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# Special Budget Meeting MINUTES

Wednesday 25 June 2025

Pormpuraaw Aboriginal Shire Council  
Boardroom

24 Thinraathin Street, Pormpuraaw

## **1 OPENING OF MEETING**

The Mayor declared the meeting open at 9:54 am.

## **2 ATTENDANCE AND CERTIFICATE OF ATTENDANCE**

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

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

## **3 APOLOGIES**

Cr Lucy Foote sent their apologies.

## **4 DECLARATION OF INTEREST**

Nil

## **5 RELATED PARTY DECLARATION FORM**

Nil

## **6 CHIEF EXECUTIVE REPORTS**

### **6.1 OPERATIONAL PLAN 2025/26**

#### **EXECUTIVE SUMMARY**

Pursuant to section 174 of the Local Government Regulation 2012, Council must prepare and adopt an operational plan for each financial year. Council must also discharge its responsibilities in a way that is consistent with the annual operational plan

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#### **RESOLUTION NO: 2025/53**

That Council resolve to adopt the 2024/25 Operational Plan pursuant to and in accordance with Section 174 of the Local Government Regulation 2012.

**Moved:** Cr Romena Edwards

**Seconded:** Deputy Mayor Tim Koo-Aga

**CARRIED 4/0**

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## **7 EXECUTIVE MANAGER OF CORPORATE SERVICES REPORTS**

### **7.1 ANNUAL BUDGET REPORT 2025/26**

#### **EXECUTIVE SUMMARY**

To provide Council with the Annual Budget Report for 2025/26

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#### **RESOLUTION NO: 2025/54**

That Council resolves to receive and note the Annual Budget Report for 2025/26 and to adopt the Annual Budget Report including increases to Award Based Staff as set out in the Pay Increase Business Case for the first full pay period in July 2025.

**Moved:** Mayor Ralph Kendall (Jnr)

**Seconded:** Deputy Mayor Tim Koo-Aga

**CARRIED 4/0**

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**Mayor Ralph Kendall (Jnr) left the meeting at 11.05am**

**Mayor Ralph Kendall (Jnr) returned to the meeting at 11.06am**

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## 7.2 REGISTER OF FINANCIAL AUTHORITY LIMIT DELEGATIONS 2026 FY

### EXECUTIVE SUMMARY

To provide Council with the Register of Financial Authority Limit Delegations 2026 FY.

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### RESOLUTION NO: 2025/55

That Council resolves to receive and note the Register of Financial Authority Limit Delegations for the 2025/26 financial year and to adopt the financial delegation limits for Council employees. The document to be amended to include the Mayor's credit card limit.

**Moved:** Deputy Mayor Tim Koo-Aga

**Seconded:** Cr Romena Edwards

**CARRIED 4/0**

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## 7.3 PROCUREMENT POLICY

### EXECUTIVE SUMMARY

To provide Council with the Procurement Policy-P001 (V7).

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### RESOLUTION NO: 2025/56

That Council resolves to receive and note the Procurement Policy-P001 (V7) and to adopt the reviewed and updated policy including changed marked in the Agenda as well as including Sole Suppliers approved under the CEO's delegation including:-

WT Bethel - for supply of cattle for Rodeo

Richard McLaren - Paver for Roads

Entertainment for Events

**Moved:** Deputy Mayor Tim Koo-Aga

**Seconded:** Cr Keith Barney

**CARRIED 4/0**

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**Cr Tim Koo-Aga left the meeting at 11.14am**  
**Cr Tim Koo-Aga returned to the meeting at 11.15am**

## **7.4 DEBT (BORROWINGS) POLICY**

### **EXECUTIVE SUMMARY**

To provide Council with the Debt (Borrowings) Policy-D001 (V14).

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### **RESOLUTION NO: 2025/57**

That Council resolves to receive and note the Debt (Borrowings) Policy-D001 (V14) and to adopt the reviewed and updated policy as attached.

### **DISCUSSION**

Under *Section 192* of the *Local Government Regulation 2012*, Council must prepare and adopt a debt policy encompassing the principals that Council will apply to debt borrowings for the current financial year and the next consecutive nine (9) financial years and the period over which the local government plans to repay existing and new borrowings.

**Moved:** Cr Romena Edwards

**Seconded:** Deputy Mayor Tim Koo-Aga

**CARRIED 4/0**

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## **7.5 REVENUE POLICY**

### **EXECUTIVE SUMMARY**

To provide Council with the Revenue Policy-R001 (V14).

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### **RESOLUTION NO: 2025/58**

That Council resolves to receive and note the Revenue Policy-R0001 (V14) and to adopt the reviewed and updated policy as attached.

**Moved:** Cr Keith Barney

**Seconded:** Mayor Ralph Kendall (Jnr)

**CARRIED 4/0**

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## 7.6 REVENUE STATEMENT

### EXECUTIVE SUMMARY

To provide Council with the Revenue Statement for the 2025/26 financial year.

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### RESOLUTION NO: 2025/59

That Council resolves to receive and note the Revenue Statement for the 2025/26 financial year and to adopt the Revenue Statement as attached.

**Moved:** Mayor Ralph Kendall (Jnr)

**Seconded:** Cr Romena Edwards

**CARRIED 4/0**

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## 7.7 SCHEDULE OF FEES & CHARGES 2025/26 FY

### EXECUTIVE SUMMARY

To provide Council with the Schedule of Fees & Charges for the 2025/26 financial year.

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### RESOLUTION NO: 2025/60

That Council resolves to receive and note the Schedule of Fees and Charges for the 2025/26 financial year and to adopt the Schedule of Fees & Charges as attached.

**Moved:** Deputy Mayor Tim Koo-Aga

**Seconded:** Cr Keith Barney

**CARRIED 4/0**

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## **7.8 STATEMENT OF ESTIMATED FINANCIAL POSITION 30 JUNE 2025**

### **EXECUTIVE SUMMARY**

To provide Council with the Statement of Estimated Financial Position for 30 June 2025.

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### **RESOLUTION NO: 2025/61**

That Council resolves to receive and note the Statement of Estimated Financial Position for 30 June 2025 and to adopt the Statement of Estimated Financial Position as attached.

**Moved:** Cr Keith Barney

**Seconded:** Deputy Mayor Tim Koo-Aga

**CARRIED** 4/0

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## **8 CLOSE OF MEETING**

There being no further business the Mayor declared the meeting closed at 11.38 am.

These minutes were confirmed at the Ordinary Meeting of Council on 30 July 2025 – Resolution Number 2025/84.

Ralph Kendall  
Mayor

Janelle Menzies  
Chief Executive Officer