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**Minutes (Draft) Council Meeting**

**Date: Wed, 29 July 2020 at 10.00am.**

1. **Present:** Mayor Richard Tarpencha, D/Mayor George Conrad, Cr Tim Koo-Aga, Cr Ronald Kingi, Cr Andrea Foote, CEO Edward Natera (Minute Secretary).
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* ):** 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 Wed, 24 June 2020 as true & correct. **Moved:** Cr Koo-Aga. **Seconded:** Cr Conrad. **CARRIED. Resolution: 2020/07/01.**
6. **Delegations/Guests:**
7. **Correspondence:** List of inwards correspondence tabled for information:
8. **Reports:** 
   1. Mayor’s Report:

* **8.1.1:**  **Budgets 2020-2021 (B2021):** see Special Purpose Report (SPR) & full docu on B2021. **Motion:** That Council accepts B2021 as tabled by Mayor Tarpencha for adoption noting that: Total Revenue: M$15,308,744, Total Expenditure: M$10, 910,396, Depreciation Cost: M$5,381,372. QTC: investment is at 1.8%. Wages blanket application at 3.5%, employment is assumed at 100%.

Statement of estimated Financial Position and Operating Statement for period 2019-2020.  **Moved:** Cr Koo-Aga. **Seconded:** Cr Conrad. **CARRIED. Resolution: 2020/07/02.**

* **8.1.2: Budgets 2020-2021, Schedule of Fees & Charges 2020-2021 ( SFC2021):** see SPR & full docu on SFC 2021. **Motion:** That Council accepts the SFC2021 as tabled by Mayor Tarpencha for adoption.  **Moved:** Cr Conrad. **Seconded:** Cr Kingi. **CARRIED. Resolution: 2020/07/03.**
* **8.1.3: Budgets 2020-2021, Policies: Revenue, Investment & Debt 2020-2021 (PRID2021 ):** see SPR & full docu on PRID202, there are no changes to prior years. **Motion:** That Council accepts the PRID2021 as tabled by Mayor Tarpencha for adoption.  **Moved:** CrKingi. **Seconded:** Cr Conrad. **CARRIED. Resolution: 2020/07/04.**
* **8.1.4: Docu received titled Special Project Officer (SPO):** see docu re SPO tabled on Wed, 24 June by Mayor Richard without Notice.  **Motion:** That Council accepts the SPO docu & more discussions on the requirements of the SPO, the Pros & Cons, Budgets and Due Process, noting that this will be a Work in Progress Proposal.  **Moved:** Cr Conrad. **Seconded:** Cr Kingi. **CARRIED. Resolution: 2020/07/05.**
* **8.1.5: Docu received titled Matters of Concern (MOC):** see docu re MOC received from Mayor Richard on 01 Jly. Mayor Richard to take the lead and open up discussions on this MOC.  **Motion:** That Council accepts & discuss this MOC in the most professional manner noting that there is a Code of Conduct, Local Govt Act & Belcarra that every elected member are bound to abide by and that each member will now agree to move forward as a collective group after frank & honest discussions are made on MOC.  **Moved:** Cr Conrad. **Seconded:** Mayor Tarpencha. **CARRIED. Resolution: 2020/07/06.**

* 1. CEO’s Report:
* **8.2.1: Attendance Certificate (AC):** see AC dated 29 July 2020 and approved for payment at $1,473.60 each for Cr Foote, Cr Kingi & Cr Koo-Aga.
* **8.2.2: Audit, Independent Audit Committee (IAC):** see SPR docu dated 02 Jly on IAC. **Motion:** That Council confirms receipt, acceptance and adoption of IAC Audit Charter and Audit Policy as tabled.  **Moved:** Cr Kingi. **Seconded:** Mayor Tarpencha. **CARRIED. Resolution: 2020/07/07.**
* **8.2.3: Audit, Audit Interim Report (AIR):** see SPR docu dated 07 Jly on AIR from Qld Audit Office. **Motion:** That Council confirms receipt, acceptance and adoption of AIR.  **Moved:** CrKingi**. Seconded:** Cr Koo-Aga. **CARRIED. Resolution: 2020/07/08.**
* **8.2.4: Crime & Corruption Commission (CCC):** see SPR & full docu on CCC & the issue with former Mayor Chris Loft from Fraser Coast Regional Council. **Motion:** That Council confirms receipt, acceptance and understanding of this SPR & CCC Prevention in Focus which is part of capacity building of Council.  **Moved:** Cr Kingi. **Seconded:** Cr Conrad. **CARRIED. Resolution: 2020/07/09.**
* **8.2.5: Position Paper on Covid 19 Commercial Rental Relief (PPCCRR):** see docu on PPCCRR on Commercial Rent Relief. **Motion:** That Council confirms receipt of PPCCRR and well not evict any Commercial Renters, will negotiate terms and will not reduce/waive any Rental amounts.  **Moved:** Cr Foote. **Seconded:** Cr Conrad. **CARRIED. Resolution: 2020/07/10.**
* **8.2.6: Pormpuraaw Local Disaster Management Plan (PLDMP):** see revised docu on PLDMP & SPR for 2020-2021. As per Disaster Management act 2003 Sect 57 & 58 PLDMP was to be reviewed annually. **Motion:** That Council confirms receipt of PLDMP ans accepts for adoption as tabled.  **Moved:** Cr Conrad. **Seconded:** Cr Kingi. **CARRIED. Resolution: 2020/07/11.**

* 1. Deputy CEO’s Report:
* **8.3.1: Governance ( DCEO ):** Council notes that position is vacant and placement is WIP. Duties are shared between Corporate Services Mgr & CEO and have covered: Audits, By-Laws ( Undesirables ), Leases, Rents, Public Works Extinguishment.  **Motion:** That Council notes oversights by CSM & CEO and accepts above arrangements. **Moved:** Cr Kingi. **Seconded:** Cr Conrad. **CARRIED.**

**Resolution: 2020/07/12.**

* 1. Corporate Services Executive Manager’s Report:
* **8.4.1: Corporate Service Executive Manager (CSEM):** General Report dated 25 Jly 2020 received and covered: General Finance, Grant Acquittals & Reporting, Current Corporate Service Projects, HR, Admin Store, Guest House.

**Motion:** That Council accepts the CSEM report dated 25 Jly as tabled. **Moved:** Cr Koo-Aga. **Seconded:** Cr Conrad. **CARRIED.**

**Resolution: 2020/07/13.**

* **8.4.2: PASC Draft Index Report for Asset at 30 Jne 2020:(DIR):** see docu on DIR work for comprehensive asset valuation for 2019-2020 and 2020-2021.

**Motion:** That Council accepts the DIR work that will ensure that PASC can control massive spikes in Asset Valuations. **Moved:** Cr Kingi. **Seconded:** Cr Foote. **CARRIED.**

**Resolution: 2020/07/14.**

* **8.4.3: Internal Audit Report Review of Desktop Index Valuation (IARRDIV):** see docu on IARRDIV work for comprehensive asset valuation for 2019-2020 and 2020-2021.

**Motion:** That Council accepts the IARRDIV work that will ensure that PASC incorporates correct accounting treatment to mitigate potential Audit Qualifications. **Moved:** Cr Kingi. **Seconded:** Cr Foote. **CARRIED.**

**Resolution: 2020/07/15.**

* **8.4.4: Human Resource: (HR):** HR report for June 2020 tabled covering: Month in Review, HR Training/Conference, Reporting,

Projects,

New Starters, Terminations/Resignations, Recruitment, Training, Breakdown of Wages. **Motion:** That Council accepts the HR report for June 2020. **Moved:** Cr Conrad. **Seconded:** Cr Kingi.  **CARRIED. Resolution: 2020/07/16.**



* 1. Operations Executive Manager’s Report:
* **8.5.1: Operation Executive Manager Report (OEMR):** OEMR received dated 17 July 2020 covering: Airport, RnM, Main Roads, Parks n Garden, Plumbing, Housing, Projects,

Workshop, Splash Park, Bakery, Library Upgrade, New Playground equipment.

**Motion:** That Council accepts the OEMR dated 17 Jly 2020 as presented for adoption. **Moved:** Cr Conrad. **Seconded:** Cr Kingi. **CARRIED. Resolution: 2020/07/17.**

* 1. Community Service Manager’s Report:
* **8.6.1: Community Service Executive Manager (CSEM):** Council to note that this position is vacant (advt currently WIP). Duties are being spread across Corporate Ex Finance & CEO and has covered: Aged care: SDAP process, Centrelink: staff shortage, Justice Group: Integrated DV Officer & Coord interviews, Grant Funding, Qrt Activity Report,

**Motion:** That Council notes above arrangements and oversight. **Moved:** Cr Kingi. **Seconded:** Cr Conrad. **CARRIED.**

**Resolution: 2020/07/18.**

* 1. Environment Manager’s Report:
* **8.7.1: Environment Exec Mgr (EEM) Report:** EEM Report received dated 16 June 2020 covering: Carbon Abatement/Hazard Reduction, Sea Turtle Nest Protection,

ICCIP

Weed Control

Training, Program Reporting,

Unauthorised Access.

**Motion:** That Council confirms & accepts the EEM Report dated 16 June 2020 as tabled. **Moved:** Cr Foote. **Seconded:** Cr Koo-Aga. **CARRIED.**

**Resolution: 2020/07/19.**

**10.** Tenders & Quotations: **Nil.**

**11.** Notice of Motion: **Nil**

**12.** Meeting Closed:  **12.48pm.**

**13.** Next Meeting: **26 Aug 2020.**

**Minutes accepted as true & correct.**

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**Richard Tarpencha: Mayor. Edward A Natera. CEO. 26 Jly 2020.**