



Pormpuraaw Aboriginal Shire Council

24 Thinraathin St, Pormpuraaw QLD 4892

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An Ordinary Meeting of the Pormpuraaw Aboriginal Shire Council was held on Wed, 29 Nov 2023 at the Pormpuraaw Council Chambers - 24 Thinraathin St, Pormpuraaw, commencing at 11:00am.

The attendance of each Councillor was requested.

Minutes Council Meeting Date: Wed, 29 Nov 2023 at 11.00am.

1. **Present:** Cr George Conrad, Cr Ronald Kingi, Cr Andrea Foote.
2. **Apologies:** Mayor Richard Tarpencha, DMayor/Cr Tim 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):** 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 Tues, 31 Oct 2023 as true & correct.
Moved: Cr Kingi. **Seconded:** Cr Conrad.
CARRIED.
Resolution: 2023/11/01.
6. **Delegations/Guests:**
 - 6.1 Nil

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

8. **Reports:**

8.1 Mayor's Report:

- Nil

8.2 CEO's Report:

- **8.2.1: Attendance Certificate:** see Attendance Certificate dated 29 Nov 2023 and approved for payment at \$1,594.44 each for Cr Kingi, Cr Conrad & Cr Foote.
- **8.2.2: Audits 2022-2023:Representation Management Letters for Roads to Recovery (R2R) and Local Roads & Community Infrastructure (LRCI) Programs to QAO:** CEO tabled Management Letters to QAO signed off on 27 Oct 2023 for Councils acceptance.
Motion: That Council acknowledge & accepts the Representation Management Letters the CEO.
Moved: Cr Conrad. **Seconded:** Cr Foote.
CARRIED.
Resolution: 2023/11/02.
- **8.2.2 CEO InterAgency Address for 12 Dec 2023:** see docu re CEO IA Address since the 26 May address & call for a Review of all NGO's Public Service Funding.
Motion: That Council acknowledge, accepts & approves the docu as table.
Moved: Cr Conrad. **Seconded:** Cr Kingi.
CARRIED.
Resolution: 2023/11/03.
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- **8.2.3: Pormpuraaw Public Holidays 2024 Listing (PPH).** PPH Listing tabled as lodged & approved by IR.

Motion: That Council acknowledge & accepts the PPH as tabled.

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

CARRIED.

Resolution: 2023/11/04.

8.3 Executive Manager Corporate Services (EMCS) Report:

- **8.3.1: Executive Manager Corporate Services:** see Special Purpose Report dated 26 Nov 2023 covering:
General Finance,
Grant Acquittals & Reporting,
Current Corporate Service Project,
WHS,
HR,
Admin Store,
Accommodation

Motion: That Council accepts the Special Purpose Report dated 26 Nov 2023 from EMCS.

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

CARRIED.

Resolution: 2023/11/05.

- **8.3.2: Financial Statement for Period Ended 31 Oct 2023:** Reports postpone to 13 Dec Mth Meeting because of staff sickness & time constraints .

Motion: That Council notes & accepts Postponement to 13 Dec Mth Meeting.

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

CARRIED.

Resolution: 2023/11/06.

8.3.3: ICE Maker to be installed in Plumbers Shed:
see SPR for ICE Maker to be purchased for \$8,029.09
(outside of Council's Approved Budget 2023-2024)
but as per our WHS Heat Policy for Staff safety & Wellbeing.

Motion: That Council notes & accepts the SPR on

ICE Maker.

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

CARRIED.

Resolution: 2023/11/07.

- **8.3.4: MOWER for PnG Division:** see SPR for MOWER to be purchased for \$26,327.26 (outside of Council's Approved Budget 2023-2024) but needed for PnG operations.

Motion: That Council notes & accepts the SPR on purchase of the MOWER.

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

CARRIED.

Resolution: 2023/11/08.

- **8.3.5 Human Resources Report:** see SPR covering:
Month in Review,
Projects,
New Starts,
Terminations/Resignations,
Recruitment Activity,
Training Program.

Motion: That Council notes & accepts the SPR from HR & that HR to follow through to inform Interviewees on results.

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

CARRIED.

Resolution: 2023/11/09.

8.4 Operations Executive Manager's Report:

- **8.4.1: Gravel Pit (GP):** See docu re new GP along the Northern Road where the Old Cairns Road turnoff. Area sited by Cr George & Cameron & approval given for Road Development.

Motion: That Council notes & accepts the SPR re GP as tabled.

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

CARRIED.

Resolution: 2023/11/10.

8.5 Community Service Manager's Report:

- **8.5.1: Community Service Executive Manager (CSEM):** See SPR for Nov 2023 covering:
Aged Care,
Justice Group,
Post Office,
Customer Service for Cashier & Post office,
Centrelink,
Library,
Pormpuraaw Cottages,
Community Safety Plan,
Disaster Management,
PUBSC,
Bakery,
Hall,
Events.

Motion: That Council accepts the Nov Report from CSEM as tabled.

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

CARRIED.

Resolution: 2023/11/11.

- **8.5.2: Community ID Application (CIDA):** See docu re CIDA for processing CIDA at a cost of \$25.00 as per our Schedule of Fees with Notation that Grade 6 School Leavers CIDA cost are to be carried by Program Funding Activities.

Motion: That Council notes, accepts & approves the CIDA docu as tabled.

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

CARRIED.

Resolution: 2023/11/12.

8.6 Environment Report:

- **8.6.1: Ranger: Land & Sea** (joint Co-Ordinators of Clinton & Gavin): see Special Purpose Report dated 28 Nov covering various activities including Vet & Environment Health visit.


Motion: That Council accepts Reports as tabled.

Moved: Cr Conrad. **Seconded:** Cr Foote.
CARRIED.

Resolution: 2023/11/13.

9. Tenders & Quotations: **As per Resolution 2023/10/05**
10. Notice of Motion: **Nil**
11. Meeting Closed: **1.15pm**
12. Next Ordinary Meeting: **Wednesday 13 Dec 2023.**

Minutes accepted as true & correct.



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Mayor: Richard Tarpencha



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CEO: Edward A Natera: 13 Dec 2023