

# *Pormpuraaw Aboriginal Shire Council*

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## **Minutes Council Meeting** **Date: Tues 30 Oct 2018 at 10.10 am.**

1. **Present:** Mayor Kendall, Cr Barney, Cr Conrad
2. **Apologies:** Cr Koo-Aga, Cr Edwards.
3. **Declaration of any Conflict, any perceived or other Potential Conflict of Interest to be declared prior to meeting by Councillors ( Sect 173 of LGovt Act 2009 ):** Nil declared.
4. **Related Party Declaration Form (RPDF), (Sect 171B of LGovt Act 2009):** Confirmation of any changes to RPDF by Councillors & Senior Managers: Nil declared.
5. **Matters arising from the Minutes:** That Council confirm the Minutes of the meeting dated Thurs, 27 Sept 2018 as true & correct.  
**Moved:** Cr Conrad. **Seconded:** Cr Barney.  
**CARRIED.**  
**Resolution: 2018/10/01.**
6. **Delegations/Guests:** Nil.
7. **Correspondence:** List of inwards correspondence tabled for information:
8. **Reports:**

## 8.1 Mayor's Report:

- **8.1.1: TCICA membership \$10,000.00.** Email dated 25 Oct tabled re TCICA with note to refer to SP dated 14 Aug 2017 on postpone of issue.

**Motion:** That Council review this membership noting that approx \$1,785.70 is allocated for a Tourist Brochure with TTNQ.

**Moved:** Mayor Kendall. **Seconded:** Cr Conrad.

**CARRIED.**

**Resolution: 2018/10/02.**

## 8.2 CEO's Report:

- **8.2.1: Attendance Certificate (AC):** see AC dated 30 Oct 2018 and approved for payment at \$1,411.50 each for Cr Conrad, Cr Edwards & Cr Koo-Aga.

- **8.2.2: Annual Performance Review (APR):** APR completed for 2 Managers with increase in remuneration for committed efforts shown & in line with other Councils ( one other is almost completed with the 4<sup>th</sup>, WIP ).

**Motion:** That Council confirms & acknowledge the APR.

**Moved:** Cr Barney. **Seconded:** Cr Conrad.

**CARRIED.**

**Resolution: 2018/10/03.**

- **8.2.3: Remote Renewable Energy Project:** as per TWG meeting on 17 Oct & DNRME team site visit, Council will embark on the above project. CEO to liaise with Project Officer ( Marteena McKenzie ), WIP.

**Motion:** That Council confirms & accepts the DNRME Project.

**Moved:** Cr Conrad. **Seconded:** Cr Barnry.

**CARRIED.**

**Resolution: 2018/10/04.**

- **8.2.4: Womens Shelter Site Access ( WSSA ):** see docu on WSSA & Site Access to be behind Eddie-Davey.

**Motion:** That Council acknowledge and endorse Site

Access Plans.

**Moved:** Mayor Kendall. **Seconded:** Cr Conrad.

**CARRIED.**

**Resolution: 2018/10/05.**

### 8.3 Finance Manager's Report:

- **8.3.1: Finance Summary Report (FSR).** The FSR for period ended 31 Sept 2018 tabled covering: General Finance, Grant Acquittals, Current Finance Projects, HR, Admin Store, Guesthouse.

**Motion:** That Council accepts the FSR as presented.

**Moved:** Cr Conrad. **Seconded:** Cr Barney.

**CARRIED.**

**Resolution: 2018/10/06.**

- **8.3.2: Finance Report ended 30 Sept (FR):** FR for period ended 30 Sept 2018 tabled covering: Financial Statement at a Glance, 2018-2019 Capital Works Program, Detailed Review of Revenue & Expenditure, Operating Revenue, Operating Expenditure Council Cash Position at 30 Sept 2018, Detailed Review of Capital Items, Council Grant Review at 30 Sept 2018.

**Motion:** That Council accepts the FR to 30 Sept 2018 as presented .

**Moved:** Cr Conrad. **Seconded:** Cr Barney.

**CARRIED.**

**Resolution: 2018/10/07.**

- **8.3.3: Finance Report: 90 + Days Aged Debtors Report** ended 31 Aug 2018 tabled.

**Motion:** That Council accepts the FR on 90+Days Aged Debtors Report to 30 Sept 2018 as presented.

**Moved:** Mayor Kendall. **Seconded:** Cr Conrad.

**CARRIED.**

**Resolution: 2018/10/08.**

- **8.3.4: Internal Audit Policy ( IAP ):** The IAP was reviewed in Aug 2018 and tabled for adopted.

**Motion:** That Council adopts the IAP as tabled.

**Moved:** Cr Conrad. **Seconded:** Cr Barney.  
**CARRIED.**  
**Resolution: 2018/10/09**

- **8.3.5: Internal Audit Charter ( IAC ):** The IAC & IAP compliments each other. The IAC was reviewed in Aug 2018 and tabled for adopted.

**Motion:** That Council adopts the IAC as tabled.

**Moved:** Cr Conrad. **Seconded:** Mayor Kendall.  
**CARRIED.**

**Resolution: 2018/10/10.**

- **8.3.6: Defence Force Reserves Leave Policy (DFRLP):** The DFRLP has been reviewed and is to guide employees of Council on Leave entitlements & obligations (see docu tabled ).

**Motion:** That Council adopts DFRLP as tabled.

**Moved:** Cr Conrad. **Seconded:** Mayor Kendall.  
**CARRIED.**

**Resolution: 2018/10/11.**

**8.4** Operation Manager's Report:

- **8.4.1: Operation Report (OR).** Nil Report received.

**8.5** Community Service Manager's Report:

- **8.5.1: CSM Report:** Nil Report received.

**8.6** Environment Manager's Report:

- **8.6.1: Environment Report (ER).** ER Report for Sept received covering: Water, Carbon Project, Turtle Nesting, Aerial Feral Control, Illegal Access North DOGIT, Tourism, Outstation, Training, Program Promotion, Refuse Area, New Ranger Base, .New Ranger Base.

**Motion:** That Council accepts and adopts the ER as presented.

**Moved:** Cr Conrad. **Seconded:** Cr Barney.  
**CARRIED.**

**Resolution: 2018/10/12.**

- **8.6.1: EHW/AC Report (EHW/AC).** EHW/AC Report for Sept received covering: Pest Control, Water Sample, Food Inspection, PSS, CEQ, PAS, Kiosk, HACC,

Refuse Area, Vector Control.

**Motion:** That Council accepts and adopts the EHW/AC as presented.

**Moved:** Cr Conrad. **Seconded:** Mayor Kendall.  
**CARRIED.**

**Resolution: 2018/10/13.**

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8. Tenders & Quotations: Nil.


9. Notice of Motion: Nil.

10. Meeting Closed: 12.05noon.

11. Next Meeting: 29 Nov 2018.

**Minutes accepted as true & correct.**

  
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**Ralph Kendall: Mayor.**

  
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**Edward A Natera: CEO**

