

Pormpuraaw Aboriginal Shire Council



C/- POST OFFICE
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Minutes Council Meeting Date: Wed, 29 June 2022 at 10.15am.

1. **Present:** Mayor R. Tarpencha, (Online), Cr G. Conrad, Cr R. Kingi, Cr A.Foote.
2. **Apologies:** D/Mayor/Cr T. Koo-Aga.
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):**
4. **Related Party Declaration Form , (Sect 150EP of LGovt Act 2009):**
Confirmation of any changes to Related Party Declaration Form by Councillors & Senior Managers:
5. **Matters arising from the Minutes:** That Council confirm the Minutes of the meeting dated Wed, 25 May 2022 as true & correct.
Moved: Cr A..Foote. **Seconded:** Cr. R.Kingi.
CARRIED.
Resolution: 2022/06/01.
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 29 June 2022 and approved for payment at \$1,503.06 each for Cr Conrad, Cr Kingi & Cr Foote.
- **8.2.2: Council Remuneration (CR) from 01 Jly 2022:** See SPM dated 21 Jne re CR as set by the LG Remuneration v& Discipline Tribunal 2020-2021.
Motion: That Council notes above & accepts the Remuneration Rates.
Moved: Cr R. Kingi. **Seconded:** Cr A. Foote..
CARRIED.
Resolution: 2022/06/02.
- **8.2.3: Large Contracts for Road Works (LCR) to Robinson Civil Group for \$210,568.00:** as per SPR dated 15 Jne 2022 and as the LCR is above the CEO delegated expenditure, this SPR has to be tabled for Council Resolution.
Motion: That Council ratify & approves the LCR Project so that it keeps moving.
Moved: Cr R. Kingi. **Seconded:** Cr G. Conrad..
CARRIED.
Resolution: 2022/06/03.
- **8.2.4: Large Contracts for Road Works (LCR) to Boral Resource for \$636,521.00:** as per SPR dated 15 Jne 2022 and as the LCR is above the CEO delegated expenditure, this SPR has to be tabled for Council Resolution.
Motion: That Council ratify & approves the LCR Project so that it keeps moving.
Moved: Cr R. Kingi. **Seconded:** Cr. G. Conrad..
CARRIED.
Resolution: 2022/06/04.

- **8.2.5: Lease, PUBSC:** see SPR re Lease. Council to confirm that a new Lease is to be given to PUBSC in line with the Community Club License.
Motion: That Council ratify & approves the SPR to ensure the process keeps moving on.
Moved: Cr. R. Kingi. **Seconded:** Cr .G. Conrad.
CARRIED.
Resolution: 2022/06/05.
- **8.2.6: Lease, KIOSK:** see SPR re Outstanding Rental & Lease. CEO is seeking approved for a One Off Discount Without Prejudice to the KIOSK of \$13,025.00 to assist with the KIOSK operations.
Motion: That Council ratify & approves the SPR to the KIOSK, to only allow time payment of the debts which should be paid in full
Moved:- Mayor R. Tarpencha..**Seconded:** Cr G. Conrad.
CARRIED.
Resolution: 2022/06/06.
- **8.2.7: Policies for review in line with Audits 2021-2022:** See SPR dated 12 June on Policies for Review & Adoption.
Motion: That Council notes above, ratify & adopts the Policies as listed:
Administration Action Complaints Process Policy.
Community Grants Policy.
Debt Policy
Investment Policy
Procurement Policy
Revenue Policy
Register of Financial Authority Limit Policy.
Moved: Cr R. Kingi. **Seconded:** Cr G. Conrad..
CARRIED.
Resolution: 2022/06/07.
- **8.2.8: Senior Management Qualifications:** See SPR on the above subject noting that PASC continues on its Financial Sustainability & very good Financial Management because of our Fit for Purpose Qualified Management Team.
Motion: That Council notes above and congratulates

the Management Team.

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

CARRIED.

Resolution: 2022/06/08.

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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 25 June 2022 covering:
General Finance,
Grant Acquittals & Reporting,
Current Corporate Service Project,
HR,
Admin Store,
Accommodation.

Motion: That Council accepts the Special Purpose Report dated 25 June 2022 from EMCS.

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

CARRIED.

Resolution: 2022/06/09.

- **8.4.2: Financial Statement for Period Ended 31 May 2022:** see docu on above ended 31 May 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 31 May 2022,
Capital Expenditure,
Council Grant Review,
Statement of Financial Position as at 31 May 2022.

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

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

CARRIED.

Resolution: 2022/06/10.

- **8.4.3: 90 Days Aged Debtors ended 31 May 2022:**

See docu re above.

Motion: That Council accepts 90 days Aged Debtors Report ended 31 May 2022 as tabled.

Moved: Cr R. Kingi. **Seconded.** Cr A. Foote..

CARRIED.

Resolution: 2022/06/11.

- **8.4.4: HR Report, June 2022:** See HR Report for

Jne covering:

Month in Review,

HR Training,

Projects,

New Starters,

Terminations,

Recruitment,

Training/ Conference.

Motion: That Council accepts the June 2022I HR Report

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

CARRIED.

Resolution: 2022/06/12.

8.4.5: Australis Asset Advisory Group Indices Assessment for Financial Reporting (AAAG): see

AAAG Report provided for Audits 2021-2023 in accordance with the Aust Accounting Standards (including AASB 13-Fair Value).

Motion: That Council accepts the AAAG Report as tabled.

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

CARRIED.

Resolution: 2022/06/13.

8.4.6: Altius Internal Audit Report-Review of Desktop Valuation (AIA): see AIA Report provided for Audits 2021-2023 in accordance with the Aust

Accounting Standards (including AASB 116-Property, Plant & Equipment & AASB 13-Fair Value).

Motion: That Council accepts the AIA Report as tabled.

Moved: Cr G.Conrad. **Seconded:** Cr R,Kingi.

CARRIED.

Resolution: 2022/06/14.

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 A. Foote. **Seconded:** Cr G.Conrad..

CARRIED.

Resolution: 2022/06/15.

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,

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: Cr G. Conrad. **Seconded:** Cr R. Kingi.
CARRIED.
Resolution: 2022/06/16.

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: Cr G Conrad. **Seconded:** Cr R. Kingi.
CARRIED.
Resolution: 2022/06/17.

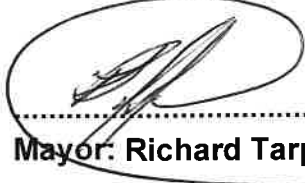
10. Tenders & Quotations: Nil.

11. Notice of Motion: Nil


12. Meeting Closed: 12.43pm

13. Next Meeting: 27 July 2022.

Minutes accepted as True & Correct.



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Mayor: Richard Tarpencha.



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CEO: Edward A Natera. 27 July 2022.

