



## ***Pormpuraaw Aboriginal Shire Council***

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**An Ordinary Meeting of the Pormpuraaw Aboriginal Shire Council will be held on Wednesday 29<sup>th</sup> March 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, 29 Mch 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:
- 5. Matters arising from the Minutes:** That Council confirm the Minutes of the meeting dated Wed, 22 Feb 2023 as true & correct.  
**Moved:..... Seconded:.....**  
**CARRIED.**  
**Resolution: 2023/03/.....**
- 6. Delegations/Guests:**

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

8. **Reports:**

8.1 Mayor's Report:

- 8.1.1:

8.2 CEO's Report:

- **8.2.1: Attendance Certificate:** see Attendance Certificate dated 29 Mch 2023 and approved for payment at \$1,533.11 each for Cr Koo-Aga, Cr Kingi & Cr Conrad.
- **8.2.2: Airport Budgets 2023-2024, Medivac, RFDS & Emergent:** As per SPR the sum of \$83,200.00 is to be separated & highlighted as the true cost to Council for further conversations for Departments.  
**Motion:** That Council acknowledges & ratifies the SPR so that the cost can be taken up with Department.  
**Moved:.....Seconded:.....**  
**CARRIED.**  
**Resolution: 2023/03/.....**
- **8.2.3: Community Engagement Budget 2023-2024:** As per SPR the sum of \$52,000.00 is to be set aside to assist Council with Community Engagement Events.  
**Motion:** That Council ratify & approves this allocation from Budgets 2023-2024.  
**Moved:.....Seconded:.....**  
**CARRIED.**  
**Resolution: 2023/03/.....**
- **8.2.4: Councillors requesting Character Reference Letter for Court Appearance from CEO:** As per SPR, elected Members are expected to own their individual actions.

**Motion:** That Council confirms, notes & accepts this SPR which has also been forwarded to LGovt.

**Moved:.....Seconded:.....**

**CARRIED.**

**Resolution: 2023/03/.....**

- **8.2.5 Housing Allocation:** As per Schedule Brief on 20 Mch, Housing Allocation have been signed off as presented by Housing Tennant Team.

**Motion:** That Council ratify & approves sign off.

**Moved:.....Seconded:.....**

**CARRIED.**

**Resolution: 2023/03/.....**

- **8.2 6: Heavy Vehicle Purchase ( 2<sup>nd</sup> Hand Multi Tyre Roller ):** as per SPR a good 2<sup>nd</sup> Hand MTR has been purchase as per Plant n Equipment Budgets 2022-2023. Paperwork is now in process.

**Motion:** That Council ratify & approves purchase as be Budgets 2022-2023 approval.

**Moved:.....Seconded:.....**

**CARRIED.**

**Resolution: 2023/03/.....**

### **8.3 Executive Manager Corporate Services (EMCS) Report:**

- **8.3.1: Executive Manager Corporate Services:** see Special Purpose Report dated 24 Mch 2023 covering:  
General Finance,  
Grant Acquittals & Reporting,  
Current Corporate Service Project,  
WHS,  
HR,  
Admin Store,  
Accommodation.

**Motion:** That Council accepts the Special Purpose Report dated 23 Mch 2023 from EMCS.

**Moved:..... Seconded:.....**

**CARRIED.**

**Resolution: 2023/03/.....**

- **8.3.2: Financial Statement for Period Ended 28 Feb 2023:** Reports received for above covering Mth end 28 Feb 2023 :

Financial Statement at a Glance,  
Capital Works Program,  
2022/2023 Capital Expenditure,  
Detailed Review of Revenue & Expenditure,  
Operating Revenue,  
Operating Expenses,  
Capital Expenditure,  
Council Cash Position  
Operating Surplus Ratio,  
Council's Unconstrained Funds, 28 Feb 2023,  
Council Grant Review,  
Statement of Financial Position at 28 Feb 2023.

**Motion:** That Council notes & accepts the Financial Statements for period ended 28 Feb 2023 as tabled.

**Moved:.....Seconded:.....**

**CARRIED.**

**Resolution: 2023/03/.....**

- **8.3.3: Annual Wage Increase Policy ( A06 ), New Policy:** see docu re Annual Wage Increases that aligns Councils approach to the State Wage & QIRC Annual Wages yearly increase.

**Motion:** That Council accepts & adopts this Policy as tabled.

**Moved: .....Seconded:.....**

**CARRIED.**

**Resolution: 2023/03/.....**

- **8.3.4: Debtors, 90 Days Aged Debtors:** see docu re 90 Days Aged Debtors Report to 28 Feb 2023.

**Motion:** That Council accepts the 90 Days Aged Debtors Report as tabled.

**Moved: .....Seconded:.....**

**CARRIED.**

**Resolution: 2023/03/.....**

- **8.3.5: Human Resources Report (HRR):** see docu re HHR covering Mch 2023 Month in Review,

HR Training/Conferences,  
Projects,  
New Starters, Terminations, Recruitment,  
Training/Conference ,

**Motion:** That Council accepts the 90 Days Aged Debtors Report as tabled.

**Moved: .....Seconded:.....**

**CARRIED.**

**Resolution: 2023/03/.....**

- **8.3.6: Preferred Supplier Tender Arrangement for Plant Hire ( No: PASC2021-T01 )** see docu re Preferred Supplier Tender.

**Motion:** That Council accepts this docu for Extension of the current tender to June 2024.

**Moved: .....Seconded:.....**

**CARRIED.**

**Resolution: 2023/03/.....**

- **8.3.7: QAO External Audit Plan:** see docu in PH. Milestone Date agreed to & sign off.

**Motion:** That Council ratifies & accepts this docu & signed off.

**Moved: .....Seconded:.....**

**CARRIED.**

**Resolution: 2023/03/.....**

- **8.3.8: Schedule of Fees & Charges ( Amended from 01 Apr 2023 ).** see docu re Schedule of Fees covering above period which limits the risk of losses.

**Motion:** That Council ratify and accepts the Amendment to Schedule of Fees as tabled.

**Moved: .....Seconded:.....**

**CARRIED.**

**Resolution: 2023/03/.....**

- **8.2.9: WHS Report Feb:** as per Schedule Brief 20 Mch WHS Report received.

**Motion:** That Council accepts this Report as tabled.

**Moved:.....Seconded:.....**

**CARRIED.**

**Resolution: 2023/03/.....**

**8.4 Operations Executive Manager's Report:**

- **8.4.1: Operation Executive Manager Report (OEMR):** see Report dated 23 Feb 2023 received from Operation Mgr covering:  
Work for Month,  
Waste n Recycling,  
Workshop,  
Main Roads,  
Parks & Garden,  
Water Supply & Sewer,  
Plumbing,  
Housing,  
Airport,  
Special Projects.  
**Motion:** That Council notes & accepts the OEMR as tabled.  
**Moved:.....Seconded: .....**  
**CARRIED.**  
**Resolution: 2023/03/....**

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

- **8.5.1: Community Service Executive Manager (CSEM):** See Report for Feb 2023 covering:  
Aged Care,  
Justice Group,  
Post Office,  
Customer Service,  
Centrelink,  
Library,  
Pormpuraaw Cottages  
Community Safe Plan,  
Don't Buy Sly,  
Thriving Communities,  
PUBSC,  
Bakery,  
Hall,  
Disaster Management,  
Events.

**Motion:** That Council accepts Feb 2023 Report as tabled.

**Moved:.....Seconded:.....**

**CARRIED.**

**Resolution: 2023/03/.....**

**8.6 Environment Report:**

- **8.6.1: Ranger: Land & Sea** ( joint Co-Ordinators of Clinton & Gavin ): see Special Purpose Report dated 24 Feb 2023 covering various activities.

**Motion:** That Council accepts Reports as tabled.

**Moved:.....Seconded:.....**

**CARRIED.**

**Resolution: 2023/03/.....**

- **8.6.2: Public Health: Food Centres & Animal Control** ( covered by Glen & Ralph ). Report dated 24 Feb 2023 covered:

Food Inspection,

Waste/Refuse,

Bin Audit,

Animal Management,

Tree Lopping,

Water Management,

Ranger Assistance.

**Motion:** That Council notes the Public Health & Animal Control Report dated 24 Feb 2023 and accepts the Report as tabled.

**Moved:.....Seconded:.....**

**CARRIED.**

**Resolution: 2023/03/.....**

**10. Tenders & Quotations:**

**11. Notice of Motion:**

**12. Meeting Closed:**

**13. Next Ordinary Meeting: Wednesday 26 Apr 2023.**