



# *Pormpuraaw Aboriginal Shire Council*

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## **Minutes Council Meeting** **Date: Thurs 28 June 2018 at 10.00 am.**

- 1. Present: Mayor Kendall, Cr Barney, Cr Edwards, Cr Conrad, Cr Koo-aga**
- 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 ):**
- 4. Related Party Declaration Form (RPDF), (Sect 171B of LGovt Act 2009): Confirmation of any changes to RPDF by Councillors & Senior Managers:**
- 5. Matters arising from the Minutes:** That Council confirm the Minutes of the meeting dated Thurs, 24 May 2018 as true & correct.  
**Moved: Cr Conrad Seconded: Cr Barney**  
**CARRIED.**  
**Resolution: 2018/06/01**
- 6. Delegations/Guests: Kay Oliver: AACAP re projects 2020 and PPAC put on Notice by PMC for document & data Reporting**

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

8. **Reports:**

8.1 Mayor's Report:

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8.2 CEO's Report:

- **8.2.1: Attendance Certificate (AC):** see AC dated 28 June 2018 and approved for payment at \$1,411.50 each for Cr Conrad, Cr Edwards & Cr Koo-Aga.
- **8.2.2: Business Continuity Plan (BCP):** confirmation that we now have 2 physical sites to work from if our Cairns Office is damaged, as per Resolution 2017/08/07, BCP can now be accepted as tabled.  
**Motion:** That Council formally acknowledge confirmation of physical sites & ratify BCP.  
**Moved:** Cr Koo-aga **Seconded:** Cr Edwards  
**CARRIED.**  
**Resolution: 2018/06/02**
- **8.2.3: Interim External Audit Management Report 2018. (IEAMR):** The IEAMR tabled with Ratings at Green & 3 Internal Control issues.  
**Motion:** That Council formally acknowledge & accepts the IEAMR.  
**Moved:** Cr Conrad **Seconded:** Mayor Kendall  
**CARRIED.**  
**Resolution: 2018/06/03**
- **8.2.4: LGAQ meetings :** see Special Report dated 08 June 2018 on meeting outside of Cairns and No Show by Ministers.  
**Motion:** That Council forwards a letter to LGAQ to ensure that Ministers make the efforts to attend meetings.  
**Moved:** Cr Edwards **Seconded:** Cr Conrad  
**CARRIED.**  
**Resolution: 2018/06/04**

- **8.2.5: SES MOU Partnership Agreement:** see Special Report Circulation Docu on updated & reviewed SES MOU Partnership Agreement.  
**Motion:** That Council acknowledge & accepts the updated & reviewed SES MOU Partnership Agreement.  
**Moved:** Mayor Kendall **Seconded:** Cr Conrad  
**CARRIED.**  
**Resolution: 2018/06/05**
- **8.2.6: Splash Park:** see Schedule 9 ILUA Notice to be issued to TOIG re SP.  
**Motion:** That Council acknowledge & agrees to Notice of Schedule 9 to be issued to TOIG re SP.  
**Moved:** Cr Koo-aga **Seconded:** Cr Barney  
**CARRIED.**  
**Resolution: 2018/06/06**
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- **8.2.7: Tender Evaluation Reports (TER):** see Special Report on Plant Hire, Electrical & Carpentry.  
**Motion:** That Council acknowledge, agrees & accepts the TER.  
**Moved:** Cr Conrad **Seconded:** Cr Edwards  
**CARRIED.**  
**Resolution: 2018/06/07**
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### 8.3 Finance Manager's Report:

- **8.3.1: Finance Summary Report (FSR).** The FSR for period ended June 2018 was tabled covering: General Finance, Grant Acquittals, Current Finance Projects, HR, Admin Store, Guesthouse, Post Office.  
**Motion:** That Council accepts the FSR as presented.  
**Moved:** Cr Koo-aga **Seconded:** Cr Conrad  
**CARRIED.**  
**Resolution: 2018/06/08**
- **8.3.2: Finance Report (FR):** 90 + Days Aged Debtors Report ended 31 May 2018 tabled.  
**Motion:** That Council accepts the FR on 90+Days

Aged Debtors Report to 31 May 2018 as presented.  
**Moved:** Cr Edwards **Seconded:** Cr Koo-aga  
**CARRIED.**

- **Resolution: 2018/06/09**

- **8.3.3: Finance Report (FR):** Write Off debt owing of \$1,410.0 as per Special Report.

**Motion:** That Council accepts recommendation to write off the debtors owing of \$1,200.00 & \$210.00 respectfully.

**Moved:** Cr Edwards **Seconded:** Cr Koo-aga  
**CARRIED.**

**Resolution: 2018/06/10**

- **8.3.4: Human Resource Report (HR):** HR report tabled covering: Month in Review, New Starters, Terminations, Recruitment, Training, Future HR Focus.

**Motion:** That Council accepts HR report as tabled.

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

**Resolution: 2018/06/11**

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#### 8.4 Operation Manager's Report:

- **8.4.1: Operation Report (OR).** OR dated 18 June 2018 covering: Airport, Housing, Mainroads, Parks n Garden, Plumbing/Water, RnM, Workshop and Grant Applications.

**Motion:** That Council acknowledge & accepts the above OR dated 18 June 2018 from the Operations Mgr (Interim).

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

**Resolution: 2018/06/12**

#### 8.5 Community Service Manager's Report:

- **8.5.1: Community Service Report (CSR).** Note: Nil Report on Ann Leave.

#### 8.6 Environment Manager's Report:

- **8.6.1: Environment Report (ER).** ER dated 27 June 2018 covered: Tourism/Visitor Management, Weed

Control, Fire Breaks/Asset Protection, TC Nora aftermath, Sewer Pump Failure, Water Treatment Plant, Aerial Feral Control, Mangrove Die Back, Carbon Project, Turtle Nest, Training, Outstation Fire Breaks, New Ranger Base.

**Motion:** That Council acknowledge, accept & adopts the ER.

**Moved: Cr Edwards Seconded: Cr Koo-aga  
CARRIED.**

**Resolution: 2018/06/13**

- **8.6.2: PASC Fire Management Plan 2018-2021 (FMP):** Updated FMP reviewed & is current to 2021.

**Motion:** That Council acknowledge, accept & adopts the FMP.

**Moved: Cr Barney Seconded: Cr Koo-aga  
CARRIED.**

**Resolution: 2018/06/14**

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**8. Tenders & Quotations:**

**9. Notice of Motion:**

**10. Meeting Closed: 1:12pm**

**11. Next Meeting: 26 July 2018.**

**Minutes accepted as true & correct.**



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Ralph Kendall. Mayor.



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Edward A Natera. CEO. **26 July 2018**

