



# *Pormpuraaw Aboriginal Shire Council*

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## **Minutes Council Meeting** **Date: Wed, 29 Apr 2020 at 9.21am.**

- 1. Present:** Mayor Richard Tarpencha, D/Mayor/Cr Tim Koo-Aga, Cr George Conrad, Cr Ronald Kingi, Cr Andrea Foote, 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 173 of LGovt Act 2009 ): Nil.**
- 4. Related Party Declaration Form (RPDF), (Sect 171B of LGovt Act 2009):** Confirmation of any changes to RPDF by Councillors & Senior Managers: Nil.
- 5. Matters arising from the Minutes:** That Council confirm the Minutes of the meeting dated Wed, 22 Apr 2020 as true & correct.  
**Moved:** D/Mayor/Cr Koo-Aga. **Seconded:** Cr Kingi.  
**CARRIED.**  
**Resolution: 2020/04/29/01.**
- 6. Delegations/Guests:**

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 (AC):** see AC dated 29 Apr 2020 and approved for payment at \$1,473.60 each for Cr Conrad, Cr Foote & Cr Kingi.
- **8.2.2: AACAP:** see docu re AACAP & note that deployment is still on target for 03 June.  
**Motion:** That Council confirms receipt of AACAP SPR.  
**Moved:** D/Mayor/Cr Koo-Aga. **Seconded:** Mayor Tarpencha.  
**CARRIED.**  
**Resolution: 2020/04/29/02.**
- **8.2.3: Cape York One Claim (CY1C):** see SPR on CY1C.  
**Motion:** That Council confirms receipt of above docu and confirms that Recommendation 8 under Status Report is accepted as tabled.  
**Moved:** Cr Koo-Aga. **Seconded:** Cr Conrad.  
**CARRIED.**  
**Resolution: 2020/04/29/03.**
- **8.2.4: On Boarding, Placement & Handover/Take Over of duties of new staff (OBPHT):** see SPR on OBPHT on 2 Executive Managers & 1 Senior Staff.  
**Motion:** That Council confirms & accepts the SPR and the intent to confirm all 3 positions upon completion of Probation.  
**Moved:** Cr Kingi. **Seconded:** Cr Foote.  
**CARRIED.**  
**Resolution: 2020/04/29/04.**
- **8.2.5: Projects/Programs & Council Portfolios:** see SPR on P/P to end Dec 2020 & Council Portfolios.

**Motion:** That Council confirms & accepts the SPR on P/P and Council Portfolios as tabled.

**Moved:** Cr Conrad. **Seconded:** Cr Koo-Aga.

**CARRIED.**

**Resolution: 2020/04/29/05.**

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### 8.3 Deputy CEO's Report:

- **8.3.1: Governance ( DCEO ) Update:** see SPR covering Governance Review: 06 Dec 2019, DCEO Tasks, Leases.  
**Motion:** That Council accepts the DCEO Update Report.  
**Moved:** Cr Conrad. **Seconded:** D/Mayor/Cr Koo-Aga.  
**CARRIED.**  
**Resolution: 2020/04/29/06.**
  
- **8.3.2: Extension of Electrical Preferred Supplier & Plant Hire Tender (EESPHT):** see SPR on EESPHT, to extend arrangements until 30 June 2021, under current Provision.  
**Motion:** That Council accepts the EESPHT extension arrangements.  
**Moved:** Cr Kingi. **Seconded:** D/Mayor/Cr Koo-Aga.  
**CARRIED.**  
**Resolution: 2020/04/29/07.**
  
- **8.3.3: Qrt Review, Operational Plans 2019-2020 at 31 Mch 2020(QROP-Mch 2020):** see docu re QROP-Mch 2020.  
**Motion:** That Council accepts the QROP-Mch 2020 for 3<sup>rd</sup> quarter of Financial Year 2019-2020 as tabled.  
**Moved:** Cr Conrad. **Seconded:** Cr Kingi.  
**CARRIED.**  
**Resolution: 2020/04/29/08.**

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### 8.4 Corporate Services Executive Manager's Report:

- **8.4.1: Corporate Service Executive Manager (CSEM):** General Report dated 17 Apr 2020 received

and covered:

General Finance,  
Grant Acquittals & Reporting,  
Current Corporate Service Projects,  
HR,  
Admin Store,  
Guest House.

**Motion:** That Council accepts the CSEM report as tabled.

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

**Resolution: 2020/04/29/09.**

- **8.4.2: CSEM Financial Report (CSEM-FR) ended 31 Mch (CSEM-FR):** CSEM-FR for period 31 Mch

Jan 2020 tabled covering:

Finance Statements at a Glance,  
Capital Works Program,  
2019-2020 Capital Expenditure  
Detailed review of Revenue & Expenditure  
Operating Revenue  
Operating Expenditure  
Council Cash Position  
Detailed review of Capital items  
Council Grant Review  
Statement of Financial Position

**Motion:** That Council accepts the CSEM-FR to 31 Mch 2020 as presented .

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

**Resolution: 2020/04/29/10.**

- **8.4.3: CSEM, 90 Days Debtors at 31 Mch 2020 (CSEM-90 DD):** CSEM-90DD at 31 Mch 2020 tabled.

**Motion:** That Council accepts the CSEM-90DD as tabled.

**Moved:** D/Mayor/Cr Koo-Aga. **Seconded:** Cr Kingi.  
**CARRIED.**

**Resolution: 2020/04/29/11.**

- **8.4.4: Human Resource: (HR):** HR report for Mch 2020 tabled covering:

Month in Review,

HR Training/Conference,  
Projects,  
Reporting,  
New Starters,  
Terminations/Resignations,  
Recruitment,  
Training,  
Breakdown of Wages.

**Motion:** That Council accepts the HR report for Mch 2020.

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

**Resolution: 2020/04/29/12.**

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## 8.5 Operations Executive Manager's Report:

- **8.5.1: Operation Executive Manager Report (OEMR):**

OEMR received dated 20 Apr 2020 covering:

Airport,  
RnM,  
Main Roads,  
Parks n Garden,  
Plumbing,  
Housing,  
Workshop,  
Splash Park,  
Bakery.

**Motion:** That Council accepts the OEMR dated 20 Apr as presented for adoption.

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

**Resolution: 2020/04/29/13.**

## 8.6 Community Service Manager's Report:

- **8.6.1: Community Service Executive Manager (CSEM):** Council to note that this position is vacant (advt currently WIP). Duties are being spread across DCEO, Finance & CEO )

**Motion:** That Council notes above arrangements.

**Moved:** D/Mayor/Cr Koo-Aga. **Seconded:** Cr Foote.  
**CARRIED.**

**Resolution: 2020/04/29/14.**

**8.7 Environment Manager's Report:**

- **8.7.1: Environment Mgr (EM) Report:** EM Report received dated xxxx covering: ICCIP, Vet, Weeds, Croc Eggs, Chapman/Mungkan Camping, Community Assistance, Staff Development, Equipment Maint, Training, Program Reporting.

**Motion:** That Council confirms & accepts the EM Report dated xxxx as tabled.

**Moved:**..... **Seconded:**.....

**CARRIED.**

**Resolution: 2020/04/29/.... Note: No Report Received.**

10. Tenders & Quotations: Nil.

11. Notice of Motion: Nil.

12. Meeting Closed: 12.11pm.

13. Next Meeting: 27 May 2020.

**Minutes accepted as true & correct.**

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**Richard Tarpencha: Mayor.**

  
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**Edward A Natera. CEO 27 May 2020**