

Pormpuraaw Aboriginal Shire Council



C/- POST OFFICE
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Minutes Council Meeting Date: Wed, 31 Aug 2022 at 10.12am.

1. **Present:** Mayor R. Tarpencha, D/Mayor /Cr T. Koo-Aga, Cr G. Conrad, Cr R. Kingi, Cr A. 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, 27 July 2022 as true & correct.
Moved: D/Mayor/Cr T. Koo-Aga. **Seconded:** Cr G. Conrad.
CARRIED.
Resolution: 2022/08/01.
6. **Delegations/Guests:** Nil

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

8. **Reports:**

8.1 Mayor's Report:

- **8.1.1: Table without Notice.**
COI declared by Mayor Richard Tarpencha:
Question on Clinton Williams new duty rates.
Question on suitability of former Ops Manager.
CEO took question on Notice & will reply by a Special Purpose Report.

8.2 CEO's Report:

- **8.2.1: Attendance Certificate:** see Attendance Certificate dated 27 July 2022 and approved for payment at \$1,533.11 each for Cr Conrad, Cr Kingi & Cr Foote.
- **8.2.2: Audits 2021-2022:** see docu titled "Key Financial Audit Milestone" dated 13 Aug 2022. Council is meeting all Key Dates which have been agreed to & signed off.
Motion: That Council confirms & accepts the above docu which has been mentioned on Schedule Briefs since 13 Aug 2022.
Moved: Cr R. Kingi. **Seconded:** Cr. G. Conrad.
CARRIED.
Resolution: 2022/08/02.
- **8.2.2: Audits 2021-2022:** see Independent Audit Committee Minutes (IACM) from 11 Aug 2022 meeting as Schedule Briefed on 15, 22 Aug 2022.
Motion: That Council confirms & accepts the IACM as tabled.
Moved: Mayor R. Tarpencha. **Seconded:** Cr A. Foote.
CARRIED.
Resolution: 2022/08/03.

- **8.2.3: Operation Plan 2021-2022 Final Review (OP):** See OP dated 31 Jly which has been Updated to reflect Status as part of Audits 2021-2022.
Motion: That Council notes OP & Status Review and accepts Report as tabled.
Moved: Cr G. Conrad. **Seconded:** Mayor R. Tarpencha.
CARRIED.
Resolution: 2022/08/04.
- **8.2.4: Tender Summary & Evaluation Report dated 02 Aug 2022. (TSER):** See SPR dated 04 Aug 2022 on TSER as part of Audits 2021-2022.
Motion: That Council notes TSER and reconfirms Resolution: 2022/08/08/01.
Moved: Cr G. Conrad. **Seconded:** Mayor R. Tarpencha.
CARRIED.
Resolution: 2022/08/05.
- **8.2.5: Xmas 2022 Break Up Holidays (X2022 BUH):** See SPR dated 15 Aug 2022 on X2022BUH in readiness for Finance to prepare letters of Proposed Annual Close Down (Fri, 16 Dec to Tues, 03 Jan 2023).
Motion: That Council notes X2022BUH and reconfirms Resolution: 2022/08/22/01.
Moved: Cr G. Conrad. **Seconded:** D/Mayor/Cr T. Koo-Aga.
CARRIED.
Resolution: 2022/08/06.

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

Motion: That Council accepts the Special Purpose Report dated 27 Aug 2022 from EMCS.

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

CARRIED.

Resolution: 2022/08/07.

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

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

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

CARRIED.

Resolution: 2022/08/08.

- **8.4.3: 90 Days Aged Debtors ended 31 July 2022:**
See docu re above.

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

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

CARRIED.

Resolution: 2022/08/09.

- **8.4.4: HR Report, Aug 2022:** See HR Report for Aug covering:
Month in Review,
HR Training,
Projects,
New Starters,
Terminations,
Recruitment,
Training/ Conference.
Motion: That Council accepts the June 2022 HR Report
Moved: D/Mayor/Cr T. Koo-Aga. **Seconded:** Mayor R. Tarpencha.
CARRIED.
Resolution: 2022/08/10.

8.5 Operations Executive Manager's Report:

- **8.5.1: Operation Executive Manager Report:** see docu titled "Project Acquittal re Project 1984529", Strathgordon Rd, dated 19 Aug 2022.
Motion: That Council note & accepts the above Report as tabled.
Moved: Cr G. Conrad. **Seconded:** D/Mayor/Cr T. Koo-Aga..
CARRIED.
Resolution: 2022/08/11.
- **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/..... Item held over to Sept Meeting.

8.6 Community Service Manager's Report:

- **8.6.1: Community Service Executive Manager (CSEM):** See Report for Aug 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. Kingi. **Seconded:** Cr G. Conrad.

CARRIED.

Resolution: 2022/08/12.

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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 Visited Pormp this week with Animal Census & Work Plans signed Off moving forward to 2022-2023 year. Water/Sewer being oversight by Andrew & Team and Jarrod.

Ranger: the Joint Co-ordinators are undertaking duties very well with support from HR & DERM.

Motion: That Council notes above Report.

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

CARRIED.

Resolution: 2022/08/13.

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10. Tenders & Quotations:

11. Notice of Motion:


12. Meeting Closed:

13. Next Meeting: 28 Sept 2022.

Minutes accepted as true & correct.



Mayor: Richard Tarpencha



CEO: Edward Natera. 28 Sept 2022

