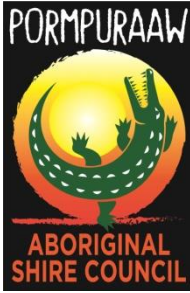


# Pormpuraaw Aboriginal Shire Council



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## Minutes ( DRAFT ) Council Meeting

Date: Wed, 26 Oct 2022 at 10.15am.

1. **Present:** Mayor Richard Tarpencha, Cr Tim Koo-Aga, Cr Ronald Kingi
2. **Apologies:** D/Mayor/Cr George Conrad (Sorry Business ), Cr Andrea Foote ( Cancelled Ph in request ).
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, 28 Sept 2022 as true & correct.  
**Moved:** Cr R. Kingi. **Seconded:** Cr T. Koo-Aga.  
**CARRIED.**  
**Resolution: 2022/10/01.**
6. **Delegations/Guests:** Kerry Lee Bird ( DATSIP ) & Shelina Barlett presented on Takeaway Process & Issues including Awareness Signs &

discussions took place. ( 11.30am -12.15pm ).

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

**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 26 Oct 2022 and approved for payment at \$1,533.11 each for Cr Koo-Aga, Cr Kingi & Cr Foote.
- **8.2.2: Audits 2021-2022, Annual Financial History:** see docu re above.  
**Motion:** That Council confirms & acknowledge that we have come a very long way in our Financial Sustainability & Financial Maturity march and congratulates our Management Team and in particular the Corporate Service & Finance team headed by Ms Tracey Graham on the 10<sup>th</sup> Unqualified Audit Report  
**Moved:** Cr T. Koo-Aga. **Seconded:** Mayor R. Tarpencha.  
**CARRIED.**  
**Resolution: 2022/10/02.**
- **8.2.2: Application to Reside:** see docu on A2R from Davina Wilson at 120 Manth St.  
**Motion:** That Council confirms, accepts & approves the A2R.  
**Moved:** Cr R. Kingi. **Seconded:** Cr T. Koo-Aga.  
**CARRIED.**  
**Resolution: 2022/10/03.**

- **8.2.3: Aerodrome Manual (AM ):** See AM dated 03 Oct which is prepared & updated in accordance with CASA Part 139.  
**Motion:** That Council confirms, accepts & approves the AM as tabled.  
**Moved:** Cr R. Kingi. **Seconded:** Mayor R. Tarpencha.  
**CARRIED.**  
**Resolution: 2022/10/04.**
- **8.2.4: Social Housing (SH ):** as per docu dated 23 Sept, on next Capital Social Housing for 2,3 & 4 Rooms.  
**Motion:** That Council gives consideration on the number of Bed Rooms & Designs so that we could move to next stage of the Project.  
**Moved:.....Seconded:.....**  
**CARRIED.**  
**Resolution: 2022/10/.....Carried over to Nov 2022.**
- **8.2.5: Social Housing Development Application Process (SHDAP ):** See SPR re SHDAP which will be Work in Process with Program Office in the event that Capital Funding becomes available.  
**Motion:** That Council notes above SHDAP and agrees to start the process.  
**Moved:** Cr T. Koo-Aga. **Seconded:** Cr R. Kingi.  
**CARRIED.**  
**Resolution: 2022/10/05.**

**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 21 Oct 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 Sept 2022 from EMCS.

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

**CARRIED.**

**Resolution: 2022/10/06.**

- **8.4.2: Financial Statement for Period Ended 30 Sept 2022:** see docu on above ended 30 Sept 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 30 Sept 2022,  
Capital Expenditure,  
Council Grant Review,  
Statement of Financial Position as at 30 Sept 2022.

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

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

**CARRIED.**

**Resolution: 2022/10/07.**

- **8.4.3: Schedule of Fees 2022 n 2023 Amended at**

**01 Nov 2022:** See docu re above on Rates for:  
ILF for Eligible Applicants at \$150.00 wk including Electricity,  
Pormp Cottages at \$300 per Night (Single ),  
Pormp Cottages at \$325 per Night (Double ),  
Subcontractor Cost plus 30% Markup on Cost.

**Motion:** That Council accepts Amended Schedule of Fees 2022 n 2023 as tabled.

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

**CARRIED.**

**Resolution: 2022/10/08.**

- **8.4.4: 90 Days Aged Debtors ended 30 Sept 2022:**  
See docu re above.

**Motion:** That Council accepts 90 days Aged Debtors Report ended 30 Sept 2022 as tabled.

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

**CARRIED.**

**Resolution: 2022/10/09.**

- **8.4.5: HR Report, Oct 2022:** See HR Report for Oct 2022 covering:  
Month in Review,  
HR Training,  
Projects,  
New Starters,  
Terminations,  
Recruitment,  
Training/ Conference.

**Motion:** That Council accepts the Oct 2022 HR Report

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

**CARRIED.**

**Resolution: 2022/10/10.**

## **8.5** Operations Executive Manager's Report:

- **8.5.1: Operation Executive Manager Report:** no Report for the month as Ops Mgr took Planned Leave from 28 Sept. Monthly Reports to commence from 23 Nov.

**Motion:** That Council note & accepts the delayed Reporting from Ops Mgr.

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

**CARRIED.**

**Resolution: 2022/10/11.**

## **8.6** Community Service Manager's Report:

- **8.6.1: Community Service Executive Manager**

**(CSEM):** See Report for Oct 2022 covering:

Aged Care,  
Justice Group,  
Post Office,  
Customer Service,  
Centrelink,  
Library,  
Pormpuraaw Cottages,  
Community Safe Plan, Thriving Communities,  
PUBSC,  
Bakery,  
Hall,  
Disaster Management.

**Motion:** That Council accepts Oct 2022 Report as tabled.

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

**Resolution: 2022/10/12.**

- **8.6.2: Aged Care (HACC): Service Program**

**Policy & Procedures (SPP):** as per Special Purpose Report, the above docu has been reviewed & updated in line with the *Aged Care Act 1997*.

**Motion:** That Council note & accepts the SPP docu as tabled.

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

**CARRIED.**

**Resolution: 2022/10/13.**

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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 to be covered by Glen & Ralph

- **Water/Sewer/Waste** being oversight by Jason, Andrew & Team.

**Ranger:** the Joint Co-ordinators of Clinton & Gavin are still coming to terms with their duties.

Reporting Format are still being worked out with daily activities still being carried out.

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

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

**CARRIED.**

**Resolution: 2022/10/14.**

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**10.** Tenders & Quotations: Nil.

**11.** Notice of Motion: Nil.

**12.** Meeting Closed: **1.05pm**

**13.** Next Meeting: **23 Nov 2022.**

**Minutes accepted as true & Correct.**

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**Mayor: Richard Tarpencha**

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**CEO: Edward A Natera: 23 Nov 2022**