

Pormpuraaw Aboriginal Shire Council

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MINUTES Council Meeting

Date: Thurs 22 Sept at 10.00 am.

1. **Present:** Mayor Kendall, Cr Barney, Cr Conrad, Cr Koo-aga, Cr Edwards
2. **Apologies:** Nil
3. **Declaration of any Conflict, any perceived or other Potential Conflict of Interest to be declared prior to meeting:**
Mayor Kendall:
D/Mayor/Cr Barney:
Cr Conrad:
Cr Edwards:
Cr Koo-Aga:
No Declaration of Conflict or other Potential Conflict of Interest received.
4. **Matters arising from the Minutes:** That Council confirm the Minutes of the meeting dated 25 Aug 2016 as true & correct.
Moved: Mayor Kendall. Seconded: Cr Conrad.
CARRIED.
Resolution: 2016/09/01.
5. **Delegations/Guests:**
6. **Correspondence:** List of inwards correspondence tabled for information:

7. Reports:

7.1 Mayor's Report:

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7.2 CEO's Report:

- **Attendance Certificate (AC):** see AC dated 22 Sept 2016 and approved for payment at \$1,383.83 each for Cr Conrad, Cr Edwards & Cr Koo-Aga.
- **Airport Supervisor (AS):** Letter of Offer extended to current AS & contract extended to 01 Nov 2019 as per Council Brief dated 06 Aug 2016.
Motion: That Council acknowledge & agrees to the LOF & extension of contract to AS.
- **Moved: Cr Koo-aga. Seconded: Cr Conrad. CARRIED.**
Resolution: 2016/09/02.
- **Community Service Manager (CSM):** see Special Report on CSM to be advocate for Pormpuraaw United Brothers Social Club.
Motion: That Council acknowledge & agrees to the arrangements.
Moved: Cr Koo-aga. Seconded: Cr Barney. CARRIED.
Resolution: 2016/09/03.
- **CEO Performance Review & Agreement (CEORPA):** see docu on CEOPRA which was undertaken by an outside Consultant as per Council brief dated 04 Sept.
Motion: That Council acknowledge the CEOPRA & agree to the recommended base Salary increase.
Moved: Cr Koo-aga. Seconded: Cr Conrad. CARRIED.
Resolution: 2016/09/04.
- **Get Ready funding (GR):** see letter from DLGP re GR funding for community resilience.
Motion: That Council acknowledge & accepts the funding.
Moved: Cr Conrad. Seconded: Cr Barney. CARRIED.

Resolution: 2016/09/05.

- **ILUA:** see docu from Macdonnells & CYLC as per Council brief 04 Sept. Council is ready to transfer \$ funding to the TO ILUA group now that the ILUA has been signed.

Motion: That Council acknowledge above & will settle on Council's ILUA obligations.

**Moved: Mayor Kendall . Seconded. Cr Koo-aga
CARRIED.**

Resolution: 2016/09/06.

- **Paradise Holding (Clinton Paradise-CP):** see letter titled "To whom it may Concern" in support of the muster work that CP is undertaking.

Motion: That Council acknowledge & agrees with Letter.

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

Resolution: 2016/09/07.

- **Water Reservoir 2ML(WR):** see letter from DLGP re WR funding.

Motion: That Council acknowledge & accepts funding.

**Moved: Cr Conrad. Seconded: Cr Koo-aga.
CARRIED.**

Resolution: 2016/09/08.

7.3 Finance Manager's Report:

- **Finance Summary Report (FSR):** Finance Report deferred to Oct meeting as we are at the final stages of Annual Audits.
- **Human Resource:** see updated Performance Appraisal Form (PAF) for Managers to be used in current reviews.
Motion: That Council acknowledge & accepts the new PAF for Managers.

Moved: Cr Barney. Seconded: Cr Conrad.

CARRIED.

Resolution: 2016/09/09.

- **Human Resource:** see updated Performance Appraisal Form (PAF) for Supervisors & workers to be used in current reviews.

Motion: That Council acknowledge & accepts the new PAF for Supervisors & workers.

Moved: Cr Barney. Seconded: Cr Conrad.

CARRIED.

Resolution: 2016/09/10.

- **Human Resource:** see Recruitment Policy (RP) as per Council brief dated 11 Sept and which is currently due for review.

Motion: That Council acknowledge & accepts the RP without changes.

Moved: Cr Conrad. Seconded: Cr Koo-aga.

CARRIED.

Resolution: 2016/09/11.

7.4 Operation Manager's Report:

- **Special Operation Report (OR) dated 19 Aug covering:** Airport, Housing, Mainroads, Parks & Gardens, Plumbing, Repairs & Maintenance, Workshop, General.

Motion: That Council acknowledge & adopts the Special Report OR from the Operations Manager & tabled by the CEO.

Moved: Cr Conrad. Seconded: Cr Barney.

CARRIED.

Resolution: 2016/09/12.

7.5 Community Service Manager's Report:

- **Special Community Service (CS) Report dated 21 Sept covering:** Indigenous Knowledge Centre, Aged Care & Disabilities Services, Justice Group, Disaster Management, Club, Community Hall, Community Bus, Centrelink.

Motion: That Council acknowledge & adopts the Special

CS Report from the Community Services Manager & tabled by the CEO.

Moved: Cr Koo-aga Seconded: Cr Barney.

CARRIED.

Resolution: 2016/09/13.

7.6 Environment Manager's Report:

- **Special Environment (ER) Report to Aug 2016 covering:** Visitor Management, Weed Control, Carbon Abatement, WCTTAA, Crocodile Management, Feral Fencing Maintenance, AQIS, Commercial Fisherman, Cultural Site Maintenance, Junior Rangers, Tree Lop & Staff Development.

Motion: That Council acknowledge & adopts the Special ER Report from the Environment Manager & tabled by the CEO.

Moved: Cr Koo-aga. Seconded: Cr Conrad.

CARRIED.

Resolution: 2016/09/14.

- **Junior Rangers Report (JR):** see Summary Report on JR early in the month.

Motion: That Council acknowledge the JR Report & will continue to support this activity through the Rangers working with our State School.

Moved: Cr Conrad. Seconded: Cr Barney.

CARRIED.

Resolution: 2016/09/15.

8. Tenders & Quotations:

- **Jobfind Office (JFO):** Tender advt for rebuild of JFO & the project is WIP as per Council brief 21 Aug.

Motion: That Council acknowledge the JFO project which is still WIP.

Moved: Mayor Kendall. Seconded: Cr Koo-aga.

CARRIED.



Resolution: 2016/09/16.

9. Notice of Motion:

10. Meeting Closed: 12 noon.

11. Next Meeting: 27 Oct 2016.

Minutes accepted as true & correct.



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Ralph Kendall: Mayor

Edward A Natera. 27 Oct 2016