION**

Based on or contains data provided by the State of Queensland (Department of Environment and Resource Management) (2010). In consideration of the State permitting use of this data you acknowledge and agree that the State gives no warranty in relation to the data (including accuracy, reliability, completeness, currency or suitability) and accepts no liability (including without limitation, liability in negligence) for any loss, damage or costs (including consequential damage) relating to any use of the data. Data must not be used for direct marketing or be used in breach of the privacy laws.

**IMPORTANT NOTE**

This plan was prepared as a concept plan only and accuracy of all aspects of the plan have not been verified.  
 All lots, areas and dimensions are approximate only. Subject to relevant studies, Survey, Engineering and Government approvals.  
 No reliance should be placed on the plan and RPS Australia East Pty Ltd accepts no responsibility for any loss or damage suffered however arising to any person who may use or rely on this plan.



0 5,000 10,000 15,000 20,000 25,000  
metres

SCALE 1:500,000 IS APPLICABLE ONLY TO THE ORIGINAL SHEET SIZE. (A3)

**Land held by APUDTHAMA LAND TRUST as trustee**

AMENDMENTS
CAO REF 9832-60c.dwg

PROJECT MANAGER Ian Doust	SHEET 1 OF SHEETS 1	SHEET SIZE A3
SURVEYED		
COMPILED 2/6/11		

**NPARC**

**Apudthama Land Trust**  
Land Holdings

**RPS**

RPS Australia East Pty Ltd  
ACN 140 292 762  
135 Abbott St  
PO Box 1949  
CAIRNS QLD 4870

T +61 7 4031 1336  
F +61 7 4031 2042  
W rpsgroup.com.au

SCALE 1:500,000 DATE 30/6/11 DRAWING NO. 9832-60 ISSUE C



**Title of Report:** Authority to Commence Discussions to Replace the Jardine Ferry

**Agenda Item:** 8.5

**Classification:** For noting

**Author** Acting Chief Executive Officer

**Attachments** N/a

### Officers Recommendation:

**That Council:**

Authorise the Mayor and CEO to commence discussions with all stakeholders to determine a future outcome for the replacement of the Jardine Ferry.

### PURPOSE OF REPORT

To authorise the Mayor and CEO to commence discussions with all stakeholders to determine a future outcome for the replacement of the Jardine Ferry.

### SCOPE OF DELIVERY

In recent times, Council has received significant criticism for closing the ferry for extended repairs that were well overdue. Since that work, the ferry has continued to experience mechanical repairs which again have damaged Council's reputation. There has been a lot of discussion about how the Ferry should be replaced, whether that is by the purchase of a new ferry or the construction of a bridge. Obviously, the influencing factor will be the cost of each of project.

However, before we can assess the outcome, we need to be speaking with all the stakeholders concerned. This includes the ALT, Community, Tourist operators, Government representatives and Departmental representatives etc.

Another influencing factor is that whilst the existing ferry is becoming more unreliable, it is under the scrutiny of AMSA who have the authority to close the whole ferry operation which, without warning, could be devastating to our local economy as well as seriously impact the tourist dollars that we receive each year.

Discussions between the Mayor and CEO have identified the need to commence discussions to advance the project rather than having a general discussion circulate about the pros and cons of any type of operation across this vital link.

For that reason, I am seeking Council's approval to provide the Mayor and CEO with the authority to commence discussions to advance this project, so we are not left with a significant liability that requires addressing without the appropriate investigations.

Matters to be considered: -

- Identify all stakeholders and seek either approval or opinions.
- Identify concerns and investigate.
- Discuss the fit for purpose alternatives.
- Investigate the pros and cons of a Ferry or a bridge.
- Commence discussions around cost of each alternative.
- Look at the operation and whether Council should be operating it as a business or handing it to a local group ie ALT or private operator.
- The implications of building a bridge and raising revenue from that structure.
- What are the regulatory restrictions on type.
- Environmental Impact Studies

This will be ongoing and at some point, in the future, Council will need to expend finances to do feasibility studies, designs, hiring of experts etc

## **CHALLENGES**

The challenge is if Council does not commence some serious investigation of this issue, it will, at some point in the future, be forced into making an ill considered decision that may not result in the best outcome for the community and could lock us into maintaining an imperfect solution for an ongoing number of years.



**Title of Report:** Internal Audit Committee Meeting Minutes

**Agenda Item:** 8.6

**Classification:** For noting

**Author** Acting Chief Executive Officer

**Attachments** Copy of Audit Committee Meeting Minutes

### Officers Recommendation:

**That Council:**

Receive the Minutes of the Internal Audit Committee meeting held on 4<sup>th</sup> July 2025.

### PURPOSE OF REPORT

To provide a copy of the internal Audit Committee Meeting minutes from the meeting held 4<sup>th</sup> July 2025.

As Acting CEO, I would like to formally apologise to Council's Deputy Mayor, Cr Mary Yoelu, for omitting her from the invitation to the meeting. It was an oversight on my behalf for which I am sincerely sorry.

The meeting was held to update all Stakeholders including Council, Advisors, Internal Auditors -Altius, External Auditors – Grant Thornton, QAO, Legals - Preston Law.

The meeting was chaired by Mr Ross Higgins and attended by external member, Ms Jo Gowans of Brett and Shave.

The minutes are presented for Council's adoption

## 1. Welcome

Chairman welcomed everyone to the meeting.

## 2. Attendance and apologies

### Attendance

#### Committee Members

Chair	Ross Higgins
External Member	Jo Gowan (Brett and Shave)

#### Officers

A/Chief Executive Officer	Lew Rojahn
Executive Manager – Corporate and Finance	Romina Nona

#### Advisors

Governance	Brett de Chastel
Financial	Benjamin Schierhuber (BDO)

#### Invited external representatives

Grant Thornton	Andrew Cornes
Grant Thornton	Edan Clark
Altius Advisors	Peter Catterson /Abdul Moid Shaid
Preston Law	Julian Bodenmann – for the Legal update

#### Apologies

Councillor	Kitty Gebadi
Councillor	Mary Yoelu
Altius	Eve Jacks
Exec Manager- Operations	Gus Yates

## 3. Confirmation of previous minutes

That the minutes of Northern Peninsula Area Regional Council Internal Audit Committee meeting held 2<sup>nd</sup> April 2025 be confirmed.

## 4. Declaration of conflict of interest by members of the Audit Committee and observers

There were no Declarations of Conflict of Interest declared by the members or non-members.

## 5. Matters from previous meeting.

Brett De Chastel Advised that Council's Budget had been adopted.

## 6. Audit Committee work plan

No Action at this time.

## 7. Reports

### 7.1 External Audit update

- Andrew Cornes provided a verbal update on the current status of the ongoing audits. – 2023 Year audit near complete.

Received

### 7.2 Monthly Financial Report

- Ben Schierhuber provided a verbal discussion of the books of Account for the Council as at 31<sup>st</sup> May 2025
  - Restricted and Unrestricted Cash balance
    - \$18.8m is restricted
    - \$2.8 m is unrestricted.
  - Ben also outlined identified risks.
  - His impending completion of his role
  - Actions implemented.

Received

### 7.3 Disaster Management update including business continuity plans.

- Mr Gus Yates was on leave – Committee accepted the written report.

Received

### 7.4 Internal Audit Progress Report:

- Peter Catterson spoke to the submitted report.
  - Proposed projects
  - Identified risks.

Received

**7.5 Governance:**

- Update provided by ACEO to advise that Council's Governance officer has returned to Work after maternity leave and focus will be on cataloguing policies and developing Delegations Register.

**Noted**

**7.6 Review of Fraud Control:**

- ACEO advised that Ian Barton (JLT) will be attending in two weeks and Council will continue further risk evaluation with him.

**Noted**

**7.7 Risk Management:**

- Policy framework has been adopted by Council.

**Noted**

**7.8 Cyber Security**

- The ACEO provided an update on RMT around the identified Essential 8 Risks identified by KAON.

**Noted**

DRAFT

## 7.9 Legal – Preston Law – Julian Bodemann

- Presented Current risk issues with Legal matters – Main concern is around Seisia Enterprises.

Received

## 7.10 Capital Works Progress –

- Update provided by ACEO Lew Rojahn
  - Main projects are the NP1 and NP2 Road upgrades and the \$32million. upgrade to the airport scheduled over 2 years.

## 7.11 Update on Asset Management Strategy

- Update by Brett De Chastell

Noted

## 7.12 Annual Budget

- Update By Brett De Chastell
  - Brett discussed the Philosophy of the budget
  - The development of the budget
  - The 18 points in the budget
  - Budget size and projected opportunities
  - Budget risks.

Received

## 7.13 CEO Update

- Recruitment
- Debtors
- Future of ferry
- Operating System Software
- Tech Risks
- Safety Driven by Manex

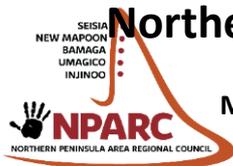
## 8. Other business

## 9. Next meeting

- Seek to have the next meeting at the presentation of Financial Statements.
- Chairman will meet with New CEO

## 10. Meeting close

- 11:42 am



# Northern Peninsula Area Regional Council

Minutes of the Internal Audit Committee Meeting  
Held 4<sup>th</sup> July 2025 Via TEAMS

DRAFT



**Title of Report:** DA 2025\_016 DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE FOR SHORT-TERM ACCOMMODATION DEVELOPMENT CYPL

**Agenda Item:** 8.7

**Classification:** ??

**Author** Executive Manager, Operations

**Attachments** Attachment A: Application Assessment

Attachment B: Locality Plan

Attachment C: Development Plan

Attachment D: Site Plan

Attachment E: Floor Plan and Elevation

Attachment F: Artists Impressions of Cabins

DRAFT

## Officers Recommendation:

**That Council approve:**

**A**

- i) Material Change of Use for Short Term Accommodation (4 x additional cabins at Cape York Peninsula Lodge) little Lui Street Bamaga Lot 264 on SP273361.

Subject to the below conditions:

CONDITIONS OF APPROVAL	TIMING									
<p><b>1. Administration</b></p> <p>1.1. The developer is responsible to carry out the approved development and comply with relevant requirements in accordance with:</p> <p>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;</p> <p>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;</p> <p>1.1.3. The conditions of approval, the requirements of Council's Planning Scheme and best practice engineering.</p>	<p><b>At all times</b></p>									
<p><b>2. Currency Period</b></p> <p>2.1. The applicable currency period is:</p> <p>2.1.1. Material Change of Use – <b>6 years</b></p>	<p>As per condition</p>									
<p><b>3. Approved Site Drawings/Plans</b></p> <p>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:</p> <table border="1" data-bbox="268 1691 1061 1948"> <thead> <tr> <th>Plan / Document Nam</th> <th>Drawing Number</th> <th>Date/DWG</th> </tr> </thead> <tbody> <tr> <td>Site Plan prepared by Bau Design Architects</td> <td>SK1.01</td> <td>25/05/2025</td> </tr> <tr> <td>Eastern Cabins Floor Plan and Street Elevation prepared by Bau Design Architects</td> <td>SK2.01</td> <td>25/05/2025</td> </tr> </tbody> </table>	Plan / Document Nam	Drawing Number	Date/DWG	Site Plan prepared by Bau Design Architects	SK1.01	25/05/2025	Eastern Cabins Floor Plan and Street Elevation prepared by Bau Design Architects	SK2.01	25/05/2025	<p>At all times</p>
Plan / Document Nam	Drawing Number	Date/DWG								
Site Plan prepared by Bau Design Architects	SK1.01	25/05/2025								
Eastern Cabins Floor Plan and Street Elevation prepared by Bau Design Architects	SK2.01	25/05/2025								



<p>engineering specifications and to the satisfaction of the Chief Executive Officer.</p> <p>6.5. An appropriate Stormwater Quality Management Plan (SQMP) must be developed for the site that provides for achievable stormwater quality treatment measures in accordance with FNQROC Design Standards or Council's standard engineering specifications and to the satisfaction of the Chief Executive Officer.</p>		
<p><b>7. Access/Parking</b></p> <p>7.1. Access provision to the development must be provided/constructed in accordance with FNQROC specifications and to the satisfaction of the Chief Executive Officer or demonstrate that such is already in existence.</p> <p>7.2. Bicycle and Vehicle parking requirements and Parking Design must be provided/constructed in accordance with FNQROC specifications and to the satisfaction of the Chief Executive Officer or demonstrate that such is already in existence.</p>	<p>Prior to the commencement of the use.</p>	
<p><b>8. Infrastructure Services</b></p> <p>8.1. Road and shared paths are to be provided in accordance with FNQROC Development Manual standards and sound engineering practice.</p> <p>8.2. Water Supply connection or suitable alternative adequate water supply must be provided to site/s in accordance with FNQROC Development Manual standards or demonstrate that such is already in existence.</p> <p>8.3. Sewer connection or suitable alternative on-site treatment in accordance with FNQROC Development Manual standards must be provided to sites or demonstrate that such is already in existence.</p> <p>8.4. Electricity provision certificate must be provided to the Local Authority.</p> <p>8.5. Lighting is to be provided in accordance with FNQROC Development Manual standards and sound engineering practice and to the satisfaction of the Chief Executive Officer.</p> <p>8.6. Telecommunications provision certificate or declaration of exemption must be provided to the Local Authority.</p>	<p>Prior to the commencement of the use</p>	
<p><b>9. Fire Hydrants, Fire Management and Emergency Access</b></p> <p>9.1. Fire Services are to be provided in accordance with FNQROC Development Manual standards and the water supply must be reliable and have sufficient flow and pressure requirements for fire-fighting purposes.</p>	<p>Prior to the commencement of the use</p>	

<p>9.2. Water supply to ensure adequate and accessible water supply for firefighting purposes must be provided to the Local Authority or demonstrate that such is already in existence.</p>	
<p><b>10. Acid Sulfate Soils</b></p> <p>10.1. Due care must be taken to ensure that the development will manage to not disturb or minimise the release of acid or metal contaminants.</p> <p>10.2. Dispose of acid or metal contaminants compliant to legislation and provide relevant disposal documentation to Council.</p>	<p>Prior to the commencement of the use</p>
<p><b>11. Landscaping</b></p> <p>11.1. Landscaping to be provided to enhance the appearance of the sites to the road and provide a buffer to adjoining sites.</p>	<p>Prior to the commencement of the use</p>
<p><b>Reasons for Decision:</b></p> <p>As discussed within this report, the proposed development is considered to be generally in accordance with the following relevant overall outcomes.</p> <ul style="list-style-type: none"> <li>• is connected to existing urban infrastructure, thus allowing development to proceed in an efficient, sustainable and cost-effective manner.</li> <li>• is an extension of an existing tourism business that is likely to contribute to the local economy including expanded opportunities for tourism, accommodation options and employment.</li> </ul>	

## PURPOSE OF REPORT

The report seeks a Council resolution on the development application received for:

- ii) Material Change of Use for Short Term Accommodation (4 x additional cabins at Cape York Peninsula Lodge)

**(Attachment B, Locality Plan)**

## BACKGROUND AND CONTEXT

The proposed development is Impact assessable development in accordance with the provisions of the Northern Peninsula Regional Planning Scheme 2018, (alignment amendment adopted 02 August 2021) and the *Planning Act 2016* as set out in the below tables.

<b>Application &amp; Site Details Summary</b>	
<b>Applicant</b>	Development application prepared by RPS AAP Consulting Pty Ltd on behalf of Bamaga Enterprises Limited
<b>Proposed Development</b>	Material Change of Use (intensification of existing use - short term accommodation - 4 x additional cabins at Cape York Peninsula Lodge)

<b>Application &amp; Site Details Summary</b>	
<b>Type of Approval sought</b>	Development Permit
<b>Street Address</b>	New cabins will be adjacent to Little Lui Street but front to an internal pathway connecting all the units to the reception and facilities at Bamaga (Cape York Peninsula Lodge is located on the corner of Lui and Adidi Streets Bamaga)
<b>RP Description</b>	Lot 264 on SP273361
<b>Land Area</b>	7,885m <sup>2</sup>
<b>Existing Use of Land</b>	Cape York Peninsula Lodge

<b>Local Plan Summary</b>	
<b>Local Plan</b>	Northern Peninsula Regional Planning Scheme 2018, (alignment amendment adopted 02 August 2021)
<b>Zoning</b>	Zone: Township Strategic zone: Urban and Tourist Area Local Precinct: Tourism
<b>Codes</b>	The Planning Scheme: <ul style="list-style-type: none"> <li>Township Zone Code</li> </ul>
<b>Overlays</b>	<ul style="list-style-type: none"> <li>NPA Airport Overlay – 13km Wildlife Buffer Area</li> <li>Natural Hazard (Flood) Overlay – Flood hazard area (part) (abutting flood hazard area)</li> <li>Biodiversity Overlay – Regulated Vegetation</li> </ul>
<b>Level of Assessment</b>	Impact Assessable (15 business days public notification period)

<b>Master Plan Summary</b>	
<b>Master Plan</b>	<ul style="list-style-type: none"> <li>Northern Peninsula Area Council Master Plan 2020</li> </ul>
<b>Land Use</b>	n/a
<b>Assessment</b>	<ul style="list-style-type: none"> <li>Cape York Peninsula Lodge and or the subject site was not included in the NPARC Plan 2020</li> </ul>

<b>State Requirements Summary</b>	
<b>DA Mapping</b>	<ul style="list-style-type: none"> <li>Native Vegetation Clearing</li> <li>Water Resources - Great artesian water resource plan area</li> </ul>
<b>Pre-lodgement</b>	N/A
<b>Referral</b>	Nil

<b>IMPACT ASSESSMENT CONSULTATION</b>	
<b>Impact Application</b>	Yes
<b>Consultation Period</b>	03 June 2025 – 24 June 2025
<b>Submissions</b>	Nil
<b>Assessment</b>	Nil

The proposal seeks to obtain a Development Permit as reflected in the table below:

### Material Change of Use for Short Term Accommodation

MCU to establish four new cabins within the Cape York Peninsula Lodge footprint comprising the following:

The proposed site:

- is within lot 264SP273361 which is part of Cape York Peninsula Lodge containing existing short-term accommodation buildings and ancillary structures .
- abuts lot 60SP284241 which is part Cape York Peninsula Lodge containing the existing restaurant, accommodation and ancillary services.
- adjoins Adidi Street to the west, Little Lui Street to the south.
- is 7,885m<sup>2</sup> with approximate frontage to Little Lui Street of 20m and Adidi Street of 120m.
- directly to the north shares a boundary with open space comprising Mosby Creek, with the land sloping from the southeast to the northwest towards Mosby Creek.
- has a surrounding locality comprising of predominately detached residential development.



Figure 1 Location of proposed four cabins

The four cabins are proposed to be:

- two bedrooms, one bathroom, kitchen/dining and outdoor patio area (not wheel chair assessable).
- singular storey modular design with dark natural external colours and materials.
- serviced by existing infrastructure networks.
- sited in close proximity to the adjacent cabins in order to minimise and mitigate potential disturbance to the riparian vegetation of Mosby Creek.
- a total approximate area of 57m<sup>2</sup>, excluding the outdoor patio area for each cabin.
- accessible from Little Lui Street via existing car park and footpath network (not wheel chair assessable)
- provided pedestrian access and connectivity to the balance of Cape York Peninsula Lodge and restaurant via a proposed pedestrian walkway and existing pathways.
- utilised for additional resort accommodation.
- non-self-contained cabins.
- sited in close proximity to the adjacent cabins in order to minimise and mitigate potential disturbance to the riparian vegetation of Mosby Creek.

**Material Change of Use for Short Term Accommodation**



**Figure 2 extract from floor plan for proposed four cabins**

The proposal can be considered to be consistent with the following relevant overall outcomes of the Northern Peninsula Regional Planning Scheme 2018, (alignment amendment adopted 02 August 2021), in particular, the proposed development:

- is connected to existing urban infrastructure, thus allowing development to proceed in an efficient, sustainable and cost-effective manner.
- is an extension of an existing tourism business that is likely to contribute to the local economy including expanded opportunities for tourism, accommodation options and employment.



## CRITICAL DATES

Decision Making Period Concludes on the 13<sup>th</sup> August 2025

## OTHER OPTIONS CONSIDERED

N/A.

## LEGAL AND LEGISLATION CONSIDERATIONS

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 Planning Scheme 2018, (alignment amendment 2021)

Northern Peninsula Area Regional Council Master Plan 2020

## POLICY CONSIDERATIONS

N/A.

## CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

Council assessed the application to be compliant with its Corporate and Operational Plans objectives.

## FINANCIAL AND RESOURCE CONSIDERATIONS

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

## CONSULTATION

DTATSIPCA RILIPO

## 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 impact 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	02/05/2025
Action Notice Issued	n/a
Confirmation Notice Issued	16/05/2025
Referrals Information Received	Nil
Impact Consultation period	03 June 2025 to 24 June 2025
<i>Planning Act 2016</i> - Decision Making Period Concludes	13 August 2025
Applicant agreed Decision Making Period Extension Concludes	n/a
Council Meeting	29/07/2025
Decision Notice preparation and mail-out Period Concludes	05/08/2025

### Assessment against relevant legislation.

The development proposal is determined to be impact assessable development.

Legislation	Assessment Triggered	Assessment
Northern Peninsula Regional Planning Scheme 2018, (alignment amendment adopted 02 August 2021)	✓	The Assessment Manager is the Northern Peninsula Area Regional Shire Council as determined by Schedule 8 Table 1 (b) (i) of the <i>Planning Regulations 2017</i> . Council as the Assessment Manager will undertake assessment of the application against the relevant codes making the decision pursuant to section 60 of the <i>Planning Act 2016</i> .
Impact Assessment	✓	The Material Change of Use for short-term accommodation in the Township Zone is determined to be Impact Assessable development and <u>does</u> require Public Notification.
Public Notification	✓	Public Notification period was from 03 June 2025 – 24 June 2025. No submissions were made during this period.
State Interests	Assessment Triggered	Assessment
Development Assessment Mapping System (SARA referral)	✗	There are two State Assessment and Referral Agency (SARA) mapped triggers listed on the DAMS Website for the subject site: WATER RESOURCES <ul style="list-style-type: none"> <li>• Great artesian water resource plan area</li> <li>• Regulated vegetation management map (Category A and B extract)</li> </ul> The application was reviewed against the Development Assessment Rules to assess whether the application triggered referral agency assessment.

## Attachment A Development Application Assessment

		<p>There was no requirement for the proposal to be sent to SARA for assessment.</p> <p>Lot 264 contains regulated Category B vegetation in the northeast corner away from the proposed site for construction of the proposed cabins.</p> <p>The balance of the lot 264 contains Category X vegetation which is deemed to be exempt clearing work under Schedule 21 of the <i>Planning Regulation 2017</i> for which no referral to SARA is required.</p>
State Planning Policy (SPP)	✘	<p>In accordance with section 2.1 of planning scheme, the Minister has identified that the State Planning Policy (April 2016) is integrated into the Planning Scheme.</p> <p>Hence, for the purposes of this development, it is considered that assessment of the proposal against the provisions of the SPP is not required, and all relevant matters will be dealt with under the provisions of the Planning Scheme.</p> <p>The proposed development is infill development within an existing development footprint not impacting on the SPP triggers as listed hereunder.</p> <p><b>AGRICULTURE</b></p> <ul style="list-style-type: none"> <li>• Stock route network</li> <li>• Agricultural land classification - class A and B</li> </ul> <p><b>BIODIVERSITY</b></p> <ul style="list-style-type: none"> <li>• MSES - Regulated vegetation (category B)</li> <li>• MSES - Regulated vegetation (essential habitat)</li> <li>• MSES - Wildlife habitat (endangered or vulnerable)</li> </ul> <p><b>NATURAL HAZARDS RISK AND RESILIENCE</b></p> <ul style="list-style-type: none"> <li>• Flood hazard area - Level 1 - Queensland floodplain assessment overlay</li> </ul> <p><b>STRATEGIC AIRPORTS AND AVIATION FACILITIES</b></p> <ul style="list-style-type: none"> <li>• Wildlife hazard buffer zone.</li> </ul>
Regional Plan (Torres Strait and Northern Peninsula Area Regional Plan 2009-2029)	✔	<p>Bamaga is located with the Torres Strait and Northern Peninsula Area Regional Plan 2009-2029.</p> <p>The proposal can be considered to contribute to the goals and objectives of the Regional Plan in that an extension of the existing accommodation at Cape York Peninsula Lodge by an additional four self-contained short-term accommodation units will contribute to business, tourism and general visitation to Bamaga, will potentially contribute to economic development, assist to build sustainable tourism and foster small business.</p>

### Northern Peninsula Area Regional Council Planning Scheme 2018, (alignment amendment 2021).

Detailed assessment of the proposed development against the **Specific Benchmarks** for applicable codes is reflected in the Development Application.

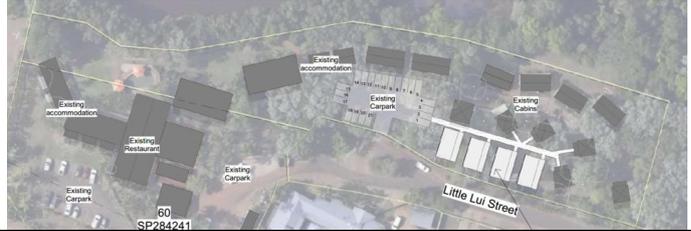
An assessment against the applicable **Purpose and Overall Outcomes** provisions has been undertaken as reflected hereunder:

Proposed Use	Zoning	Precinct	Zone Codes	Overlay Maps
Short-term accommodation	Township	Tourism	Township Zone Code	<ul style="list-style-type: none"> <li>• NPA Airport Overlay (13km Wildlife Buffer Area)</li> <li>• Natural Hazard (Flood) Overlay – Flood hazard area (part)</li> <li>• Biodiversity Overlay – Regulated Vegetation.</li> </ul>

# Attachment A Development Application Assessment

Township Zone Code																
Purpose	Overall Outcomes	Assessment														
<p>The purpose of the township zone is to provide for a variety of uses and activities to service local residents, including short-term accommodation if appropriate for the area.</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.</p> <p>The Tourism Precinct is the preferred location for the establishment of tourist accommodation.</p>	<p>The purpose of the Township Zone will be achieved through the following overall outcomes including: Development is designed to incorporate sustainable and healthy practices including maximising energy efficiency, water conservation and transport use; Development has access to adequate levels of infrastructure; Development provides a high level of amenity, has an appropriate level of privacy and reflects the surrounding character of the townships which is low-scale, low-density development; Development is responsive to environmental features and constraints such as topography, bushfire and flooding constraints.</p> <p>Development is appropriately sited to ensure safety, privacy and amenity of adjoining properties and public spaces.</p>	<p>This proposal is generally in accordance with the Township Zone code noted below:</p> <table border="1"> <thead> <tr> <th>Relevant performance outcomes</th> <th>Compliance</th> </tr> </thead> <tbody> <tr> <td> <p><b>Siting</b> Non-Residential buildings and structures are setback 3m from the road boundary.</p> </td> <td> <p>Complies - a 3m setback from the boundary of Little Lui Street (which ends in a cul-de-sac) is proposed for each unit. To adequately address safety, privacy and amenity of public spaces and adjoining properties, each unit will be separated by 3m as illustrated below.</p> </td> </tr> <tr> <td colspan="2" style="text-align: center;"> </td> </tr> <tr> <td> <p><b>Building height</b> - not to exceed 8.5m above natural ground.</p> </td> <td> <p>Complies - building heights will be 4.2m as illustrated in the below extract from the application.</p> </td> </tr> <tr> <td colspan="2" style="text-align: center;"> </td> </tr> <tr> <td> <p><b>Landscaped buffers</b> are established within the front and side setbacks up to 1.5m in depth.</p> </td> <td> <p>Complies - the proposal intends to retain existing vegetation to provide a vegetative buffer between the proposed cabins and Little Lui Street.</p> </td> </tr> <tr> <td> <p><b>Car parking</b> – 1 space per dwelling</p> </td> <td> <p>Complies - lot 264 currently has 16 dwellings with the additional 4 dwellings making a total of 20 dwellings. The existing car parking within lot 264 is 21 car parks as indicated on the below drawing which can be considered sufficient. No visitor car parking is required. The cabins will not be wheelchair assessable, therefore there is no proposal for wheelchair assessable parking spaces for people with disabilities. Lot 60, also a part of Cape York Peninsula Lodge has an existing carpark to cater for its existing infrastructure.</p> </td> </tr> </tbody> </table>	Relevant performance outcomes	Compliance	<p><b>Siting</b> Non-Residential buildings and structures are setback 3m from the road boundary.</p>	<p>Complies - a 3m setback from the boundary of Little Lui Street (which ends in a cul-de-sac) is proposed for each unit. To adequately address safety, privacy and amenity of public spaces and adjoining properties, each unit will be separated by 3m as illustrated below.</p>			<p><b>Building height</b> - not to exceed 8.5m above natural ground.</p>	<p>Complies - building heights will be 4.2m as illustrated in the below extract from the application.</p>			<p><b>Landscaped buffers</b> are established within the front and side setbacks up to 1.5m in depth.</p>	<p>Complies - the proposal intends to retain existing vegetation to provide a vegetative buffer between the proposed cabins and Little Lui Street.</p>	<p><b>Car parking</b> – 1 space per dwelling</p>	<p>Complies - lot 264 currently has 16 dwellings with the additional 4 dwellings making a total of 20 dwellings. The existing car parking within lot 264 is 21 car parks as indicated on the below drawing which can be considered sufficient. No visitor car parking is required. The cabins will not be wheelchair assessable, therefore there is no proposal for wheelchair assessable parking spaces for people with disabilities. Lot 60, also a part of Cape York Peninsula Lodge has an existing carpark to cater for its existing infrastructure.</p>
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# Attachment A Development Application Assessment

Township Zone Code														
Purpose	Overall Outcomes	Assessment												
														
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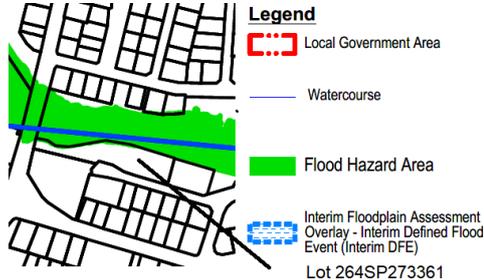
## Attachment A Development Application Assessment

Township Zone Code			
Purpose	Overall Outcomes	Assessment	
		infrastructure; development is constructed of materials and with finishes that complement the scenic landscape.	required to establish the building pads. The cabins will have a minimalist design and are proposed to be constructed using natural materials to remain visually recessive.

Biodiversity Overlay Code		
Purpose	Overall Outcomes	Assessment
The purpose of the biodiversity code is to ensure that matters of environmental significance are identified and protected.	The purpose of the code will be achieved through the following overall outcomes: development protects matters of state environmental significance to maintain ecological integrity; development manages impacts on matters of state environmental significance to avoid impacts on environmental values; development enhances the health and resilience of ecological systems and supports ecological connectivity.	<p>This proposal has been assessed as being generally in accordance with the Biodiversity Overlay Code in that the proposed addition of four new cabins accessible via Little Lui Street will be located within the existing resort.</p> <p>Minimal clearing would be required for the construction of the four cabins and no alterations to natural landforms, hydrology, or drainage patterns are anticipated as a result of the proposal.</p> <p>Due to the sensitive stormwater receiving environment of Mosby Creek and associated biodiversity, any approval for this proposal will be conditioned to reduce potential environmental and stormwater management impacts on Mosby Creek that may result from the intensification of use of the site by the applicant completing a storm water runoff plan.</p> <p>This will ensure that the stormwater from the site is lawfully discharged and does not adversely impact the environmental values and water quality of Mosby Creek.</p> <p>The proposal will not affect any areas of state environmental significance. The subject site is located within the Township Zone and is not identified as containing areas of state environmental significance. The proposed cabins would be adequately setback from Mosby Creek and areas of Matters of State Environmental Significance.</p> <p>The proposed cabins would be adequately setback from Mosby Creek and areas of Matters of State Environmental Significance. The additional cabins would be set back greater than 20m from riparian vegetation of Mosby Creek and would not adversely impact ecological values.</p>

NPA Airport Overlay Code	
Purpose	Assessment
The purpose of the NPA Airport code is to ensure development protects the safety and efficiency of the NPA Airport operations.	<p>This proposal has been assessed as being generally in accordance with the NPA Airport Overlay Code in that the proposal is located within the 13km wildlife buffer and the proposed land use being short-term accommodation purposes is not a development type listed in Table 8.2.6.3.b 'Land uses associated with increases in wildlife and hazards)' listed in the Planning Scheme.</p> <p>The proposed use is not associated with increases in wildlife strikes and hazards and does not increase the potential to attract birds and bats.</p>

## Attachment A Development Application Assessment

Natural Hazards Overlay Code – Flood		
Purpose	Overall Outcomes	Assessment
<p>The purpose of the Natural hazards overlay code - flood is to:</p> <p>a) provide for the assessment of the suitability of development in the Natural Hazard Overlay - Flood area to ensure that risk to life, property, community, economic activity and the environment during flood events is minimised, and</p> <p>b) ensure that development does not increase the potential for flood damage on-site or to other property.</p>	<p>The purpose of the code will be achieved through the following overall outcomes: the development siting, layout, and access responds to the risk of the natural hazard and minimises risk to personal safety, and the development is resilient to natural hazard events by ensuring siting and design accounts for the potential risks of natural hazards to property, and the development supports, and does not unduly burden disaster management response or recovery capacity and capabilities, and the development directly, indirectly and cumulatively avoids an unacceptable increase in severity of the natural hazards and does not significantly increase the potential for damage on the site or to other properties, and the development avoids the release of hazardous materials as a result of a natural hazard event, and natural processes and the protective function of landforms and/or vegetation are maintained in natural hazards areas.</p>	<p>Lot 164SP273361 abuts the flood hazard area as illustrated in the below extract from the planning scheme flood overlay map.</p>  <p><b>Legend</b></p> <ul style="list-style-type: none"> <li><span style="color: red;">- - -</span> Local Government Area</li> <li><span style="color: blue;">—</span> Watercourse</li> <li><span style="background-color: green; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Flood Hazard Area</li> <li><span style="background-color: blue; border: 1px solid black; display: inline-block; width: 15px; height: 10px; border-style: dashed;"></span> Interim Floodplain Assessment Overlay - Interim Defined Flood Event (Interim DFE)</li> </ul> <p>Lot 264SP273361</p> <p>This proposal has been assessed as being generally in accordance with the Natural Hazards Overlay Code in that the proposal is for short term accommodation for four cabins to be located outside of the Flood Hazard Area or Interim DFE and provided with safe and direct pedestrian and vehicle evacuation routes off the site.</p> <p>Lot 264 abuts, or, could be considered to be only partially within the Flood Hazard Area associated with Mosby Creek. The proposed cabins are located outside the mapped flood hazard area.</p> <p>The proposed development intends to provide for safe evacuation via Little Lui Street, which is not located within a flood hazard area.</p>

# Attachment B Locality Plan



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Attachment C: Development Plan



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PROPOSED ACCOMODATION  
BAMAGA, QLD 4876



Accommodation - Resort  
Bamaga, QLD 4876

SK1.01 Site Plan  
1 : 750

21013  
25/04/2025 Issue 3

**bau design**  
architects

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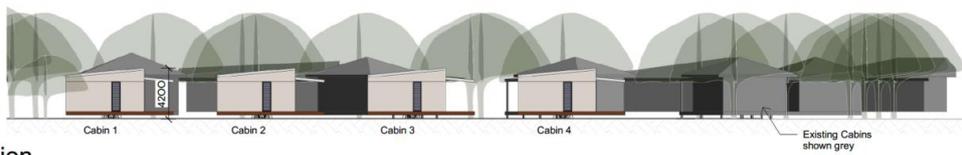
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# Attachment E: Floor Plan and Elevation



Floor Plan

1 : 200



Street Elevation

1 : 200

DRAFT

# Attachment F: Artists Impressions of Cabins



DK



**Title of Report: DA 2025\_024 Seisia Planning Assessment**

**Agenda Item: 8.8**

**Classification: ??**

**Author Executive Manager, Operations**

**Attachments Attachment A: Application Assessment**

**Attachment B: Locality Plan**

**Attachment C: Development Plan**

**Attachment D: Road Surrender Plans**

**Attachment E: Bushfire Risk**

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911 & 66 cancelling lot 66 SP342104 (with background)		
Seisia Residential Development Stage 3 proposed balance lot 66 cancelling lot 66 SP342104	AU014020-5	01.05.2025
Plan of Roads to be surrendered from Seisia DOGIT lot 66 SP342104 and dedicated as Public Road	AU010420-6	01.05.2025
Bushfire Risk Calculation Report	App H. Bushfire Risk Calculation	undated

3.1 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.

3.2 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for endorsement by Council.

**4 Construction**

At all times

4.1 Any construction work associated with this development shall be carried out in accordance with sound engineering practice.

4.2 No nuisance is to be caused to adjoining properties by way of smoke, dust, stormwater discharge or siltation of drains, at any time, including non-working hours.

4.3 Where material is to be carted to or from the site, loads are to be covered to prevent dust or spillage.

4.4 Where material is spilled or carried on to existing roads or shared paths, it is to be removed forthwith so as to restrict dust nuisance and ensure traffic safety.

4.5 Stormwater will be managed during construction in accordance with FNQROC Development Manual standards and a Soil and Erosion Management Plan.

Prior to commencement of construction.

4.6 A Traffic Management Plan is to be completed prior to commencement of construction and to the satisfaction of the Chief Executive Officer.

**5 Damage to Infrastructure**

At all times

5.1 In the event that any part of Council's infrastructure is damaged as a result of work associated with the development, Council must be notified immediately of the affected infrastructure and have it repaired or replaced, at no cost to Council.

5.2 All works must be completed prior to the issue of a Compliance Certificate, Building Act.

## 6 Drainage

At all times

- 6.1 The surface drainage must be catered for in a manner that lessens possible impacts in receiving areas.
- 6.2 Any works as a result of the development must not interfere with natural stormwater flow over or through the land.
- 6.3 A Drainage Management Plan must be provided, compliant with FNQROC Development Manual standards, Council's standard engineering specifications and to the satisfaction of the Chief Executive Officer.
- 6.4 An appropriate Stormwater Quality Management Plan (SQMP) must be developed for the site that provides for achievable stormwater quality treatment measures in accordance with FNQROC Design Standards or Council's standard engineering specifications and to the satisfaction of the Chief Executive Officer.

Prior to the start of any works on the site.

Prior to the commencement of the use.

## 7 Access

Prior to the commencement of the use.

- 7.1 Road and shared paths are to be provided in accordance with FNQROC Development Manual standards and sound engineering practice.
- 7.2 Access provision to the development must be provided/constructed in accordance with FNQROC specifications and to the satisfaction of the Chief Executive Officer or demonstrate that such is already in existence.
- 7.3 Bicycle and Vehicle parking requirements and Parking Design must be provided/constructed in accordance with FNQROC specifications and to the satisfaction of the Chief Executive Officer or demonstrate that such is already in existence.
- 7.4 Road widths, and construction within the development are to be adequate for fire emergency vehicles to gain access to a safe working area close to buildings and near water supplies.

## 8 Infrastructure Services

At all times.

- 8.1 Water Supply connection or suitable alternative adequate water supply must be provided to site/s in accordance with FNQROC Development Manual standards or demonstrate that such is already in existence.
- 8.2 Sewer connection or suitable alternative on-site treatment in accordance with FNQROC Development Manual standards must be provided to sites or demonstrate that such is already in existence.
- 8.3 Electricity provision certificate must be provided to the Local Authority.
- 8.4 Lighting is to be provided in accordance with FNQROC Development Manual standards and sound engineering practice and to the satisfaction of the Chief Executive Officer.
- 8.5 Telecommunications provision certificate or declaration of exemption must be provided to the Local Authority.

## 9 Fire Hydrants, Fire Management and Emergency Access

- |  |                                       |
|--|---------------------------------------|
| 9.1 Fire Hydrants are to be installed and located to enable fire services to access water safely, effectively, and efficiently or demonstrate that such is already in existence.                                 | Prior to use of site.                 |
| 9.2 Fire Hydrants are to be suitably identified so that fire services can locate them at all hours.  |                                       |
| 9.3 Road widths, and construction within the development are to be adequate for fire emergency vehicles to gain access to a safe working area.   | At all times                          |
| 9.4 Fire Services are to be provided in accordance with FNQROC Development Manual standards and the water supply must be reliable and have sufficient flow and pressure requirements for fire-fighting purposes. |                                       |
| 9.5 Water supply to ensure adequate and accessible water supply for firefighting purposes must be provided to the Local Authority or demonstrate that such is already in existence.                              |                                       |
| 9.6 Bushfire Management are to be provided in accordance with a Bushfire Management Plan (BMP) to be developed.  |                                       |
| <b>10 Acid Sulfate Soils</b>   | Prior to the commencement of the use. |
| 10.1 Due care must be taken to ensure that the development will manage to not disturb or minimise the release of acid or metal contaminants.   |                                       |
| 10.2 Dispose of acid or metal contaminants compliant to legislation and provide relevant disposal documentation to Council.  |                                       |
| <b>11 Landscaping and Fencing</b>  | Prior to the commencement of the use. |
| 11.1 Landscaping and fencing to be erected to enhance the appearance of the site to the road and provide a buffer to adjoining sites.  |                                       |
| 11.2 The landscaping and fencing must be maintained to an appropriate standard.  | At all times                          |

## PURPOSE OF REPORT

The report seeks a Council resolution on the development application received for:

- i) Staged Reconfiguring a Lot 1 into 35 lots (33 residential lots, two balance lots and four new roads)
- ii) New Roads

on part of Lot 66 on SP342104 located off Isua, Ibuai and Aken Streets Seisia.

(refer Attachment B & C for Locality Plan and Development Plan of premises)

## BACKGROUND AND CONTEXT

The Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts (DTATSIPCA), Remote Indigenous Land and Infrastructure Program Office (RILIPO) acting on behalf of Northern Peninsula Area Regional Council. Engaged RPS AAP Consulting Pty Ltd on behalf of



**ORDINARY COUNCIL MEETING #16**  
**Agenda Item 8.8**  
**Tuesday 29<sup>th</sup> July 2025**  
**Injinoo Boardroom**

Council to prepare a Development Permit Enabling a Staged Residential Development on part of Lot 66 on SP342104 located off Isua, Ibuai and Aken Streets Seisia.

The proposed development area is zoned Township within the Northern Peninsula Area Regional Council Planning Scheme 2018 (Amendment Alignment adopted 02 Aug. 2021). The Reconfiguring a Lot is subject to Code Assessment in accordance with the provisions of the planning scheme and the *Planning Act 2016*.

<b>Application &amp; Site Details Summary</b>	
<b>Applicant:</b>	RPS AAP Consulting Pty Ltd for DWATSIPM on behalf of the Northern Peninsula Area Regional Council
<b>Proposed Development:</b>	Staged Reconfiguring a Lot 1 into 35 lots (33 residential lots, two balance lots and four new roads)
<b>Type of Approval sought:</b>	Development Permit
<b>Street Address:</b>	Off Isua, Ibuai and Aken Streets Seisia (lots will be provided frontages via extension of these streets)
<b>RP Description:</b>	Part of Lot 66 on SP342104
<b>Land Area:</b>	71.410ha (Lot 66 on SP342104) Approx. 4.614ha (Development Area)
<b>Lease Area:</b>	n/a
<b>Existing Use of Land:</b>	Vacant land with mapped regulated vegetation (Category A and B)

<b>Local Plan Summary</b>	
<b>Local Plan:</b>	Northern Peninsula Area Regional Council Planning Scheme 2018 (Amendment Alignment 2021)
<b>Zoning:</b>	Township Zone
<b>Codes</b>	Township Zone Code Biodiversity Overlay Code Natural Hazards (Bushfire) Overlay Code NPA Airport Code Reconfiguring a Lot Code Operational Works Code
<b>Level of Assessment:</b>	Code Assessment
<b>Consultation:</b>	Three concept options were considered by the Seisia community with option the subject of this proposal adopted. The design is cognisant of the Walkability design criteria of block lengths of 250m and distances to open space of 400m.

<b>Master Plan Summary</b>	
<b>Master Plan:</b>	Northern Peninsula Area Regional Council Master Plan 11 May 2020
<b>Land Use:</b>	Preferred option recommends subject site to be used for residential purposes.
<b>Assessment:</b>	As the proposal is for social housing residential development, the proposal is compatible with the residential recommendation for the subject site.

State Requirements Summary	
<b>DA Mapping:</b>	n/a The development area <ul style="list-style-type: none"> <li>is on land zoned for residential purposes thus exempt of vegetation clearing requirements</li> <li>more than 30m from erosion prone areas</li> <li>not impacting on or nearer than 10m of a watercourse</li> <li>less than 50 lots thus not triggering State Roads</li> </ul>
<b>Pre-lodgement:</b>	n/a
<b>Referral:</b>	n/a
<b>State Development Assessment Codes</b>	n/a

IMPACT ASSESSMENT CONSULTATION	
<b>Consultation Period:</b>	n/a
<b>Submissions:</b>	n/a
<b>Assessment:</b>	n/a

The proposal seeks to obtain a Development Permit as reflected in the table below:

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**Reconfiguring a lot**

**Description of Subject Sites:** part of lot 66 on SP342104

**Zone and Precinct:** Township Zone no precinct

**Proposal:** Development Permit for Staged Reconfiguring a lot 1 into 36 lots as illustrated in Figures 1 and 2 inclusive of the below:

**Stage 1:** Residential (dwelling house only) Lots 1-21 (1,192m<sup>2</sup>-1,200m<sup>2</sup>)

**Stage 2:** Residential (dwelling house only) Lots 22-33 (1,192m<sup>2</sup>-1,200m<sup>2</sup>)

**Stage 3:** Four new road extensions and fire trail

**Balance Lot 66** with areas of approximately 6,000m<sup>2</sup> and 65.08ha

**Balance Lot 991** (for stormwater drainage).

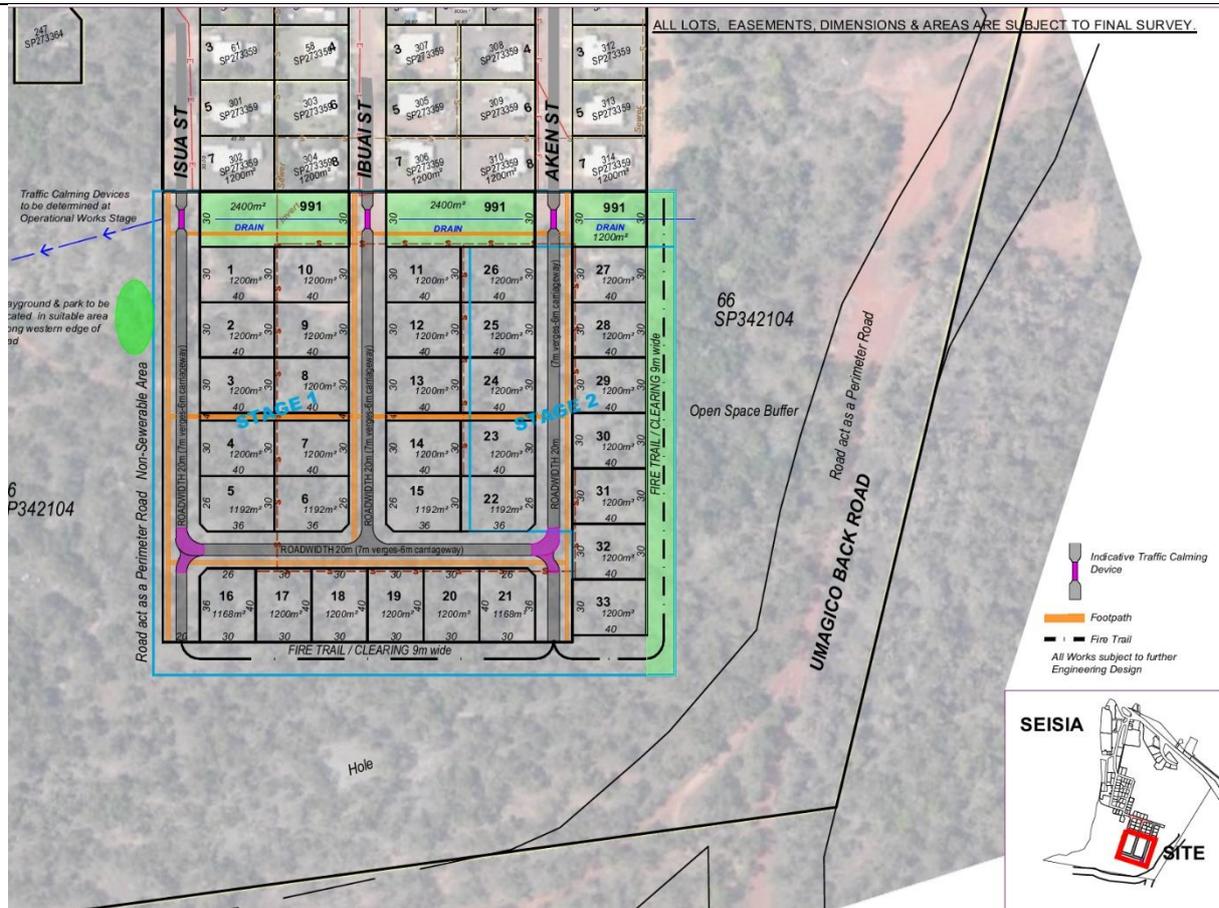
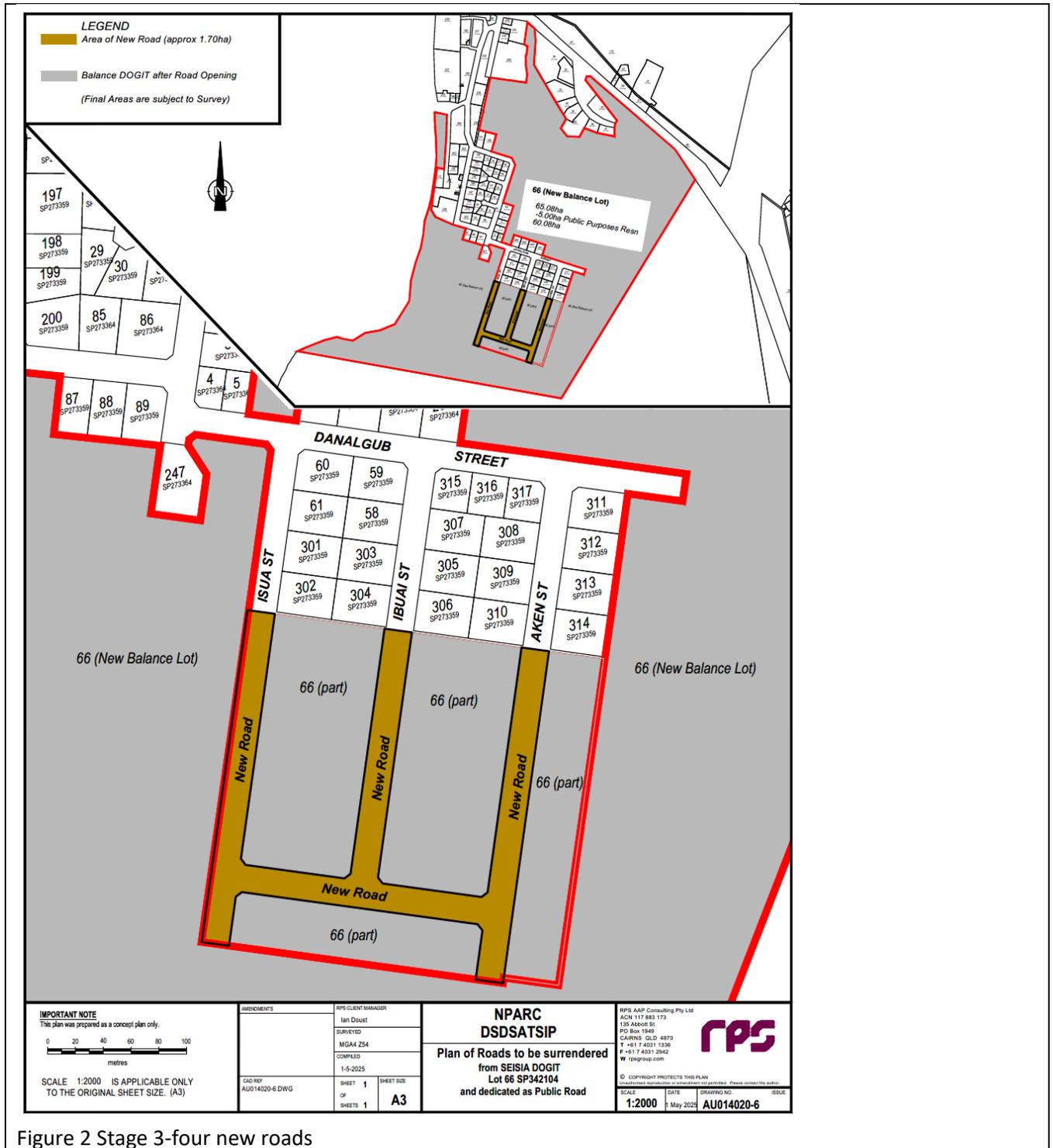


Figure 1 Proposed stages 1 and 2



The proposal generally in accordance of the Northern Peninsula Area Regional Council Planning Scheme 2018 (Amendment Alignment 2021), in particular the proposal:

- is able to be connected to existing urban infrastructure, thus allowing development to proceed in an efficient, sustainable and cost-effective manner
- establishes additional social housing lots that can contribute to a reduction in overcrowding
- provides additional housing choice, diversity and affordability.



### Reasons for Decision:

As discussed within this report, the proposal:

- is able to be connected to existing urban infrastructure, thus allowing development to proceed in an efficient, sustainable and cost-effective manner
- establishes additional social housing lots that can contribute to a reduction in overcrowding
- provides additional housing choice, diversity and affordability.

## CRITICAL DATES

Decision Making Period Concludes on the 30<sup>th</sup> July 2025

## OTHER OPTIONS CONSIDERED

N/A.

## LEGAL AND LEGISLATION CONSIDERATIONS

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 Planning Scheme 2018 (Amendment Alignment 2021)

Northern Peninsula Area Regional Council Master Plan 2020

## POLICY CONSIDERATIONS

N/A.

## CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS

Council assessed the application to be compliant with its Corporate and Operational Plans objectives.

Northern Peninsula Area Regional Council Corporate Plan 2022-2026	2024-25 NPARC Operational Plan
<a href="https://www.nparc.qld.gov.au/files/assets/public/v/1/our-council/documents/corporate-documents/nparc_2022_corporate_plan_update_2024_002_.pdf">https://www.nparc.qld.gov.au/files/assets/public/v/1/our-council/documents/corporate-documents/nparc_2022_corporate_plan_update_2024_002_.pdf</a>	<a href="https://www.nparc.qld.gov.au/files/assets/public/v/1/our-council/documents/corporate-documents/6_2a_2024_25_operational_plan_draft.pdf">https://www.nparc.qld.gov.au/files/assets/public/v/1/our-council/documents/corporate-documents/6_2a_2024_25_operational_plan_draft.pdf</a>

## FINANCIAL AND RESOURCE CONSIDERATIONS

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

Costs associated with the development application and assessment were covered by DTATSIPCA Cairns Office.



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

## **CONSULTATION**

DTATSIPCA RILIPO

Chief Executive Officer, Northern Peninsula Area Regional Council

The location and layout of this subdivision was determined in collaboration with the Northern Peninsula Area Regional Council.

DRAFT

## Attachment A: 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 impact 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	11/06/2025
Action Notice Issued	n/a
Confirmation Notice Issued	11/06/2025
<i>Referrals Information Received</i>	n/a
<i>Impact Consultation period</i>	n/a
<i>Planning Act 2016 - Decision Making Period Concludes</i>	30/07/2025
Applicant agreed Decision Making Period Extension Concludes	n/a
Council Meeting	29/07/2025
Decision Notice preparation and mail-out Period Concludes	05/08/2025

### Assessment against relevant legislation and Policy

The development proposal is determined to be Assessable Development.

Legislation/Policy	Assessment Trigger	Assessment
Northern Peninsula Area Regional Council Planning Scheme 2018 (Amendment Alignment 2021)	✓	The Assessment Manager is the Northern Peninsula Area Regional Council as determined by Schedule 8 of the <i>Planning Regulation 2017</i> .
<ul style="list-style-type: none"> <li>• Code Assessment</li> </ul>	✓	The Assessment Manager must assess the application against the relevant codes making the decision pursuant to section 60 of the <i>Planning Act 2016</i> , are outlined in 45(3) and s26 to 28 of the <i>Planning Regulations 2017</i> .
<ul style="list-style-type: none"> <li>• Impact Assessment</li> </ul>	✗	Not applicable
<ul style="list-style-type: none"> <li>• Public Notification</li> </ul>	✗	Not applicable
Northern Peninsula Area Regional Council Master Plan 2020	✓	The proposal is compatible development in that the subject site is indicated for residential subdivision as illustrated in the below extract:
		

## Attachment A: Application Assessment

Legislation/Policy	Assessment Trigger	Assessment
<b>State Interests</b>	<b>Assessment Trigger</b>	<b>Assessment</b>
State Assessment and Referral Agency (SARA)	✘	The proposal <b>does not</b> trigger referral to SARA:
State Development Assessment Provisions (SDAP)	✘	n/a
State Planning Policy (SPP)	✘	In accordance with section 2.1 – State Planning Policy of the planning scheme, the Minister has identified that all aspects of the SPP have been integrated into the Planning Scheme. Hence, for the purposes of this development, it is considered that assessment of the proposal against the provisions of the SPP is not required, and all relevant matters will be dealt with under the provisions of the Planning Scheme.
Walkable Neighbourhoods	✓	The development complies in that: <ul style="list-style-type: none"> <li>the road, and lots are rectangular in nature</li> <li>the new lots are connected to future roads and footpaths in the surrounding areas</li> <li>proposed footpaths do not exceed 250m in length</li> <li>at least 1 street tree can be planted per 15m on each side of a new road</li> <li>a foot path on one side of each new street can be provided</li> <li>A new open space area is proposed along the western edge of the extended street (Isua Street).</li> </ul>
Cape York Regional Plan 2014	✓	The subject site is located within the Priority Living Area designed to enable growth potential of the towns within the region.
<b>Native Title</b>	<b>Assessment Trigger</b>	<b>Assessment</b>
s36 Effect of the Native Title Act 1993 (Cwlth) 36.1 Taking action under the Native Title Act 1993 (Cwlth), part 2, division 3 has the following effect on processes set out under the DA Rules or chapter 3 of the Act— (a) for a development application under the DA Rules, the assessment manager can only decide an application once any action taken under part 2, division 3 of the Native Title Act 1993 (Cwlth) has been completed; (b) for a change application under section 78 of the Act, a responsible entity can only decide an application once action taken under part 2, division 3 of the Native Title Act 1993 (Cwlth) has been completed; or	✓	Native Title is being addressed through an LG ILUA process.  The Development Approval will be suspended until all actions taken under part 2, division 3 of the <i>Native Title Act 1993</i> (Cwlth) has been completed.

## Attachment A: Application Assessment

Legislation/Policy	Assessment Trigger	Assessment
(c) for a development application subject to chapter 3, part 6, division 3 of the Act, the Minister can only decide an application once action under part 2, division 3 of the <i>Native Title Act 1993 (Cwlth)</i> has been completed.		

### Northern Peninsula Area Regional Council Planning Scheme 2018

Detailed assessment of the proposed development against the *Specific Benchmarks* for applicable codes is reflected in the Development Application. An assessment against the applicable *Purpose and Overall Outcomes* provisions has been undertaken as reflected hereunder:

Proposed Use	Zoning	Precinct	Zone Codes	Overlay Maps
Residential	Township Zone	n/a	Township Zone Code Reconfiguring a Lot Code Operational Works Code	Biodiversity, Natural Hazards (Bushfire) NPA Airport.

### Northern Peninsula Area Regional Council Planning Scheme 2018 (Amendment Alignment adopted 02 Aug. 2021)

#### Township Zone Code

Purpose	Overall Outcomes	Assessment
<p>The purpose of the township zone is to provide for: small to medium urban areas in a rural or coastal area; and a variety of uses and activities to service local residents, including residential.</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.</p> <p>The Township Zone is divided into five precinct including the Residential Precinct.</p>	<p>The purpose of the Township Zone will be achieved through the following overall outcomes including:</p> <p>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;</p> <p>Within the Residential Precinct multiple dwellings and higher density residential development is located within 400m of the Business Precinct to promote an active and walkable community;</p> <p>Development within close proximity to the Seisia Wharf is to complement the efficient freight and passenger operations and the scale of development on the immediate foreshore shall be limited to activities that are essentially required to be located on the foreshore;</p> <p>Development protects Native Title interests and is consistent with Native Title agreements and determinations;</p> <p>Development considers both indigenous and non-indigenous</p>	<p>The proposed development creates 33 residential lots with electricity, water, sewer and telecommunications infrastructure already established in the area surrounding the site.</p> <p>A Cultural Heritage Database and Register Search was undertaken noting that there are no Aboriginal or Torres Strait Islander cultural heritage site points, site polygons, management plans, Designated Landscape Areas, Registered Cultural Heritage Study Areas or National Heritage Areas (Indigenous values) recorded in the area.</p> <p>The proposed development plan provides lots that are sufficient in design and size to provide the required setbacks between future dwellings.</p> <p>This application is for Reconfiguring a Lot only with future dwelling houses and no multiple dwellings is proposed.</p> <p>Stormwater would drain towards an existing open stormwater drain.</p> <p>The development would not impact any significant landscape features, views or vistas.</p>

## Attachment A: Application Assessment

Northern Peninsula Area Regional Council Planning Scheme 2018 (Amendment Alignment adopted 02 Aug. 2021)		
Township Zone Code		
Purpose	Overall Outcomes	Assessment
	<p>cultural heritage values and avoids any culturally sensitive sites;</p> <p>Development is designed to incorporate sustainable and healthy practices including maximising energy efficiency, water conservation and transport use;</p> <p>Development has access to adequate levels of infrastructure;</p> <p>Development provides a high level of amenity, has an appropriate level of privacy and reflects the surrounding character of the townships which is low-scale, low-density development;</p> <p>Development is responsive to environmental features and constraints such as topography, bushfire and flooding constraints.</p> <p>Development that is not coastal dependant development maintains and/or enhances important natural landscapes, views and vistas along the coast;</p> <p>Development which promotes the appreciation of, and has a direct connection with, traditional cultural values, is facilitated.</p>	<p>The lots would be generally 30 metres wide with depths ranging from approximately 36 to 40 metres.</p> <p>Footpaths is proposed to be constructed throughout the subdivision.</p> <p>The lots are separated from the existing lots in Isua St, Ibua St and Aken St by an unformed drain. This drain is proposed to be widened to flatten the side batters so that they can be used for an informal open space area.</p> <p>Allowance has been made for a playground/park along the western edge of the development. This could allow for use of the remaining existing trees which would provide shade in the afternoons and provide connectivity via informal tracks west to the beach.</p>
Reconfiguring a Lot Code		
Purpose	Overall Outcomes	Assessment
<p>The purpose of the Reconfiguring a Lot code is to provide detailed standards for assessing reconfiguration, to ensure that development is appropriately located, considers constraints, is able to be efficiently serviced and promotes best practice standards.</p>	<p>The purpose of the code will be achieved through the following overall outcomes including:</p> <p>Reconfiguration development provides a mix of lot sizes of adequate size and configuration suitable for the intended use in response to population growth and accommodation requirements;</p> <p>Reconfiguration design creates safe, functional, convenient and attractive neighbourhoods, functional industrial and commercial areas, which meet the diverse and changing needs of the community;</p> <p>Lots are designed having regard to efficient servicing capabilities in terms of transport, water, sewerage, electricity,</p>	<ul style="list-style-type: none"> <li>• The proposed development creates 33 residential lots with electricity, water, sewer and telecommunications infrastructure already established in the area surrounding the site.</li> <li>• The proposed lots:</li> <li>• Are not located within the Erosion Prone Area,</li> <li>• Are not impacted by high or medium hazard area</li> <li>• Will meet the minimum 800m<sup>2</sup> size for detached dwellings (average lot sizes of 1,168m<sup>2</sup>)</li> <li>• have road frontage to proposed Streets.</li> <li>• will have stormwater directed to an existing open drainage system</li> <li>• are designed so that their longest xis</li> </ul>

## Attachment A: Application Assessment

Reconfiguring a Lot Code		
Purpose	Overall Outcomes	Assessment
	<p>gas and telecommunications infrastructure;</p> <p>Reconfiguration is responsive to environmental features of the site and does not diminish environmental value of the site and adjoining sites;</p> <p>Subdivision utilises best practice design, incorporates sustainable practices in relation to stormwater treatment, road design, lot orientation and infrastructure provision;</p> <p>Infill lots (or leases) within the established township to accommodate existing buildings, considers the location of adjoining buildings, ensures setbacks can be achieved;</p> <p>Road networks are designed to allow for safe passage of vehicles and promote walking and cycling.</p>	<p>runs north to south allowing adequate sunlight to reach both sides of any future dwelling</p> <ul style="list-style-type: none"> <li>• will have access to existing &amp; future open space and recreational facilities.</li> <li>• will be connection to water supply and sewerage networks, electricity and telecommunications infrastructure.</li> <li>• will drain towards an existing open stormwater drain.</li> <li>• Allowance has been made for a Playground and Park area in a suitable area along the western edge of the extended Isua Street.</li> <li>• The proposal meets the requirements that the new residential lots/potential residential leases are not created within 1km of an existing industrial use (including quarry); a sewerage treatment facility; airport runway; and landfill or transfer.</li> </ul>

Operational Work Code		
Purpose	Overall Outcomes	Assessment
<p>The purpose of the operational works code is to:</p> <p>Ensure that development is provided with adequate infrastructure and services;</p> <p>Manage the impact of development on the environmental values identified in the Council area.</p>	<p>The purpose of the code will be achieved through the following overall outcomes:</p> <p>The standards of water supply, waste water treatment and disposal, stormwater drainage, local electricity supply, telecommunications, footpaths and road construction meet the needs of development and are safe and efficient;</p> <p>Development maintains high environmental standards;</p> <p>Development is located designed, constructed and managed to avoid or minimise impacts arising from altered stormwater quality or flow, wastewater discharge, and the creation of non- tidal artificial waterways;</p> <p>The integrity of existing infrastructure is maintained;</p> <p>Development does not detract from environmental values or the desired character and amenity of an area.</p>	<p>The proposed lots would be connected to reticulated water, reticulated sewer, electricity network and telecommunications network in the area.</p> <p>The proposed street extensions would be constructed in accordance with the required standards.</p> <p>The proposed development would direct stormwater to an existing open stormwater drain to the north.</p> <p>There are no water courses identified close to the site.</p>

## Attachment A: Application Assessment

Natural Hazards Overlay Code – Bushfire Code		
Purpose	Overall Outcomes	Assessment
<p>The purpose of the Natural Hazards Overlay Code – Bushfire is to ensure that risk to life, property, and the environment as a result of bushfire is mitigated to an acceptable or tolerable level.</p>	<p>The purpose of the code will be achieved through the following overall outcomes:</p> <ul style="list-style-type: none"> <li>• development avoids the establishment or intensification of vulnerable uses within or near areas that are subject to bushfire hazard;</li> <li>• development is designed and located to minimise risks to people and property from bushfires;</li> <li>• bushfire risk mitigation treatments are accommodated in a manner that avoids or minimises impacts on the natural environment and ecological processes;</li> <li>• development involving the manufacture or storage of hazardous materials does not increase the risk to public safety or the environment in a bushfire event;</li> <li>• development contributes to effective and efficient disaster management response and recovery capabilities.</li> </ul> <p>Note: A site based assessment may ground-truth the extent of hazardous vegetation and extent and nature of the bushfire hazard area (bushfire prone area).</p>	<p>The area to be developed has been identified within the planning scheme for residential development and is mapped as Medium Potential Bushfire Risk.</p> <p>A bushfire risk assessment was undertaken with a draft Bushfire Management Plan provided in the application.</p> <p>The assessment recommended to adopt a minimum separation distance from hazardous vegetation to achieve a radiant heat flux level of 29kW/m<sup>2</sup> can be achieved.</p> <p>The proposed lot layout potentially minimise the extent of boundaries exposed to hazardous vegetation and provide direct access to the proposed new roads with each lot provided their own road frontage.</p>

Biodiversity Overlay Code	
Purpose	Assessment
<p>The purpose of the biodiversity code is to ensure that matters of environmental significance are identified and protected.</p> <p>The purpose of the code will be achieved through the following overall outcomes:</p> <ul style="list-style-type: none"> <li>• development protects matters of state environmental significance to maintain ecological integrity</li> <li>• development manages impacts on matters of state environmental significance to avoid impacts on environmental values</li> <li>• development enhances the health and resilience of ecological systems and supports ecological connectivity.</li> </ul>	<p>An Environmental Assessment of the site was conducted.</p> <p>The area to be cleared has an Exemption under Schedule 21 of the <i>Planning Regulation 2017</i> as it is within an urban area (Township Zone) and is located within a residential zoned area.</p> <p>The area is mapped as “least Concern” vegetation (Sparse Structure Category) with Essential habitat.</p> <p>Whilst the proposed development did not require referral for vegetation clearing the development site could contain vegetation that is identified as Essential Habitat and should be dealt with as prescribed in the Vegetation Management Act and Regulations</p> <p>The proposed development has avoided significant impacts on the relevant environmental values listed within the environmental assessment report with the following conditions recommended and applied to any approval for this proposal:</p>

## Attachment A – Application Assessment

Biodiversity Overlay Code	
Purpose	Assessment
	There are no High Ecological Significance Wetlands in the area surrounding the site and the development will not encroach into a watercourse or riparian vegetation.

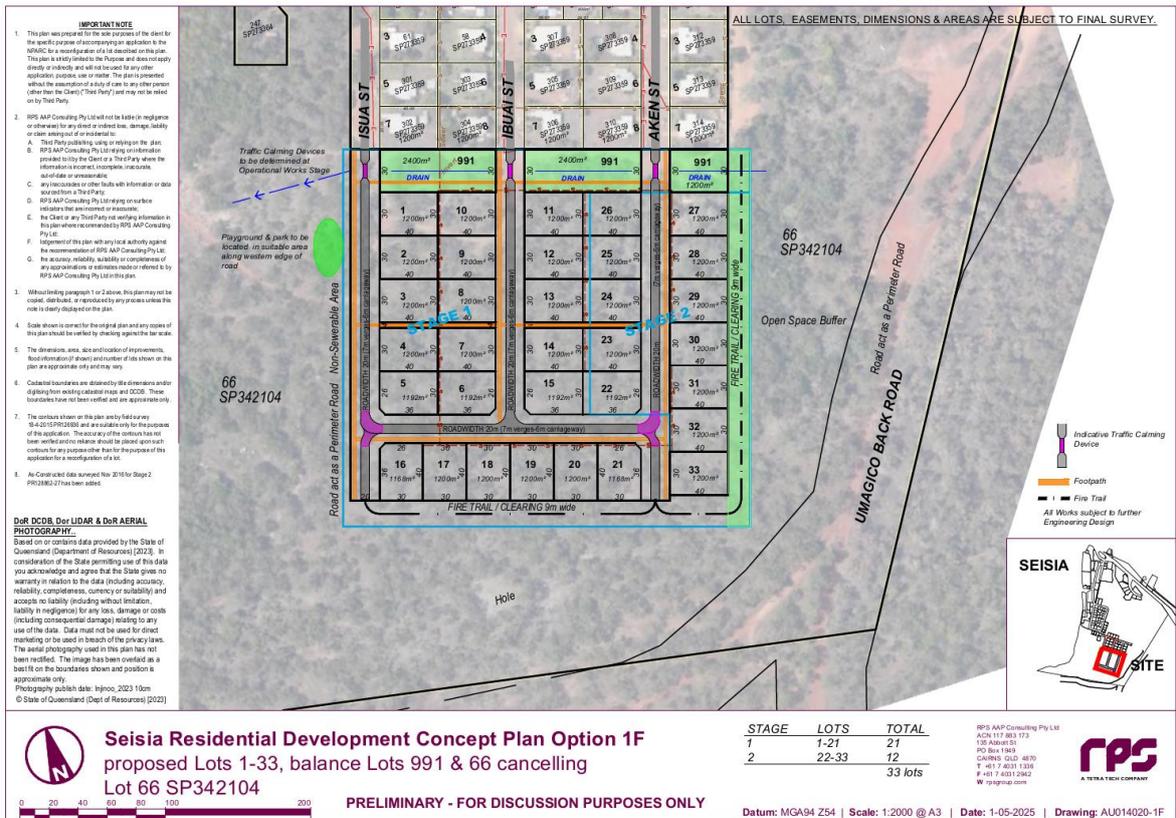
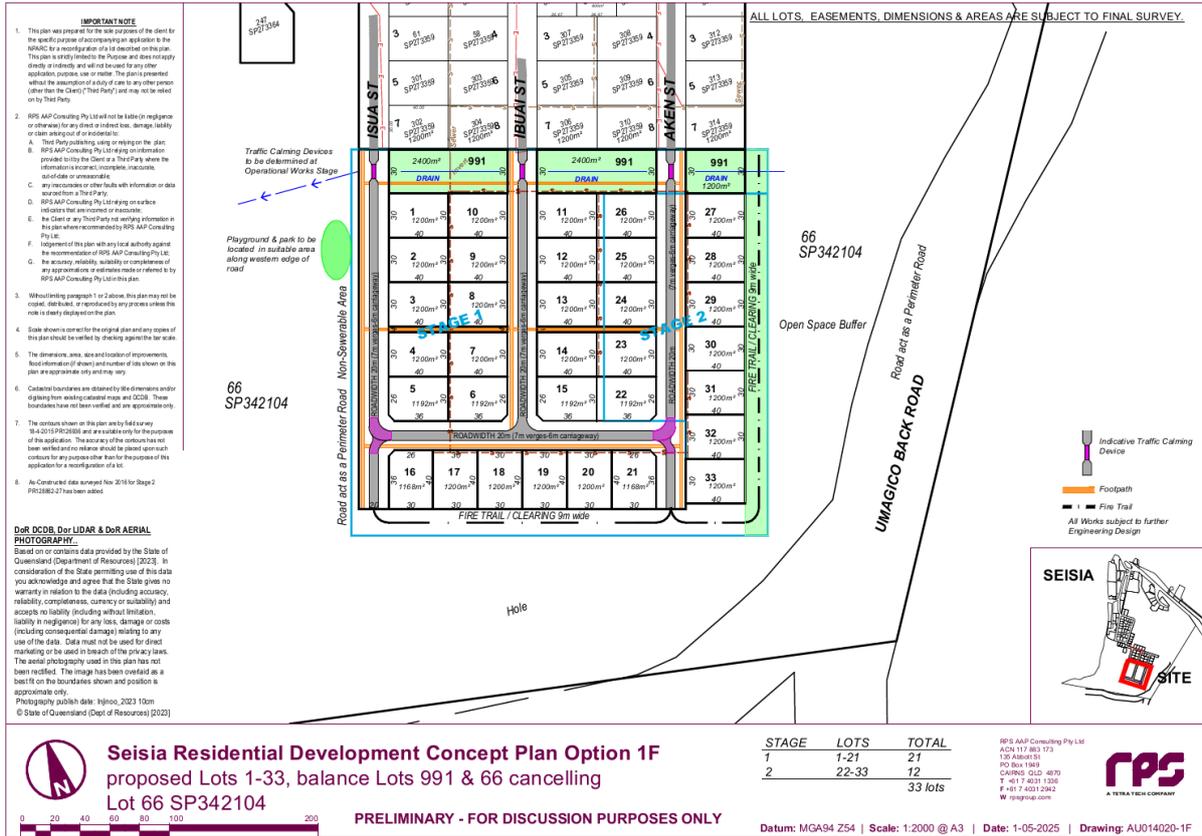
NPA Airport Overlay Code	
Purpose	Assessment
<p>The purpose of the NPA Airport code is to ensure development protects the safety and efficiency of the NPA Airport operations.</p> <p>The purpose of the code will be achieved through the following overall outcomes:</p> <ul style="list-style-type: none"> <li>a) conflicts between the NPA Airport and surrounding uses are avoided unless, where practicable, adequate mitigation measures are incorporated into the development;</li> <li>b) the safe and efficient airport operations are protected.</li> </ul>	<p>The proposal generally complies with the code in that the subject site is located outside of the lighting buffer zone, is not within 3km or 8km of the NPA Airport Runway, does not increase the potential to attract birds and bats.</p> <p>No land uses associated with increases in wildlife strikes and hazards are proposed.</p>

DRAFT

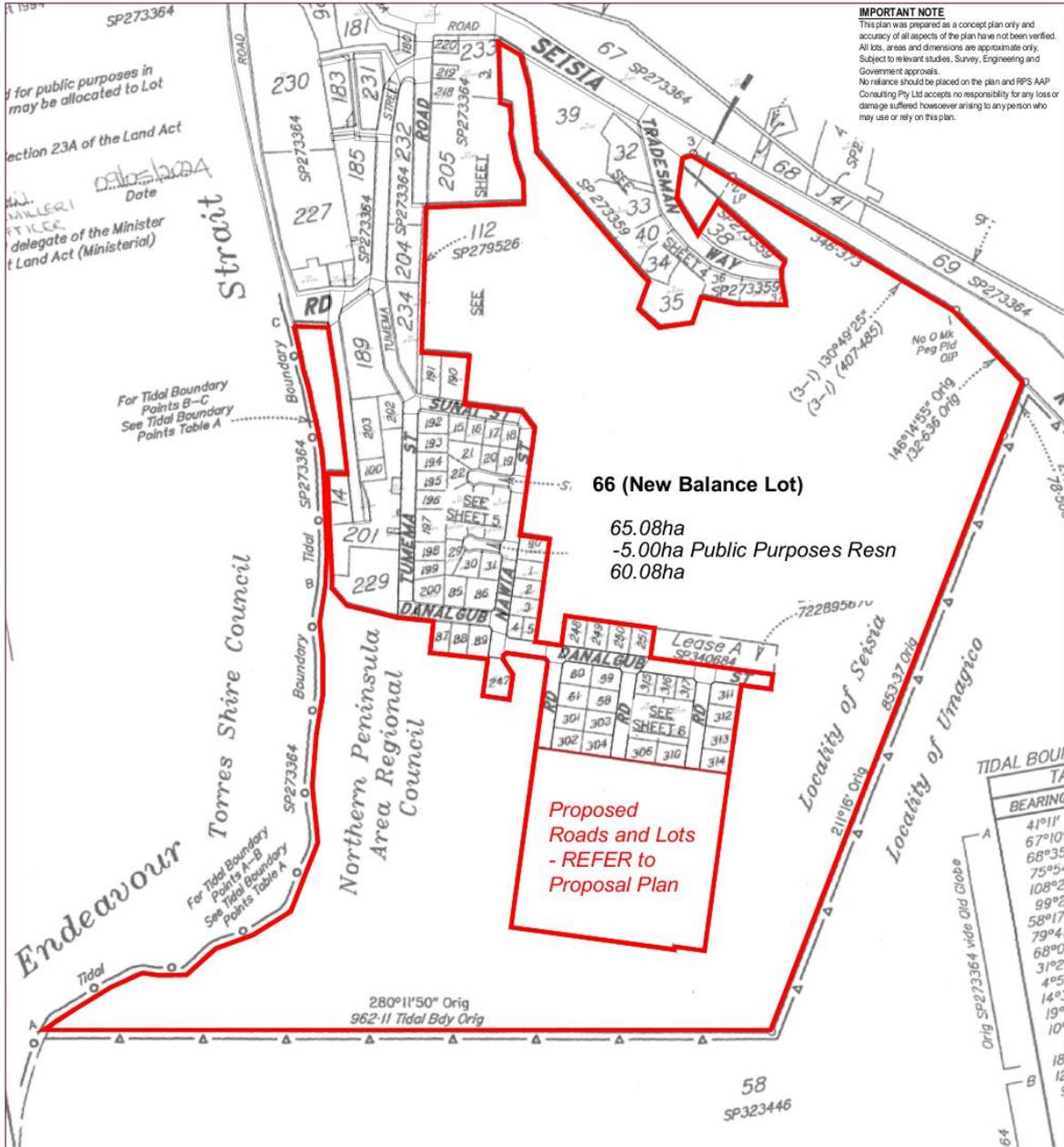
# Attachment B: Locality Plan



# Attachment D: Development Plans



# Attachment D: Development Plans



**IMPORTANT NOTE**

This plan was prepared as a concept plan only and accuracy of all aspects of the plan have not been verified. No reliance should be placed on the plan and RPS AAP Consulting Pty Ltd accepts no responsibility for any loss or damage suffered howsoever arising to any person who may use or rely on this plan.

ALL LOTS, EASEMENTS, DIMENSIONS & AREAS ARE SUBJECT TO FINAL SURVEY.



**SEISIA Residential Subdivision Stage 3  
 Proposed Balance Lot 66  
 cancelling Lot 66 SP342104**

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<b>SPP Bushfire Asset Protection Zone Width Calculator</b>			
<b>VARIABLE DESCRIPTION</b>	<b>VARIABLE</b>	<b>UNITS</b>	<b>VALUE</b>
<i>Input Values</i>			
<b>FIRE WEATHER SEVERITY</b>	<b>FDI</b>		42.00
<b>VEGETATION HAZARD CLASS</b>	<b>VHC</b>	-	14.2 Woodlands dominated by Darwin stringybark, Melville Island bloodwood or scarlet gum
<b>REMNANT STATUS</b>	-	-	Remnant
<b>SLOPE TYPE (UPSLOPE OR DOWNSLOPE)</b>	<b>ST</b>	-	Downslope
<b>EFFECTIVE SLOPE UNDER THE HAZARDOUS VEGETATION</b>	<b>eSlope</b>	degrees	1.00
<b>SLOPE BETWEEN SITE AND HAZARDOUS VEGETATION</b>	<b>θ</b>	degrees	1.00
<b>DISTANCE OF THE SITE FROM HAZARDOUS VEGETATION</b>	<b>d</b>	m	9.00
<i>Output Values</i>			
<b>SURFACE FUEL LOAD</b>	-	t/ha	8.40
<b>NEAR SURFACE FUEL LOAD</b>	-	t/ha	2.40
<b>BARK FUEL LOAD</b>	-	t/ha	0.80
<b>ELEVATED FUEL LOAD</b>	-	t/ha	1.00
<b>TOTAL OVERALL FUEL LOAD</b>	<b>W</b>	t/ha	12.60
<b>TOTAL SURFACE FUEL LOAD</b>	<b>w</b>	t/ha	10.80
<b>POTENTIAL FIRE LINE INTENSITY</b>	<b>I</b>	kW/m	3797
<b>RADIANT HEAT FLUX</b>	<b>q</b>	kW/m <sup>2</sup>	28.66
<b>BUSHFIRE ATTACK LEVEL (AS 3959-2018)</b>	<b>BAL</b>	-	BAL 29
<p>DISCLAIMER: Fire-line intensity and radiant heat calculations where effective slope exceeds 20 degrees (downslope) or 15 degrees (upslope) may be unreliable. In these locations, specialist assessment is warranted.</p>			
App H - Bushfire Risk Calculations.docx			

### Results

8m	BAL 40m
9m	BAL29
10m	BAL29
19m	BAL19
20m	BAL 12.5

### Conclusion

A bushfire risk assessment was undertaken in accordance with the *Bushfire Resilient Communities Technical Reference Guide for the State Planning Policy State Interest 'Natural Hazards, Risk and Resilience - Bushfire'* October 2019 and the *SPP-Bushfire-APZ-Width-Calculator*.

Adopt a minimum separation distance of 9m from hazardous vegetation is provided to achieve a radiant heat flux level of 29kW/m<sup>2</sup> at the edge of the proposed lot(s).

## Title of Report – Tender Award - NPARC 06 2025

<b>Classification</b>	<b>For Decision</b>
<b>Author</b>	<b>Executive Manager Operations</b>
<b>Attachments</b>	<b>A. Tender Assessment Report</b>

### Officers Recommendation:

#### Tender – NPARC 06 2025 (Arterial Roads Restoration)

That Council authorise the Chief Executive Officer and Executive Manager Operations to accept the submitted prices below and to liaise with the successful contractors for a program of works.

1. **Rob's Earth Moving**

Tender Schedules (1, 3, 4 & 6) - \$ 1,412,274.38 Incl GST

2. **NPA Earthmoving Yusia**

Tender Schedules (2, 5, 7 & 8) - \$ 1,374,925.20 incl GST

### PURPOSE OF REPORT

To award Arterial Roads Restoration as tendered in Contract Number: NPARC 06 2025.

### BACKGROUND AND CONTEXT

The scheduled works resulted from damage to essential public assets caused by the 2024/25 severe weather events.

Councils Project Managers for this project facilitated the tender for these works. The tender was advertised on Vendor Panel Local Buy Registered Contractors and closed on the 8<sup>th</sup> July 2025.

Two Tenders were received in Council's Vendor Panel by the nominated closing date and time.

Tenders were assessed against the following weighted criteria:

- Price 70%
- Proposed methodology and program 30%



A tender report was prepared and submitted to Council officers by SLH Projects Pty Ltd.

### **CRITICAL DATES**

It is critical that Council deliver these Works as soon as possible, but no later than the commencement of the 2025/26 wet season.

### **OTHER OPTIONS CONSIDERED**

N/A.

### **LEGAL AND LEGISLATION CONSIDERATIONS**

N/A

### **POLICY CONSIDERATIONS**

Council Procurement Policy, as the value of the works exceeds \$200,000.00 a tender was required.

### **CORPORATE AND OPERATIONAL PLAN CONSIDERATIONS**

N/A

### **FINANCIAL AND RESOURCE CONSIDERATIONS**

This project has been budgeted for by Council. The approved 2025 QRA DRFA restoration works for gravel arterial roads is \$5.3M including GST.

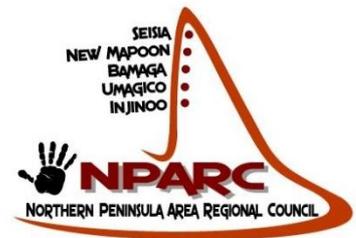
### **CONSULTATION**

Councils Contract Engineers  
Other NPARC Executive Officers  
Relevant NPARC Officers

# Tender Assessment Report

Tender Number: NPARC 06 2025  
Project Number: VP 464225  
Arterial Roads Restoration  
Northern Peninsula Area Regional Council

Prepared by



**Location**  
Bamaga QLD

**Date:** 18 July 2025

**Distribution**  
Northern Peninsula Area Regional Council - 1 ecopy

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# Tender Assessment Report

## CONTRACT 06 2025 - NPARC Arterial Roads Restoration

### 1.0 Description of Works

The Works are located on multiple locations:

- Schedule 1 – Ferry Road
- Schedule 2 – Mutee Heads Road
- Schedule 3 – Peninsula Road
- Schedule 4 – Punsand Bay Road
- Schedule 5 – Somerset Road
- Schedule 6 – Pajinka Road (CH 0-18k)
- Schedule 7 – Northern Bypass Road
- Schedule 8 – Pajinka Road Rainforest (CH 18-33k)

Each location listed above will be considered as a separate package(s) for the assessment.

The Works generally involve restoration of roads with various treatments within set chainages as approved by QRA DRFA Assessment Team NPARC.0041.2425L.REC. The initial Tender Schedule was amended slightly after the Tender Close date due to the Final Outcome Report provided by QRA. It was further amended due to the inclusion of additional REPA scope on Pajinka Road from Ch 18,000 to Ch 33,000.

The Contractor shall be responsible to supply all plant, labour, win and haul materials necessary for the Works. Contractor shall be responsible for keeping gravel pit extraction docketts and provide copies of the docketts to Council on a weekly basis. Council is to provide to the Contractor a list of approved gravel pits for Contractors to win and haul out of. Council is to monitor and track the amounts of gravel taken from each pit for reporting and royalty payments to the Land Trust. Council is to take care of any preliminary works relating to Native Title approval and is to engage the Contractor on agreed hourly rates to manage the clearing and topsoil stripping of the provided gravel pits, as well as the closure and rehabilitation of the gravel pits afterwards.

The Contractor shall be responsible to supply Traffic Control and Traffic Management Plans for the duration of the Works.

The Works is subject to conditions from State environmental agencies with regulatory responsibility for the site and surrounding areas. Prices submitted include provision for all costs associated with attendance to site in undertaking the Works including environmental, WH&S and industrial compliance.

## 2.0 Scope of Works

The scope of the work under the contract currently includes:

- Winning and supplying gravel pavement materials for the works.
- Restoration of the road along the approved chainages as per the various treatments nominated.
- Provision of traffic control and traffic management plan for works.

## 3.0 Financial Commitment

The project is fully funded under QRA's DRFA program NPARC.0041.2425L.REC. valued at \$5.3M.

## 4.0 Submission Closing Date

Closing date of the request for Tender with Northern Peninsula Area Regional Council was 3pm, 8th July 2025. Tenders were accepted through Vendor Panel.

Tender was advertised in Vendor Panel on 11 June 2025.

## 5.0 Summary of Prices Received

Each schedule will be assessed separately, below is a summary of the prices received for each site. All prices shown are excluding GST.

SCHEDULE	NPA	Rob's
	Earthmoving Yusia	Earthmoving Hire
Preliminaries	68,000.00	51,654.00
Schedule 1 – Ferry Road	519,502.00	383,587.80
Schedule 2 – Mutee Heads Road	315,666.00	322,268.50
Schedule 3 – Peninsula Road	208,278.00	223,068.00
Schedule 4 – Punsand Bay Road	286,256.00	285,606.00
Schedule 5 – Somerset Road	186,082.00	206,239.780
Schedule 6 – Pajinka Road (CH0-18k)	408,588.00	339,970.00
Schedule 7 – Northern Bypass Road	274,184.00	330,297.40
Schedule 8 – Pajinka Road Rainforest (CH18-33k)	406,000.00	406,000.00

## 6.0 Analysis of Prices

Prices received for this Request for Quote were evaluated in accordance with Council's Purchasing Policy and the Conditions given in the Request for Quote documents.

The following key selection criteria will be considered with the corresponding weightings:

Price	70%
Proposed methodology & program	30%

Each schedule was assessed individually with the above criteria. Scoring is out of 10 (with 10 being the best score), with the relevant weighting applied to the score. The following tables list the scoring received by each Contractor in regards to each selection criteria:

- Price Scoring (70% weighting)

SCHEDULE	Price Scoring (non-weighted)		Price Scoring (weighted)	
	NPA Earthmoving Yusia	Rob's Earthmoving Hire	NPA Earthmoving Yusia	Rob's Earthmoving Hire
Preliminaries	10	10	7	7
Schedule 1 – Ferry Road	8	10	5.6	7
Schedule 2 – Mutee Heads Road	10	8	7	5.6
Schedule 3 – Peninsula Road	10	10	7	7
Schedule 4 – Punsand Bay Road	8	10	5.6	7
Schedule 5 – Somerset Road	10	8	7	5.6
Schedule 6 – Pajinka Road (CH0-18k)	8	10	5.6	7
Schedule 7 – Northern Bypass Road	10	8	7	5.6
Schedule 8 – Pajinka Road Rainforest (CH18-33k)	10	10	7	7

Scoring is based on the submitted price, with full (10) scoring given to the lowest submitted price and the other scores based off the difference from submitted price with the lowest submitted price.

- Proposed methodology & program (30% weighting)

SCHEDULE	Methodology & Program Scoring (non-weighted)		Methodology & Program Scoring (weighted)	
	NPA Earthmoving Yusia	Rob's Earthmoving Hire	NPA Earthmoving Yusia	Rob's Earthmoving Hire
Preliminaries				
Schedule 1 – Ferry Road	10	10	3	3
Schedule 2 – Mutee Heads Road	10	10	3	3
Schedule 3 – Peninsula Road	10	10	3	3
Schedule 4 – Punsand Bay Road	10	10	3	3
Schedule 5 – Somerset Road	10	10	3	3
Schedule 6 – Pajinka Road (CH0-18k)	10	10	3	3
Schedule 7 – Northern Bypass Road	10	10	3	3
Schedule 8 – Pajinka Road Rainforest (CH18-33k)	10	5	3	1.5

Scoring is based on proposed methodology to undertake the works (scheduling, method of works, expertise etc.) as well as the program.

- Overall Score

SCHEDULE	TOTAL WEIGHTED SCORES		FINAL RANKING	
	NPA Earthmoving Yusia	Rob's Earthmoving Hire	NPA Earthmoving Yusia	Rob's Earthmoving Hire
Preliminaries				
Schedule 1 - Ferry Road	8.6	10		1
Schedule 2 – Muttee Heads Road	10	8	1	
Schedule 3 – Peninsula Road	10	10		1
Schedule 4 – Punsand Bay Road	8.6	10		1
Schedule 5 – Somerset Road	10	8.6	1	
Schedule 6 - Pajinka Road (CH0-18k)	8.6	10		1
Schedule 7 – Northern Bypass Road	10	8.6	1	
Schedule 8 – Pajinka Road Rainforest (CH18-33k)	10	8.5	1	

The overall score for each site was obtained by totalling the weighted scores for each selection criteria. The final ranking from the assessment is shown with the highest scoring Contractor highlighted in yellow with a number 1.

Note that this assessment was made with assessing each schedule separately.

SCHEDULE	Highest Scorer	Highest Scorer Submitted Price
Preliminaries		
Schedule 1 – Ferry Road	Rob’s Earthmoving Hire	\$383,587.80
Schedule 2 – Muttee Heads Road	NPA Earthmoving Yusia	\$315,666.00
Schedule 3 – Peninsula Road	Rob’s Earthmoving Hire	\$223,068.00
Schedule 4 – Punsand Bay Road	Rob’s Earthmoving Hire	\$285,606.00
Schedule 5 – Somerset Road	NPA Earthmoving Yusia	\$186,082.00
Schedule 6 – Pajinka Road (CH0-18k)	Rob’s Earthmoving Hire	\$339,970.00
Schedule 7 – Northern Bypass Road	NPA Earthmoving Yusia	\$274,184.00
Schedule 8 – Pajinka Road Rainforest(CH18-33k)	NPA Earthmoving Yusia	\$406,000.00
<b>TOTALS</b>		<b>\$2,414,163.80</b>

## 7.0 Contractor Assessment

### 7.1 NPA Earthmoving Yusia, Bamaga, QLD

- Schedule of rates submitted.
- Submitted program of works for completion within 12 weeks.
- Provided evidence of similar works completed previously, via Local Buy.
- Evidence of insurances and WH&S plans provided, via Local Buy.

#### *Assessment Officer's comment:*

NPA Earthmoving Yusia is based locally and has satisfactorily completed previous work (contract and hourly rate) for NPARC. NPA provided TMP details for managing the traffic interaction associated with the Pajinka rainforest sections.

### 7.2 Rob's Earthmoving Hire, Bamaga, QLD

- Schedule of rates submitted.
- Submitted program of works for completion within 12 weeks.
- Provided evidence of similar works completed previously, via Local Buy.
- Evidence of insurances and WH&S plans provided, via Local Buy.

#### *Assessment Officer's comment –*

Rob's Earthmoving Hire is based locally and has satisfactorily completed previous work (contract and hourly rate) for NPARC. REM has previously indicated their Plant and Equipment is more suitable to the road network at the Southern end of the Council.

## 8.0 Contractor's Experience

### 8.1 NPA Earthmoving Yusia

#### *Comment:*

NPA Earthmoving Yusia has previously undertaken and worked on road restoration projects for NPARC. The Contractor is considered suitable.

### 8.2 Rob's Earthmoving Hire

#### *Comment:*

Rob's Earthmoving Hire has previously undertaken and worked on road restoration projects for NPARC. The Contractor is considered suitable.

## 9.0 Recommendation from Tender Assessment

The analysis of the Overall Scores (Price and non price criteria) resulted in the following schedules being awarded to the Contractors listed below.

Award schedules individually as per the Tender Assessment. Schedules 1 to 6 contain works which are over \$200,000 and require Council approval. Prices shown are excluding GST.

### Rob's Earthmoving Hire

• Preliminaries - .....	\$ 51,654.00
• Schedule 1 - Ferry Road .....	\$ 383,587.80
• Schedule 3 - Peninsula Road.....	\$ 223,068.00
• Schedule 4 – Punsand Bay Road .....	\$ 285,606.00
• Schedule 6 – Pajinka Road (CH0-18k) .....	\$ 339,970.00
	Total excl GST .....\$ 1,283,885.80
	<b>Total incl GST .....\$ 1,412,274.38</b>

### NPA Earthmoving Yusia

• Preliminaries - .....	\$ 68,000.00
• Schedule 2 – Mutee Heads Road .....	\$ 315,666.00
• Schedule 5 – Somerset Road .....	\$ 186,082.00
• Schedule 7 –Northern Bypass Road .....	\$ 274,184.00
• Schedule 8 – Pajinka Road Rainforest (CH18-33k) .....	\$ 406,000.00
	Total excl GST .....\$ 1,249,932.00
	<b>Total incl GST .....\$ 1,374,925.20</b>

This will result in a total of \$2,787,199.58 including GST for the works, which is within the approved 2024-25 QRA DRFA Submission of \$5.7M.

It is recommended that the schedules are awarded as listed above due to the following reasons:

- The potential savings achieved by awarding based on cost criteria alone is considered minimal (less than 2% of total costs).
- Contractors are based locally and will be able to complete works before the oncoming monsoon season, enabling to work on the next program to be approved, the Minor gravel roads.
- Supports local companies and local employment

It is recommended that Council authorise the Principal's Delegate to accept the submitted prices listed above and to liaise with the Contractors for a program of works.



**Title of Report:** Operational Update on Adopted Drug & Alcohol Policy  
**Agenda Item:** 8.10  
**Classification:** For noting  
**Author:** WHS Co-ordinator  
**Attachments:** ??

### Officers Recommendation:

**That Council:**  
Note the Report

### PURPOSE OF REPORT

To provide a summary of the adopted Drug & Alcohol Policy

### SCOPE OF DELIVERY

This policy applies to all Council staff, contractors, volunteers, and visitors involved in Council work.

It covers all Council worksites, buildings, vehicles, and activities—including remote locations and council run community events.

Delivery includes staff training, drug and alcohol testing (e.g. pre-employment, post-incident, random), clear reporting procedures, access to support services, and fair enforcement of the policy.

The policy will be delivered with cultural sensitivity with a focus on safety and wellbeing

### OUTCOMES

Some positive outcomes from starting the Drug and Alcohol Policy would be:

- Safer workplaces with reduced risk of accidents
- Clear rules around substance use at work
- Support for staff needing help
- Fair processes for testing and managing issues
- Stronger community trust in Council's leadership
- Compliance with WH&S Act 2011 and our obligations

This policy promotes a safer, healthier, and more accountable workplace.

### CHALLENGES

- Community Attitudes: Longstanding habits or cultural acceptance of alcohol use may affect how the policy is received.



- Privacy Concerns: Staff may be worried about testing or how personal information is handled.
- Access to Support Services: Limited local resources can make it harder to offer help.
- Training and Communication: Ensuring everyone understands the policy.
- Consistency: Applying the policy fairly across all staff, sites, and situations can be complex.

Overcoming these challenges will require clear communication, sensitivity, and ongoing support.

## RECOMMENDATIONS

For Introducing the Drug and Alcohol Policy:

- Engage Early with Staff: Involve employees, and unions early to build understanding and support.
- Provide Clear Communication: Use plain language and culturally appropriate messaging to explain the policy and its purpose.
- Offer Training: Ensure all staff, especially supervisors, receive training on the policy, procedures, and how to support others.
- Ensure Access to Support Services: Partner with RFDS, 13Yarn or EAP services to offer help for those affected.
- Apply Fair and Consistent Enforcement: Be transparent and even-handed when managing breaches to maintain trust.
- Review and Adapt Over Time: Monitor how the policy is working and adjust as needed to fit the community's needs.



# NORTHERN PENINSULA AREA COUNCIL POLICY

## DRUG AND ALCOHOL POLICY

<b>Policy Title:</b>	Drug and Alcohol Policy	
<b>Policy Number:</b>	NPARC-HR-POL-0003	<b>Version:</b> Rv2
<b>Policy Type:</b>		<b>Section:</b>
<b>Classification:</b>		
<b>Date of Adoption:</b>	8 <sup>th</sup> July 2025	
<b>Responsible Officer:</b>	CEO / WHS Co-ordinator	
<b>Next Review Date:</b>		
Legislation: <i>Work Health Safety Act 2011; Work Health &amp; Safety Regulation 2011; Anti-Discrimination Act 1991; NPARC Code of Conduct; Industrial relations Act 2016; Information Privacy.</i>		

### 1.0 POLICY OBJECTIVES

The objectives of this Policy are:

- a) To ensure no person's health & safety is adversely affected by any Northern Peninsula Area Regional Council employee working while affected by alcohol and/or other drugs; and
- b) Assist Northern Peninsula Area Regional Council fulfil all relevant legal obligations regarding employee safety.

### 2.0 PURPOSE

The purpose of this Policy is to ensure the workplace risks associated with consumption of alcohol and other drugs (AOD) are controlled and that statutory requirements are met. All workplace participants at any Council workplace are required to be in a condition to safely carry out their work and not present a risk to the safety of themselves or any other person.

Consumption of alcohol and/or other drugs can also exacerbate fatigue and reduce workplace awareness and safety performance. This Drug and Alcohol Policy has been developed to support the management of fatigue in the workplace.

Council will conduct information, awareness and monitoring programs to ensure that employees are informed about the requirements of this Policy. Contractors and visitors will be advised they are subject to this Policy whilst on any Council work site.

Council's intention is to provide a framework for management of drugs and alcohol use that is fair when applied in the workplace.

### 3.0 COMMENCEMENT OF POLICY

This Policy will commence on adoption. It replaces all other specific drug and alcohol policies of Council (written or not).

#### 4.0 DEFINITIONS

To assist in interpretation, the following definitions shall apply:

Word / Term	Definition
Workplace Participants/Employees	means council staff, councillors, agents, contractors, sub-contractors, consultants, volunteers, trainees, work experience participants and job applicants.
Council	means Northern Peninsula Area Regional Council.
Drugs	includes, but is not limited to, amphetamine-type substances (speed, ice, meth, ecstasy), cannabis (marijuana), opiates (opium, morphine, heroin), cocaine, phencyclidine (PCP, angel dust) and other controlled substances or medications other than those sold to the public on a non- prescription basis, or those prescribed to an employee by a doctor.
Alcohol	means liquor as defined in the Liquor Act 1992.
Authorised Officer	Qualified person authorised by Northern Peninsula Area Regional Council to carry out Drug and Alcohol testing duties, including an external licensed contractor
BrAC	Breath alcohol concentration – Prescribed level = <b>0.000g/210L</b>
Confirmatory Test	Subsequent testing undertaken if a drug screening test is unsatisfactory result
Reasonable Suspicion of being affected by Drugs or Alcohol	means where an authorised officer forms the belief that an employee shows signs of being affected by alcohol or other drugs
Unsatisfactory Result	means a result from a drug and alcohol testing that falls outside the levels permitted by relevant legislation or codes of practice
Work Hours	means the period of travel to and from work from the employee’s residence, core working hours, during callout activities, break times and attendance at Council functions or functions where the employee has been invited as a Council representative.
Prescription Drugs	drugs prescribed by a Medical Practitioner
Roadblock Testing	blanket testing of all the individuals present at a workplace
Controlled consumption	means in accordance with Australian Standard Drinks guide
DAMP	Drug Alcohol Management Plan (Northern Peninsula Area Airport)

#### 5.0 SCOPE

This Policy applies to all workplace participants at all workplaces. The Council considers that all individuals contribute to health and safety in the workplace and as such have responsibilities, rights and obligations under this Drug and Alcohol Policy.

This Policy is not intended to apply to individuals providing or consuming alcohol at authorised social events, functions and ceremonies conducted at Council workplaces or other venues.

#### 6.0 CONTEXT

Council aims to provide and maintain a workplace environment that not only protects the health and safety of all workplace participants whilst at work, but also facilitates a productive workplace. A safe and productive work environment includes the respectful treatment of others in the workplace.

The consumption of drugs and/or alcohol can impair a workplace participant's ability to perform work in a safe manner and can also lead to unacceptable behaviour towards others.

## **7.0 POLICY STATEMENT**

Except as set out in this Policy, workplace participants are not permitted to do the following:

- Work while under the influence of alcohol and/or other drugs;
- Commence or return to work while under the influence of alcohol and/or other drugs;
- Work, commence or return to work with a level of alcohol in breath or drug in tested fluid (urine or oral fluid) at or exceeding the acceptable concentration;
- Consume or use illicit drugs and/or alcohol at work or during work hours (even whilst off site);
- Bring alcohol and/or illicit drugs to work;
- Sell or dispense alcohol and/or illicit drugs at work; and/or
- Possess alcohol and/or illicit drugs at work;
- Keep illicit drugs on any council premises or equipment.

Council does not accept liability for the consequences (property damage, injury, etc.) of any illegal or inappropriate actions of any workplace participant whilst he/she is affected by drugs and/or alcohol. The workplace participant is responsible for the consequences of their actions.

## **8.0 SPECIFIC AND STANDARD**

### **8.1 Drug & Alcohol Testing**

Council workplace participants must have the capacity to perform their duties safely. Therefore, council intends to conduct drug and alcohol testing in the situations outlined below.

### **8.2 Pre-Employment**

All applicants for employment with council may be required to participate in pre-employment drug & alcohol testing. An unsatisfactory testing result will result in the rejection of an applicant's employment application.

### **8.3 Reasonable Suspicion of being affected by Drugs or Alcohol**

Workplace participants whose behaviour or actions generate a reasonable suspicion of being affected by alcohol and/or other drugs may be required to undergo immediate drug & alcohol testing.

Workplace participants who believe that another workplace participant is affected by alcohol and/or other drugs must notify an authorised person as soon as possible.

What amounts to a reasonable suspicion of someone being affected will depend on the specific situation; it is important to exclude other factors such as stress, fatigue or another medical condition. However, some examples of factors that may lead to reasonable suspicion are:

- An admission of being adversely affected by alcohol and/or other Drugs.
- Uncharacteristic and unexplained changes in speech, movement or appearance.
- Erratic behaviour or manner; and
- Possession of drugs and/or alcohol.

### **8.4 Post Incident**

An employee may be required to undergo drug & alcohol testing following an incident or near miss.

## **8.5 Random and Roadblock Testing**

An individual or a group of individuals may, at any time and without notice, be requested to provide a breath sample or oral fluid sample to an Authorised Officer of Council.

There shall be regular random testing without notice.

Roadblock testing (blanket testing of everyone present in the workplace) shall be randomly undertaken without notice.

## **9.0 TYPES OF TESTING**

### **9.1 Drug**

Council does not condone the use of illicit drugs or the misuse of prescription or over the counter medication.

Workplace participants who are found to:

- a) be affected by any such drug during work hours; or
- b) provide a specimen exceeding the confirmatory cut-off concentrations described in the relevant Standard will be subject to appropriate disciplinary measures determined by Chief Executive Officer and/or in line with the Councils Code of Conduct.

### **9.2 Alcohol**

In relation to permitted breath alcohol concentrations, employees and visitors to Council owned or operated facilities and work sites must comply with all laws, road rules, plant and equipment regulations, liquor licensing requirements, Council Code of Conduct for employees and any other relevant standard.

Workplace participants who are found to exceed such permitted breath alcohol concentrations during work hours will be subject to appropriate disciplinary measures determined by Chief Executive Officer and/or in line with the Councils Code of Conduct.

### **9.3 Testing Methods and Procedures**

Council will arrange for testing to be conducted by an Authorised Officer. All methods of testing will be in accordance with the relevant Australian Standards. The Workplace Participant undergoing testing may choose to be accompanied by a support person or union representative.

Individuals **must** disclose all medication to the Authorised Officer prior to the test being administered. Advising the Authorised Officer of the use of over-the-counter medication after a test has been administered and the presence of prohibited drugs has been provisionally detected, shall be considered a breach of this Policy and may not be accepted. A confirmatory test result shall be required to determine whether a provisional unsatisfactory test result is associated with drug use or medicine misuse.

## **10.0 TEST RESULTS**

### **10.1 Unsatisfactory Result**

If an employee produces an unsatisfactory result (a provisional non-negative outcome) to a drug test, they will be immediately suspended from work with pay, pending laboratory confirmation. The employee will be escorted to their residence by an authorised officer (or their delegate) or the employee's support person. The employee will be responsible for collection of their personal vehicle if applicable.

If the laboratory confirms a negative result, the worker may return to duties. If the laboratory confirms an illicit drug test result, the employee will then be subject to appropriate disciplinary measures as determined by the Chief Executive Officer and/or in line with Councils Code of Conduct. If the laboratory confirms a positive test result for prescription medication, then the employee must provide a valid

prescription and the test result will be assessed by an appropriate expert to advise whether the concentration of medication is consistent with the prescription. If there is a discrepancy, the employee may then be subject to appropriate disciplinary measures as determined by the Chief Executive Officer and/or in line with Councils Code of Conduct.

If an employee produces an unsatisfactory result (a provisional non-negative outcome) to a breath alcohol test, they will be required to submit to a confirmatory breath test 20 minutes after the initial breath test. If the confirmatory test result is negative, the employee shall return to duties without penalty. If the confirmatory test result is positive the employee shall be immediately suspended from work with pay pending further investigation. The employee will be escorted to their residence by an authorised officer (or their delegate) or the employee's support person. The employee will be responsible for collection of their personal vehicle if applicable. The employee will then be subject to appropriate disciplinary measures as determined by the Chief Executive Officer and/or in line with Councils Code of Conduct.

### **10.2 Return to Work**

Where an employee has been absent from work due to an unsatisfactory result, the employee may be required to undergo drug and alcohol testing prior to returning to work at their own expense. The employee will not be eligible to recommence work until they achieve a satisfactory result to the testing in the agreed timeframe.

### **10.3 Refusal to Undergo Testing**

A refusal to undergo a drug and alcohol test will be taken as an unsatisfactory result.

### **10.4 Confidentiality of Test Results**

Employee test results constitute personal information under relevant legislation. As such, test results will be dealt with according to the principles contained in the relevant legislation. The Council will otherwise maintain the confidentiality of the test results by securely storing them on the employee's personnel file

### **10.5 Prescription and Over the Counter Medications**

Employees using prescription or over the counter medications during work hours must comply with all directions provided by their medical practitioner and / or pharmacist. Employees must ensure they:

- Inform their authorised officer immediately upon arriving at work if they are taking prescription or over the counter medication which has potential to adversely influence their capacity to work safely and efficiently; and
- Can produce a certificate from their medical practitioner certifying that they are able to work safely (considering the employee's position requirements) if taking prescription medication.

Employees are not required to reveal the nature of the condition being treated or the type of medication, only that they are taking medication which has the potential to adversely influence their capacity to work safely and efficiently.

Upon being notified, an authorised officer is to ensure tasks allocated to the employee for the duration of the effect of their medication are suitable and are not going to jeopardise the employee or others safety. The authorised officer is to maintain communication with the employee to monitor their performance and return to normal duties.

If prescription or over the counter medication is determined by a medical practitioner or pharmacist to place the individual or other employees at risk, the individual may be stood down and required to use sick leave until the risk has passed. The employee's manager may offer the employee the opportunity to transfer to an alternative position should one be available, having regard to the employee's skill set, ability and capacity, as well as the directions of the medical practitioner or pharmacist.

### **10.6 On Call or Call out**

Individuals may be expected to return to work on an on-call or call-out basis. This includes Contractors; the Management Team; Emergency Response Personnel; Safety Personnel; Supervisors and those who are required to attend emergency callouts.

Individuals who are on-call and paid an on-call allowance shall remain drug and alcohol free.

Individuals, who are not on-call and have been requested to attend a call-out or emergency situation, shall assess their fitness for duty and discuss with their Supervisor before attending for duty.

### **11.0 CONSEQUENCES FOR BREACH OF THIS POLICY**

If Council conducts a drug or alcohol test and an individual who has presented for work, tests an unsatisfactory result to drugs or has a breath test reading indicating that BrAC is above 0.00g/210L, then the individual shall be in breach of this Policy.

The consequences for a breach of this Policy are set out below:

#### **11.1 Alcohol first offence**

Council shall issue the individual with a written warning. In the case of a contractor the Primary Contractor shall also be issued with a written warning.

The individual may be required to either wait until their BrAC is acceptable or stood down with pay.

Council employees shall be offered appropriate outside support should they wish to participate in a structured rehabilitation program such as Alcoholics Anonymous or similar.

**11.2 Alcohol second or subsequent offence occurring within 12 months of first alcohol offence** Every case shall be examined and dealt with on its' merits. Workplace participants who produce an unsatisfactory result on a second or subsequent occasion shall be subject to disciplinary procedures which may (subject to any mitigating circumstances) result in termination of employment or termination of an individual's engagement.

Council may also determine to terminate the remainder of a Primary Contractor's contract.

Termination under these circumstances may include that the individual or contractor record is marked "not to be re-employed in any capacity, including as a contractor."

#### **11.3 Drugs**

Every case shall be examined and dealt with on its merits. Where the confirmatory test returns an unsatisfactory result, workplace participants may be subject to disciplinary procedures which may result in the termination of employment or engagement (subject to any mitigating circumstances).

Any workplace participant returning an unsatisfactory result after a confirmatory test shall be offered appropriate outside support should the workplace participant wish to participate in a structured rehabilitation program

### **12.0 COUNSELLING**

Council has contacts such as the Employee Assistance Program to assist employees and volunteers with counselling, advice and rehabilitation for drug and alcohol related difficulties.

Any employee or volunteer may seek assistance by self-referral or referral through their Supervisor or Manager.

Employees and volunteers who have entered a rehabilitation program shall be encouraged and assisted to take responsibility for the management of their own recovery program.

Free confidential advice, assistance and information is also available from the Alcohol and Drug Foundation (Australia-wide) on 1800 422 599 (24 hours a day).

Employees and volunteers who are found to be in breach of this Policy shall be encouraged to attend relevant counselling.

### **13.0 COMPLAINTS AND GRIEVANCE PROCEDURE**

If an employee is aggrieved as a result of procedures initiated as a result of alcohol and drug related matters, they may arrange an interview with an appropriate delegate of the Council and be accompanied by their representative if desired. If they wish to dispute the confirmed drug test result, they must initiate a dispute within 2 weeks of receiving notice of the positive test result. A disputed specimen may be retested at the original or another NATA-accredited confirmation laboratory at the employee's expense. If the dispute is upheld, then the worker shall be reinstated, benefits and payments shall be reinstated, and the employee reimbursed for the cost of the disputed test analysis. If the disputed specimen is again confirmed positive, then disciplinary action shall be initiated.

### **14.0 POLICY DISSEMINATION**

Implementation of this policy is to be preceded by a program of training involving Council managers, supervisors and other employees. Thereafter, the subject matter is to be included in work health and safety induction training and information for all new employees as well as refresher training.

### **15.0 EVALUATION AND REVIEW**

This policy will be reviewed when any of the following occur:

- 1.1. The related legislation or governing documents are amended or replaced; or
- 1.2. Other circumstances as determined by resolution of Council or the CEO or
- 1.3. Notwithstanding the above, this Policy is to be reviewed at intervals of no more than two years.

### **16.0 ASSOCIATED DOCUMENTS AND POLICIES**

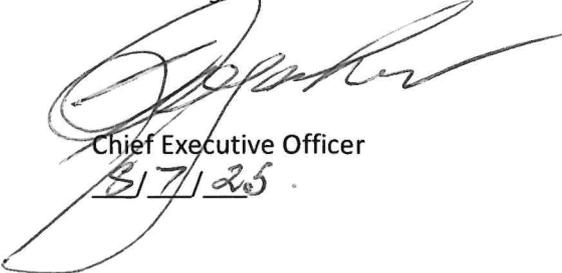
HR-001 Work Health & Safety Policy

HR-003 Vehicle Use Policy

### **17.0 HUMAN RIGHTS COMPATABILITY STATEMENT**

This policy has been assessed as compatible with the Human Rights protected under the *Human Rights Act 2019*.

When an individual feels that they are the subject of NPARC's failure to act compatibly with human rights, they can make a complaint directly to NPARC. These complaints will be assessed against the *Human Rights Act 2019*.



Chief Executive Officer

8/7/20

**Title of Report:** Operational Update on Works Department

**Agenda Item:** 9.1

**Classification:** For noting

**Author:** Manager Parks & Gardens

**Attachments:** ??

## Officers Recommendation:

**That Council:**

Note the Report

## PURPOSE OF REPORT

To provide a summary of current operations within the Parks and Gardens Section within Council.

## STAFFING

Staffing within the Parks and Gardens Section is 28 positions made up of a mixture of full time and casuals as follows:

- Manager Parks & Gardens
- Supervisor Parks & Gardens
- 6 Leading Hands
- 20 plant operator / labourers permanent

Current HR challengers include

- Parks and Gardens have three (3) long term Casual staff that are currently being transitioned to permanent full time / part time.

Daily attendance averages around 15 staff

## SCOPE OF DELIVERY

The Parks and Gardens team maintain the following area:

- Parks, Open Spaces & Sports ovals
- Street verges,
- Cemeteries,
- Council office buildings,
- Roadside slashing, litter collection
- Fencing replacement / repair of Council facilities,
- Playgrounds,
- Pre wet season cleanup, and
- Provide assistance to other departments with the delivery of Council managed events and facilities maintenance on request.



Parks & Gardens and road staff also support the community with funeral services, tombstone, and other cultural events.

## ACHIEVEMENTS

With the additional ride on mower P&G have been able to travel quicker around the communities and getting close to 100% service.

## CHALLENGES

No significant challenges to identify at this stage.

## RECOMMENDATIONS

Look for opportunities to improve efficiencies by:

- Formalise the structuring the work section with leading hands in charge of small crews.
- Work with Local Laws to educate communities that Council only undertakes a kerbside clean up once a year prior to the wet season.

DRAFT

**Title of Report: Operational Update on Concrete Batching Plant**

**Agenda Item: 9.2**

**Classification: For noting**

**Author: Manager Batching Plant**

**Attachments: NIL**

## PURPOSE OF REPORT

To provide a summary of current operations within the Concrete Batching Plant Section of Council.

## STAFFING

- Keith van Woerkom – Manager
- Keas Blarrey – Acting Supervisor Batching Plant
- Graham Wasiu – Truck Driver
- Denson Missi – Truck Driver/labour
- Mickey Pablo – Casual Truck Driver/Labour
- Casual truck driver / labourer TBA

## SCOPE OF DELIVERY

Injinoo Batch Plant supplies concrete associated products and raw materials to internal and external customers on a fee for service model. Products available for purchase from the Batching plant are as follows:

- Coarse Sand
- 10mm aggregates
- 20mm aggregate
- Premix
- 32mpa concrete
- 25mpa concrete
- 20mpa concrete
- Block fill
- K&C Blend

A 25% local discount is available for local dales that are not commercial.

## ACHIEVEMENTS

- Deliveries of cement, aggregates and coarse sand to the batch plant have recommenced.
- Receiving enquiries from several clients on the supply of concrete for numerous large projects

## CHALLENGES

- Staff attendance and attitudes at works=is of concern
- Ongoing blockages of the cement silo during the wet season



- Purchasing a cement blower to replace the unit presently on long term hire

## **RECOMMENDATIONS**

- Council purchases its own blower to reduce the ongoing cost of hiring a unit in.
- The batch plant requires a casual truck driver – familiar with all aspects of performing the duties required. On all large projects where two trucks are required for the ongoing supply of concrete, if one driver does not turn up this project cannot commence.

DRAFT

**Title of Report: Commercial Lease Report**

**Agenda Item: 9.3**

**Classification: For noting**

**Author Peri Sunai**

**Attachments Nil**

### Officers Recommendation:

**That Council:**

Note the Report

### PURPOSE OF REPORT

To provide a summary of my current position as Commercial Lease Manager

### STAFFING

Staffing within the Commercial Lease department for the last 6 – 12 months is as follows:

- One Staff - Casual Position

### PRIMARY OBJECTIVES OF THE POSTION:

The position is responsible to maintain property rentals by advertising and filling vacancies; negotiating and enforcing lease agreements; maintaining commercial property rentals and staff housing. Key accountabilities of the Manager's role are to have standard of customer service for ATSI clients and outside Contractor's; Organisations & Government Departments, promotion of NPARC properties is maintaining a cost effective and profitable operation.

### KEY DUTIES AND RESPONSIBILITIES:

- Promotion and advertising of NPARC property and lease vacancies by attracting a variety of tenants, government, non-government and not for profit organisations and contractors.
- Provide information to assist in meeting with the financial targets.
- Collate Property and Lease applications for assessments and approvals.
- Maintaining NPARC staff houses and maintenance including furniture, appliances etc.
- Undertake three monthly and cyclical property inspections/reporting vandalism etc., including maintaining photographic files of NPARC's staff houses.
- Develop a recording system for the oversight of the day-to-day property maintenance information including invoicing tenants for damage

- Providing management advice and customer service directly to the clients and Executive manager Corporate Services either in person, by telephone, written and e-mail correspondences and on field within the communities.
- Knowledge and experience in documenting policies and procedures including the formulation of a rental and leasing policy for NPARC;
- Monitoring of the lease agreements; and conduct investigations of client's complaints; determine what actions are required including remedy of breaches as per the Tenancy Agreement.
- Ensure an equitable and fair workplace; WH&S standards and fire regulations are adhered to the highest standards as per the relevant legislation and regulations.
- Preparations of reports on collecting; analysing and summarising of data and trends.
- Entry and exit inspections of staff housing and other accommodation.
- Report maintenance requests to operations department where applicable.
- Obtain quotes, generate stock orders and Purchase Orders, goods receipting.
- Keeping register of keys and property files up to date.
- Filing of NPARC Staff housing documents TRIM and maintaining physical files
- Filing of NPARC Lease documents TRIM and physically
- Assist with the purchasing function as required.
- Perform with other Office Duties as required.

## ACHIEVEMENTS

One (1) Payment plans ( Debtors Finance Report)

EOI'S	AGREEMENTS	NON ACTIVE AGREEMENT - Pending Native Title	-	ACTIVE	IRREGUALR PAYMENTS	REGUALR PAYMENTS	PAYMENT PLANS ARRANGEMENTS
2	90	13		76	15	17	1

## OUTCOMES

N/A

## CHALLENGES

N/A

## RECOMMENDATIONS

Look for opportunities to improve skills within Commercial Leasing Department for the Managers and Assistant Position.



## 11. Mayor Verbal Report

DRAFT

**Title of Report:** Acting CEO Report

**Agenda Item:** 12

**Classification:** For noting

**Author** Acting CEO

**Attachments**

## Officers Recommendation:

**That Council:**

Note the Report

## PURPOSE OF REPORT

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

## Attendance – Since 23<sup>rd</sup> June, 2025

23-27/6	Annual leave
30/6	Rural Fires /IOR Petroleum
1/7	Michael Harding RLIP
2/7	TWG Meeting
4/7	Internal Audit Committee Meeting
8/7	Flight to Cairns Cancelled
9/7 to 16/7	TS&NPA Roc/Preston Law/Department of Local Govt Return Flight Cancelled worked in Cairns.
21/7	Regional Director of Education. /Close out Meeting for Advisors with DLG
24/7	TCICA Meeting

This was interspersed with multiple operational staff meetings.

## HUMAN RESOURCES AND SAFETY

### Team:

Leonie Ishmail – HR Manager

Adi Miriama Latitoga - HR Officer

Monica Amey- HR Trainee Admin Support

Michael Madeley – WHS Coordinator

Dale Salee – WHS Officer

### Growing Workforce Participation

Joyce Soki – Project Coordinator

De'Requah Wasiu – Project Officer

Lilla May Sebasio – Project Officer

### Human Resources

#### **1. Employment Outlook**

Note: Employee numbers have decreased due to the removal of inactive casual employees from our system.

##### **Current number of employees -**

- Full Time – 160
- Part Time – 10
- Casual – 70 (active employees)

#### **2. Recruitment**

Currently, there are ongoing recruitment efforts at NPARC to fill key positions across various departments. The recruitment team is actively reviewing applications, conducting interviews, and assessing candidates to ensure that only qualified individuals are selected. Updates will be provided as new hires are finalised or as positions are filled. The focus is on securing talent with the right skills and experience to support NPARC's operations and growth in the coming months.

##### **Positions Advertised:**

<b>Position</b>	<b>Status</b>
<b>Events Coordinator</b>	Readvertising – No suitable applicants was received
<b>Grants Officer</b>	Closed, successful application appointed
<b>Regulatory Manager</b>	Readvertising – No suitable applicants was received
<b>Human Resource Advisor</b>	Closed, successful application appointed
<b>Human Resource Trainee Administration Support</b>	Closed, successful application appointed

##### **New Appointments**

No new appointments for this report

### **NPARC Certified Agreement 2023**

#### **EBA Information Sessions**

With the HR team now at full capacity, the HR office is planning to take over the delivery of information sessions previously conducted with departments. A rollout schedule has been completed for all departments, rollout is expected to take place over the coming weeks.

***Status: Ongoing***

#### **NPARC Apprenticeship and Traineeships.**

The Department of Employment, Small Business, and Training has allocated two positions to NPARC following a competitive bidding process for the 2024 First Start Program. NPARC has been awarded:

- **1 Traineeship – HR Department:** Interviews have been finalised, and Monica Amey has been appointed to the position.
- **1 Apprenticeship – Carpentry:** Awarded to Annabelle Tabuai, who will be undertaking a carpentry trade. Annabelle will be NPARC's **first female carpentry apprentice.**

***Status: ongoing***

The Department of Housing has advised that there is an funding opportunity for 10 trainees under the First Nations Workforce Pathways Program. These trainees will be engaged in a Certificate II in Indigenous Housing Repairs and Maintenance Traineeship.

The HR Department has met with the Building Services Manager to discuss the recruitment for the 10 trainee positions. Additionally, the Building and Infrastructure Department will reengage in discussions with the Department of Housing and provide HR with guidance on the next steps.

#### **Funding – Growing Workforce Participation Project**

The Growing Work Force Project was officially launched on the 9th of June at Umagico Community Hall please refer to the attached programme. Project team had recorded attendance sheets and noted a good staff turnout of 50 – 60 employees. The Project was introduced by the HR Manager (Ms Leonie Ishmail) then time were given for questions and answers.



## Survey Report

The team has commenced the rollout of the survey across various NPARC departments. To date, the data collected and the status of each department (completed or pending) are outlined in the table below.

45% skills surveys received as of July 7<sup>th</sup>, 2025. 55% need to be carried out by the end of August 2025.

### Work Health & Safety

#### Achievements

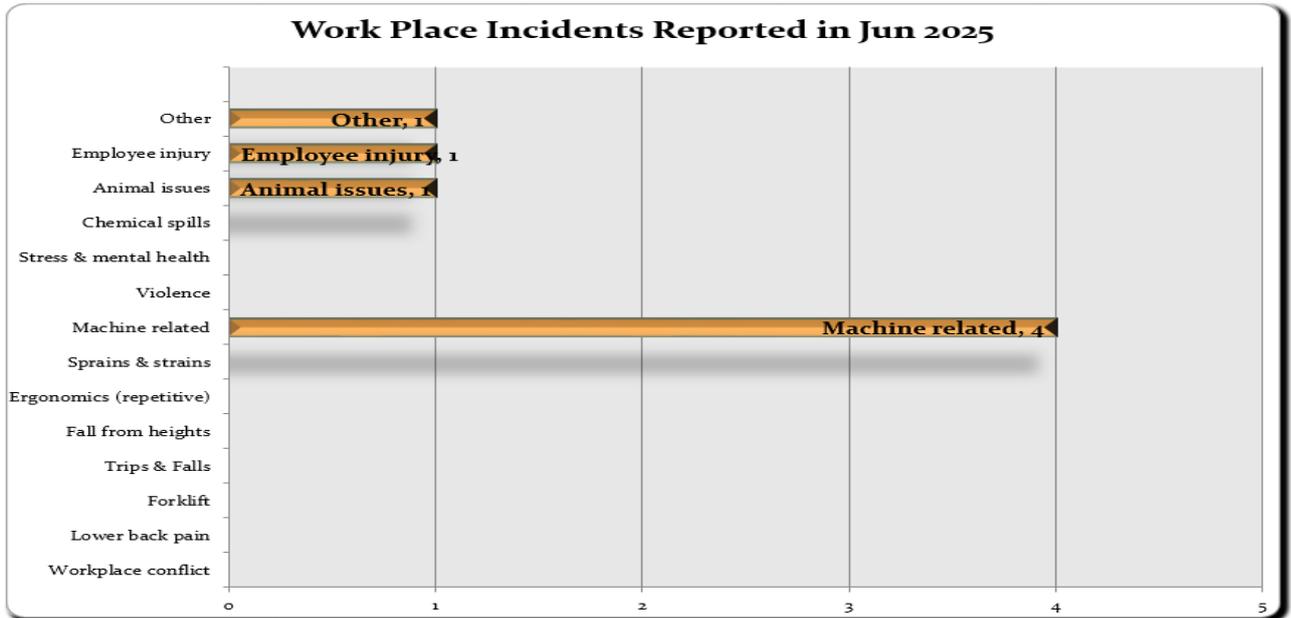
This month, significant progress has been made across various areas in alignment with the NPARC Operational Plan. Key achievements include:

- Continual update of Safeplan system and implementation of processes and procedures.
- Ongoing participation of work groups doing “Take 5 for Safety” guides
- Training ongoing for Dale & myself to use **SafetyCulture SMS** online reporting and recording.
- Implemented fall arrest system for workers at sewer pumps stations
- Lifted all PIN’s from NPARC workshop and Resources Team
- New traffic management plans made for transfer station & Rubbish landfill site.
- Working with RFDS to deliver a Mental Health & Wellbeing program
- All Fire Extinguisher serviced around all NPARC facilities.
- AMSA major hull repairs PIN’s closed out. Been ongoing since 2017.

#### Data

The following data reflects recent health and safety activities and reporting outcomes for the past month:

- 7 x Incident / Injury reports.
- 1 x Hazard reports – Helicopter landing pad – Jardine ferry
- 2 x Hazard Inspection completed
- 2 x Take5 guides sent out
- 2 x Workcover Claims ongoing – One Melioidosis & Shoulder injury
- 2 x Toolbox Talks for the month
- This data provides insight into current safety engagement levels and incident trends, helping to identify areas requiring continued attention and improvement.



**WHS Training**

**Dale Salee** has successfully completed his Certificate IV in Workplace Health and Safety. Please join us in congratulating Dale on this achievement. With this qualification, Dale is no longer a trainee and is now a fully qualified Work Health and Safety Officer.

**Toolbox Meeting**

Take 5s and Toolbox Talks – Engagement and Support  
 Improved support from managers and supervisors has been noted in the delivery of Toolbox Talks and distribution of Take 5 guides..

**Workcover cases**

Cases are being actively managed to support employee recovery and return to work.

- 2 Ongoing Workcover Claims
- 1 New Claim - ongoing

**Safety Awareness Bulletins sent out:**

- Causes of Accidents
- Reporting Incidents
- Personal Hygiene
- Mental Health and wellbeing

**Gaps**

Several gaps have been identified in current WHS service delivery and compliance efforts. These include both internal observations and external regulatory findings:

- Chemical identification and SDS recording are ongoing through Chemwatch.
- Training is required for Managers and Supervisors regarding their WHS 2011 obligations and responsibilities to ensure they understand how to avoid exposing workers to risks.
- Our Employee Assistance Program (EAP) currently lacks sufficient support for our workforce.
- WHSQ regulators have identified the following gaps at NPARC:
  - Psychosocial and Immunisation Policies & Procedures
  - Emergency Plan Procedures and drills
  - Voice of the Customer (VOC) feedback from employees
  - Contractor management
  - Hazardous chemical management

#### **Concerns for Improvement**

- Ongoing duty of care for Managers and supervisors to understand the importance of reporting and recording of WHS information.
- Training for Return-to-Work Co-ordinators needed – approved waiting for staff to complete.
- Training for Psychosocial Management is desperately needed.
- Sent out bulletins to all NPARC re Melioidosis – message not getting through. – **STILL**
- Control of our contractors and the work they do needs re accessing and check in place before works commence.

## Council Operations.

#### **CEO Position**

The new CEO has signed documents and the changeover will continue according to schedule – I will be vacating the position on Thursday 31<sup>st</sup> July, 2025 and Ms Yorkston will be commencing on Monday, 4<sup>th</sup> August, 2025

#### **22/23 Audit**

Grant Thornton has now advised that documentation to complete the 22/23 Audit is now available and we are hoping to have this adopted by the Internal Audit Committee to recommend to Council

### **Final Preparations:**

As I write this report, I have less than 2 weeks left in my tenure.

I am in the procedure of cleaning files and ensuring essential information gathered during my time with council is appropriately filed.

I have been working with the Management team to ensure that there is a seamless handover to the new CEO and all projects have the necessary approvals to allow them to continue to a point when the new CEO can be properly briefed on all Council activities.

I have held off making any decisions that affect the Executive Management team preferring that any instructions from the new CEO are clear and can be applied from her first day. Other daily operational decisions, I am continuing to make.

### **General Comment:**

I believe the Council operations will be secure based on the budget that has been adopted by Council. However, it will be incumbent on the Council and CEO to ensure that expenditure is contained within the limits of that budget. Any amendments must be carefully considered before any decisions are made around non-critical expenditure or change of direction projects. Council should be asking each Director is any future expenditure allowed for these changes in the budget prior to approval.

The areas, I believe Council will benefit from will be:

- Continual staff training around their roles and the functions of their budgets.
- Restriction of non-essential expenditure.
- Ensuring that as much legitimate expenditure is applied against grant Funding to bring in revenue.
- Making Managers and supervisors responsible for any grants that apply to them.
- Manage staff numbers by not automatically filling positions and removing staff that have been employed with Grant funding that has ceased.
- Maintain Asset Management
- Understanding that Council is not a bottomless pit of money and can't meet every community need.
- Challenging costs quoted by contractors.
- Protection if income – ensuring invoicing is consistent and applying relevant costing for services.

These are minor issues in the big scheme of things, but I have always believed that you must trust people to do their work, give them the skills to do their jobs and give them ownership of Council goals. The issues I have mentioned above can all be resolved with providing the correct guidance to staff.

The council's big issues will be the Jardine Ferry replacement (priority) and the impact of aging infrastructure, especially in the water and sewerage areas.



May I say to all Councillors, staff, and the residents of NPARC, that I have thoroughly enjoyed my time working and living with you all. I believe I have helped staff get direction and allowed them some autonomy to develop their roles but, most of all, I hope I have met Council's needs in this short time, to transition to a new way of growing your council and helping you to be more aware as councillors of the challenges you face and the tools you will need to face those challenges.

I wish you all a very successful future.

Thankyou.

Lew Rojahn  
Acting CEO

DRAFT

**Title of Report:** July 2025 Operations Information Report  
**Agenda Item:** 13.1  
**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

### Capital Projects Update

#### Robert Bottger (Project Manager)

#### 1. Umagico to Bamaga Cycleway

- Concrete pathway Mara Street Umagico completed, including relocation of two bridges
- Concrete pathway at Nona Creek causeway nearing completion
- Injinoo Road, Bamaga end, commenced construction
- Injinoo Road, bitumen seal section, commenced construction
- TMR has transferred 50% milestone funding to Council (\$400k)

#### Forecast Activities Next Month

- Concrete pathway sections due for completion
- Council Road Crew to complete bitumen seal section (clearing and placing gravel material)
- Issue Request for Quotes to bitumen contractors for sealing scheduled for September 2025



Mara St opposite store



Mara St near Pascoe St



Injinoo Rd - BAM end



Nona Cr Causeway



Nona Cr Causeway

**2. NP1 – Ferry Road Southern Approach**

- Re-work first two kilometres of failed pavement (Dec 2024)
- Contractor completed 7 No. cement stabilised pavement floodways



Cement stabiliser



Spreading cement powder

**Forecast Activities Next Month**

- Complete table drain profile
- Final trim pavement
- First coat bitumen seal of remaining unsealed sections
- Install road furniture

**3. NP2 – Ferry Road Northern Approach**

- The nominated Project Manager and Site Engineer for the Contractor (NPA-E Yusia) unexpectedly withdrew their services. The Contractor has been able to secure the services of John Martin (RPEQ) Director ERSCON Consulting Engineers.
- Currently, ERSCON are preparing/reviewing mandatory documentation required under the Contract. Formal Possession of Site will then be awarded to the Contractor.
- Council has received an extra \$2.7M Betterment funding from QRA.
- The additional funding will allow improved traffic management for the immediate southern and northern approaches to the Jardine River. Consultation with Ferry Operators, TO's and transport companies has been undertaken.

**Forecast Activities Next Month**

- Possession of Site award

- Undertake pre-start meeting with the Contractor
- Aurecon to prepare Jardine River approaches traffic management documentation, as a variation to the Contract

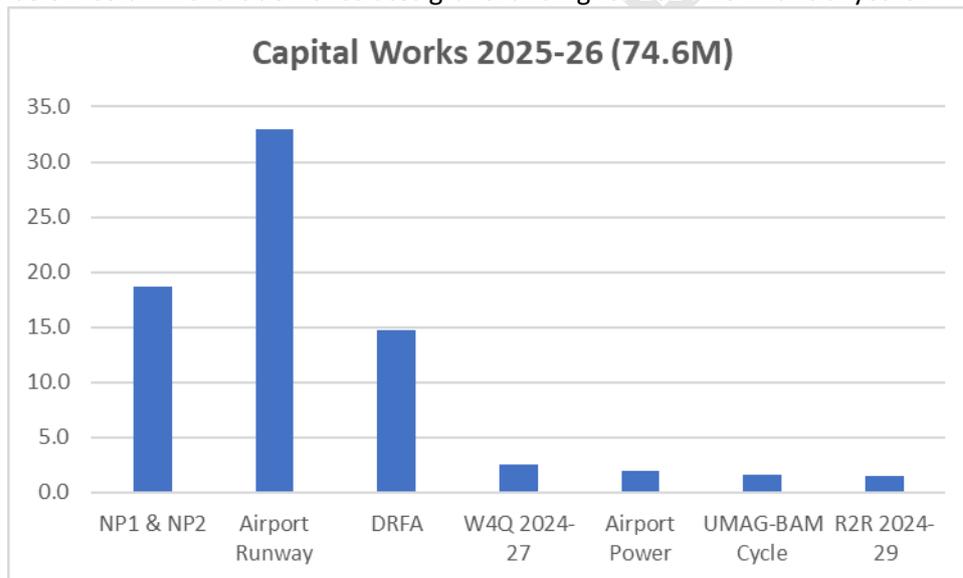
**4. Environmental Management Register – Removal of Lot 7**

- Aurecon is currently preparing a variation to cover services to undertake environmental sampling and reporting.
- Project on hold until July 1, 2025

**5. Grant Applications**

- Council have submitted several Grant applications under the Residential Activation Fund to support trunk infrastructure upgrades or improvements. To support future housing / subdivision programs.
- Council resubmitted the application to upgrade the Ferry Road section south of the Muttee Heads turnoff, under the Safer Local Road Infrastructure Program (SLRIP). This application was submitted on 31 January 2025.
  - Awaiting advice

The below column chart demonstrates grant funding for 2024-26 financial years.



**6. 2023 REPA Town Streets (3105-4810)**

**Concrete Pavement Rehabilitation of Failed Street Sections**

**New Mapoon – Umagico – Injinoo Portion**

- NM - Langie-Draha St (North) completed.
- INJ – Atambya St, Mimi and Moses CI completed

**Forecast activities next month.**

- Complete NM and INJ sections and one section in UMAG

**Bamaga Portion**

- Tender documentation completed

**Forecast activities next month.**

- Tender and award

**7. 2025 DRFA Emergency Works (3105-4824)**

- Emergency works is closed

**Forecast activities next month.**

- Acquit emergency works in QRA MARS portal

**8. 2025 DRFA Major Gravel Roads Restoration (3105-4825)**

- Preparation of tender documentation

**Forecast activities next month.**

- Tender Phase

**9. 2025 DRFA Minor Gravel Roads Restoration (3105-4826)**

- Prepare submission to QRA for approval

**Forecast activities for next month.**

- Prepare tender documentation

**10. Roads to Recovery 2024-29 - \$1.5M**

The allocation of funding has been assigned to road safety upgrades, including street re-seals and road safety audit.

- Council has received the approved work schedule for compliant roads

**Forecast activities for next month.**

- Prepare Request for Quote for reseals including UMAG – BAM cycleway bitumen seal

**11. 2022-23 QRRRF (QRA) Airport Power Line (3105-4850)**

- Powerline clearing 90% completed

**Forecast Activities Next Month**

- Complete clearing of powerline corridor
- Commence upgrade to airport terminal power reticulation including airport house.

**12. Airport Runway Rehabilitation**

TIDS Program (TMR) – Design (\$1.5M)

Growing Regions Program (Federal) – Construction - Approach Ends 2 x 500m (15.0M)

Crucial Access Links Program (QRA) – Construction - Middle Section 1.0km (18.2M)

- Survey completed
- Geotechnical site investigation commenced
- Detailed Design activities
- Community Engagement Plan being prepared

**Forecast Activities Next Month**

- Detailed design ongoing
- Complete geotechnical investigation on site
- Complete Community Engagement Plan and commence engagement with stakeholders



### 13. Lot 87 Sebasio Street Powerline Upgrade

- All existing power poles have been replaced by Woodburn Electrical – Job completed

### 14. W4Q 24 – 27 Project updates Update

- Strategic Planning Projects \$520,000.00
  - On hold awaiting W4Q project review

### Parks & Gardens

Over the last month Parks and Gardens have been focusing on general mowing and clean up in the Communities. We assisted Community with sorry business that occurred during the month.

We are currently delivering beautification around the communities by rejuvenating Garden beds in the five communities, in addition to general tasks.

Next month Parks and gardens will continue with rejuvenating Garden beds .in the five communities and start painting the post and rails fences.

### Works

#### Roads

Over the last month the roads team focused on completing a formation grade on Loyalty beach road, the Umagico back road, removing silt from town streets and replacing missing and damaged signs.

Roads are currently on completing formation grade on Loyalty beach road, the Umagico back road and commence works on the Umagico to Bamaga Cycle Path. Completed pavement repairs at the NPA airport.

Over the next month the roads crew will focus completing works on the Umagico to Bamaga Cycle Path within the budget allocation.

#### Wastewater (SEWER)

Over the last month in addition to normal maintenance and servicing tasks the Wastewater worked with WH&S to respond to the PINs issued by the division of WH&S As well as working with Gina to purchase the tools and equipment required to safely collect samples for testing at the Cairns lab. The team continues to work with Council's WH&S team to implementing change within the sewer system respond to the PINs issued by the division of WH&S.

The team is currently undertaking general maintenance and servicing tasks whilst responding to any service requests received. Continue working with Council's WH&S team in implementing change within the sewer system in response to the PINs issued by the division of WH&S, and continue working with Gina and Unganco to implement Mentor APN in the wastewater team.

In the next month the team will in addition to normal operations work will continue to look to implement safety improvements around the sewer pump stations.

#### Solid Waste (WASTE MANAGEMENT)

Over the last month in addition to normal maintenance and servicing tasks the team worked towards implementing change within the solid waste area to respond to the PINs issued by the division of WHH&S, and continue working with Gina and Unganco to implement Mentor APN in the Solid Waste area. The workshop team have replaced the lift arm of the large garbage truck whilst they await on the parts for the small truck to arrive.



The team is currently continue to work towards implementing change within the solid waste area to respond to the PINs issued by the division of WH&S, and continue working with Gina and Unganco to implement Mentor APN in the Solid Waste area. Modifying to windows of the Landfill office to enable staff to monitor incoming vehicles.

In the next month in addition to normal operations the team will continue with normal operations.

### **Water**

During June The State has advised that the asbestos mains replacement project has been awarded. The successful contractor plans to mobilize to the NPA in June to commence the initial phases of the project .

Due to ongoing rain showers the average Daily production for June remained steady even with the start of the tourist season. Membrane Performance Degradation Trend (PDT) results for Trains A and B remain at 12 and 13, respectively.

The team aims to continue their efforts towards maintenance of fire hydrants, until water demand increases to a point that dictates that maintenance should stop.

Veolia will continue to work on delivering the Backup Generator Project (VP0034). Whilst continuing to collaborate with the State Government on the proposed CMF Upgrade Project, by providing Subject Matter Experts (SMEs), documentation and support, and facilitating the involvement of key stakeholders.

Allstar Infrastructure has mobilized and commenced work on the asbestos pipe replacement project. Works are scheduled to begin on the Bamaga line, extending from the reservoir down to the bus stop on Sagaukaz Street. Allstar Infrastructure will be looking at hiring local personnel for this project.

Arrangements are underway for the shipment of the repaired Jardine River pump, ensuring all three units will be operational.

Plans are being finalized for the emergency generator installation, which will require concrete to be poured in the coming months.

### **Workshop**

During the last month the workshop continued with servicing of heavy vehicles and machinery. Whilst responding to faults. Ongoing mechanical faults have been experienced with the drive system on the Jardine Ferry, Workshop and sub-contractors have been repairing these as the occur

The workshop is currently working with WH&S, external suppliers, AMSA and others to try and determine what is causing the ongoing issues with the drive system on the ferry. Replaced the broken cable on the Ferry working with the supplier to determine the cause of the failure.

In the next month the workshop will repair damage done to the lift arm on the garbage truck. Monitor and repair issues as they arise on the ferry and the remainder of Councils fleet.

Jardine Ferry Drive Cable



P&G Slasher Repairs



### Rangers

During the last month in addition to general tasks Rangers undertook Marine debris cleanup, Coastal surveillance, West coast patrol, Sea grass mapping in conjunction with the Ghost net camping. Assisting People for Wildlife (PFW) install transmitters at Jardine Top Crossing swamp, Albany Island, Escape, and Jacky Jacky Rivers. Visited the NPA Senior campus to teach year 9 & 10 students traditional fire making methods.

PFW Transmitters for monitoring of freshwater turtles which have previously had monitors installed on their shells

Currently rangers in addition to general tasks are Rangers in addition to general tasks is assist Injinoo campus with supervising their cross-country coast patrol, liaising with tourists. As well as further Vegetation management in the five communities, Pajinka and Lockerbie. Firearm platform training.

Over the next month. In addition to general tasks the Rangers will commence annual turtle camp monitoring starting at Jardine River Mouth, undertake a beach cleanup at Fly Point in September Tangaroo Blue. Camp group ground cleaning and Maintenance, and Tourist information and advice

### Airport

Over the last month the airport team have focused on getting the line marking machine operational. Providing WH&S and Observer services to the Surveyors working on the runway project. CASA is auditing the airport for an audit in June. Worked with B&B Electrics to order the 80+ new bulbs required for the runway lights to be repaired.

Currently the airport team are focused on slashing the runway strip. Working with the building team to install a handrail to assist passengers arriving and departing from the terminal. NQ Petro are installing and commissioning the new COMPAQ fuel sales system.

Over the next month the airport team will continue with normal operational tasks and assist specialists gather data for the proposed Airport upgrade project.

Sales figures for June are as follows:

Sale item	Monthly Totals	Comments
Jet A-1 litres	24,928	
Jet A-1 sales	\$67,305.60	
Avgas litres	6,654	

Avgas sales	\$22,956.30	
Landing fees	\$0.00	Data not received
Passenger tax	\$19,730.00	April
Parking Fees	\$0.00	Data not received

Sale items	Skytrans	Other airlines	Total
Flights in/out	45	114	159
Passengers in/out	1973	Not received	1973

Before and after patch on airport pavement



### Batching Plant

During the last month the Batching Plant has been importing raw materials into Injinoo from the Jardine River. Raw material Bulk Cement is also being ordered and trucked from Townsville. Supplying concrete to customers as ordered.

Batching plant is continuing to import raw materials including cement into and Supplying concrete to Customers as ordered.

In the coming month batching plant will be supplying concrete to internal and external customers. Current volume of concrete expected to be supplied in the next six months still exceeds 2,000m<sup>3</sup>.

### Stocktake as at 30/06/2025.

Stock Item	Opening Balance (31/05/25)	Closing Balance (30/06/25)
Fine Sand	30 (T)	67.5 (T)
Coarse Sand	132 (T)	121.5 (T)
10mm Aggregate	128 (T)	176 (T)
20mm Aggregate	144 (T)	80 (T)
Cement	45 (T)	4.54 (T)
Premixed	12 (T)	7.5 (T)
Water Reducer	2570 (Ltr)	4230(Ltr)
Retarder	1015 (LTS)	4980 (Ltr)
Fibre Crete Fibres	166 (boxes)	124 (boxes)

**Sales**

Product	Volume	Value (\$)
32 mpa concrete (m3)	245	\$361,375.00
25 mpa concrete (m3)	363	\$462,825.00
20 mpa concrete (m3)	0	\$0.00
Block / core fill (m3)	0	\$0.00
K&C (m3)	0	\$0.00
Premix Blend (m3)	3.0	\$3,435.00
20mm Aggregate (m3)	0	\$0.00
10 mm Aggregate (m3)	0	\$0.00
Coarse Sand (m3)	0	\$0.00
Fine Sand (m3)	96	\$13,289.28
<b>Totals</b>	<b>707</b>	<b>\$840,924.28</b>

Concrete supplied to Town Streets QRA



Bamaga – Injinoo cycle / footpath



**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**

Works Manager  
Parks and Gardens Manager  
Ranger Coordinator  
Workshop Manager  
NPARC Project Managers  
Airport Manager  
Batching Plant Manager

DRAFT

**Title of Report:** June Update on Community & Regulatory Services Report

**Agenda Item:** 13.2

**Classification:** For noting

**Author:** Executive Manager, Community & Regulatory Services

**Attachments:** Compliance Report

### Officers Recommendation:

**That Council:** Note the content provided in this report on current progressive activities and projects undertaken by Community Services Team including Indigenous Knowledge Centres, Events Team, and Sports and Recreation. Aged Care, Regulatory Services including, Illegal Dumping, Animal Control and Enterprises including Jardine Ferry, Umagico Supermarket and Injinoo Service Station.

### PURPOSE OF REPORT

To provide Councillors with an update of monthly activities undertaken by Community Services and Regulatory departments.

### Community Services

#### SCOPE OF DELIVERY

NPA by delivering inclusive and accessible programs that respond to community needs. The key areas of service delivery include:

1. **Indigenous Knowledge Centre (IKC):**
  - Providing access to learning resources, digital technology, and cultural knowledge sharing.
  - Supporting literacy, education, and digital inclusion for all age groups.
  - First 5 programs
2. **Sport and Recreation:**
  - Coordinating activities and programs to encourage active and healthy lifestyles.
  - Supporting the maintenance and activation of local sporting facilities.
  - Engaging youth and families through structured and informal sport programs.
3. **Art Centre:**
  - Supporting local artists and cultural practitioners in the creation, promotion, and sale of artworks.
  - Facilitating workshops, exhibitions, and opportunities for cultural expression and economic development.
4. **Community Events:**
  - Planning and delivering events that celebrate culture, identity, and community connection.

- Supporting local initiatives and annual celebrations in partnership with other organisations.
- The Community Services Events Team continues to work with internal and external stakeholders across the Northern Peninsula Area (NPA) on event planning, service feedback, and strategies to improve community satisfaction. With the new Community Services Manager in place, budget sessions have been conducted to enhance pre-planning, optimise resource use, and support team cohesion. Additionally, Grant Agreements are under review to ensure compliance and identify opportunities to reallocate underspent funds for better outcomes in the NPA region.

**5. Aged Care Support:**

- Assisting Elders to access services, maintain social connections, and participate in cultural life.
- Providing advocacy, coordination, and referrals to aged care programs and support services.

All services are delivered in a culturally appropriate, inclusive, and community-driven manner, ensuring local voices shape the direction and priorities of programs.

## Sports and Recreation

### STAFFING

A dedicated Sport and Recreation coordinator in place, and the department is actively recruiting casual staff to support the delivery of activities and events across the community.

### SCOPE OF DELIVERY

The Sport and Recreation Department provides ongoing maintenance of sports fields and manages equipment and facilities. It delivers fitness and wellbeing sessions for adults and Elders, organises community sports events and tournaments, and works with sports associations to offer a wider range of activities. Services run seven days a week, with special programs held during school holidays.

### ACHIEVEMENTS

- Maintained sports fields and ensured equipment and facilities remained in good condition for community use.
- Delivered regular fitness and wellbeing sessions tailored for adults and Elders, supporting healthy lifestyles.
  - Successfully coordinated community sports events and tournaments, fostering engagement and local participation.
  - Strengthened partnerships with sports associations to expand the range of recreational activities available.
  - Operated services seven days a week, with targeted programs delivered during school holidays to support youth engagement.
  - Completed maintenance and repairs at the Bamaga Oval sports field
  - Delivered seven community sporting events
  - Finalised administrative tasks to ensure funding compliance and submit grant reports
  - Planned the reopening of the Bamaga Public Gym

## OUTCOMES

- **Mabo Day (June 3):** Supported community event with sports and equipment. 90 participants enjoyed volleyball, coconut hunting, and an inflatable slide.
- **Touch Football Nights (June 13 & 20):** Hosted two inclusive tournaments with 6 teams and 100 participants. Promoted healthy habits and revived local interest in the sport.
- **Loyalty Beach Camping (June 9–11):** Provided tents and gear for 50 high school students from Thursday Island and Bamaga. Strengthened relationships with educators.
- **School Cross Country & Colour Run (June 23):** Supported events across local schools with 280 students. Promoted youth fitness; strong community and school engagement.
- **Junior Girls Rugby Trial (June 25):** Assisted with setup for 40 participants. Highlighted rising interest in girls' sport and improved field reputation.
- **End of Term Sports Day (June 26):** Community vs. students event at NPA State College. Boosted youth-agency connection with strong participation and feedback.
- **Senior Fit Active Wellbeing (Ongoing):** Bi-weekly low-impact sessions for Elders. Avg. 18 participants, with reported physical and emotional benefits.

## CHALLENGES

- The absence of indoor or covered facilities during the wet season presents significant challenges for consistent program delivery.
- Transport remains a barrier for youth participation, particularly for those living in outstations and remote areas.
- Full reliance on external funding limits financial stability and makes it difficult to plan and sustain long-term programs.
- The current procurement process is complex and slows down the purchase of essential equipment from online platforms such as Amazon; a more streamlined solution is needed.
- There is a lack of active, local sports associations with the capacity to deliver regular and structured sporting activities.

## RECOMMENDATIONS

- Create more accessible covered outdoor areas for sports
- Allocate a portion of revenue from sports events to the Sport and Recreation
- Department's overall budget to reduce reliance on external funding, there is strong potential for local revenue through tournaments and events if facilities are brought up to standard
- Advocate for the provision of a community bus.





## Events

### STAFFING

Events Coordinator is in place, with plans to recruit casual staff to support activities and events.

### MABO DAY CELEBRATION – Event Summary

The Events Team continues to collaborate with both internal and external stakeholders to maximise participation in activities facilitated by Council and other agencies.

Mabo Day was successfully hosted on 3rd June, with strong involvement from community stakeholders. The positive engagement from all participants contributed to the success of the event. The Events Team extends sincere thanks to all involved, including major sponsors such as CEQ, Umagico Supermarket, and BEL, among others. Event photos have been archived with the Events Coordinator and are also attached.

Planning for the upcoming NPA Show is ongoing. Due to recent Sorry Business in the community, the first planning meeting was held on 2nd July.

Activities included:

- Volleyball
- Coconut Husking
- Inflatable slide
- Lunch was provided
- Local band entertained the community







## FUTURE EVENT PLANNING

- NPA Show dates will in to be pushed back to September with a venue being sourced.
- NPA Sporting Carnival
- Christmas celebrations

## CHALLENGES

- Meeting community needs and priorities is a challenge due to limited staff, resources, and planning capacity.

## Swimming Pool

- The swimming pool, it remains closed to the public, with contractors already sourced for a deep clean. Discussions with funding bodies regarding pool repairs/ maintenance and training.

## Indigenous Knowledge Centres [IKCs]

### STAFFING

All IKC's now have set workers.  
Ongoing recruitment for casual workers for all IKC'S.

### ACHIEVEMENTS

- First 5 Forever Programs – Early literacy and family engagement initiatives.
- Self-Service Online Platforms – Accessible digital tools for community use.
- Probation and Parole Services – Ongoing collaboration and support for reintegration.
- Housing Support – Assistance and coordination with housing services.
- State Library visit.
- Digital inclusion planning.
- Staff attended Professional development in Port Douglas

### RECOMMENDATIONS

- Staff professional Development
- IT Training for staff



## Art Centre

### STAFFING

- Art Centre Manager and Festival Coordinator position is now being advertised.
- 2 x Contract art centre assistance

### ACHIEVEMENTS

- Jewellery-making workshop was successfully delivered, attracting strong community attendance and engagement. Participants responded positively to the creative opportunity, with several expressing interest in future workshops.
- During Lara's workshop, the Art Centre was honoured by a visit from Uncle Normie, a respected local artist. His presence and live painting session created an inspiring atmosphere and strengthened cultural connection within the space.

### CHALLENGES

- Although the Art Centre did not exhibit at this year's Cairns Indigenous Art Fair (CIAF), two staff members attended to network with the CIAF committee and engage with Rio Tinto representatives, exploring potential operational funding opportunities to support future programming and resource needs. Lack of operational funding has limited the Centre's ability to provide basic art supplies, including canvases and paints, resulting in reduced activity for local artists.
- Future workshop planning is currently on hold until additional funding is secured and essential materials are restocked.
- Staff have requested the installation of a digital clock-on machine to support accurate and streamlined timesheet submission to management.
- The facility requires minor carpentry repairs to address wear and tear impacting the usability of some workspaces.
- The Centre's current Wi-Fi connection is unreliable, forcing staff and visitors to move outside the building to access EFTPOS services.
- Tourists have frequently raised concerns about the outdated payment system, highlighting the need for improved technology to enhance the visitor experience and support sales.

### RECOMMENDATIONS

- Engage with external funding bodies and community stakeholders to strengthen resource access and expand program delivery across the region.
- Undertake general maintenance and carpentry repairs to improve the functionality and safety of the Art Centre facility.
- Upgrade the Wi-Fi system to support consistent EFTPOS functionality and modernise customer service.

## Home and Community Care

### STAFFING

- HR issues continue to arise, in some cases, staff have not informed management of absences or late arrivals, leading to disruptions in client care. In line with HR advice, formal warnings will be issued where necessary to address this concern.
- The department is seeking to appoint a part-time Activity Coordinator to support the objectives of the Social Isolation Grant and facilitate group activities. The role will focus on enhancing participant engagement and wellbeing, with priority being given to internal applicants.

### TRAINING

- Cert III Individual Support Course: progressing well, enhancing staff skills to provide higher quality care.
- Monthly Safety Talks: Staff will regularly attend monthly safety talks to stay up-to-date with best practices in workplace safety, ensuring a safe environment for both clients and team members
- Excel training commence to promote record keeping and workforce development.

### ACHIEVEMENTS

- Recruited an additional team member to ensure consistent client care during staff absences, minimising service disruption.
- Procured 2 First Aid Kits and a First Aid Backpack for the Aged Care Centre to ensure compliance with Workplace Health and Safety regulations and to enhance emergency preparedness at the Centre and during outings with the clients.
- Received a brand-new company car which will improve workplace efficiency and streamline operations.
- Sports and Rec Coordinator delivering body movement classes during group activity sessions is ongoing, this has been well received by clients and staff members.
- SDAP (Service Development and Assessment Plan): A second visit is scheduled for mid-July to continue supporting and assessing operations at the Aged Care Centre. These visits aim to identify areas for improvement and ensure ongoing compliance with Aged care Quality Standards. Site visits are crucial for advancing compliance and enhancing service delivery.
- Planning is underway for the purchase of the new Software System 'TurnPoint' which will significantly aid in client staff rosters by automated tasks, improve communication and streamline processes for home care and schedule appointments in real time. TurnPoint will also aid in financial reporting for services.
- In compliance with government regulations in Aged Care, Care Plans have been created and rolled out to clients and their families. The Care Plans promote the clients well-being, independence and quality of life. The Care Plans help ensure the delivery of safe, effective and high-quality care by outlining specific care strategies for each individual.

## DATA

- Daily Data Recording: Data is consistently logged and updated on a daily basis in the compliance spreadsheet to maintain accurate records.
- Separate Data Tracking: CHSP and HCP data are tracked independently to ensure clear and precise reporting for each program.
- Over-Servicing Trend: Analysis of the data highlights a noticeable trend of over-servicing across most service types, indicating a potential need for review.
- Increased Meal Quantities: Meal quantities have risen in response to an increase in the number of clients receiving services.
- Active Client Participation: A significant portion of clients are engaged and actively participating in scheduled activities, contributing to their overall well-being.
- Staff Record-Keeping Training: Ongoing training for staff on proper record-keeping ensures that all data is accurately maintained and compliant with relevant standards.

## CHALLENGES

- Insufficient staffing has limited activities to be scheduled, coordinated and delivered.
- Maintenance: Requests for maintenance and repairs at the Aged Care centre have been submitted. These tasks address a range of issues to ensure the facility remains safe, operational, and comfortable for both clients and staff.
- Data Recording Issues: Data for grant-funded programs is not being consistently recorded, which impacts the acquittal process. Training and development are needed to address this gap and ensure proper data management moving forward.
- GPMS Access: We still do not have access to GPMS, which is essential for managing financial funding. The issue has been escalated to the highest level for resolution.
- A/C in kitchen: Requires repairs.
- Over Servicing: Over-servicing across all areas needs to be addressed to enhance efficiency and reduce operational costs.
- Staff members not being transparent regarding clocking off, formal discussions taken place.
- Staff member finding the Certificate III Individual Support training challenging. Contacted trainer about available options for staff member to overcome this challenge. Additionally, training has been delayed due to staff absences and the Cert III Trainer having numerous sick days. Practical work for the current module require a hoist and slings which we are in the process of trying to gain access to.

## RECOMMENDATIONS

- Explore funding opportunities to hire a part-time Creative Engagement Specialist with experience in aged care.
- Continue partnership with local community groups and volunteers to expand intergenerational programs.
- Develop tailored programming for clients with sensory impairments and advanced dementia.
- Explore grant opportunities with Funding Arrangement Manager for CHSP overservicing.

**BBQ and outing at the Seisia fishing club.**



## Regulatory Services

### Staffing and Recruitment

- Manager position for Regulatory Services re-advertised externally to attract wider and more suitable applicants with the required skillset.



### Veterinary Services

- Reconnection established with veterinary partners on Thursday Island.
- First quarterly vet visit scheduled for August.
- Received medication supplies to support local animal health needs.

### Animal Management

- Dog and cat registration commenced, all pets to be registered by 31 July.
- Enforcement of fines to begin 1 August for unregistered animals.
- Dog pound facility identified as requiring major repairs.
  - Budget approved for scoping and design of a new facility.
  - Temporary solution for pound operations currently being explored.
- Pest control rollout to commence once new manager is in place.

### Environmental Health and Compliance

- Team has commenced delivery of the 5-Year Environmental Health and Safety Plan.
- Continuing collaboration with Public Health Unit from Thursday Island.
- Joint initiative to support rollout of food licensing in August:
  - Targeting commercial and informal home-based food sellers to ensure compliance with regulations.
  - Community engagement to provide support with transition.

### Illegal Dumping

- Grant funding has been acquitted.
- Department in discussions regarding funding a dedicated officer to address and monitor ongoing illegal dumping.
- Community engagement underway to identify priority dumping sites.

### Local Business Support

- Regulatory Services team has supported local entrepreneur Dale in registering his mobile coffee van business in Injinoo.
- Positive step in supporting local economic development and small business compliance.

## Injinoo Service Station

### STAFFING

- Ongoing requests have been submitted to HR over the past few months to address critical staffing shortages at the Service Station.
- Recruitment has not progressed; jobs are to be advertised.
- Current staffing levels are insufficient to maintain a 7-day operational roster, creating significant strain on existing team members.

- Staffing concerns were identified at the start of the current management period and have since escalated.
- It is acknowledged that internal constraints (e.g. budget or structural limitations) may be contributing factors.
- With the addition of HR advisor to the team, the team is now working through these challenges to maintain service delivery and support staff wellbeing.

### ACHIEVEMENTS

- Retail product range at Injinoo Service Station has been expanded, improving customer choice.
- 24-hour self-service fuel has been successfully implemented at Injinoo.
- 24-hour fuel access has also been reinstated at the Jardine Ferry for the first time in approximately six years.
- These improvements ensure fuel availability outside standard operating hours for both locals and visitors.
- Particularly beneficial for early morning travel and recreational activities, such as fishing.
- Power cards and other stocked items readily available to customers
- Updated alarms to cover back office area, with additional Safe installed in the Office.
- Constant sales and customer relationship
- QLD Freight Discount (20%) in effect

### DATA

Please see attached documents generated by Point of Sale.

### IMPACT

- Satisfied Customers
- Community receiving essential living goods.
- QLD Freight Discount helping lower higher cost of living.
- Ensuring NPARC and other businesses can operate by providing fuel.

### GAPS

#### Fuel Infrastructure

- A critical issue has arisen regarding the rusted state of the fuel bowsers at the Injinoo Service Station.
  - Although newer than the Jardine Ferry infrastructure, the coastal exposure has accelerated corrosion.
  - Bower roofs are rusted through, resulting in structural compromise and operational risk.
  - A temporary repair has been installed by Murray, but the bowsers require urgent replacement.
  - Quotes are currently being sourced; recommendations will be submitted upon receipt.

### Diesel Storage Capacity – Urgent Need

- On-site diesel storage is no longer sufficient to meet community demand.
  - Current situation creates vulnerability to stockouts.
  - BP maintains the largest diesel allocation due to larger holding capacity, leaving the Service Station at a disadvantage.
  - Quotes are being obtained from NQ Petro and Lowes to scope additional diesel storage solutions.

### Ongoing Infrastructure and Procurement Delays

- Several previously identified infrastructure and procurement needs remain unresolved:
  - Point-of-Sale (POS) system and pump controllers:
    - Ordered late June.
    - Awaiting Finance team to release deposit for supplier to proceed with hardware delivery.
  - **Cold storage solution:**
    - Still pending approval to purchase or hire container cold rooms.
    - Fresh and pre-packed food items are ready to launch once cold storage is operational.
  - **Cigarette dispensing unit:**
    - Needing community engagement to support idea.
  - **Rear cage door:**
    - Unit delivered and on site.

### CHALLENGES

The challenges are mentioned in the parts above. There are several challenges from minor to major, which are also considered as gaps in the service and opportunities for improvement. These are:

- Staff
- New Browsers and additional diesel storage
- Limited Storage (New fridge, freezers and cold rooms required)
- Security Camera access is nearly there for me, I have been sent documentation, but just waiting login details.
- Better alarming of service station (chubb has completed)
- Building/Property (Upgrade)
- Steel cage needed for back door (has been scoped out by Building team)
- Working Space
- Poor Condition of the outside roof/shelter of the service station
- Compac OPT COMPLETE
- Sale of cigarettes under review
- Point of Sale and pump controller Ordered waiting payment of deposit
- OFF GRID upgrades at the ferry.





**ORDINARY COUNCIL MEETING #16**  
**Agenda Item 14.2**  
**Tuesday, 29th July 2025**  
**Injinoo Boardroom**

Northern Peninsula Area Regional  
 Council  
 BACK OFFICE(2)

**Financial Report**  
 01 Jun 2025 00:00:00 to 30 Jun 2025 23:59:59

Printed 07/07/2025 09:29:19  
 Page 1 of 1

	Quantity	Amount		Quantity	Amount
Gross Sales	58018.38	201397.55	Transactions	3243	
ST Discount	0	0.00	Sales	3176	
ST Discount 2	0	0.00	No-Sales	0	
ST Discount 3	0	0.00			
ST Discount 4	0	0.00	Average \$ per Sale		\$61.77
Subtotal Surcharges	0	0.00	Refunds	30.5700	214.57
Promotions	4300	(5230.76)	Voids	456	3679.14
Item Discount	0	0.00	Void Mode Transactions	0	0.00
Item Disc 2	0	0.00	Void Entire Sales	42	1136.81
Item Disc 3	0	0.00	Non-Turnover Sales	0	0.00
QLD FREIGHT DISC	0	0.00			
% Item Surcharge	0	0.00	Cost of Sales		\$120,960.97
Points Redemptions	0	0.00	\$ Margin		\$58,160.90
NETT Sales (incl. tax)		<b>196,166.79</b>	Gross Profit (%)		32.5
(excl. tax)		<b>179,121.87</b>			
Rounding		(2.10)	<u>Tax Amounts</u>		
TIPS IN	0	0.00	Amount	Amount	Sales
PAID IN	0	0.00	GST	17044.92	187489.67
RA 3	0	0.00	GST-Free	0.00	8677.12
RA 4	0	0.00			
TIPS OUT		0.00			
PAID OUT		0.00			
PO 3		0.00			
PO 4		0.00			
		<b>196164.69</b>			

<u>AMOUNTS TENDERED FOR SALES</u>			<u>BANKING</u>	
CASH	880	22932.20	CASH	22932.20
ACCOUNT	275	79751.11	EFTPOS	93481.38
EFTPOS	<u>2,055</u>	<u>93481.38</u>		
		196164.69		<u>116413.58</u>
		<u>196164.69</u>		

<u>SALES CATEGORIES</u>	
FUEL	139682.61
SHOP SALES	35318.23
WORKSHOP	5.95
MISCELLANEOUS	<u>21160.00</u>
	196166.79

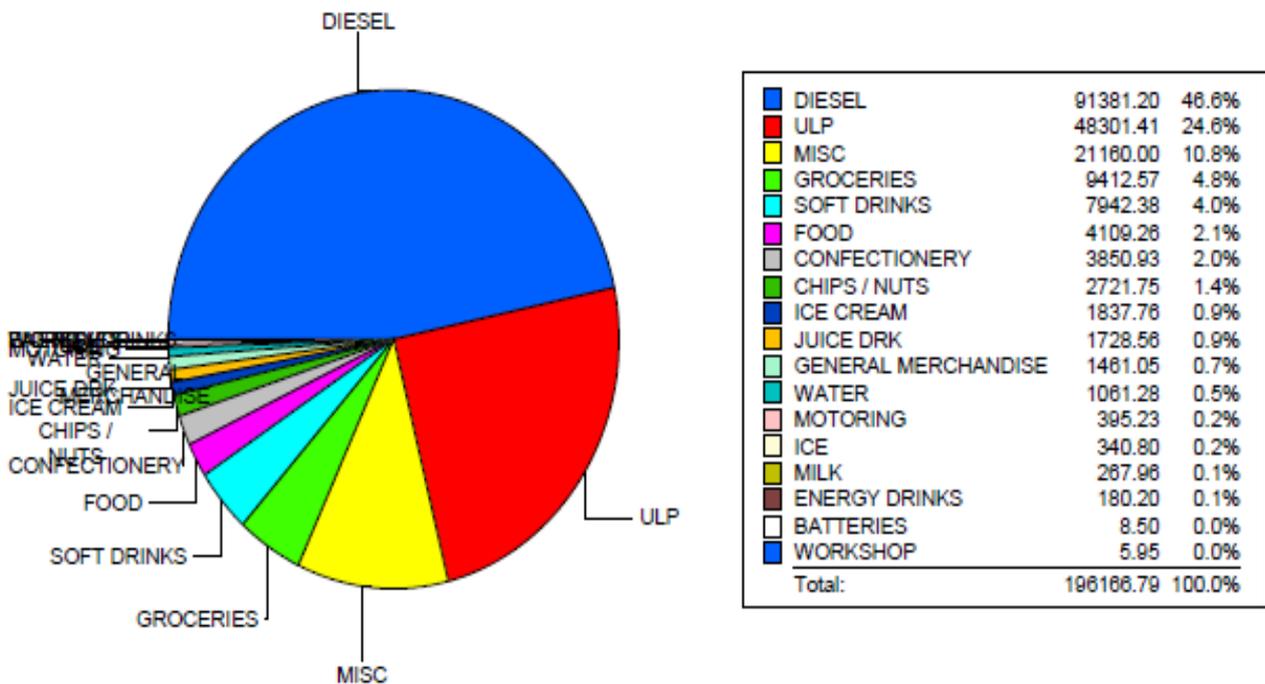
Total FUEL	139682.61
Total SHOP	35318.23

<u>LAYBYS</u>	<u>LAYBY PAYMENTS</u>
Layby Sales	

### Department Sales Report

01 Jun 2025 00:00:00 to 30 Jun 2025 23:59:59

Code	Description	Sales		
		Quantity	Amount	%
1	ULP	17889.3100	\$48,301.41	24.62
2	DIESEL	32636.0700	\$91,381.20	46.58
9	BATTERIES	1.0000	\$8.50	0.00
10	GROCERIES	1517.0000	\$9,412.57	4.80
11	CHIPS / NUTS	627.0000	\$2,721.75	1.39
13	CONFECTIONERY	523.0000	\$3,850.93	1.96
15	FOOD	456.0000	\$4,109.26	2.09
16	GENERAL MERCHANDISE	161.0000	\$1,461.05	0.74
17	MOTORING	11.0000	\$395.23	0.20
18	MISC	571.0000	\$21,160.00	10.79
19	ICE	71.0000	\$340.80	0.17
20	ICE CREAM	333.0000	\$1,837.76	0.94
21	MILK	65.0000	\$267.96	0.14
23	WORKSHOP	1.0000	\$5.95	0.00
25	SOFT DRINKS	1704.0000	\$7,942.38	4.05
27	WATER	599.0000	\$1,061.28	0.54
30	ENERGY DRINKS	25.0000	\$180.20	0.09
31	JUICE DRK	828.0000	\$1,728.56	0.88
		<b>58018.3800</b>	<b>\$196,166.79</b>	



## Jardine Ferry

### Tourism and Community Activity

- High volume of tourist travel observed throughout June, with steady movement north and southbound across the Jardine.
- Positive atmosphere noted onsite despite social media commentary, with many travellers expressing appreciation and support directly to ferry staff (e.g., gifts, positive feedback).

### Staffing, Employment, HR, and Safety Compliance

- Several new casual staff have been recruited and onboarded to support daily ferry operations and meet increased seasonal demand.
- Ongoing need for structured training and upskilling to ensure all new staff can meet operational requirements and uphold Council's safety standards.
- Multiple HR and safety compliance matters are currently being monitored and managed to ensure:
  - Adherence to ferry specific WHS protocols and risk management plans.
  - Staff are clear on chain of command, reporting lines, and incident response procedures.
  - The work environment remains safe for both ferry workers and the travelling public.
  - Investigations are underway from senior management to address ongoing gaps in compliance adherence and reinforce operational protocols, to avoid potential safety breaches, reputational risk, or liability arising from non-compliance with Council's WHS and HR standards.

### Operational Challenges and Maintenance

- Despite recent refurbishment and equipment upgrades through past contractor-led projects, multiple mechanical failures have occurred in this busy season including:
  - Faulty or failed starter motors and hydraulic pumps with oil leaks.
  - Ramp chains and bolts/shackles sheared off the vessel.
  - Repeated issues with water pumps and hydraulic systems.
  - Critical failure of the main ferry cable, which split in half, causing significant operational risk.
- Internal assessment confirms significant deficiencies in equipment quality and planning associated with previous contractor works. Despite these issues being raised with the contractor, it was dismissed, and the works were deemed compliant by the contractor at the time. These failures have since resulted in repeated mechanical breakdowns, posing serious operational and safety risks to ferry operations. These issues have placed significant pressure on the Council's workshop team, who have responded with timely, professional, and effective repair efforts.

A recent incident involved the complete snapping of the ramp chains, rendering the ferry non-operational for nearly 24 hours.

- The situation required emergency mobilisation of reliable staff and managers from other departments to assist ferry operations.
- The team worked from 6:30 AM until 6:00 PM, managing a 5-kilometre queue on both the north and south sides.

- Despite the pressure, all visitors were greeted and assisted with professionalism and a smile, showcasing an exceptional team effort.
- This day also resulted in one of the highest revenue takings on record, reflecting both the volume of travellers and the dedication of staff.

These types of incidents are placing significant strain on operational staff, with frontline workers experiencing:

- Extended working hours.
- High pressure customer service situations.
- Physical and mental fatigue, especially during peak travel periods and emergency repairs.

#### Acknowledgement

- Commendation to the NPARC workshop crew for repeated, prompt responses to ferry breakdowns and maintenance issues.
- Strong community morale observed at the ferry site, countering online negativity.

#### Governance and Safety Concerns

- Internal safety and operational procedures are in place; however, compliance issues remain.
- Some staff and contractors have not consistently adhered to approved protocols, which poses risk to safety and service continuity.
- Escalation of this matter is now underway, with executive leadership engaged for resolution and enforcement support.

#### Vehicle Load Limits

- The ferry, now over 40 years old, is carrying record loads, including 40+ tonne road trains, vehicles, machinery, and stock.
- Despite logistical needs, repeated breaches of load limits and refusal to comply with directions from ferry staff have led to serious near-miss incidents.
- Several formal incident reports have been submitted, identifying businesses and drivers who fail to follow the safety processes.
- Not all contractors are complying with requirements to provide weight documentation for machinery, load and freight.
- The absence of weight verification increases the risk of overloading the ferry, further undermining the structural integrity and safety of operations.

A late report will be tabled at the meeting, providing a comprehensive overview of the works undertaken at the Jardine Ferry.

## Umagico Supermarket

The divestment process for the Umagico Supermarket is ongoing, with the tender period formally extended to 1 August 2025 allow for greater market engagement and to ensure suitable proposals are received.

### STAFFING

To reduce wage expenses, the shop operated with a reduced staff roster during June while still maintaining regular trading hours.

### ACHIEVEMENTS

- The store continues to offer the lowest whitegoods prices in the NPA, including air conditioners and 13kg washing machines priced 20% lower than competitors.
- Additional savings available across selected electrical and variety product lines, plus warranty.
- Over 40 everyday items are now priced to match Woolworths Cairns' standard shelf prices, including Hamper at \$8.60.
- Massive savings: Bluetooth speakers reduced from \$549 to \$299, and 13kg washing machines marked down from \$1,400 to \$999.
- Congratulations to 2 staff members for successfully completing and receiving their Certificate III in Retail Management.
- A 20% freight subsidy is now applied to each transaction, helping reduce overall costs for customers.
- The End of Financial Year stocktake was completed successfully, thanks to the support and teamwork of all staff.

### DATA

- The Sales and Expenses Report is submitted every weekend as scheduled.
- Sales performance has been strong, consistently meeting weekly targets based on last year's budget.
- The shop is now fully stocked, and the reopening of ferry services has significantly supported sales growth.

### IMPACT

- The store is actively negotiating with suppliers to secure better pricing, aiming to pass on the savings to the community.
- A wide range of special offers is available in-store, particularly on essential goods, to help ease the cost of living.



### GAPS

Delays or disruptions in stock deliveries typically occur only when Sea Swift experiences issues with barge operations, such as rough weather conditions, mechanical problems, or navigational challenges. These situations can temporarily impact the timely arrival of goods to the community.

### CHALLENGES

- Chiller, Freezer, 4 door chiller and 3 door freezers still needing attention. A temporary fix has been done. They had been out of commission for nearly 4 months. Andrew was able to get them fixed as a temporary measure until works are approved to be completed by the council.
- Sea swift barge time all over the place no assurance which day the loads come.
- Payrolls need to report fortnightly on staff wages for budgeting.

### RECOMMENDATIONS

Ongoing meetings with Council is recommended to discuss any matters related to the shop's operations. Regular meetings will also help in monitoring staff performance and addressing any concerns promptly.

## HOME CARE SERVICES

### MONTHLY AGED CARE COMPLIANCE REPORT

<b>REPORT TO</b>	Beth Madeley
<b>REPORT DATE</b>	07/07/2025
<b>REPORT FROM</b>	Aleisha Chapman

#### AGED CARE SERVICE DELIVERY

##### Summary of client status over the past month

Reporting item	Number	Comment
HCP Clients	21	Level 1: 2    Level 2: 18    Level 3:    Level 4:
New HCP Clients	1	Level 1:    Level 2: 2    Level 3:    Level 4:
HCP Enquires	0	
Referrals for assessment or reassessment	3	1 new clients in level 2 HCP

##### Summary of CHSP client status and activity

Reporting item	Number	Comment	
Number of clients	22	One client passed away, one has been removed from our system as carer said he will not be returning to community	
Number of new clients			
Clients on waiting list	1	Awaiting to do intake but have not been able to get in contact with client or carer	
Number of clients transitioned to HCP	1		
CHSP Hours	Monthly target	Hours delivered	Comment
Social support group	331	243	Good attendance at group activities, 2 group activity days were cancelled due to staff shortage
Domestic assistance	80	18	Many staff absences contributed to low count.
Social support individual	80	27	
Personal care	16	7	Medication delivery
Home/ garden maintenance	16	14	
Flexible respite			Do not provide flexible respite.
Meals at centre	99	40	
Meals at home	99	316	
Transport	36	44	
Home Modifications			Do not provide home modifications.

##### Aged care legislative compliance status report

Compliance requirement	Number of clients	Overdue	Action taken
Charter of aged care rights explained	43	43	Currently in progress
Signed aged care agreements	43	43	Currently in progress
Signed current care plans	43	11	New care plans drafted and roll out in progress.

Advanced health directives completed (HCP clients only)	0	0	Need health appt to conduct this procedure.
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### Aged care activity reporting

Agency	Report submitted in the past month	Date due	Date Submitted
Operational update/ report to council	1	07/06/2025	10/06/2025
Compliance report	1	07/06/2025	10/06/2025
Staff Roster	1	07/06/2025	10/06/2025

### 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	1
Carers	6	5 inc Cook		

#### HR Management

Reporting item	No of staff	Overdue	Action required
Current Police checks	9	9	Evidence required
Aged Care Code of conduct	9	9	
Current Drivers licence	9	1	
Performance review	9	9	
Annual Flu vax	9	9	

#### Status of Core training

Mandatory training	No of staff	Overdue	Action Required
Orientation	9	2	
Fire Safety	9	9	
First Aid	9		Staff completed training
Manual Handling	9		Staff completed training
Infection control	9	9	
Elder Abuse	9	9	Training being organised through NPAWS
Food Safety	9	9	Health and food safety will deliver training in September
Open disclosure	9	9	

## QUALITY IMPROVEMENT

### Progress against Plan for Continuous Improvement

#### Feedback/complaints management

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

#### Key issues and action taken

- No complaints as yet, in the process of doing a Consumers survey, on what changes they like to see and if our delivery of care effective and sufficient.

#### Incident/near miss management

Incidents	Total No	Type of Investigation				
		Client	Employee	Equipment	Facility	Medication
Number of Incidents in the reporting period						
% Investigations completed within 5 days	0					
Number of SIRS Incidents in the reporting period						
% SIRS Investigations completed within 24 hours						
% SIRS Investigations completed within 30 days hours						

#### Key Issues & action taken

**Actions Taken:**

**Next Steps:**

**Title of Report:** June Information Report  
**Agenda Item:** 13.3  
**Classification:** For information  
**Author:** Executive Manager, Building & Infrastructure  
**Attachments:** Nil

### Officers Recommendation:

**That Council:**  
 Note the Report

## PURPOSE OF REPORT

To provide Councillors with an outline of monthly activities undertaken by the Building & Infrastructure sections.

## BACKGROUND AND CONTEXT

### BAS Manager Update - NPARC Job Cards / Minor Works

#### STAFFING

The BAS team (BM) consists of 1 x Manager, 3 x Technical Officers

Staff Name	Position Title
Beatrice Nona	BAS Manager
Catherine Salee	Technical Officer
Emily Kepa	Technical Officer
Alice Sebasio	Technical Officer
Salome Nona	BAS Admin Officer (on leave)

For the month of June, staff have been busine with their daily business as usual activities.

- Ensuring to process invoices before the end of the month.
- Rollover completed and business back to usual.
- Currently there are 118 active jobs in the portal, including 18 which was entered on the 01.07.2025 but was backdated in our Debtor System.
- BAS Manager is working on admin staff's attendance issues and ensuring staff are pre-planning their leave due to BAS Manager travelling occasionally and working remotely to assist with family medical matters.
- Salome will return to work after her maternity leave and need to ensure we are not overstaffed.
- Electronic invoicing (Portal data entry) is currently up to date for month of June and staff are processing invoices for the month of June, preparing contractor invoices for payment.
- Contractors are reminded to only do jobs as per work order and no other jobs added on by tenants.



- Ongoing daily work to ensure QBuild approves tax invoices for payment before contractor can be paid.

## Building & Infrastructure Update - Upgrade Works Program 2023/2024

### STAFFING

The B&I team consists of 1x Manager and 1x Admin Officer with the Builder, Carpentry & Plumbing team under the Building Manager.

Staff Name	Position Title
Devona Elu	A/Building Manager
Michelle Ahmat	Admin Support Officer

### TENDERS SUBMITTED TO QBUILD AND AWAITING APPROVAL – 2024

TENDER NO.:	DESCRIPTION OF WORKS	SUBMISSION DATE:
WS170981	HOME MODIFICATIONS – 133 JACOB ST BAMAGA	13/02/2024
WS169431	KIT, FLOOR/LAUNDRY – 269 ORCHID CL BAMAGA	04/12/2024
WS170973	DISMOD – 16 PASCOE ST UMAGICO	04/12/2024
MI172281	BATHROOM UPGRADE – VARIOUS INJINOO RESIDENCES	05/03/2024
MI172939	BATHROOM UPG – 270 ORCHID CL BAMAGA	04/04/2024
MI176957	WARDROBE UPG – 9 TUMEMA ST SEISIA	11/10/2024
MI177018	LAUNDRY UPG – 18B MCDONNELL ST INJINOO	16/10/2024
MI177015	WARDROBE UPG – 50 WARE ST INJINOO	16/10/2024
MI176961	BATHROOM UPG – 158 ADIDI ST BAMAGA	16/10/2024
MI177024	BATHROOM UPG – 86 LUFF ST NEW MAPOON	16/10/2024
MI177022	BATHROOM UPG – 9 BOND ST NEW MAPOON	16/10/2024
MI177034	BATHROOM UPG – 16 PASCOE ST UMAGICO	16/10/2024
MI176969	LAUNDRY UPG – 2 STEPHEN CL SEISIA	16/10/2024

**TOTAL: 13**

**Current Upgrade Works for 2025: 32 [POs issued]**

### Packages received from QBuild and awarded to contractors:

- Carports / Driveways - Bamaga
- Kitchen upgrades – Injinoo and Umagico
- Paint – Bamaga, Umagico & New Mapoon / internal and external

### Carpentry / Plumbing Team

Carpentry Team	
Position	Name
Carpenter Supervisor	Edmund Ober
Carpenter	Wilfred Bond
Carpenter	Kevin Sebasio

Carpenter	Michael Sebasio
Labourer	Arthur Tamwoy
Labourer	Francis Namok
Labourer	Victor Sebasio
Labourer	Brian Yoelu

<b>Plumber Team</b>	
<b>Position</b>	<b>Name</b>
Plumber Supervisor	Scott Sheldon
Labourer	Rodney Luff

**Jardine River Amenities Block:**

- Carpenters and Plumbing team have started maintenance works on the Amenities block at Jardine River campground area.
- As per Scott’s report he has completed replacement of toilet pans on both male and female toilets including vanities. He has also replaced the laundry tubs and bench located outside toilets; all replacements have been done with stainless steel fittings. Photos can be seen with his report.
- Due to the constant ferry breakdowns the carpentry works are yet to be completed by Kevin Sebasio and team. So far, they have fixed all doors and locks on both male and female toilets and need to return to cover up ceiling space above toilets and replace roofing sheets. They will also install a new rotary clothesline and create and install an outdoor clothesline using timber posts and synthetic line. Final finish of works will consist of interior and exterior paint which we are looking to engage Stephen McConnell [Bulldog] to carry out.

**Maintenance works:**

The rest of the carpentry team are carrying out usual works received from Beatrice Nona and team for QBuild minor maintenance works and internal work orders from the Properties & Facilities team managed by Julie-Ann Sheldon. These works are being carried out by Wilfred Bond, Victor Sebasio and Arthur Tamwoy. Michael Sebasio, Francis Namok and Brian Yoelu are currently doing a minor upgrade of the staff/tearoom for Regulatory Services base located next to the Umagico Works Depot.



Photo of Carpentry team doing their monthly Safety Talk for June at Carpenters Depot, Injinoo.

**Building Team**

Building Team	
Position	Name
Building Supervisor	Rob Davi
Carpenter	Jamahl Yorkston
Apprentice – 4 <sup>th</sup> Year	Jerry Ahmat
Apprentice – 1 <sup>st</sup> Year	Annabelle Tabuai

Rob Davi and team have been assisting John Mulholland [CYBM] in an accommodation build at the Mechanical workshop at Tradesman Way, Seisia.

20<sup>th</sup> June 2025 – the team completed the installation of the stairs and disable ramp at the Muttee Heads Toilet block.





On the first week of July, Jahmal Yorkston [Carpenter], Jerry Ahmat [4<sup>th</sup> Year Apprentice] and Annabelle Tabuai [1<sup>st</sup> Year Apprentice] completed and installed a new shed for storing building materials located in the Umagico Works Depot.





## Project Manager update for May 2025

Project Manager update for June 2025.

### NPARC Project Status

The following table provides the progression of each project that is currently underway, and the percentage completion is a combination of all phases of the project that includes Initiation, Planning, and Execution.

*Table 1 Project Progress Report June 2025*

PROJECT PROGRESS REPORT				
Grant Funding	Projects	Project Managed By	Funding End Date	% Complete
REMOTE CAPITAL PROGRAM	15 x Housing Development	LACKON & NPARC	2027	40
REMOTE CAPITAL PROGRAM	Extension / Studio Stage 1	LACKON & NPARC	Mar-26	50
W4Q 21-24	Upgrade to unused Umagico historical building in the business precinct	NPARC	Jun-25	95
W4Q 21-24	Mutee Heads Toilet (Accessibility ramp)	NPARC	Jun-25	100
W4Q 24-27	Injinoo Building Renewal / Upgrade Project	NPARC	2027	5
W4Q 24-27	Seisia Building Renewal / Upgrade Project	NPARC	2027	10
W4Q 24-27	Umagico Building Renewal / Upgrade Project	NPARC	2027	15
W4Q 24-27	New Mapoon Building Renewal / Upgrade Project	NPARC	2027	0
W4Q 24-27	Cultural & Sports Recreational Upgrades	NPARC	2027	5
DCSPF	Bamaga Outdoor Sport Precinct Masterplan	Otium	2025	5
Play Our Way	Upgrade Bamaga Sports precinct to improve gender inclusivity	LACKON	2027	5

### Remote Capital Program (Community Housing Development)

- Council has identified a shortfall in funding across the program. Current items that have been identified that are unfunded include the connection of water and power to sites,

Q-Leave, contract variations and contingencies. A request for further funding is currently being negotiated with the Department.

## 9 Houses – Contracted

### *Bamaga Current works*

- 322 Poi Poi Street – slab boxing completed, concrete to be poured, walls and trusses to follow.
- 324 Poi Poi – rough in underway
- 326 Poi Poi – carport form up completed – wall frames and concrete patio underway.

### *Seisia Current Works*

- 5 Danalgub – electrical completed. Rough in, plumbing, plastering, painting internals underway.
- 6 Danalgub – cladding completed. Rough in, plumbing, plastering, painting internals underway.
- 7 Danalgub – roofing completed, electrical 80%. Rough in, plumbing, plastering, painting internals underway.

### *Injinoo / New Mapoon Current works*

- 141 Pablo – clearing, sewer investigation completed. Earthworks, pad and inground services underway.
- 303 Injinoo Close – inground services, pad and slab preparation underway
- 203 Bond – clearing fencing and earthworks completed. Inground services, slab preparation underway.

### *General*

- Monthly progress meeting being undertaken with RBS and Lackon.
- Monthly reporting to the Department of Housing completed.

## Council Build – 2, 3 Kulla Kulla and 26 Woosup, Umagico.

- All materials have been received for the three council houses.
- Building team has been fully recruited.
- Pads completed on 2 & 3 Kulla Kulla Cl, and 26 Woosup.
- New plans received for 26 Woosup Street layout to accommodate neighbour concerns.

### 325 Poi Poi, Bamaga

- Waiting to award dependant on further funding from the Department.

### 90 Sebasio and 40 Langie Draha

- Revised plans have been received for 40 Langie Draha following feedback from the Department. Tender documentation to be developed.
- Council did not approve the concept for 90 Sebasio Street. Council officers have investigated the reason for a platinum level, single storey dwelling and have found that the Department of Housing has identified a specific tenant that has special accessibility and other health needs. The department is currently confirming the intention of this tenant and will seek Council's endorsement through the appropriate channels as soon as possible.

### Poi Poi Street Water and Sewer Extension

- The Department of Housing refused the sewer solution proposed for Poi Poi Street. A full review of the sewer options is now being undertaken to ensure the best possible outcome is achieved for the community, Council and the Department of Housing.

### Social Housing Accelerator Program (Extensions and Studios)

- Lackon has been engaged to deliver Stage 1 (up to design tender stage)
- Inspections have been completed and the finalised tenant list with proposed housing solution is as follows:

No.	Address	Proposed Solution (subject to site constraints assessment)
1	153 Wasiu Street Bamaga	Studio
2	235B Sebasio Street Bamaga	Studio
3	460 Elu Street Bamaga	Extension
4	46 Peter Street Injinoo	Extension
5	67 Ware Street Injinoo	Studio
6	110 Mimi Close Injinoo	Extension – built under
7	120 Moses Close Injinoo	Extension – built under
8	17 Apudthama Street Injinoo	Extension - built under
9	26 Bond Street New Mapoon	Studio
10	98 Cottis Street New Mapoon	Studio
11	53 Danalgub Street Seisia	Extension
12	118 Woosup Street Umagico	Extension or Studio
13	3 Young Street Umagico	Studio
14	2 Pascoe Street Umagico	Extension – built under
15	102 Luff Street New Mapoon	Studio
16	160 Adidi Street Bamaga	Extension - built under
17	124 Moses Close Injinoo	Extension – built under
18	51 Fletcher Street New Mapoon	Studio
19	45 Lui Street Bamaga	Studio
20	37 Bowie Street Injinoo	Studio

- NPARC has received a new funding schedule to fund the design and construction of the housing solutions.

#### Works For Queensland 21-24 -Umagico Tavern Refurbishment

- Works ramped up in the month of June to reach substantial completion. The only works outstanding now are electrical and are expected early July.

#### Works for Queensland 2021 – 2024 Accessibility Ramp Mutee Heads Toilet

- The ramp has been installed and completed by the Council building team.



Figure 1 Council's build team: Jahmal Yorkston, Annabel Tabuai and Jerry Ahmat at work on the accessibility ramp Mutee Heads Toilet.

#### Works for Queensland 2024 – 2027 – Building Renewals.

##### *Seisia Building Renewal / Upgrade*

- Babinda Electrical has been engaged to undertake the fans and 3 phase power upgrades at Seisia Hall. TSRA has agreed to co-fund this project. 12-month delay to this project is expected as Ergon have informed that a transformer upgrade is required.
- The Seisia Church and Bell Tower project will be rescoped to suit the existing budget allocation. TSRA has advised it will co-fund this project.

##### *Injinoo Building Renewal / Upgrade*

- The Injinoo Youth Centre will be rescoped with the additional funding from the Injinoo Justice centre budget allocation. The project will have the goal of utilising the facility as a community meeting place and will deliver prioritised works towards meeting this goal.



#### *Umagico Building Renewal / Upgrade*

- The Umagico Hall kitchen project is to be rescope within the budget allocation.
- The concrete extension to the Umagico Hall has commenced utilising a combination of NPARC Building team and external contractors.
- The Umagico Oval toilet project has commenced utilising NPARC carpentry and plumbing teams.

#### *Demolition of unsafe buildings*

- A request for quote was sent to a number of suppliers. Expected to award in July subject to budget.

#### *New Mapoon Multi-Purpose Facility*

- Meeting to be held with Cr Bond to scope the project.

#### *Works for Queensland 2024 – 2027 – Cultural and Sports Upgrades*

- Quotations for like for like replacement of the four large, sheltered grandstands have been received and are being evaluated. The Council Building team will deliver these works. TSRA have advised that they will co-fund this project.
- The Anzac memorial board upgrade is currently unable to be delivered as the names for the signage are yet to be finalised. The Community Services team have been requested to finalise this body of work. A meeting is to be held with Cr Gebadi to rescope the deliverables for the project.

#### *PLAY OUR WAY – Upgrades for gender inclusivity, Bamaga sports precinct.*

- Request for fee proposals were received for the project management and design services and are currently being evaluated. Expected to award in July.

#### *DISCRETE COMMUNITY PLANNING FUNDING – Bamaga Outdoor Sports Precinct Masterplan.*

- Otium Planning has been engaged to prepare the Bamaga Outdoor Sports Precinct Masterplan.
- Community engagement to be held in the month of July.

#### *NPARC LOCAL HOUSING PLAN STATUS*

- No further activity on the reiteration of the Local Housing Plan.

Reconciliation of housing stock against the 40-year leases has been completed for BDO.



## **Property and Facilities Team Update for May2025**

<b>Property &amp; Facilities Team</b>	
<b>Position</b>	<b>Name</b>
A/P&F Manager	Julie Sheldon
P&F Admis Support Officer	Marilyn Mooka
Handyman	Tom Phineasa
Handyman	Stanley Elu
Cleaner	Ida Clermont
Cleaner	Nonya Bond

The Property and Facilities team continues to manage the Umagico Contractor's Camp, maintaining council buildings, staff housing, hall hire, meeting room bookings, and some tenancy management aspects of the NPARC social housing stock.

Ongoing inspections continue for all Council Staff Accommodations and social properties and are regularly carried out through exit and entry reports and when maintenance issues arise.

Business as usual with:

- Follow up and updating tenancy rent and payment plans.
- Ongoing Community Hall and board room bookings.

P&R maintenance work actioned to date:

1. 5 Apudthama St, Snake Gully building works completed.
  - a. Painting and Flooring to be completed in the coming weeks.
2. 81 Taipan Alley Snake Gully, still waiting on clearance from the Insurance company before repair works can commence.
3. 15/87 Sebasio St Bamaga is being cleaned for EMCRS to relocate into.
  - a. Quote for supply of paint only for EMCRS to paint and quote only to replace flooring.
  - b. Due to budget constraints, floor works will be done at a later stage.
4. 78 Little Fletcher St New Mapoon.
  - a. Property returned to NPARC.
  - b. Yard and house to be cleaned, property boarded up.
5. General pest and termite checks have continued in staff housing and council buildings. There has been some live termite activity found to be present at the Rangers Station, Carpenters shed, Jardine River Ferry and 62 Snake Gully Rd, Snake Gully. Treatment process in place.
6. Contractors Camp has been busy with bookings and new charges have applied.

The number of staff accommodation properties continues to change due to the separation of NPARC staff and the approval of leasing to some external parties.

NPARC Staff Accommodations	Total Count
Total	22
Tenanted	15
Vacant Tenantable (Available)	2
Vacant Untenantable (Unavailable)	5
Potential Housing Requirements	0

Social Housing	Total Count
Total Social Housing	51
Tenanted	49
Vacant	1
Schedule demolition	1

NPARC External Accommodations	Total Count
Total	9
3 Bedroom	3
2 Bedroom	5
1 Bedroom	1
Donga	0

Social Housing Applications remains the same for this reporting period.

Applicants	Preferred Community	Alternative Community
1	Seisia	5
4	New Mapoon	4
5	Bamaga	10
1	Umagico	2
0	Injinoo	2
	Did not indicate	1
11		

## 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

## CONSULTATION

NPARC Project Managers.  
Property & Facility Manager  
Building Manager  
BAS Office Manager

**Title of Report: Operational Update on Corporate Services**  
**Agenda Item: 13.4**  
**Classification: For noting**  
**Author Executive Manager Corporate and Financial Services**  
**Attachments**

### Officers Recommendation:

**That Council:**  
 Note the Report

## CORPORATE and FINANCE SERVICES

### Purpose Of Report

To provide a summary of current operations within the Corporate and Finance Services.

### Staffing

The Corporate and Finance Services Team is composed of:

Position	Employee
<b>Executive Manager - Corporate and Finance</b>	Romina Nona
<b>Communications Officer</b>	Kerrie Hall
<b>Records/ Archives Officer</b>	Esme Newman
<b>Records Clerk</b>	Thomas Serubi
<b>IT Support</b>	Ryesa Sebasio
<b>RIBs Officer</b>	Amy McKeown
<b>Media Officer</b>	Kerrie Hall
<b>Stores Manager</b>	Ray Sailor
<b>Stores Assistant</b>	John Adidi
<b>Stores Assistant</b>	Kenny Sebasio
<b>Stores Assistant</b>	Margaret Gebadi
	Finance Services Manager
<b>Jayne Shulze</b>	Management Accountant
<b>Shirley Nawakie</b>	Senior Payroll Officer
<b>Timika Mudu</b>	Payroll Assistant
<b>Pearl Pascoe</b>	Senior Finance Officer - Creditors
<b>Nora Salee</b>	Receipting Clerk
<b>Anna Nona</b>	Finance Officer - Creditors
<b>Oriel Sebasio</b>	Finance Officer

<b>Karen Waina</b>	Senior Finance Officer Debtors
<b>Cindy Meissner</b>	Contract Accountant - Grants
	Grants Manager
<b>Jo Ropeyarn</b>	Grants Officer

## Scope Of Delivery

Corporate and Finance Services supports and promotes Council business and the community through:

- Financial Services
- Communications and media
- Records management
- Information and Communications Technology (ICT) delivered via a mixture of external contracts and internal staff.
- Stores Operations
- Radio Indigenous Broadcasting System (Red Dust FM).

## COMMUNICATIONS AND MEDIA (EXTERNAL AND INTERNAL DELIVERY):

## INFORMATION AND COMMUNICATIONS TECHNOLOGY (Internally and Externally Delivered):

### **Report: NPARC Communications & Media: JUNE 2025**

NPARC Communication and Media had a very busy JUNE 2025 period – strongly focused on operational service updates, planning, support, news production and media relations.

Ferry repairs continued to dominate communication support needs with news and notices, media enquiries, state tourism department and tour / tourism operator concerns. Again, very strong interest from regional media enquiries, covering ferry queries and NPARC updates.

Business support & announcements included EOFY Stocktake promos and Tender for Expression of Interest to operate Umagico Supermarket – and other service requirements on as needed basis – eg. Injinoo Service Station operational needs and media announcement for the return of fuel to the Jardine River Ferry Service Station.

Social media and website analytics continued a strong upward increase of volume in traffic, follower growth, reach, and audience engagements – with relevant increase in monitoring required. NPARC’s facebook page audience increased in June by almost 1000 followers. Increase of male audience and younger age group, majority 35-44yrs continued.

NPARC news cross-promoted via social media & local radio. Local bulletin updates shared via social media, and community news.

### **SNAPSHOT - Main highlights – support to:**

#### **Operations:**

**Public Education:** Materials prepared for draft review – educational awareness posters to be distributed advertised locally, and online: Waste Management, Water Conservation

**Public Notices:** Water Outage – Seisia; Planned Power Outage – Ergon/ Bamaga; Bin Truck – Update: Service Out 6-9 June.

**Airport:** Coordinate new Skytrans schedule poster production – effective 30 June 2025. Final uploaded to NPARC website airport page – social media & supplied to airport for display.

**Projects:** Cycleway – progress photos & prepare draft media release for approval by Federal Govt funding sponsor.

**Community Services – Operations:**

**Animal management** – Dog Registration promos

**Ferry Operations** – Maintenance & breakdown announcements – social media updates, social media monitoring, media and promotional materials. Media releases, media requests.

**Public Education** - materials development - Finals: Waste collection, water conservation

**Sports & Rec** – Touch Footy, 10-week Season. Team successes. Upcoming Circus Workshops.

**Enterprises - Services:** Service Station updates.

**Human Resources:** promotions of employment opportunities: Regulatory Services Manager; HACC Manager, HACC Coordinator.

**Grants:** media support.

**Other:** regional partner opportunities, events ie cross-agency news, community visits.

**Good news:** Photo articles –

- Fuel returns to Jardine Ferry servo.
- Mutee Heads Camping Facilities & Disability Ramp fully operational
- New Sign at Pajinka/ GYAC
- NPA Art Centre – open to visitors for school holidays
- Nparc Sports & Rec – Holiday Sports for NPA Youth
- State of Origin – Mayor vs Deputy Mayor
- Northern Peninsula Area Water Supply Project Begins
- NPARC Launches Growing Workforce Project
- MABO Day 2025 @ Seisia March & Celebrations

**Activities Summary for month – JUNE 2025:**

**NPARC Promotions**

NPARC– develop & publish:

- **NPARC Facebook/ Instagram** – public notices – Ferry closure, public holiday, News items.
- **NPARC website/ public notice** – ferry closure; webpage updates.
- **Advertising:** News media – ferry closure notices (Cape York Weekly, Torres News)
- **Radio**

**Media Releases Distributed:**

- **9 June – Media Release: NPARC Announces New CEO, Dalassa Yorkston**
- **12 June – Note from Mayor Poi Poi – Community Notice**
- **20 June - Media Release: NPARC on Path to Financial Recovery**
- **30 June – Social Media Announcement: Fuel Returns to Jardine Ferry servo**

### **Public Notices – Distributed:**

#### **Jardine Ferry Closure - Extension**

- **5 June – Public Notice: Jardine Ferry Service Update** - experienced a mechanical breakdown, involving the hydraulic pump. Distributed Online: NPARC Facebook page;
- NPA Community Group & Multiple facebook groups eg. Cape York Tip & Back, Cape York Road Reports 2.0, Cape York Explorer, Secrets of Weipa, Cooktown Corkboard, Mareeba Noticeboard.
- **6 June – Public Notice: Update – Jardine Ferry Repairs Underway.**
- **7 June – Ferry Service Resuming: Saturday 7 June.**
- **7 June – Jardine Ferry Update – Ongoing mechanical Challenges - FB**
- **7 June – Ferry Update – Alternative Solutions for River Crossing - FB**
- **7 June – Ferry Update: Parts in Transit, to arrive Monday for Repairs - FB**
- **11 June - Ferry Update: FB – Repairs Underway**
- **12 June - Ferry Update: FB – Fully Operational**
- **26 June - Ferry Update: FB Issue for Repair**
- **27 June - Ferry Update: FB Fully Operational from 7am**

#### **Media Requests:**

- 9 June – Cairns Post – ZK Constructions appointed to NPARC vendors
- 11 June – Cape York Weekly – Ferry breakdowns
- **16 June - ABC Far North: Note from Mayor Poi Poi - Build a bridge?**

#### **Media Published:**

- 25 May 2025 – Torres News – Leaders meet in Cairns:  
<https://www.facebook.com/share/p/1Ds4VyowMn/>
- 5 June – Facebook article – CYW: Ferry out of action again:  
<https://www.facebook.com/share/p/17z7puCfuH/>
- 8 June – Cape York Weekly - Transport help for remote communities:  
<https://capeyorkweekly.com.au/transport-help-for-remote-cape-communities/15960/>
- 9 June – Cairns Post - Repeated mechanical failure of ferry leaves cars stuck mid-river
- 14 June – Torres News - New CEO for NPA:  
<https://www.facebook.com/share/p/1CJ7jaerzY/>
- 14 June – Torres News: Mabo Day in the NPA – photostory.

- 16 June – Cairns Post - Qld council green lights firm run by convicted drug traffickers.
- 16 June - Cairns Post - Replacement for ousted CEO revealed by Cape York council : Dalassa Yorkston appointed new NPARC chief executive.
- 16 June – Cape York Weekly – Breakdowns continue for beleaguered Jardine Ferry:
- 17 June – Cairns Post - Dealers Win Contract: NPARC gives green light to meth syndicate players (front page)/ Online – Call for inquiry after jailed meth traffickers score council work.
- 17 June – Torres News online: ‘NPA comes together to mark Mabo Day 2025’.
- 26 June – Torres News - NPARC finances in recovery; print & online
- 26 June – Torres News – Governments get together: ROC news – TSC & NPARC – print & online
- 27 June: Repeated Cape York ferry breakdowns leave tourist in kilometer’s-long queues: ABC online

**Other – Media:**

30/6/25 – FB Promo: NPA Tourism – Pajinka & Cape York Tourism Booklet:

[online link]

**Social media**

**Facebook:**

**100% Organic – Nil paid**

**Total followers = 6837/ 5759 (+17%)**

**New page followers = 982/ 624 (+%)**

**Total posts = 56/ 75 (Nparc page) + NPA Community page (up to 56) + Multiple posts to FB Community groups & Noticeboard pages eg. To Cape & Back Info, Cape York Road Reports 2.0, Secrets of Weipa, Cooktown Noticeboard, Mareeba Noticeboard +++ etc.**

**Total views: 1,744, 283/ 928.1k (+92%/+64%)**

**Audience: (35-44yrs /35-55yrs) - Women = 55.7%/ 57.7%, Men = 44.3%/ 42.3%**

**Top five locations – QLD = Cairns, Bamaga, Weipa, Townsville, Brisbane.**

(Other: Melbourne, Sydney, Thursday Island, Sunshine Coast, Gold Coast)

**Top five countries = Australia, Fiji, Papua New Guinea, New Zealand, France**

(Other = India, Nigeria, Philippines, UK, USA) **Most active days: Wed – Sun**

**Views by Content type:**

- Photos 53%
- Link 22.5%
- Multi-photo 12%
- Video 6.5%
- Text 6%

**Top Content – by views/ reach:**

**1. PHOTO – VIEWS = 211, 850k**

PUBLIC NOTICE – JARDINE FERRY SERVICE UPDATE  
7 June 2025

**2. PHOTO – VIEWS = 127, 600k**

	PUBLIC NOTICE	–	JARDINE	FERRY	SERVICE	UPDATE
	26 June 2025					
<b>3.</b>	<b>PHOTO – VIEWS = 111, 810k</b>					
	PUBLIC NOTICE	–	JARDINE	FERRY	SERVICE	UPDATE
	11 June 2025					
<b>4.</b>	<b>PHOTO – VIEWS = 110, 638k</b>					
	PUBLIC NOTICE	–	JARDINE	FERRY	SERVICE	UPDATE
	5 June 2025					
<b>5.</b>	<b>TEXT – VIEWS = 103, 261k</b>					
	NOTE FROM MAYOR POI POI – Build a bridge?					
	13 June 2025					

**Previous month – top posts x 2:**

**22 May – Jardine Ferry – Update Video: 160.6k (Views)**

- JARDINE RIVER FERRY: Back in River for Testing in Service. Update – 23/ 5/25 – Jardine Ferry Repairs Ongoing: Northern Peninsula Area Regional Council today announced the Jardine River Ferry hull repairs are ongoing.

**22 May – Jardine Ferry – Update Photo: 81.1k (Reach)**

Nearly there, repair crew preparing to refloat Jardine Ferry.

***Instagram:***

Total followers = 318/ 314 - Posts = 7

**Events**

- **MABO Day** – NPA Community Event @ Seisia – 3 June.
- **Growing Workforce Promo Day & BBQ** – 9 June.
- **Touch Footy Friday Fun** – community social games – 13 June.
- **Footy Friday** – social games - 20 June.
- **NPARC Stock takes 30 June** – 1 July
- **Alcohol Management Surveys** – In-community

**Promos & Campaigns:**

**Messaging – broadcast notices for:**

- **MABO Day** – Public Holiday in NPA! Public Hol & Event promos.
- Waste collection disruption – public notices online 6 – 9 /6/25
- **8-Week Women’s Fitness Challenge – Starting May 12!**
- **Roads** – Closures: Pajinka and Somerset, Langie Draha – socials, web.
- **Skytrans Bookings** – direct via phone or email
- **Skytrans New Flight Schedule** – Bamaga – 30 June/ Poster for airport/ online – Nparc webpage & social media promos.
- **Injinoo Servo** –Sorry Biz closure
- **Employment posts/ HR** – for social media: Exec Mgr Building & Infrastructure/ 16 June
- **Jardine Ferry** – Maintenance Closure Notices – Public notices (news/ online) & socials

- **Jardine Ferry Opening Times** – Tourist Season
- **HR** – Careers: Promo ads for Work @ Nparc: Exec. Mgr Building Infrastructure, Manager – Regulatory Services.
- **Cycleway Extension (Umagico – Bamaga)**
- **NAIDOC Promos**
- **30 June – 1 July – EOFY Stock takes – NPARC enterprises.**

**Regional opportunities** - Partner network support & promos:

- Rangers – Assist Coordinate/ Photo/ video - Record Fire making Outdoors Demo Workshop – NPA State College, Yr 8 Science students (June 5)
- Australian Rural Leadership Foundation – Changemaker Workshop – Bamaga 4-5 June.
- Gambling Community Benefit Fund – Grants Promos
- Deadly Ears – NPA audiology checkups: QLD Health program
- **Upcoming Projects: Cycleway** – New Mapoon to Seisia: Current section in progress from Umagico to Bamaga Extension – construct during June, community engagement completed prior to begin works. Comms support with flyer production & progress photos for media release draft.
- **Media Release – waiting for update by Grants Team:**

**Stage Two cycleway underway in NPA**

**Website**

**LGAQ Support:** Regular collaboration with LGAQ Support Team to service major additions/ updates to website technical information uploads, including:

- Monitor new Contact @ email account.
- Update all platforms with new email account ie. Website, Facebook.
- Website Migration page updates – by department
- Ongoing Training – revising tutorials (online/ video)

**Intranet:** LGAQ Support – RMT – Sourcing no access issue – created from website migration; Trouble logging onto Intranet continues – alerts to RMT & LGAQ.

- 9 June: LGAQ & RMT reviewing/ RESOLVED.

**C7 Fortnightly Team meets:**

**- JUNE ACTIVITY: RETAINER ENDS 30 JUNE 2025**

**Final - complete:** Skytrans flight schedule update – poster; Water conservation poster/ socials tiles complete.

Final action list:

- NPARC to provide images for 2 x Bin flyers.
- C7 provided water conservation social tiles.

**NEW RETAINER – COMMS SUPPORT – LETICIA MORAN CREATIVE (begins 1 July):**

- **June – Follow up to Leticia Moran Creative for 6mth retainer rates – marcomms support (potential alternative to C7) – charges \$1500/ mth (10hrs) + additional ‘overtime’ \$165/ hr – response & production time very swift & cost effective. \* NB. Positive response from management – received contract for review, begins 1 July.**

**Other:**

- Public Holiday – 3 June – Mabo Day
- Professional Development Workshop – Community Changemakers, 4-5 June, Bamaga – Networking & community consults.
- **AIRPORT magazine stands:**

**PURCHASED – 18/6/25:** Airport Display Stand Pack of display boxes for magazines/ booklets/ brochures (Red) – **Ordered online via Office Works – for delivery JULY to Bamaga Airport – via NPARC Bamaga Office.**

- **NPARC FEES & Charges:**

**UPDATE:** New Schedule – 2025-26: uploaded to NPARC Corporate Documents (Financial) June 2025.

See:

<https://www.nparc.qld.gov.au/files/assets/public/v/1/our-council/documents/corporate-documents/nparc-fees-and-charges-2025-26-budget-adoption.pdf>

**STORES**

**PURPOSE OF REPORTPURPOSE OF REPORT**

To provide a summary of current operations within the Stores Department.

**STAFFING**

- Ray Sailor – Stores Manager: Supervise all operations of the stores.
- John Adidi – Stores Assistant: duties are generating requisitions, issuing of Internal and External sales, stock coding.
- Kenny Sebasio – Stores Assistant: duties are Floor Supervisor, Deliveries, Stock receives, stock coding.
- Margaret Gebadi – Stores Assistant: duties are generating requisitions, Stock issuing internal and external sales, Stock takes, data entry, stock coding.
- Janaya Salee – Stores assistant: duties Customer service, Stores sale

Staff attendance – Stores has been operating within the past weeks with limited staff, due to staff having personal commitments.

Currently progressing through our recruitment process for a procurement/ administration officer.

## STAFF TRAINING

Margaret and John are undergoing training on PCS to generate Purchase Orders through stores.  
 Take 5 safety refresher/safety talk meetings.  
 Forklift Training and First Aid Training to be updated.

## STOCKTAKES

Stores monthly part stocktake for Month of May 2025.

### Stock counts

# Undertaken	Variance identified	Variance value	Yearly total (F/Y)
30/06/2025	Under/Surplus	\$ 18,499.40	

Audit report has been updated in PCS. Audit report/Manual count will be submitted to Finance Department.

## SALES

Months	May-25	June -25
Internal Sales	72,592.51	51,027.50
Credit Sales	31,490.90	35,981.90
Eftpos Sales	19,693.25	23,863.15
Direct Debit	576.85	0.00
Total	\$ 124,353.51	\$ 110,872.55

Sale comparison for May-2025 to June-2025 variance \$ 13,480.96

## Stock Purchase Estimates

SUPPLIERS		
Months	May-25	June-25
Repco	0.00	1,936.00
Buzl	27,177.85	7,304.00
Cos	5,265.75	0.00
Grafords	0.00	0.00
S/Cross Safety	6,077.66	38,780.13
Cairns Hardware	0.00	76,765.28
Total	38,521.26	124,785.41

Stock purchases comparison May-2025 to June-2025 variance \$ 86,264.15

## ACHIEVEMENTS

- All Purchase Orders for stores are raised at stores.
- Manager's Delegation increased to 15,000.00.

## REPAIRS & MAINTENANCE

- Forklift serviced and working.
- Awaiting on LMDC to do yard maintenance.

## CHALLENGES

- Management of stock control, identify and minimise discrepancies.
- Disposal of old stocks

## STORES PURCHASING PROCESS/OPERATIONS.

Stores is supplying essential bulk items and is ordering items to meet our Internal and External customers' demands e.g., Timber and Hardware, office supplies e.g. (A4 copy papers) cleaning products, disposables (toilet paper, hand towels, facial tissues) stores to become a centralized point for receiving and distribution of goods.

- Quotes/requests are to be sourced through our approved suppliers (Local Buy contract/Vendor Panel)
- Approved quotes or requests are sent from Managers/Supervisors/Staff through to stores.
- Approved Quotes/requests is raised through PCS by Stores Officers
- POs are approved through PCS by Signing Officers
- POs are sent through to suppliers (Local Buy contract/Vendor Panel) by email.
- Stores to be the centralized point of delivery - all goods are received through stores; goods are checked off signed/enter through PCS by receiving Stores officer.
- Signed Invoices and goods received copy is sent to Finance for processing/ payments.
- Copies of purchased goods (e.g., invoices, P/O, Quotes) are save in notes in PCS.
- Goods are to be distributed or collect by departments from stores.

## RECOMMENDATIONS

- Upgrade of POS System (Software that can control stock sufficiently and produce invoice/quotes and reports such as daily sales, monthly sales, quarterly/yearly sales and be transparent with current system.)

Managers/Supervisor to manage the use of uniforms, Safety Boots more efficiently

Supplier	Completed
RMT ICT support	IT Management Report NPARC Prepared for: RMT
	Created on: 1 Jul 2025 100 Net CSAT Score Last Month 11
	Positive Reactions Last Month 0 Neutral Reactions Last
	Month 0 Negative Reactions Last Month 106 Tickets
	Opened Last Month Tickets opened 108 Tickets Closed
	Last Month

### INFORMATION AND COMMUNICATIONS TECHNOLOGY (Internally and Externally Delivered): June 2025 Report

1. Assisted RMT with reconfiguring 2 new printers. Umagico Back Admin & New Mapoon Admin.
2. Joined NPARC domain for 3x New PCs.
3. Finance printer issues resolved.
4. Roll over of Intranet & Opacities.
5. Assisted RMT with Citrix login issues.
6. Jardine Ferry Eftpos Terminal Refund process.
7. Injinoo Staff house 6A & 6B AP reconfigured.
8. All new IT equipment's has been registered in IT Inventory.
9. Pre-Install IT configuration on New Printers for Evolve.
10. Assisted Managers in MFA to work remotely.
11. Update staff contact cards & email signatures.
12. Bamaga Airport poor reception. Terrecom solved issue.
13. LGAQ logging in issues resolved.
14. Registered new desktops for HR department.
15. Civica Support Cloud account created for finance team. Romina & Jayne are super users for Civica.
16. Set up Teams for Regulatory department.
17. General admin required by Manager, Purchase Orders, monthly invoices etc. Before PCS closure EOFY.

### NPARC RIBS REPORT JUNE 2025

To provide summary of current operations within RIBS – Remote Indigenous Broadcasting Service Blackstar Radio 91.9FM

Staff: Amy McKeown

Scope of Delivery: Interview/s: Torres Cape Hospital Health Service Bamaga Primary Health Phoebe Motlop re Flu Vac

Community Service Announcement (CSA): TCHHS Media Statement Quitting smoking made easier, NPARC's Employment Opportunities HACC Manager & Coordinator, Manager Regulatory Services, Dog Registration.

Achievements: Interview & CSAs on time.

Blackstar Radio has News and weather hourly 24/7.

Outcome: Verbal feedback from community say they like the station with good variety of music, interview, and CSA.

All equipment's in working order.

Impact: Community feedback is the need to hear from their Leaders.

Gaps – Our radio should be used to its fullest extent to inform communities of events.

Challenges: Having Council staff to talk about their roles in their Dept/Mayor and Councilors to talk about upcoming Community infrastructure/s or Developments, Community issues.

## RECORDS/ARCHIVES MONTHLY REPORT JUNE 2025

### Operational Summary

The Record Office continues daily operations, this month with the **ongoing** manual sorting from last month delivery to the archive's office.

#### OUTCOME

1. Human Resources (Employee Personal Files/Contracts/Recruitment)  
Delivered 30 X Grey Archive Boxes  
**File Period 2019/2020 – 2020/2021 – 2021/2022 – 2022/2023 – 2023/2024**

Governance (ex-CEO Kate Gallaway)

Delivered - 5 Large Boxes

**File period 2022/2023 - 2023/2024**

Both departments having sensitive documents, took longer than expected to do a refine check, found majority were copies, good news, files were already entered into SharePoint, and filed accordingly.

2. The Injinoo Aboriginal Council (Housing Property & Facility) 8 X Large Boxes  
**File period 2003 - 2006**  
all documents were checked, and all meet the 7-year retention and disposal schedule.

A retention and disposal urgently needed to be carried out, due to the access number of documents that had accumulated were only **COPIES OF COPIES** , combined with documents from Injinoo Aboriginal Council, the archive building and holding bay (share with stores dept) could not



accommodate the documents with such limited space, records depend on only one shredder machine, with the amount of volume the task would be impossible, permission was granted to dispose at the land fill dump outside of community under strict supervision.

**SHAREPOINT**

SharePoint is ongoing, still awaiting on a couple of Executives to assist in creating folder structure, moving forward, networking with Managers, until Executives become available.

Staff

Uncle Thomas is performing very well, ongoing disposal and retention.

**RECORDS STAFF ROSTER on going.**

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>ELECTRONIC DOCUMENT</b>  SHAREPOINT ENTRY	SHAREPOINT TRAINING DAY NEW EMPLOYEES	<b>HARDCOPY DOCUMENT</b>  SORTING/FILING	SHAREPOINT TRAINING DAY NEW EMPLOYEES	RETENTION & DISPOSAL

**Files Delivered to Archives**

Finance - End of Financial 2023/2024 Archives

**Retention & Disposable Schedule**

Ongoing

**New Employee/User Setup Request SharePoint**

Adi Miriama – HR Advisor  
 Monica Amey - HR Trainee

**Search & Save File Request**

- Projects
- Finance

**IT/Equipment Asset –**

- Nil

**Training /Professional Development**

- Ongoing monthly WH&S Awareness
- Launching Day – Growing Workforce Participation Project Meeting on 9<sup>th</sup> June 2025

**Repair & Maintenance**

Ongoing – Water Leaking – ONLY Heavy Rain fall  
 Update 11/07/25 from Scott the Plumber still awaiting on roofing iron.

**Staff Leave**



- Upcoming Planned Leave 16/07/25 – 25/07/25 (8 days)

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**ORDINARY COUNCIL MEETING #14**

**Agenda Item 15-16**

**Tuesday 27th May 2025**

**Seisia IKC**

**15. General Discussion**

**16. Close of Meeting**

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