



Pormpuraaw Aboriginal Shire Council

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Minutes Council Meeting

Date: Wed, 27 May 2020 at 10.10am.

- 1. Present:** Mayor Richard Tarpencha, D/Mayor Tim Koo-Aga, Cr George Conrad, Cr Ronald Kingi, Cr Andrea Foote, CEO Edward Natera (Minute Secretary)
- 2. Apologies:** Nil.
- 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.**
- 4. Related Party Declaration Form (RPDF), (Sect 171B of LGovt Act 2009):** Confirmation of any changes to RPDF by Councillors & Senior Managers: Nil
- 5. Matters arising from the Minutes:** That Council confirm the Minutes of the meeting dated Wed, 29 Apr 2020 as true & correct.
Moved: Cr Conrad. **Seconded:** Mayor Richard Tarpencha.
CARRIED.
Resolution: 2020/05/01
- 6. Delegations/Guests:** Nil

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

8. **Reports:**

8.1 Mayor's Report:

- **8.1.1:**

8.2 CEO's Report:

- **8.2.1: Attendance Certificate (AC):** see AC dated 27 May 2020 and approved for payment at \$1,473.60 each for Cr Conrad, Cr Foote & Cr Kingi.
- **8.2.2: Council Schedule & Identified Meetings (CSIM):** see Special Purpose Report (SPR) on CSIM & note that all Elected Councillor must make a committed efforts under the LGovt Act to attend to lawful duties.
Motion: That Council confirms receipt of CSIM & resolves to act accordingly.
Moved: Cr Conrad. **Seconded:** D/Mayor/Cr Koo-Aga.
CARRIED.
Resolution: 2020/05/02.
- **8.2.3: Covid 19 & Take –Away Proposal (C19TA):** see SPR on C19TA.
Motion: That Council reconfirms the C19TA from PLDG meeting dated 12 May.
Moved: D/Mayor/Cr Koo-Aga. **Seconded:** Mayor Tarpencha.
CARRIED.
Resolution: 2020/05/03.
- **8.2.4: Roads (Station Creek, 1st creek along road to Baas Yard-SC):** see SPR on SC dated 14 Feb 2020, \$ amt required in event that ATSI TIDS Funding cannot be allocated.
Motion: That Council confirms & accepts the SPR and make an allocation provision of \$80,000 in Budget 2020-2021.
Moved: Cr Kingi. **Seconded:** Mayor Tarpencha.
CARRIED.

Resolution: 2020/05/04.

- **8.2.5: Solar Sytem (Yurika-SSY):** see SPR & Resolution 2020/02/10, docu signed off on Design, Construction & Maint Agreement on Fri, 22 May, still WIP.

Motion: That Council confirms & accepts the SPR and sign off docu.

Moved: Cr Conrad. **Seconded:** Cr Foote.

CARRIED.

Resolution: 2020/05/05.

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8.3 Deputy CEO's Report:

- **8.3.1: Governance (DCEO) Update:** see SPR covering Governance Review dated: 23 May 2020, covering Governance, Task & Leases.

Motion: That Council accepts the DCEO Update Report.

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

CARRIED.

Resolution: 2020/05/06.

- **8.3.2: Edward River Croc Farm, Debtor ERCFD:** see SPR on ERCFD, to reduce (writeback) Debtor by \$45,890.00 to \$20,600.00. See notes on discussions in SPR. ERCF have been notified that they Must Pay Their Debts As And When Due.

Motion: That Council accepts the SPR on and reduction (writeback) ERCFD of \$45,890.00.

Moved: Cr Kingi. **Seconded:** Cr Conrad.

CARRIED.

Resolution: 2020/05/07.

- **8.3.3: Pormpuraaw LDMG (PLDMG) Docu:** see SPR re PLDMG endorsement of various Plans that requires Council acceptance & Resolution covering: 2020 Community Safe Plan, Pandemic Plan,

Addendum to the Pandemic Plan & Safety Plan.

Motion: That Council accepts & resolves by Resolution the PLDMG Plans as tabled.

Moved: D/Mayor/Cr Koo-Aga. **Seconded:** Mayor Tarpencha.

CARRIED.

Resolution: 2020/05/08

- **8.3.4: Policy Update (PU):** see SPR on PU as per Local Govt Act 2009 & Local Govt Reg 2012 requirements covering:

Advertising Policy,

Administrative Complaints Process,

Councillors asking for Advice Policy,

Entertainment Policy,

Risk Management Policy.

Motion: That Council accepts the SPR on PU as tabled.

Moved: D/Mayor/Cr Koo-Aga. **Seconded:** Mayor Tarpencha.

CARRIED.

Resolution: 2020/05/09.

- **8.3.5: Prequalified Suppliers to Building Services & Occasional Freight (PSBSOF):** see SPR on PSBSOF as per Local Govt 2009 and Local Govt Reg 2012 requirements & tabled for acceptance.

Motion: That Council accepts the SPR on PSBSOF as tabled.

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

CARRIED.

Resolution: 2020/05/....Carried over to Jne 2020.

- **8.3.6: Rental Space to RAATIC(RSR):** see SPR on RSR at the refurbished Donga between RISE & Boomerang Centre for the generous rental of \$6,000.00 PA incl GST plus Electricity. (RAATIC to fit out).

Motion: That Council accepts the SPR on RAATIC rental as tabled.

Moved: D/Mayor/Cr Koo-Aga. **Seconded:** Cr Conrad. **CARRIED.**

Resolution: 2020/05/10.

- **8.3.7: Risk Management Register (RMR):** see SPR on RMR as per Local Govt Act 2009 & Local Govt

Reg 2012.

Motion: That Council accepts the SPR on RMR as abled.

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

CARRIED.

Resolution: 2020/05/....*Carried over to Jne 2020.*

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8.4 Corporate Services Executive Manager's Report:

- **8.4.1: Corporate Service Executive Manager (CSEM):** General Report dated 21 May 2020 received and covered:
General Finance,
Grant Acquittals & Reporting,
Current Corporate Service Projects,
HR,
Admin Store,
Guest House.
Motion: That Council accepts the CSEM report as tabled.
Moved: Cr Conrad. **Seconded:** D/Mayor/Cr Koo-Aga.
CARRIED.
Resolution: 2020/05/11.

- **8.4.2: CSEM Financial Report (CSEM-FR) ended 31 Mch (CSEM-FR):** CSEM-FR for period 30 Apr 2020 tabled covering:
Finance Statements at a Glance,
Capital Works Program,
2019-2020 Capital Expenditure
Detailed review of Revenue & Expenditure
Operating Revenue
Operating Expenditure
Council Cash Position
Detailed review of Capital items
Council Grant Review
Statement of Financial Position
Motion: That Council accepts the CSEM-FR to 30 Apr 2020 as presented .
Moved: Cr Conrad. **Seconded:** D/Mayor/Cr Koo-Aga.
CARRIED.
Resolution: 2020/05/12.

- **8.4.3: CSEM, 90 Days Debtors at 30 Apr 2020 (CSEM-90 DD):** CSEM-90DD at 30 Apr 2020 tabled.
Motion: That Council accepts the CSEM-90DD as tabled.
Moved: Cr Conrad. **Seconded:** D/Mayor Koo-Aga.
CARRIED.
Resolution: 2020/05/13.
- **8.4.4: Human Resource: (HR):** HR report for 30 Apr 2020 tabled covering:
Month in Review,
HR Training/Conference,
Projects,
Reporting,
New Starters,
Terminations/Resignations,
Recruitment,
Training,
Breakdown of Wages.
Motion: That Council accepts the HR report for 30 Apr 2020.
Moved: Cr Conrad. **Seconded:** Cr Foote.
CARRIED.
Resolution: 2020/05/14.
- **8.4.5: Financial Statement 2019-2020 Shelf –Draft (FS19-20S):** FS19-20S prepared for Audits 2019-2020 & year end June 2020 & visit by Auditors on 18 May 2020.
Motion: That Council acknowledge FS19-20S docu & Audit preparation for 2019-2020 Audits.
Moved: D/Mayor/Cr Koo-Aga. **Seconded:** Cr Conrad.
CARRIED.
Resolution: 2020/05/15.
- **8.4.6: Internal Audit Report –Implementation of New Accounting Standards (IAR-INAS):** IAR-INAS and related docu and treatment on:
Recurrent Grants,
Self Generating Revenue,
Capital Grants.
Motion: That Council acknowledge IAR-INAS documentation as tabled & resolves to accept.
Moved: D/Mayor/Cr Koo-Aga. **Seconded:** Cr Conrad.

CARRIED.

Resolution: 2020/05/16.

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8.5 Operations Executive Manager's Report:

• **8.5.1: Operation Executive Manager Report (OEMR):**

OEMR received dated 15 May 2020 covering:

Airport,
RnM,
Main Roads,
Parks n Garden,
Plumbing,
Housing,
Workshop,
Splash Park,
Bakery.

Motion: That Council accepts the OEMR dated 16 May 2020 as presented for adoption.

Moved: D/Mayor/Cr Koo-Aga. **Seconded:** Cr Conrad.

CARRIED.

Resolution: 2020/05/17.

8.6 Community Service Manager's Report:

• **8.6.1: Community Service Executive Manager**

(CSEM): Council to note that this position is vacant (advt currently WIP). Duties are being spread across DCEO, Finance & CEO)

Motion: That Council notes above arrangements.

Moved: Cr Conrad. **Seconded:** Cr Foote.

CARRIED.

Resolution: 2020/05/18.

8.7 Environment Manager's Report:

• **8.7.1: Environment Exec Mgr (EEM) Report:** EEM

Report received dated 09 May 2020 covering:
Community & PASC Infrastructure Fire Breaks,
ICCIP,
Vet,
Weeds,
Croc Eggs,

Chapman/Mungkan Camping,
Equipment Maint,
Training,
Program Reporting.

Motion: That Council confirms & accepts the EEM Report dated 09 May 2020 as tabled.

Moved: Cr Foote. **Seconded:** Cr Conrad.

CARRIED.

Resolution: 2020/05/19.

8.7.2: Bushfire Risk Mitigation Plan (BRMP): see docu on BRMP developed with QFES who acknowledge that our Rangers are well ahead & well prepared with Fire mitigation.

Motion: That Council confirms & accepts the the BRMP as tabled.

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

CARRIED.

Resolution: 2020/05/20.

- **8.7.3: Water & Waste Water Business Continuity Plan 2020 (WWWBCP):** see docu on WWWBCP as requested by Local Govt specific to Covid19.

Motion: That Council confirms & accepts the WWWBCP as tabled.

Moved: D/Mayor/Cr Koo-Aga. **Seconded:** Mayor Tarpencha.

CARRIED.

Resolution: 2020/05/21.

10. Tenders & Quotations: Nil

11. Notice of Motion: Nil

12. Meeting Closed: 1.00pm

13. Next Meeting: **24 June 2020.**

Minutes accepted as true & correct.


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Richard Tarpencha: Mayor.


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Edward A Natera. CEO. 24 June 2020