

Pormpuraaw Aboriginal Shire Council

24 Thinraathin St, Pormpuraaw QLD 4892 Ph: (07) 40 604 600 or (07) 40 328 221 Email: <u>ceo@pormpuraaw.qld.gov.au</u>

An Ordinary Meeting of the Pormpuraaw Aboriginal Shire Council is to be on Wed 27 Sept 2023 at the Pormpuraaw Council Chambers - 24 Thinraathin St, Pormpuraaw, commencing at 10:00am.

The attendance of each Councillor is requested.

Agenda Council Meeting Date: Wed, 27 Sept 2023 at 10.00am.

- 1. Present:
- 2. Apologies:
- 3. Declaration of any Conflict, any perceived or other Potential Conflict of Interest to be declared prior to meeting by Councillors (Sect 150EL and Sect 150EQ of LGovt Act 2009):
- 4. Related Party Declaration Form , (Sect 150EP of LGovt Act 2009): Confirmation of any changes to Related Party Declaration Form by Councillors & Senior Managers:
- 6. Delegations/Guests:

6.1 Nil.

7. Correspondence: List of inwards correspondence tabled for information: FYI

8. Reports:

- 8.1 Mayor's Report:
 - 8.1.1: Audits: Annual Report 2023: Annual Report 2023 covering Messages from Mayor, CEO all Managers & Statutory Reporting Requirements.
 Motion: That Council acknowledge & accepts the Annual Report 2023 as tabled by the Mayor.
 Moved:.....Seconded:
 - CARRIED.
 Resolution: 2023/09/....
- 8.2 CEO's Report:
 - 8.2.1: Attendance Certificate: see Attendance Certificate dated 27 Sept 2023 and approved for payment at \$1,594.44 each for Cr Kingi, Cr Conrad & Cr Foote.
 - 8.2.2: Audits: Audit Committee Minutes from Meeting 01 Sept 2023: CEO tabled Minutes from Independent Audit Committee for their Independent meeting dated 01 Sept 2023.
 Motion: That Council acknowledge & accepts the Minutes as tabled by the CEO from the Independent Audit Committee.
 Moved:.....Seconded: CARRIED.
 Resolution: 2023/09/....
 - 8.2.3: Audited Financial Statement for Year ended 30 Jne 2023. CEO tabled the Audited Financial Statement for Year ended 30 June 2023 as approved by the Independent Audit Committee on 1 Sept 2023.
 Motion: That Council acknowledge & accepts the Audited Financial Statements for Year ended 30 Jne 2023 as tabled by the CEO from the Independent Audit Committee.

Moved:.....Seconded:.... CARRIED. Resolution: 2023/09/....

 8.2.4: Audit 2022-2023 Closing Report: Council had a preview of the 2022-2023 Closing Report dated 14 Sept on Briefing 18 Sept and will accept it subject to our Independent Audit Committee meeting & acceptance.

Motion: That Council acknowledges the 2022-2023 Closing Reports and preview & will accept the Closing Report subject to our Independent Audit Committee acceptance.

Moved:.....Seconded:..... CARRIED. Resolution: 2023/09/....

 8.2.5: Audits 2022-2023, Annual Financial Audits History to 30 Jne 2023: see SPM on Audits with our 11th Unqualified Report.

Resolution: 2023/09/.....

- 8.2.7: Station Creek Bridge (to be officially named: R.T. Kendall Snr Crossing): see SPM on the naming of the Bridge in honour of the late departed Mr Kndal.
 Motion: That Council acknowledges the SPM &

8.3 Executive Manager Corporate Services (EMCS) Report:

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- 8.3.2: Financial Statement for Period Ended 31 ٠ Aug 2023: Reports received for above covering Mth end 31 Aug 2023 : Financial Statement at a Glance, Capital Works Program, 2023/2024 Capital Expenditure, Detailed Review of Revenue & Expenditure, Operating Revenue, Operating Expenses, Awarded Contracts > \$200,000.00, Capital Expenditure, Council Cash Position, Summary of Council's Aged Debt, Financial Sustainability Statement, Council Controlled Revenue-An Indicator of Financial Flexibility,

• 8.3.3: HR report for Aug 2023 received covering:

- 8.4 Operations Executive Manager's Report:
 - 8.4.1: Operation Executive Manager Report (OEMR): Report received covered: Work for Month, Main Roads, Parks n Gardens, Plumbing, Housing,

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- 8.5 Community Service Manager's Report:
 - 8.5.1: Community Service Executive Manager (CSEM): See SPR for Sept 2023 covering: Aged Care, Justice Group, Post Office, Customer Service for Cashier & Post office, Centrelink, Library, Pormpuraaw Cottages, Community Safety Plan, Disaster Management, Don't Buy Sly, PUBSC, Bakery, Hall, Events. Motion: That Council accepts the Sept Report from CSEM as tabled. Moved:Seconded:.... CARRIED. Resolution: 2023/09/....
- 8.6 Environment Report:
 - 8.6.1: Ranger: Land & Sea (joint Co-Ordinators of Clinton & Gavin): see Special Purpose Report dated
 27 Aug 2023 covering various activities Motion: That Council accepts Reports as tabled.

Moved: Seconded:..... Conrad. CARRIED. Resolution: 2023/09/.....

10. Tenders & Quotations:

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- **11.** Notice of Motion:
- **12.** Meeting Closed:
- 13. Next Ordinary Meeting: Wednesday 25 Oct 2023.

Minutes accepted as true & correct.

Mayor: Richard Tarpencha CEO: Edward A Natera: 25 Oct 2023

FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 August 2023

RECOMMENDATION:

That Council notes and accepts the financial statements for the period ended 31 August 2023.

EXECUTIVE SUMMARY:

This report contains the financial statements for the period ended 31 August 2023.

FINANCIAL STATEMENTS AT A GLANCE To 31 August 2023					
	Actual YTD	Budget YTD	Variance		
	\$	\$	\$		
Total operating revenue	4,783,761	5,715,569	(931,808)		
Total operating expenses	4,162,157	4,377,931	215,774		
Operating Position	621,605	1,337,638	(716,033)		
Capital items	673,780	3,240,710	(2,566,930)		
Net Result	1,295,385	4,578,348	(3,282,963)		
Capital Works Program					
YTD - 2023/24 capital	1,077,587	23,945,776	22,868,189		
Full project life capital costing	1,816,747	37,903,805	36,087,059		

Council's net result at month end is \$1.3M, a negative variance of -\$3.3M to the budgeted forecast.

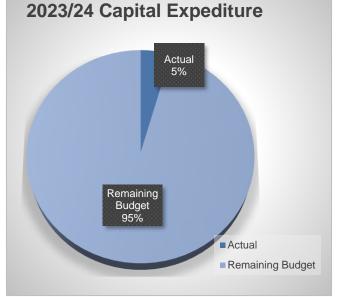
This result is mainly due to the timing of capital revenue that is less than forecasted for August 2023

due to progression of capital works. The unfavourable variance in operating revenue is also due to timing.

Operating and capital revenues are expected to align with budget in the coming months.

Capital works have started for the 2023/24, with roadworks and purchases of capital plant underway.

Current expenditure includes CYRP2 -Strathgordon Bitumen Seal including Drainage (7km) at \$415K, ATSI TIDS at \$131K, and the purchase a Multi Tyre Roller, Tipper Truck, and a deposit of a new batching plant for \$483K.



DETAILED REVIEW OF REVENUE & EXPENDITURE

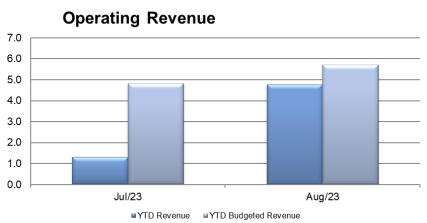
	ACTUAL YTD	ORGINAL BUDGET YTD	VARIANCE	VARIANCE	ORIGINAL BUDGET FY 23/24
	\$	\$	\$	%	\$
Recurrent Revenue					
Levies & charges	226,375	253,876	(27,501)	-11%	507,755
Fees & charges	(68,311)	110,816	(179,127)	-162%	664,964
Rental income	152,292	173,330	(21,038)	-12%	1,040,000
Interest received	421,627	220,000	201,627	92%	1,320,000
Sales revenue	580,958	1,171,786	(590,828)	-50%	7,030,789
Other incomes	0	0	0	0%	0
Grants & Subsidies	3,470,819	3,785,761	(314,942)	-8%	10,897,299
	4,783,761	5,715,569	(931,808)	-16%	21,460,807
Recurrent Expenditure					
Employees costs	786,903	986,100	199,197	20%	6,270,483
Materials and services	2,202,885	2,356,405	153,520	7%	9,491,943
Finance costs	10,525	10,082	(443)	-4%	60,500
Depreciation	1,161,844	1,025,344	(136,500)	-13%	6,152,080
	4,162,157	4,377,931	215,774	5%	21,975,007
Operating Result	621,605	1,337,638	(716,033)	-54%	(514,200)
Capital					
Capital Revenue	0	25,000	(25,000)	0%	150,000
Capital Grants & Subsidies	673,780	3,215,710	(2,541,930)	-79%	18,828,493
Capital Expense	0	0	0	0%	(7,527,084)
	673,780	3,240,710	(2,566,930)	-79%	11,451,409
Result After Capital	1,295,385	4,578,348	(3,282,963)	-72%	10,937,209

OPERATING REVENUE:

Council's recurrent revenue as at the end of August 2023 is \$4.78M, an unfavourable variance of \$932K.

The unfavourable variance is mainly due to the timing of sales revenue (-\$591K) and recurrent grant revenue (-\$315K) which is expected to resolve in the upcoming month.

Fees & charges are a negative variance to budget (-\$179K) mainly due to the RISE community contribution being accrued but not yet received.



OPERATING EXPENDITURE:

Council's operating expenditure at the end of August 2023 was \$4.16M, \$216K favourable to budget.

The favourable variance in expenditure is mainly due employee costs. Employee costs are less than forecasted by \$199K, mainly due to excessive absenteeism and vacancies.

Operating Expediture



Also adding to the favourable variance is materials and service being less than expected (\$154K). This is mainly due to the timing of the repayment of grants. Offsetting the positive variance is depreciation (-\$137k).

Awarded Contracts > \$200,000.00 (GST Exclusive)

There has been one contract awarded for amounts over \$200K in August 2023. The below amount includes goods and sales tax.

Contract Amount	Supplier	Contract #	Nature of Works
\$1,376,596.98	Boral Resources (QLD) Pty Ltd	VP369014	Bitumen Works for Roads

CAPITAL EXPENDITURE:

Capital expenditure for the 2023/24 financial year is \$1,077,587.

	YTD Actual	Budget 23/24	Overall Budget	WIP 22/23
CYRP	414,641	1,818,923	1,820,000	146,198
DHPW	-	3,651,995	3,702,964	50,969
DRFA	48,980	7,527,084	7,527,084	-
ICCIP	361	877,664	1,386,229	508,845
LGGSP	-	2,350,000	2,350,000	-
LRCI	-	560,096	774,414	23,426
R2R	-	246,944	246,944	-
RAUP	-	44,219	44,219	-
Splashpark	-	40,000	40,000	-
TIDS	130,794	1,190,319	1,190,319	-
W4QR4	-	2,790,278	2,800,000	9,722
PASC Buildings	-	370,000	370,000	-
PASC Plant	482,811	409,932	529,087	-
DRF R1	-	1,863,152	14,917,375	-
QILSR	-	93,170	93,170	-
PASC Sewerage	-	112,000	112,000	-
Total	1,077,587	23,945,776	37,903,805	739,160

Capital works that are in progress are CYRP & ATSI TIDS road projects and the purchase of plant & equipment.

To date a deposit has been paid for the new batching plant and the purchase of the Multi Tyre Roller and Tipper Truck has been finalised.

A list and breakdown of Council's capital works projects are below:

- CYRP: Road Upgrades (Cape York Program) (P2 WIP)
- DHPW: New Community Houses (In planning)
- DRFA: Restoration of Roads 2023 Wet Weather Events (Scheduled)
- DRF R1: Airport Upgrade (Yet to start)
- ICCIP: Sewerage Macerator & Completion of New Bore # 3 (WIP)
- LGGSP: New Staff Housing (In planning)
- LRCI: Concreting of Workshop Area and Art Centre Refurbishment (WIP)
- R2R: Road Upgrades (Yet to start)
- QILSR: New Boat
- RAUP: Airport Fencing Upgrade (Variation, to be completed by September)
- TIDS: Road Upgrades (WIP)
- W4QR4: Construction of Council Office Building (In planning)
- Splashpark: New Controller
- Council Renewals: Cairns Office building, Eddie Davey bathrooms, sewerage pumps,
 - and renewal of the Contractor Camp dongas
- Plant & Equipment: New Batching Plant, Isuzu Crew Cab Tipper Truck, Used Multi Tyred Roller and Isuzu Crew Cabs x 2

COUNCIL CASH POSITION

Council's Unconstrained Funds

Pormpuraaw Aboriginal Shire Council As at 31 August 2023

	\$	\$
Cash At Bank QTC - Investment	4,091,623 51,534,628	55,626,251
Trade Debtors Provision Doubtful Debts	856,303 -278,732	577,572
Less: Trade Creditors Less: Tied Grant Funds Less: Current Commitments		(2,210,307) (6,340,779) (6,569,724)
Total Unconstrained Funds		41,083,012

Please see Appendix A: Statement of Financial Position for further details on Council's assets, liabilities, and community equity.

Summary of Council's Aged Debt

Council aims to minimise the amount of outstanding monies owed through regular review of debtor accounts and systematic engagement with our debtors.

As at the end of August 2023, \$347,973 is outstanding over 60 days.

Below is a snapshot of the significant aged debt:

\$188,875	For goods & services	Large construction project, validity of debt is being contested
\$76,806	For service levies & rent	Outstanding debt and finalisation of the account is being negotiated by solicitors. An outcome is expected imminently.
\$48,781	For service levies & permits	A commercial property is in arrears. This account is under review by senior management.
\$18,282	For service levies	Debtor is a state department that is disputing the service levies. Council is escalating the matter to a higher authority within government for resolution.

FINANCIAL SUSTAINABILITY STATEMENT

The Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) financial sustainability ratios have been provided as an indication of the performance of Council against key financial sustainability criteria.

There are eight ratios that review sustainability measures across the categories of:

- Financial capacity
- Operating Performance
- Liquidity
- Asset management

The three asset management ratios and the population growth ratio will be reviewed and presented to Council in due course.

Below is an overview of Pormpuraaw's sustainability measures for August 2023.

Туре	Measure	Target	Actual 23/24	5-Year Average
Financial Capacity	Council Controlled Revenue Ratio	-	6.1%	2.7%
Operating Performance	Operating Surplus Ratio	Greater than 0%	13%	7.2%
Operating Performance	Operating Cash Ratio	Greater than 0%	38%	40%
Liquidity	Unrestricted Cash Expense Cover Ratio	Greater than 4 months	41 months	-

Council Controlled Revenue Ratio – An Indicator of Financial Flexibility

Council controlled revenue is an indicator of Council's financial flexibility, ability to influence its operating income and capacity to respond to unexpected financial shocks.

This ratio is calculated by adding service levies plus statutory fees & charges and dividing by the total operating revenue.

There is no target specified for this ratio.

Council's controlled revenue ratio is 6.14% for August 2023. This target is higher than the five year average due to the timing of invoicing for the service levies.

Operating Surplus Ratio – A Measure of Sustainability

This ratio is a measure of a local government's ability to cover its operational costs and have revenues available for capital funding or other purposes.

This ratio is calculated by dividing the Operating Result by the total Recurrent Revenue being principally Operating grants, Sales revenue, Interest and Rental income.

The target ratio is greater than 0%.

The operating surplus ratio is 13% for the month ended 31 August 2023.

Operating Cash Ratio

The operating cash ratio is a measure of Council's ability to cover its core operational expenses and generate a cash surplus excluding depreciation and finance costs.

The ratio is calculated by adding the operating result plus depreciation and finance cost divided by total operating revenue.

The target ratio is greater than 0%.

Council's operating cash ratio is 38% as at end of August 2023.

Unrestricted Cash Expense Cover Ratio

The unrestricted cash expense cover ratio is an indicator of the unconstrained cash available to meet ongoing and emergent financial demands.

The ratio is calculated by adding total cash and current investments less externally restricted cash (grants) divided by operating expenditure (less depreciation and finance costs).

The result represents the number of months Council can continue operating based on current monthly expenses. This measure is to be present to Council as a single-year result only.

The target is greater than 4 months.

Council currently has 41 months of cash coverage based on August 2023 expenditure.

COUNCIL GRANT REVIEW

Pormpuraaw Aboriginal Shire Council

Tied Grants by Project

For the Month Ended 31 August 2023

	Balance 30/06/2023	Revenue	Council Contribution	Expense	Balance
Commonwealth Government Grants	\$	\$	\$	\$	\$
Department of Infrastructure, Transport, Regional Development & Communications					
Financial Assistance Grant Local Roads & Community Infrastructure Program - Phase 3	- 238,130	31,750	-	(31,750)	- 238,130
Total	238,130	31,750	-	(31,750)	238,130
Department of Health					
CHSP Home Support Programme (HACC)	-	214,992	-	(32,249)	182,743
Indigenous Employment Initiative (IEI) - Aged Care Total	484,511 484,511	345,626 560,619		(63,841) (96,090)	766,296 949,040
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Department of Industry, Science, Energy & Resources Airport Fencing Upgrade	(29,753)	-	-	-	(29,753)
Total	(29,753)	-	-	-	(29,753)
Services Australia					
Centrelink Agency	-	7,799	-	(8,763)	(963)
Total		7,799	-	(8,763)	(963)
Total - Commonwealth Govt Grants	692,888	600,168	-	(136,603)	1,156,454
State Government Grants					
Department of Environment & Science					
QIL&S Ranger Program Total	<u>104,654</u> 104,654	-	-	(120,952) (120,952)	(16,297) (16,297)
				(120,002)	(10,2017)
Queensland Fire and Emergency Services State Emergency Services	-	_	-	(669)	(669)
Total	-	-	-	(669)	(669)
Department of Justice & Attorney-General					
Community Justice Group	701,037	86,350	-	(45,970)	741,417
Total	701,037	86,350	-	(45,970)	741,417
State Library of Queensland					
Indigenous Libraries First Five Forever Program	-	-	-	(10,002) (278)	(10,002) (278)
Total	-	-	-	(10,280)	(10,280)
Department of Transport and Main Roads					
ATSI TIDS Projects	-	-	-	(130,794)	(130,794)
CYRP Community Works Program - Phase 2 Total	(146,198) (146,198)	-	-	(414,641) (545,435)	(560,838) (691,633)
10121	(140,190)	-		(343,433)	(091,033)
Queensland Health ATSI Public Health Program		46.020		(19.640)	20 200
Total	-	46,929 46,929	-	(18,640) (18,640)	28,289 28,289
Queeneland Percentituation Authority				. <u></u>	
Queensland Reconstruction Authority DRFA 2023 Restoration	-	1,336,099	-	(48,980)	1,287,119
DRFA - CAT E Betterment Program	(498,097)	-	-	-	(498,097)
DRFA 2023 Emergent Works DRFA 2021 Restoration	(42,137) (769,255)	-	-	(73)	(42,210) (769,255)
Get Ready Qld	(1,356)	678	-	-	(678)
Total	(1,310,845)	1,336,777	-	(49,053)	(23,121)

Pormpuraaw Aboriginal Shire Council

Tied Grants by Project

For the Month Ended 31 August 2023

	Balance 30/06/2023	Revenue	Council Contribution	Expense	Balance
	\$	\$	\$	\$	\$
State Government Grants					
Department of Agriculture, Fisheries & Forestry					
Coastal Clean Up	-	60,246	-	-	60,246
Total	-	60,246	-	-	60,246
Department of Education, Skills & Employment					
First Start Program		-	-	-	
Total		-	-	-	
Department of Seniors, Disability Services and Aboriginal & Torres Strait Islander Partnerships					
Splashpark	-	87,500	-	(23,025)	64,475
DAT Pormpuraaw AMP Community Safety Plan 2021-23	(17,535)	-	-	(4,161)	(21,696)
Don't Buy Sloy Grog Initiative	150,000	-	-	(42,845)	107,155
Total	132,465	87,500	-	(70,031)	149,933
Department of Communities, Housing & Digital Economy		14,571		(10,046)	4,525
Qld Community Support Scheme Community Transport	-	9,712	-	(7,196)	4,525 2,516
Community Hansport	1,059,920	-	_	(7,190)	1,059,920
Total	1,059,920	24,283	_	(17,242)	1,066,961
				(,==)	.,
Department of Tourism, Innovation & Sport					
Deadly Active Sport & Recreation Program	-	-	-	(957)	(957)
Total	-	-	-	(957)	(957)
Department of State Development Infractive Local Covernment					
Department of State Development, Infrastructure, Local Government Indigenous Council Funding	and Planning	2,555,410	_	(2,555,410)	_
LGGSP - New Staff Duplex Complex	423,000	2,333,410	_	(2,555,410)	423,000
Works for Queensland 2021-2024	790,278	-	-	-	790,278
ICCIP	576,418	-	-	(361)	576,057
Total	1,789,695	2,555,410	-	(2,555,771)	1,789,335
Total - State Govt Grants	2,330,729	4,197,495	-	(3,435,000)	3,093,224
Other Grant Providers					
Cape York Natural Resource Management					
Nest to Ocean (Turtle Program) CY397 R8	-	9,000	-	(387)	8,613
Total	-	9,000	-	(387)	8,613
Total Other Grant Providers	-	9,000	-	(387)	8,613
Tetal Operate		4 000 00 1		(2.574.000)	4.050.001
Total Grants	3,023,617	4,806,664	-	(3,571,990)	4,258,291
Add back negative (unclaimed) grant balances	1,504,330				2,082,488
Unspent grant revenue	4,527,948				6,340,779

APPENDIX A: STATEMENT OF FINANCIAL POSITION

Pormpuraaw Aboriginal Shire Council Statement of Financial Position

As at 31 August 2023

	2023/24 \$
Current assets	
Cash At Bank	4,091,623
Cash - Trust Account	42,381
Cash - QTC Account	51,534,628
Receivables	577,572
Contract Asset	2,015,952
Inventories	513,395
Other financial assets	
Total current assets	58,775,551
Non-current assets	
Property, plant and equipment	133,439,632
Other financial assets	12,908,458
Total non-current assets	146,348,090
Total assets	205,123,641
Current liabilities	
Payables	2,210,307
Contract Liability	4,401,720
Provisions	618,882
Total current liabilities	7,230,909
Non-current liabilities	
Provisions	198,121
Total non-current liabilities	198,121
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Total liabilities	7,429,030
Net community assets	197,694,611
Community equity	
Asset revaluation surplus	111,359,498
Retained surplus	86,335,113
Total community equity	197,694,611
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