



Pormpuraaw Aboriginal Shire Council

24 Thinraathin St, Pormpuraaw QLD 4892

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An Ordinary Meeting of the Pormpuraaw Aboriginal Shire Council is to be on Wed, 28 Aug 2024 at the Pormpuraaw Council Chambers - 24 Thinraathin St, Pormpuraaw, commencing at 10.00am.

The attendance of each Councillor is requested.

Agenda Council Meeting Date: Wed, 28 Aug at 10.00am.

1. **Present:**
2. **Apologies:**
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):**
4. **Related Party Declaration Form , (Sect 150EP of LGovt Act 2009):**
Confirmation of any changes to Related Party Declaration Form by Councillors & Senior Managers:
5. **Matters arising from the 31 Jly Meeting:** That Council confirm the Minutes of Council Meeting dated Wed, 31 Jly 2024 as true & correct.
Moved: **Seconded:**.....
CARRIED.
Resolution: 2024/08/.....
6. **Delegations/Guests:** Council to receive presentation from Apunipima CY Health Council (ACYHC) at 10am.
7. **Correspondence:** List of inwards correspondence tabled for information:
FYI
8. **Reports:**

8.1 Mayor's Report:

- 8.1.1:

8.2 CEO's Report:

- **8.2.1: Attendance Certificate:** see Attendance certificate dated 28 Aug 2024 and approved for payment at \$1,658.00 each for Cr Keith Barney, Cr Romina Edwards & Cr Lucy Foote.
- **8.2.2: Audit Committee Meeting Minutes (ACMM):** Minutes of the meeting undertaken on 08 Aug by the Audit Committee tabled for Council's review, acceptance & adoption.
Motion: That Council acknowledge Minutes as table & accepts for adoption.
Moved:.....Seconded:.....
CARRIED.
Resolution: 2024/08/.....
- **8.2.3: Audit Committee Policy A003:** Audit Committee Policy was reviewed & tabled to the Audit Committee for acceptance on 08 Aug & now tabled to Council for adoption.
Motion: That Council acknowledge & accept the Audit Committee Policy as accepted by the Audit Committee..
Moved:.....Seconded:.....
CARRIED.
Resolution: 2024/08/....
- **8.2.4: Audit Committee Charter:** Audit Committee Charter was reviewed & tabled to the Audit Committee for acceptance on 08 Aug & now tabled to Council for adoption.
Motion: That Council acknowledge & accept the Audit Committee Charter as accepted by the Audit Committee..
Moved:.....Seconded:.....
CARRIED.
Resolution: 2024/08/....
- **8.2.5: Bank & Show Holidays for 2025:** as per Form SH submitted to Office of Industrial Relations for 2025 Bank & Show Holidays.
Motion: That Council acknowledge & accept the above Bank & Show Holidays for 2025.
Moved:.....Seconded:.....

CARRIED.

Resolution: 2024/08/....

- **8.2.6: Annual Close Down Period (23 Dec 2024 to 03 Jan 2025 Inclusive):** as per SPR Council is required to give 90 days' notice to employees of the annual close down period, it is requested that Council support and approve the proposed annual close down dates for the Christmas & New Year Period.
Motion: That Council notes & accepts the SPR on close down period for Xmas 2024/New Year 2025.

Moved:..... Seconded:.....

CARRIED.

Resolution: 2024/08/....

8.3 Executive Manager Corporate Services (EMCS) Report:

- **8.3.1: Executive Manager Corporate Services:** see Special Purpose Report dated 25 Aug 2024 covering:
General Finance,
Grant Acquittals & Reporting,
Current Corporate Service Project,
WHS,
HR,
Admin Store,
Accommodation

Motion: That Council accepts the Special Purpose Report dated 25 Aug 2024 from EMCS.

Moved:..... Seconded:.....

CARRIED.

Resolution: 2024/08/....

- **8.3.2: Financial Statement for Period Ended 31 Jly 2024:** : Reports received for above Mth end 31 Jly 2024 covering :
Financial Statement at a Glance,
Capital Works Program,
Detailed Review of Revenue & Expenditure, Operating Revenue, Operating Expenses,
Capital Expenditure,
Council Cash Position as at 31 Jly 2024 ,
Summary of Council's Aged Debt,
Financial Sustainability Statement,
Council Controlled Revenue-An Indicator of Financial Flexibility,
Operating Surplus Ratio-A measure of Sustainability,
Operating Cash Ratio,
Unrestricted Cash Expenses Cover Ratio

Council Grant Review,

Statement of Financial Position as at **31 Jly 2024.**

Motion: That Council notes & accepts the Financial Statements for period ended 31 Jly 2024 as tabled.

Moved:..... **Seconded:**.....

CARRIED.

Resolution: 2024/08/.....

- **8.3.3: Tender Contract # PASC2024-T02 Register of Pre-Qualified Suppliers (RoPS) : Operational Services & Plant Hire):** as per Special Purpose Report (SPR) has been completed & will apply for the next 2 years as per *Local Govt Act 2009.*

Motion: That Council notes the SPR & on RoPS & accepts the docu as.

Moved:..... **Seconded:**.....

CARRIED.

Resolution: 2024/08/.....

- **8.3.4: Sole Electrical Supplier Tender Arrangement (Batze Electrics) Tender Contract #PASC 2022-T02:** as per SPR, Council to exercise its right to extend the Sole Electrical Supplier Tender Contract # PAS2022-T02 with Batze Electrics for an additional period of approx 22.5 months to 30 Jne 2026.

Motion: That Council notes & accepts the SPR on Batze Electrics as tabled.

Moved:..... **Seconded:**.....

CARRIED.

Resolution: 2024/08/.....

- **8.3.5: Annual Wages Increase Policy:** Policy has been reviewed and amended to reduce the annual wage increase for above award employees and senior officers. There is no impact on employees who are paid at the award rate. State Wage Increase is handed down at 1 Sept each year. Policy provides the process for applying the annual increase to all employees, ensuring a fair, transparent and consistent approach.

Motion: That Council notes, accepts and adopts the policy on Annual Wages Increase moving forward.

Moved:..... **Seconded:**.....

CARRIED.

Resolution: 2024/08/.....

8.4 Operations Executive Manager's Report:

- **8.4.1: Vacant Position (Duties taken up by CEO for interim with quality assistance from the Executive Mgr Corporate Services).** See docu re opening up Gravel Pit

for Northern Roads.

Motion: That Council notes & approves the Road Gravel Pit opening.

Moved:..... **Seconded:**.....

CARRIED.

Resolution: 2024/08/.....

8.5 Community Service Manager's Report:

- **8.5.1: Executive Manager Community Services (EMCS):** See Special Purpose Report for Jly 2024 received covering:
Aged Care,
Justice Group,
Post Office,
Customer Service Officer for Cashier & PO, Centrelink,
Library,
Disaster Management,
PUB,
Bakery,
Hall,
Events,

Motion: That Council acknowledge & accepts the Jly Comm Service Report as tabled.

Moved:**Seconded:**.....

CARRIED.

Resolution: 2024/08/....

- **8.5.2: Aged Care Services, Jly Report:** See Data Report Outlining Aged Care Services.
Motion: That Council acknowledge & accepts the Jly Comm Service Report as tabled.
Moved:**Seconded:**.....
CARRIED.
Resolution: 2024/08/....

8.6 Environment Report:

- **8.6.1: Ranger: Land & Sea** (joint Co-Ordinators of Clinton & Gavin): Jly Report received covering Ranger activities:
Aerial Incendiary Burns,
Carbon Ground Burns,
WCTTAA host,
IPA Planning,
RAAK Mula General Meeting,
Equipment RnM,
Landfill Inspection & Maintenance,
Tourist Camp RnM,

Motion: That Council acknowledge & accepts Jly Report as tabled.

Moved:**Seconded:**.....

CARRIED.

Resolution: 2024/08/....

9. Tenders & Quotations:

10. Notice of Motion:

11. Meeting Closed:

12. Next Ordinary Meeting: **25 Sept 2024.**

Minutes accepted as true & correct.

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Mayor: Ralph Kendall. CEO: Edward A Natera: 28 Aug 2024