

Pormpuraaw Aboriginal Shire Council



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Minutes Council Meeting **Date: Wed, 26 Oct 2022 at 10.15am.**

1. **Present:** Mayor Richard Tarpencha, Cr Tim Koo-Aga, Cr Ronald Kingi
2. **Apologies:** D/Mayor/Cr George Conrad (Sorry Business), Cr Andrea Foote (Cancelled Ph in request).
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): Nil,**
4. **Related Party Declaration Form , (Sect 150EP of LGovt Act 2009):**
Confirmation of any changes to Related Party Declaration Form by Councillors & Senior Managers: Nil
5. **Matters arising from the Minutes:** That Council confirm the Minutes of the meeting dated Wed, 28 Sept 2022 as true & correct.
Moved: Cr R. Kingi. **Seconded:** Cr T. Koo-Aga.
CARRIED.
Resolution: 2022/10/01.
6. **Delegations/Guests:** Kerry Lee Bird (DATSIP) & Shelina Barlett presented on Takeaway Process & Issues including Awareness Signs &

discussions took place. (11.30am -12.15pm).

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

8. **Reports:**

8.1 Mayor's Report:

- **8.1.1: NIL.**

8.2 CEO's Report:

- **8.2.1: Attendance Certificate:** see Attendance Certificate dated 26 Oct 2022 and approved for payment at \$1,533.11 each for Cr Koo-Aga, Cr Kingi & Cr Foote.
- **8.2.2: Audits 2021-2022, Annual Financial History:** see docu re above.
Motion: That Council confirms & acknowledge that we have come a very long way in our Financial Sustainability & Financial Maturity march and congratulates our Management Team and in particular the Corporate Service & Finance team headed by Ms Tracey Graham on the 10th Unqualified Audit Report
Moved: Cr T. Koo-Aga. **Seconded:** Mayor R. Tarpencha.
CARRIED.
Resolution: 2022/10/02.
- **8.2.2: Application to Reside:** see docu on A2R from Davina Wilson at 120 Manth St.
Motion: That Council confirms, accepts & approves the A2R.
Moved: Cr R. Kingi. **Seconded:** Cr T. Koo-Aga.
CARRIED.
Resolution: 2022/10/03.

- **8.2.3: Aerodrome Manual (AM):** See AM dated 03 Oct which is prepared & updated in accordance with CASA Part 139.
Motion: That Council confirms, accepts & approves the AM as tabled.
Moved: Cr R. Kingi. **Seconded:** Mayor R. Tarpencha.
CARRIED.
Resolution: 2022/10/04.
- **8.2.4: Social Housing (SH):** as per docu dated 23 Sept, on next Capital Social Housing for 2,3 & 4 Rooms.
Motion: That Council gives consideration on the number of Bed Rooms & Designs so that we could move to next stage of the Project.
Moved:.....**Seconded:**.....
CARRIED.
Resolution: 2022/10/.....Carried over to Nov 2022.
- **8.2.5: Social Housing Development Application Process (SHDAP):** See SPR re SHDAP which will be Work in Process with Program Office in the event that Capital Funding becomes available.
Motion: That Council notes above SHDAP and agrees to start the process.
Moved: Cr T. Koo-Aga. **Seconded:** Cr R. Kingi.
CARRIED.
Resolution: 2022/10/05.

8.3 Governance & Admin (GnA) Report:

- **8.3.1:** Position vacant and currently oversight by Executive Mgr Corporate Service & CEO. FYI only.

8.4 Executive Manager Corporate Services (EMCS) Report:

- **8.4.1: Executive Manager Corporate Services:** see Special Purpose Report dated 21 Oct 2022 covering: General Finance,

Grant Acquittals & Reporting,
Current Corporate Service Project,
HR,
Admin Store,
Accommodation.

Motion: That Council accepts the Special Purpose Report dated 21 Sept 2022 from EMCS.

Moved: Mayor R. Tarpencha. **Seconded:** Cr T. Koo-Aga.

CARRIED.

Resolution: 2022/10/06.

- **8.4.2: Financial Statement for Period Ended 30 Sept 2022:** see docu on above ended 30 Sept 2022 covering:

Financial Statement at a Glance,
Capital Works Program,
2022/2023 Capital Expenditure,
Detailed Review of Revenue & Expenditure,
Operating Revenue,
Operating Expenses,
Council Cash Position as at 30 Sept 2022,
Capital Expenditure,
Council Grant Review,
Statement of Financial Position as at 30 Sept 2022.

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

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

Resolution: 2022/10/07.

- **8.4.3: Schedule of Fees 2022 n 2023 Amended at 01 Nov 2022:** See docu re above on Rates for:

ILF for Eligible Applicants at \$150.00 wk including Electricity,
Pomp Cottages at \$300 per Night (Single),
Pomp Cottages at \$325 per Night (Double),
Subcontractor Cost plus 30% Markup on Cost.

Motion: That Council accepts Amended Schedule of Fees 2022 n 2023 as tabled.

Moved: Cr R. Kingi. **Seconded:** Cr T. Koo-Aga.
CARRIED.

Resolution: 2022/10/08.

- **8.4.4: 90 Days Aged Debtors ended 30 Sept 2022:**

See docu re above.

Motion: That Council accepts 90 days Aged Debtors Report ended 30 Sept 2022 as tabled.

Moved: Cr R. Kingi. **Seconded:** Cr T. Koo-Aga.

CARRIED.

Resolution: 2022/10/09.

- **8.4.5: HR Report, Oct 2022:** See HR Report for Oct 2022 covering:

Month in Review,

HR Training,

Projects,

New Starters,

Terminations,

Recruitment,

Training/ Conference.

Motion: That Council accepts the Oct 2022 HR Report

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

CARRIED.

Resolution: 2022/10/10.

8.5 Operations Executive Manager's Report:

- **8.5.1: Operation Executive Manager Report:** no Report for the month as Ops Mgr took Planned Leave from 28 Sept. Monthly Reports to commence from 23 Nov.

Motion: That Council note & accepts the delayed Reporting from Ops Mgr.

Moved: Mayor R. Tarpencha. **Seconded:** Cr T. Koo-Aga..

CARRIED.

Resolution: 2022/10/11.

8.6 Community Service Manager's Report:

- **8.6.1: Community Service Executive Manager (CSEM):** See Report for Oct 2022 covering:

Aged Care,
Justice Group,
Post Office,
Customer Service,
Centrelink,
Library,
Pompuraaw Cottages,
Community Safe Plan, Thriving Communities,
PUBSC,
Bakery,
Hall,
Disaster Management.

Motion: That Council accepts Oct 2022 Report as tabled.

Moved: Cr R. Kingi. **Seconded:** Cr T.Koo-Aga.
CARRIED.

Resolution: 2022/10/12.

- **8.6.2: Aged Care (HACC): Service Program Policy & Procedures (SPP):** as per Special Purpose Report, the above docu has been reviewed & updated in line with the *Aged Care Act 1997*.

Motion: That Council note & accepts the SPP docu as tabled.

Moved: Mayor R. Tarpencha. **Seconded:** Cr T. Koo-Aga.

CARRIED.

Resolution: 2022/10/13.

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8.7 Environment Manager's Report:

- **8.7.1: Environment Executive Manager Report:**

Environment: Public Health (Foods Centres & Animal Control): Public Health to be covered by Glen & Ralph

- **Water/Sewer/Waste** being oversight by Jason, Andrew & Team.

Ranger: the Joint Co-ordinators of Clinton & Gavin are still coming to terms with their duties.

Reporting Format are still being worked out with daily activities still being carried out.

Motion: That Council notes above Report.

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

CARRIED.

Resolution: 2022/10/14.

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10. Tenders & Quotations: Nil.

11. Notice of Motion: Nil.

12. Meeting Closed: 1.05pm

13. Next Meeting: 23 Nov 2022.

Minutes accepted as true & Correct.



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Mayor: Richard Tarpencha



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CEO: Edward A Natera: 23 Nov 2022

