



# *Pormpuraaw Aboriginal Shire Council*

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## **Minutes Council Meeting** **Date: Thurs 26 July 2018 at 10.10 am.**

1. **Present:** Mayor Kendall, Cr Barney, Cr Conrad, Cr Koo-Aga.
2. **Apologies:** Cr Edwards
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 Thurs, 28 June 2018 as true & correct.  
**Moved:** Mayor Kendall. **Seconded:** Cr Koo-Aga  
**CARRIED.**  
**Resolution: 2018/07/26/01**
6. **Delegations/Guests:**
7. **Correspondence:** List of inwards correspondence tabled for information:
8. **Reports:**

**8.1 Mayor's Report:**

- **8.1.1: Budget 2018-2019:** Council confirms that Budget 2018-2019 ( Including Schedule of Fees & Charges 2018-2019 and Operation Plan 2018-2019 was tabled & adopted on Mon, 23 July. ( Notation for information only ).

**8.2 CEO's Report:**

- **8.2.1: Attendance Certificate (AC):** see AC dated 26 July 2018 and approved for payment at \$1,411.50 each for Cr Conrad, Cr Edwards & Cr Koo-Aga.
- **8.2.2: Bank Holidays 2019:** confirmation that we follow similar dates from 2018.  
**Motion:** That Council confirms 2019 Bank Holidays dates as tabled.  
**Moved:** Cr Conrad. **Seconded:** Cr Barney  
**CARRIED.**  
**Resolution: 2018/07/26/02**
- **8.2.3: DNRME Land Lot 205 on SP270888 transfer to DOGIT & create new reserve over Lot 600 on SP282710:** As per docu tabled, trans of Lot back to Council.  
**Motion:** That Council formally acknowledge & accepts the transfer.  
**Moved:** Cr Conrad. **Seconded:** Cr Barney  
**CARRIED.**  
**Resolution: 2018/07/26/03**
- **8.2.4: GST Annual Certificate on Payment:** see letter on GST payment for 01 July 2017 to 30 June 2018.  
**Motion:** That Council confirms that Notional GST for year ended 30 June 2018 has been paid.  
**Moved:** Cr Koo-Aga **Seconded:** Cr Barney  
**CARRIED.**  
**Resolution: 2018/07/26/04**
- **8.2.5: Garbage Truck & Compactor (GTC):** see Special Report on GTC.  
**Motion:** That Council acknowledge, accepts & ratify

purchase of new GTC & that a budget of \$170,000.00 has been allocated for the purchase.

**Moved:** Mayor Kendall. **Seconded:** Cr Conrad.

**CARRIED.**

**Resolution: 2018/07/26/05**

- **8.2.6: Project Management & Engineering Services- Keiran Mau ( PMES ):** see Special Report on PMES from Orion Project Consulting (OPC).  
**Motion:** That Council acknowledge, agrees & accepts the proposal from to project manage from OPC in principal with further negotiation on Price Schedule required.  
**Moved:** Cr Koo-Aga. **Seconded:** Cr Conrad.  
**CARRIED.**  
**Resolution: 2018/07/26/06**
  
- **8.2.7: Public Interest Disclosure (PID):** see Special Report on PID as required under *Sect 28 of Public Interest Disclosure Act 2010*.  
**Motion:** That Council acknowledge, agrees & accepts the PID policy.  
**Moved:** Cr Koo-Aga. **Seconded:** Cr Conrad.  
**CARRIED.**  
**Resolution: 2018/07/26/07**
  
- **8.2.8: Qld Airport Consultant- John Hunter (QAC ):** see Special report on QAC.  
**Motion:** That Council acknowledge, agrees & ratify the PM of the current Aero Ground Lighting to QAC.  
**Moved:** Mayor Kendall. **Seconded:** Cr Barney.  
**CARRIED.**  
**Resolution: 2018/07/26/08**
  
- **8.2.9: Solar Project (SP ):**see docu re SP with RISE.  
**Motion:** That Council acknowledge, agrees & accepts to the Community Led Grant Application to PMC.  
**Moved:** Cr Conrad. **Seconded:** Cr Koo-Aga.  
**CARRIED.**  
**Resolution: 2018/07/26/09**
  
- **8.2.10: Student Disengagement (SD):**see docu re SD Project with CQU & Amelia Britton.

**Motion:** That Council acknowledge, agrees & accepts to the SD project.

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

**CARRIED.**

**Resolution: 2018/07/26/10**

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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 Conrad. **Seconded:** Cr Barney.

**CARRIED.**

**Resolution: 2018/07/26/11**

- **8.3.2: Finance Report (FR).** FR ( preliminary, yet to be finalised ) for period ended June 2018 was tabled covering:

Financial Statement at a Glance,  
2017-2018 Capital Expenditure,  
Detailed Review of the Operating Revenue &  
Expenditure,  
Operating Revenue,  
Council Cash Position at 30 June 2018,  
Detailed Review of Capital Items,  
Council Grant Review.

**Motion:** That Council accepts the FR to 30 June as presented.

**Moved:** Mayor Kendall. **Seconded:** Cr Conrad.

**CARRIED.**

**Resolution: 2018/07/26/12**

- **8.3.3: Finance Report: 90 + Days Aged Debtors Report** ended 30 June 2018 tabled.  
**Motion:** That Council accepts the FR on 90+Days Aged Debtors Report to 30 June 2018 as presented.  
**Moved:** Cr Koo-Aga. **Seconded:** Cr Conrad.  
**CARRIED.**

**Resolution: 2018/07/26/13**

- **8.3.4: Finance Report ( Internal Audit Report on Fraud Policy & Procedures & Cash Handling & Reporting Process- FPCH):** see Report on FPCH from Internal Audit..

**Motion:** That Council accepts the IAR on FPCH & its recommendation & that Management will use best endeavours to limit risk with practical improvements.

**Moved:** Mayor Kendall. **Seconded:** Cr Conrad.

**CARRIED.**

**Resolution: 2018/07/26/14**

- **8.3.5: Financial Reports Policies Reviewed:**  
**Revenue (R001),**  
**Debt ( D001),**  
**Investment (I001),**  
**Related Parties Disclosure (RPP001):**

above Policies reviewed & updated as part of Annual audits in July 2018.

**Motion:** That Council accepts reviewed & updated Policies no: R001, D001, I001 & RPP001. as tabled.

**Moved:** Cr Koo-Aga. **Seconded:** Mayor Kendall.

**CARRIED.**

**Resolution: 2018/07/26/15**

- **8.3.6: Finance Report:** Register of Financial Authority Limit Delegations (RFALD) 2018-2019 Report tabled.  
**Motion:** That Council accepts the RFALD as tabled.  
**Moved:** Mayor Kendall. **Seconded:** Cr Barney.  
**CARRIED.**

**Resolution: 2018/07/26/16**

- **8.3.7: Finance Report:** Audit Committee Charter ( ACC ). Council has decided to continue with an Independent Audit Committee & the ACC has been reviewed & updated.

**Motion:** That Council accepts the ACC as tabled.

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

**CARRIED.**

**Resolution: 2018/07/26/17**

- **8.3.8: Finance Report:** Audit Committee Policy (A003) ACP ). As Council has decided to continue with an Independent Audit Committee a Policy has been reviewed

& update to reflect its independent role.

**Motion:** That Council accepts the ACP as tabled.

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

**CARRIED.**

**Resolution: 2018/07/26/18**

- **8.3.9: Finance Report:** Audit Committee Independent Member (ACIM ). See SP re ACIM appointment.

**Motion:** That Council accepts recommendation to appoint Rachel Saltmarshe as the ACIM.

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

**CARRIED.**

**Resolution: 2018/07/26/19**

**8.4 Operation Manager's Report:**

- **8.4.1: Operation Report (OR).** Nil Report received.

**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).** Nil Report received.

**8. Tenders & Quotations:**

**9. Notice of Motion:**

**10. Meeting Closed: 12:35pm**

**11. Next Meeting: 30 Aug 2018.**

  
Ralph Kendall: Mayor.

  
Edward Natera: CEO