

Pormpuraaw Aboriginal Shire Council



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Minutes Council Meeting **Date: Wed, 28 Sept 2022 at 10.05am.**

- 1. Present:** Mayor R. Tarpencha, DMayor/Cr George Conrad, Cr Tim Koo-Aga, 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 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, 31 Aug 2022 as true & correct.
Moved: Cr T. Koo-Aga. **Seconded:** DMayor/Cr G. Conrad.
CARRIED.
Resolution: 2022/09/01.
- 6. Delegations/Guests:** CommS Mgr Shelina made a presentation by invitation re PUBSC NRL Permit for Sun, 02 Oct.
Discussions undertaken with Debbie D Searle called on Mob.

Letter drafted up with Council's concern around the long opening hours and lack of consultation by the PUBSC.

Debbie D Searle to take up concerns with PUBSC

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

8. **Reports:**

8.1 Mayor's Report:

- **8.1.1: Extension of Contract of CEO to 30 Jne 2024:**
see Special Purpose Report (SPR) re above after Annual Performance was completed on 15 Sept.
Motion: That Council confirms & ratifies the Extension of Term to 30 Jne 2024 as tabled by the Mayor.
Moved: Mayor R. Tarpencha. **Seconded:** DMayor/Cr G. Conrad.
CARRIED.
Resolution: 2022/09/02.

8.2 CEO's Report:

- **8.2.1: Attendance Certificate:** see Attendance Certificate dated 28 Aug 2022 and approved for payment at \$1,533.11 each for Cr Koo-Aga, Cr Kingi & Cr Foote.
- **8.2.2: Audit 2021-2022 Annual Reports:** see Annual Reports from Mayor, CEO & Management Team to accompany our Financial Reports as per requirements under *Local Government Reg 12, Sect 182*. To be reviewed by the Audit Committee within days for Adoption/Resolution by Circulation Minute.
Motion: That Council confirms & ratifies the Annual Reports as tabled.
Moved: Cr T. Koo-Aga. **Seconded:** Cr R. Kingi.
CARRIED.
Resolution: 2022/09/03.

- **8.2.3: Northern Roads Maintenance (Budget \$22,500.00).** see Special Report re Northern Roads maintenance.
Motion: That Council confirms & ratifies the SP as tabled for Budget Allocation of \$22,500.00.
Moved: Cr R. Kingi. **Seconded:** Mayor R. Tarpencha.
CARRIED.
Resolution: 2022/09/04.
- **8.2.4: Performance Agreement for 2022-2023 for CEO:** see above docu that was completed on 15 Sept with 10 Key objectives in Performance Management agreed to.
Motion: That Council confirms & ratifies the Performance Agreement as tabled by the CEO.
Moved: DMayor/Cr. G. Conrad. **Seconded:** Mayor R. Tarpencha.
CARRIED.
Resolution: 2022/09/05.
- **8.2.5: Qld Police Discounted Rent for Sam N:** as per SPR, Council is to continue the Discounted Rate which expires on 30 Sept 2022 with a Notice for Rental increase as from 01 Jan 2023.
Motion: That Council confirms agreement for the Discounted Rate & a CPI aligned increase from 01 Jan 2023.
Moved: Cr R. Kingi. **Seconded:** D/Mayor/Cr G. Conrad.
CARRIED.
Resolution: 2022/09/06.

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 23 Sept 2022 covering:
General Finance,
Grant Acquittals & Reporting,
Current Corporate Service Project,
HR,
Admin Store,
Accommodation.
Motion: That Council accepts the Special Purpose Report dated 2Sept 2022 from EMCS.
Moved: Cr R. Kingi. **Seconded:** DMayor/Cr. G. Conrad.
CARRIED.
Resolution: 2022/09/07.

- **8.4.2: Audits: Financial Statement for Year Ended 30 June 2022.** see docu forwarded on 09 Sept covering full Certified Financial Statement and included:
Financial Statement for year ended 30 Jne 2022,
Statement of Comprehensive Income ended 30 Jne 2022,
Statement of Financial Position, 30 Jne 2022,
Statement of Changes in Equity,
Statement of Cash Flows,
Notes to the Financial Statements,
Management Certificate (signed by Mayor & CEO)
Independent Auditor's Report,
Total Income 2022: \$M 21,216,557
Total Expenses 2022: M\$16,200,630
Net Result: \$M5,015,927
Motion: That Council accepts the Certificate Financial Statement ended 30 Jne 2022 as tabled.
Moved: Cr R. Kingi. **Seconded:** DMayor/Cr G. Conrad.
CARRIED.
Resolution: 2022/09/08.

8.4.3: Audits: QAO 2022 Closing Report dated 02 Sept 2022. See docu re above which reflect very good Financial Management by Council.
Motion: That Council accepts the QAO 2022 Closing

Report as tabled.

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

CARRIED.

Resolution: 2022/09/09.

8.4.4: Audits: Audit Committee Minutes dated 06 Sept 2022: See docu re above which was attended by Mayor Richard & DMayor Tim that is required to be table at Councils next Meeting.

Motion: That Council accepts the Audit Committee Minutes as tabled.

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

CARRIED.

Resolution: 2022/09/10.

- **8.4.5: HR Report, Sept 2022:** See HR Report for Sept covering:
Month in Review,
HR Training,
Projects,
New Starters,
Terminations,
Recruitment,
Training/ Conference.
Motion: That Council accepts the Sept 2022 HR Report
Moved: DMayor/Cr G. Conrad. **Seconded:** Cr R. Kingi.
CARRIED.
Resolution: 2022/09/11.

8.5 Operations Executive Manager's Report:

- **8.5.1: Operation Executive Manager Report:** see SPR received from new Ops Mgr.
Motion: That Council note & accepts the above Report as tabled.
Moved: Cr R. Kingi. **Seconded:** Cr A. Foote.
CARRIED.
Resolution: 2022/09/12.

- **8.5.2: Operation Executive Manager Report:** see docu re Gravel Pits to be open in preparation to the Bitumen Works along Pormpuraaw Rd. The site was visited by Cameron & Cr Ronald & approval OK.
Motion: That Council note & accepts the above Report as tabled.
Moved:.....**Seconded:**
- CARRIED.**
Resolution: 2022/08/.....Pass Over, not Required.

8.6 Community Service Manager's Report:

- **8.6.1: Community Service Executive Manager (CSEM):** See Report for Sept 2022 covering:
Aged Care,
Justice Group,
Post Office,
Customer Service,
Centrelink,
Pormpuraaw Cottages,
Community Safe Plan, Thriving Communities,
PUBSC,
Bakery,
Hall,
Disaster Management.
Motion: That Council accepts Aug 2022 Report as tabled.
Moved: Cr. T. Koo-Aga. **Seconded:** DMayor/Cr G. Conrad.
CARRIED.
Resolution: 2022/09/13.

8.6.2: Working with Children Policy (WWCP):
see docu re WWCP that Council requires because of work with Children in Justice, Library & Rangers and under new Legislation.
Motion: That Council accepts the Draft WWCP & commitments to further development moving forward.
Moved: Cr. T. Koo-Aga. **Seconded:** DMayor/Cr G. Conrad.
CARRIED.

Resolution: 2022/09/14.

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8.7 Environment Manager's Report:

- **8.7.1: Environment:** The Reporting Structure for this division is still WIP and will have Oversight by Senior Management and be split into:
Environment (Water, Waste)
Ranger (Land n Sea, Public Health, Animal Control).

Motion: That Council notes above reform which is still WIP.

Moved: Cr R. Kingi. **Seconded:** DMayor/Cr G. Conrad.

CARRIED.

Resolution: 2022/09/15.

10. Tenders & Quotations: Nil

11. Notice of Motion: Nil

12. Meeting Closed: 1.30pm

13. Next Meeting: 26 Oct 2022.

Minutes accepted as true & correct:



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Mayor: Richard Tarpencha.



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CEO: Edward Natera. 26 Oct 2022

