

Pormpuraaw Aboriginal Shire Council



C/- POST OFFICE
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Minutes Council Meeting Date: Wed, 25 May 2022 at 10.15am.

- 1. Present:** Mayor Richard Tarpencha, DMayor Tim Koo-Aga, Cr George Conrad, Cr Ronald Kingi, Cr Andrea Foote.
- 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 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, 27 Apr 2022 as true & correct.
Moved: Cr R. Kingi. **Seconded:** DMayor/Cr T.Koo-Aga.
CARRIED.
Resolution: 2022/05/01.
- 6. Delegations/Guests:** Nil
- 7. Correspondence:** List of inwards correspondence tabled for information:

8. Reports:

8.1 Mayor's Report:

- **8.1.1:** Nil.

8.2 CEO's Report:

- **8.2.1: Attendance Certificate:** see Attendance Certificate dated 25 May 2022 and approved for payment at \$1,503.06 each for Cr Koo-Aga, Cr Conrad & Cr Foote.
- **8.2.2: Business Continuity (BC) within Executive Managers:** See SPM dated 08 May that sets out the Contingent Plan for Business Continuity should one key member becomes unavailable. This is part of our Annual Audit Review.
Motion: That Council notes above & approves BC plan.
Moved: Cr R. Kingi. **Seconded:** Mayor R. Tarpencha.
CARRIED.
Resolution: 2022/05/02.
- **8.2.3: Council Rebuild (CR):** as per Mud Map dated 08 May & communication leading up the process of the CR project has started noting that the Entry to the Council office will face the CEQ Supermarket. CEO is yet to secure additional M\$1.50.
Motion: That Council ratify & approves the CR Project so that it keeps moving.
Moved: DMayor/Cr T. Koo-Aga. **Seconded:** Cr G. Conrad.
CARRIED.
Resolution: 2022/05/03.
- **8.2.4: Guidelines for Councillors asking for Advice or Information (GCAI):** See docu on GCAI as prepared in Jne 2021 but not tabled for Council Resolution.
Motion: That Council notes above, ratify & adopts the GCAI as tabled.
Moved: Mayor R. Tarpencha. **Seconded:** Cr. G. Conrad.

CARRIED.

Resolution: 2022/05/04.

- **8.2.5: QAO report on a Page & Courier -Mail 12 May, Council Cash Crisis:** See SPR on the above subject noting that PASC continues on its Financial Sustainability march.
Motion: That Council notes above and why it is important to have Financial Sustainability as a backup in the event that Local Govt Funding stops.
Moved: Cr G. Conrad. **Seconded:** Mayor R. Tarpencha.
CARRIED.
Resolution: 2022/05/05.

- **8.2.6: Rotating Deputy Mayor (RDM):** as per SPR, the RDM is handed over to Cr Tim from DMayor /Cr Ronald today , Wed, 25 May.
Motion: That Council ratify & approves the SPR as tabled per Resolution 2020/04/04.
Moved: Mayor R. Tarpencha. **Seconded:** Cr. G Conrad.
CARRIED.
Resolution: 2022/05/06.

- **8.2.7: Roads Register (RR):** as per SPR our RR is largely WIP & ongoing with our Asset Management Plan.
Motion: That Council approves the SPR for our RR as tabled.
Moved: Cr R. Kingi. **Seconded:** D/Mayor/Cr T. Koo-Aga.
CARRIED.
Resolution: 2022/05/07.

8.3 Governance & Admin (GnA) Report:

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

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8.4 Executive Manager Corporate Services (EMCS) Report:

- **8.4.1: Executive Manager Corporate Services:** see Special Purpose Report dated 21 May 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 May 2022 from EMCS.

Moved: DMayor/Cr T. Koo-Aga. **Seconded:** Cr. G. Conrad.

CARRIED.

Resolution: 2022/05/08.

- **8.4.2: Financial Statement for Period Ended 30 Apr 2022:** see docu on above ended 30 Apr 2022 covering:
Financial Statement at a Glance,
Capital Works Program,
2021/2022 Capital Expenditure,
Detailed Review of Revenue & Expenditure,
Operating Revenue,
Operating Expenses,
Council Cash Position as at 30 Apr 2022,
Capital Expenditure,
Council Grant Review,
Statement of Financial Position as at 30 Apr 2022.

Motion: That Council accepts the Financial Statement ended 30 Apr 2022 as tabled.

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

CARRIED.

Resolution: 2022/05/09.

- **8.4.3: 90 Days Aged Debtors ended 30 Apr 2022:**
See docu re above.
Motion: That Council accepts 90 days Aged Debtors Report ended 30 Apr 2022 as tabled.

Hall,
Disaster Management,
Events,
Library,
Independent Living,
Community Safe Plan, Thriving Communities,
PUBSC,
Bakery,
Customer Service Officer for Cashier & PO.

Motion: That Council accepts May 2022 Report as tabled.

Moved: Mayor R. Tarpencha. **Seconded:** Cr G. Conrad.
CARRIED.

Resolution: 2022/05/13.

8.7 Environment Manager's Report:

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

No EEM Report received as preparations underway for Sick Leave. Largely worked with his team to plan Activities over the next 6 weeks of Sick Leave.

Motion: That Council notes no EEM Report because of Sick Leave.

Moved: DMayor/Cr T. Koo-Aga. **Seconded:** Cr G. Conrad.

CARRIED.

Resolution: 2022/05/14.

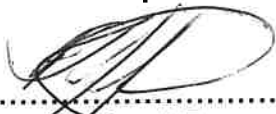
10. Tenders & Quotations: Nil.

11. Notice of Motion: Nil.

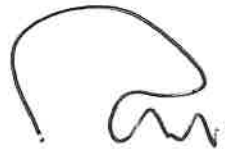
12. Meeting Closed: 1.05pm.

13. Next Meeting: 29 June 2022.

Minutes accepted as true & correct.



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Mayor: Richard Tarpencha.



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Edward A Natera. 29 Jne2022.

Moved: Cr G. Conrad. **Seconded:** Cr R. Kingi.
CARRIED.
Resolution: 2022/04/10.

- **8.4.4: HR Report, Apr 2022:** No separate Report but HR has been providing Procedure & Documentation reviews for various key positions. Absenteeism continues to be high & being monitored.
Motion: That Council accepts the verbal HR Report for Apr 2022 as tabled.
Moved: Cr G. Conrad. **Seconded:** DMayor/Cr T. Koo-Aga.
CARRIED.
Resolution: 2022/05/11.

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8.5 Operations Executive Manager's Report:

- **8.5.1: Operation Executive Manager Report:** Report received covering period to 18 May 2022:
Work for Month,
WHS,
Main Roads,
Plumbing,
Housing,
Special Projects,
Airport,
Motion: That Council note & accepts the above Report dated 18 May 2022.
Moved: Cr G. Conrad. **Seconded:** Cr R. Kingi.
CARRIED.
Resolution: 2022/05/12.

8.6 Community Service Manager's Report:

- **8.6.1: Community Service Executive Manager (CSEM):** See Report for May 2022 covering:
Aged Care,
Justice Group,
Post Office,
Centrelink,