






PORMPURAAW

 24 Thinraathin Street, Pormpuraaw QLD 4892
 07 4060 4600  admin@pormpuraaw.qld.gov.au

CAIRNS

 28 Scott Street, Parramatta Park QLD 4870
 07 4032 8221  admin@pormpuraaw.qld.gov.au
 www.pormpuraaw.qld.gov.au

Ordinary Council Meeting MINUTES

Wednesday 27 August 2025

Pormpuraaw Aboriginal Shire Council
Boardroom

24 Thinraathin Street, Pormpuraaw

1 OPENING OF MEETING

The Mayor declared the meeting open at 10:16 am.

2 ATTENDANCE AND CERTIFICATE OF ATTENDANCE

Mayor Ralph Kendall (Jnr), Deputy Mayor Tim Koo-Aga and Cr Keith Barney

In Attendance: Ms Janelle Menzies (Chief Executive Officer and Minute Taker).

3 APOLOGIES

Cr Lucy Foote sends her apologies. Doctors Certificate received.

RESOLUTION NO: 2025/107

The Council resolved that Councillor Romena Edwards was absent from the meeting due to sorry business and is still entitled to be paid her meeting fee.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 3/0

4 DECLARATION OF INTEREST

Nil

5 RELATED PARTY DECLARATION FORM

Nil

6 RECEIVING AND CONFIRMATION OF MINUTES*

RESOLUTION NO: 2025/108

That the Council resolve to receive and adopt the Minutes of the Ordinary Meeting of Pormpuraaw Aboriginal Shire Council Held on 30 July 2025.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 3/0

7 ITEMS ARISING FROM PREVIOUS MEETINGS

RESOLUTION NO: 2025/109

That the Council resolve to note the resolution register.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Mayor Ralph Kendall (Jnr)

CARRIED 3/0

8 DELEGATIONS / GUESTS

Nil

9 CORRESPONDENCE

Nil

10 OPERATIONAL STATUS REPORTS

10.1 CORPORATE SERVICES REPORT TO COUNCIL - AUGUST 2025

EXECUTIVE SUMMARY

To provide Council with an operational update of the Corporate Services function as of 20 August 2025.

RESOLUTION NO: 2025/110

That Council resolve to receive and note the Corporate Services report as tabled.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Keith Barney

CARRIED 3/0

10.2 COMMUNITY SERVICES REPORT TO COUNCIL - JULY 2025

EXECUTIVE SUMMARY

Executive Manager Community Services Report July 2025

RECOMMENDATION

That the council resolve to receive and note the report.

RESOLUTION NO: 2025/111

That the Council receive and note the report.

Moved: Cr Keith Barney

Seconded: Mayor Ralph Kendall (Jnr)

CARRIED 3/0

10.3 OPERATIONAL SERVICES REPORT TO COUNCIL - JULY 2025

EXECUTIVE SUMMARY

Executive Manager Operational Service July 2025

RESOLUTION NO: 2025/112

1. That the council resolve to receive and note the report.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Keith Barney

CARRIED 3/0

11 CHIEF EXECUTIVE REPORTS

11.1 CEO MEETINGS AND STATUS REPORT

EXECUTIVE SUMMARY

To provide a status report for Council to 22 August 2025

RESOLUTION NO: 2025/113

That the council resolve to receive and note the report.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 3/0

11.2 NQ PETRO

EXECUTIVE SUMMARY

To approve NQ Petro for Sole and Prequalified Supplier Arrangement

RESOLUTION NO: 2025/114

That Council resolve to endorse the purchase of an OPT system from NQ Petro and approve to place NQ Petro on the Council's Sole Supplier – Prequalified Supplier Arrangement.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Cr Keith Barney

CARRIED 3/0

11.3 PPAC - GRANT REQUEST - RENT SUBSIDY AND SUPPORT FOR COMMUNITY SERVICE PROVISION

EXECUTIVE SUMMARY

To inform Council of the Grant Request – Rent Subsidy and Support for Community Service Provision

RESOLUTION NO: 2025/115

1. That Council resolve to provide Pormpur Paanthu Aboriginal Corporation with a Community Grant of \$77.50 per week per property for rental assistance.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Mayor Ralph Kendall (Jnr)

CARRIED 3/0

12 EXECUTIVE MANAGER OF CORPORATE SERVICES REPORTS

12.1 CORPORATE SERVICES REPORT FINANCIAL STATEMENTS FOR PERIOD ENDED 31.07.2025

EXECUTIVE SUMMARY

To provide Council with the financial statements for the period ended 31 July 2025.

RESOLUTION NO: 2025/116

That Council resolve to adopt the financial report for July, 2025.

Moved: Cr Keith Barney

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 3/0

13 EXECUTIVE MANAGER OF OPERATIONS REPORTS

Nil

14 EXECUTIVE MANAGER OF COMMUNITY SERVICES REPORTS

Nil

15 TENDERS & QUOTATIONS

15.1 APPROVAL FOR 6M3 AGITATOR TRUCK FOR CONCRETE CARTAGE

EXECUTIVE SUMMARY

Approve purchase of 6m3 Agitator Truck

RESOLUTION NO: 2025/117

1. That council approve the purchase of Agitator Truck

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Keith Barney

CARRIED 3/0

15.2 APPROVAL REQUEST FOR HEAVY TIPPER TO REPLACE P5

EXECUTIVE SUMMARY

Seeking council approval for the purchase of Heavy Tipper Truck to replace older equipment

RESOLUTION NO: 2025/118

1. That Council resolve to approve purchase of new Isuzu FXZ - 260-355 E45 9.8L T/D 6 Speed Auto from Ireland Isuzu amounting to \$315,908.80 incl GST.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Cr Keith Barney

CARRIED 3/0

15.3 RCG REQUISITION ESTIMATE APPROVAL FOR ROAD WORKS 25-26

EXECUTIVE SUMMARY

Request for approval of requisition 56254 for estimated costs for plant and operators from RCG in the 25/26 current approved roadworks

RESOLUTION NO: 2025/119

That Council resolve to adopt the quote for Robinson Civil Group for Plant Hire for the NDRF program amounting to \$448,272.00 incl GST.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 3/0

16 LATE ITEMS

16.1 APPROVAL FOR PROJECT MANAGEMENT FEES - ORION PROJECT CONSULTING

EXECUTIVE SUMMARY

To provide Council information regarding Orion Consulting Project Management fees for the Disaster Recovery Funding Arrangement Project.

RESOLUTION NO: 2025/120

That Council accept the quotation from Orion Consulting Project Management for amount of \$600,000 excl GST as per the project Scope.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 3/0

16.2 AMENDMENT TO TRAVEL POLICY

EXECUTIVE SUMMARY

To provide Council with an updated Travel Policy

RESOLUTION NO: 2025/121

That the Council resolve to adopt the amended Travel Policy.

Moved: Cr Keith Barney

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 3/0

17 CONFIDENTIAL ITEMS

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012:

NO. 15.0.1 ORGANISATIONAL STRUCTURE

(b) industrial matters affecting employees

MOVE INTO CLOSED SESSION

RESOLUTION NO: 2025/122

That the Council move into closed session at {time}.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Mayor Ralph Kendall (Jnr)

CARRIED 3/0

MOVE OUT OF CLOSED SESSION

RESOLUTION NO: 2025/124

That the Council move out of closed session at {time}.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 3/0

A summary of items discussed in closed session is presented below.

17.1 ORGANISATIONAL STRUCTURE

CONFIDENTIAL REASONS

As required under Section 254J(3) of the *Local Government Act 2009*, this item is considered confidential due to the following reason(s):

(b) industrial matters affecting employees.

EXECUTIVE SUMMARY

To provide Council with an alternative Organisational Structure

RECOMMENDATION

That Council resolve to adopt the new Organisational Structure

RESOLUTION NO: 2025/124

That Council resolve to adopt the new Organisational Structure

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 3/0

18 NOTICE OF MOTION

Nil

19 NEXT MEETING

In accordance with the public notice of meetings published by Council, the next Ordinary Meeting will be held on Wednesday 24 September 2025, in the Pormpuraaw Aboriginal Shire council Boardroom, 24 Thinraathin Street, Pormpuraaw at 10.00am.

20 CLOSE OF MEETING

There being no further business the Mayor declared the meeting closed at 12:11 pm.

These minutes were confirmed at the Council Meeting on 24 September 2025 Resolution No 2025/126.

Ralph Kendall
Mayor

Janelle Menzies
Chief Executive Officer
