

Pormpuraaw Aboriginal Shire Council



C/- POST OFFICE
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Minutes Council Meeting Date: Thurs, 27 Jan 2022 at 10.10am.

- 1. Present:** Mayor Richard Tarpencha, D/Mayor/Cr Andrea Foote, Cr Ronald Kingi (Online), Edward Natera (Minutes)
- 2. Apologies:** Cr George Conrad, Cr Tim Koo-Aga (On leave)
- 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:
- 5. Matters arising from the Minutes:** That Council confirm the Minutes of the meeting dated Wed, 24 Nov 2021 as true & correct.
Moved: D/Mayor/Cr Foote. **Seconded:** Mayor Tarpencha.
CARRIED.
Resolution: 2022/01/01.
- 6. Matters arising from the Minutes:** That Council confirm the Minutes of the meeting dated Wed, 15 Dec 2021 as true & correct.
Moved: Cr Kingi. **Seconded:** Mayor Tarpencha.
CARRIED.

Resolution: 2022/01/02.

7. Delegations/Guests: Nil

8. Correspondence: List of inwards correspondence tabled for information:

9. Reports:

9.1 Mayor's Report:

- **9.1.1: Agenda Council Meeting (Postpone from Wed, 15 Dec 2021 & taken up on 27 Jan 2021):**
See separate Agenda docu with Resolutions.

9.2 CEO's Report:

- **9.2.1: Attendance Certificate:** see Attendance Certificate dated 27 Jan 2022 and approved for payment at \$1,503.06 each for Cr Koo-Aga, Cr Conrad & Cr Kingi.
- **9.2.2: Batze Electrics, Post Office Security CCTV:**
See SPR re CCTV, emergent requirement.
Motion: That Council notes the SPR & requirement for this Capital Works & approves expenditure.
Moved: D/Mayor/Cr Foote. **Seconded:** Mayor Tarpencha.
CARRIED.
Resolution: 2022/01/03.
- **9.2.3: Council Meeting (postpone from 15 Dec):**
See SPR re postpone Council Monthly meeting of 15 Dec 2021 and request an honest & sincere explanation on absence. We must all take personal responsibility for our Elected Duties.
Motion: That Council notes the formal explanation by the absence members who are again made aware of their Elected Responsibilities & the 5 Local Government Principles.
Moved:.....**Seconded:**.....
CARRIED.

Resolution: 2022/01/.....(Postpone to Feb)

- **9.2.4: Community Safe Plan (CSP):** see CSP with inclusion of aspirations with regards to PUBSC & Take –Aways as per various meeting with the on 17 Jan 2022.
Motion: That Council notes the inclusion on CSP & formally moves for adoption.
Moved: Cr Kingi. **Seconded:** D/Mayor/Cr Foote.
CARRIED.
Resolution: 2022/01/04.
- **9.2.5: Pandemic Sub Plan for Pormpuraaw (PSPP):** See docu for PSPP. It was reviewed in Dec 2021 & is a living Docu on Pormpuraaw's Plan to address outbreak of any Pandemic working collectively with all Stakeholders.
Motion: That Council approves PSPP as tabled & to distribute to PLDMG.
Moved: Mayor Tarpencha. **Seconded:** Cr Kingi.
CARRIED.
Resolution: 2022/01/05.
- **9.2.6: Post Office (Post Card merchandise):** See SPR re PCM depicting Cartoon scenes from Pormpuraaw.
Motion: That Council approves PCM as tabled.
Moved: Cr Kingi. **Seconded:** Mayor Tarpencha.
CARRIED.
Resolution: 2022/01/06.
- **9.2.7: Take-Aways (working with PUBSC):** See SPR on Take-Aways on the long drawn out proposal that is still on-going with the last meeting on 17 Jan 2022. This also refers to Resolution **2021/10/21/01**, from Oct 2021.
Motion: That Council formally table & approves the Take-Away proposal.
Moved: Mayor Tarpencha. **Seconded:** Cr Foote.
CARRIED.
Resolution: 2022/01/07.

9.3 Governance & Admin (GnA) Report:

- **9.3.1:** Position vacant and currently oversight by Execut Mgr Corporate Service & CEO. (to be back fill by Internal Placement)
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9.4 Executive Manager Corporate Services (EMCS) Report:

- **9.4.1: Executive Manager Corporate Services:** see Special Purpose Report dated 22 Jan 2022 covering:
General Finance,
Grant Acquittals & Reporting,
Current Corporate Service Project,
HR,
Admin Store,
Accommodation.

Motion: That Council accepts the Special Purpose Report dated 22 Jan 2022 from EMCS.

Moved: Mayor Tarpencha. **Seconded:** Cr Kingi.

CARRIED.

Resolution: 2022/01/08.

- **9.4.2: Financial Statement for Period Ended 31 Dec 2022:** see docu on above ended 31 Dec 2022 covering:

Financial Statement at a Glance,
Capital Works Program,
2021/2022 Capital Expenditure,
Detailed Review of Revenue & Expenditure,
Operating Revenue,
Operating Expenses,
Council Cash Position as at 31 Dec 2022,
Capital Expenditure,
Council Capital Grant Review,
Statement of Financial Position as at 31 Dec 2022.

Motion: That Council accepts the Financial Statement ended 31 Dec 2022 as tabled.

Moved: Cr Kingi. **Seconded:** Mayor Tarpencha.

CARRIED.

Resolution: 2022/01/09.

- **9.4.3: 90 Days Aged Debtors ended 31 Dec 2022:**
 See docu re above.
Motion: That Council accepts 90 days Aged Debtors Report ended 31 Dec 20221 as tabled.
Moved: Cr Foote. **Seconded:** Mayor Tarpencha.
CARRIED.
Resolution: 2022/01/10.
- **9.4.4: Schedule of Fees & Charges 2021-2022 (SFC):** see SFC reviewed on Water Utility Charge, Admin Store, Airport, Building & Maintenance, noting that SFC are important in Council Financial Sustainability march.
Motion: That Council SFC review & update for adoption.
Moved: Mayor Tarpencha. **Seconded:** Cr Foote.
CARRIED.
Resolution: 2022/01/11.
- **9.4.5: Pandemic Workplace, Policy, P004,(PWPP):**
 see PWPP on guidelines on our approach to any Pandemic & Staff Wellbeing.
Motion: That Council adopts the PWPP as tabled.
Moved: Cr Foote. **Seconded:** Mayor Tarpencha.
CARRIED.
Resolution: 2022/01/12.
- **9.4.6: Remote Working Arrangement Policy, Policy R004, (RWA):** see RWA that will apply if the need to Isolate to a Safe Work Environment (note : the actual RWA Procedure to follow).
Motion: That Council adopts the RWA as tabled.
Moved: Cr Kingi. **Seconded:** Mayor Tarpencha.
CARRIED.
Resolution: 2022/01/13.
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9.5 Operations Executive Manager's Report:

- **9.5.1: Operation Executive Manager Report:** No formal report received, resigned on 06 Dec, Interim placement is being undertaken by Greg M with EOI underway.

Motion: That Council make note of the above issue.

Moved: Cr Kingi. **Seconded:** Cr Foote.

CARRIED.

Resolution: 2022/01/14.

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9.6 Community Service Manager's Report:

• **9.6.1: Community Service Executive Manager**

(CSEM): See Report for Jan 2022 covering:

Aged Care,

Justice Group,

Post Office,

Centrelink,

Hall,

Community ID,

Disaster Management,

Events,

Community Safe Plan,

PUBSC,

Bakery,

Customer Service Officer for Cashier, PO & Library.

Motion: That Council accepts Jan 2022 Report as tabled.

Moved: Mayor Tarpencha. **Seconded:** Cr Foote.....

CARRIED.

Resolution: 2022/01/15.

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9.7 Environment Manager's Report:

• **9.7.1: Environment Executive Manager Report:**

see Report dated 20 Jan 2022 covering:

Vet visits,

Weeds,

PASC Infrastructure maintenance,

Staff Development,

Junior Ranger Program,

Staff Attendance Issues,

Machinery Maintenance,

Tree lopping,

Water & Waste,

Retirement (Nov 2022).

Motion: That Council notes Report & adopts as tabled.

Moved: Mayor Tarpencha. **Seconded:** Cr Foote.
CARRIED.
Resolution: 2022/01/16.

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10. Tenders & Quotations: Nil.

11. Notice of Motion: Nil.

12. Meeting Closed: 11.30am

13. Next Meeting: 23 Feb 2022.

Minutes accepted as true & correct.



For.

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Mayor: Richard Tarpencha. CEO: Edward A Natera: 23 Feb 2022

