

# ORDINARY COUNCIL MEETING 30 November 2020



## NOTICE OF MEETING

The Ordinary Meeting of the Belyuen Community Government Council will be held in the Council Offices, Belyuen community commencing at 5.00pm.

---

Cathy Winsley - CEO

# AGENDA

## ORDINARY COUNCIL MEETING

### 30 November 2020

## Table of Contents

1	OPEN MEETING .....	2
2	APOLOGIES AND LEAVE OF ABSENCE.....	2
3	DECLARATION OF INTEREST .....	3
4	DEPUTATIONS AND PRESENTATIONS .....	4
5	CONFIRMATION OF PREVIOUS MINUTES.....	4
6	PRESIDENT’S REPORT .....	5
7	CEO REPORTS.....	5
7.1	Incoming and Outgoing Correspondence .....	5
7.2	Report from the CEO .....	7
8	OFFICER REPORTS .....	10
9	FINANCIAL REPORTS .....	10
9.1	Monthly Financial Report.....	10
10	QUESTIONS BY MEMBERS .....	11
11	GENERAL BUSINESS.....	11
12	CONFIDENTIAL ITEMS.....	11
13	NEXT COUNCIL MEETING.....	11

## 1 OPEN MEETING

The meeting will be declared open at 5:00PM.

## 2 APOLOGIES AND LEAVE OF ABSENCE

<b>Report Number</b>	<b>2.1.11.20</b>
<b>Author</b>	<b>Cathy Winsley - CEO</b>
<b>Attachments</b>	<b>Nil</b>

### Summary

This report is to table, for Council's record, any apologies and requests for leave of absence received from Elected Members for the Ordinary General Meeting held on 30th November 2020.

### Background

Not applicable.

### Comment

Council can choose to accept the apologies or requests for leave of absence as presented, or not accept them. Apologies or requests for leave of absence that are not accepted by Council will be recorded as absence without notice.

### Statutory Environment

As per the Local Government Act s.39 (1) A person ceases to hold office as a member of a Council if the person: (d) is absent, without permission of the Council, from 2 consecutive ordinary meetings of the Council.

### Financial Implications

Not applicable.

### Recommendation

***That Council accepts the apology of Cr \_\_\_\_\_ for the Ordinary Council Meeting 30th November 2020. The Council notes the absence without apology of Cr \_\_\_\_\_.***

***Moved:***

***Seconded:***

### 3 DECLARATION OF INTEREST

<b>Report Number</b>	<b>3.1.11.20</b>
<b>Author</b>	<b>Cathy Winsley - CEO</b>
<b>Attachments</b>	<b>NIL</b>

#### Summary

Elected members and staff are required to declare any conflicts of interest arising from the matters contained in this agenda.

#### Background

**Elected Members** are required to disclose an interest in a matter under consideration by Council at a meeting of the Council or a meeting of a Council committee by:

- 1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised.
- 2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council by disclosure as soon as possible after the matter is raised.

The Council may elect to allow the Member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

**Staff Members** of the Council are required to disclose an interest in a matter at any time at which they are required to act or exercise their delegate authority in relation to the matter. Upon disclosure the Staff Member is not to act or exercise his or her delegated authority unless the CEO or Acting CEO expressly directs him or her to do so.

#### Comment

NIL

#### Statutory Environment

- Local Government Act s73 & s74 (Elected Members).
- Local Government Act (2008) s107 Conflict of interest (Staff Members)

#### Policy Implications

Conflict of Interest – Code of Conduct.

#### Financial Implications

Not applicable.

#### Recommendation

***That Council receives and notes the declarations of interest for the Ordinary General Meeting held 30<sup>th</sup> November 2020.***

**Moved:**

**Seconded:**

## 4 DEPUTATIONS AND PRESENTATIONS

NIL

## 5 CONFIRMATION OF PREVIOUS MINUTES

<b>Report Number</b>	<b>5.1.11.20</b>
<b>Author</b>	<b>Cathy Winsley - CEO</b>
<b>Attachments</b>	<b>Unconfirmed Minutes of the Meeting 24<sup>th</sup> August 2020</b>

### Summary

Minutes of the Ordinary General Meeting and confidential session held on 26<sup>th</sup> October 2020 (rescheduled to 2 November 2020) are submitted to Council for confirmation that those Minutes are a true and correct record of the meetings.

### Statutory Environment

The Minutes as submitted must comply with part section 67(2) *Local Government Act 2008* and that confirmation of Minutes is compliant with section 67(3) of the *Local Government Act 2008*.

### Policy Implications

Not applicable

### Financial Implications

Not applicable.

### Recommendation

***That the Minutes of the Ordinary General Meeting and Confidential session held on 2<sup>nd</sup> November 2020 be confirmed by Council as a true and correct record of the meeting.***

**Moved:**

**Seconded:**

# MINUTES OF THE ORDINARY MEETING OF THE BELYUEN COMMUNITY GOVERNMENT COUNCIL MEETING HELD 2nd November 2020

## 1 OPEN MEETING

Meeting opened at 6:12PM – as the President was suffering from a sore throat Cr Rex Sing chaired the meeting.

PRESENT AT MEETING:

Elected Members:

- Cr Zoe Singh President
- Cr Rex Edmunds Vice President
- Cr Cecilia Lewis

Staff:

- Cathy Winsley - CEO
- Jasmine Kaur Brar – Finance/Administration Officer

Visitors:

- Cathryn Hutton

## 2 APOLOGIES AND LEAVE OF ABSENCE

The Council notes the absence without apology of Cr Rex Sing and Cr John Moreen and notes that this is the second meeting that they have missed without apology.

Moved: President Singh

Seconded: Cr Rex Edmunds

## 3 DECLARATION OF INTEREST

That Council receives and notes the declarations of interest for this Ordinary General Meeting.

Moved: Cr Rex Edmunds

Seconded: Cr Cecilia Lewis

## 4 DEPUTATIONS AND PRESENTATIONS

NIL

## 5 CONFIRMATION OF PREVIOUS MINUTES

That the Minutes of the Ordinary General Meeting and Confidential Meeting held on 28th September 2020 be confirmed by Council as a true and correct record of the meeting.

Moved: Cr Cecilia Lewis  
Seconded: President Zoe Singh

## **6 PRESIDENT'S REPORT**

NIL

## **7 CEO REPORTS**

### **7.1 Incoming and Outgoing Correspondence**

NIL

### **7.2 Report from the CEO**

That Council:

1. Receives and notes the report from the CEO for the period October 2020.
2. Request by Mr Steve Kubasiewicz, Senior Planner for the DLGHCD, to present to the Council has been approved for a meeting in January 2021.
3. Approves two days personal leave for the CEO in December/January (dates to be advised closer to the date).

Moved: Cr Cecilia Lewis  
Seconded: President Zoe Singh

### **7.3 Annual Report**

That Council approves the 2019-20 Annual Report and Audited Financial Statements as tabled.

Moved: Cr Rex Edmunds  
Seconded: Cr Cecilia Lewis

## **8 OFFICER REPORTS**

### **8.1 Establishment of Audit Committee (deferred from September)**

That Council:

1. Approves the establishment of an Audit Committee with the Terms of Reference as tabled.
2. Determines membership to be two independent members and two council members.
3. Requests the CEO to seek suitable applicants for the independent members of the committee (including the chairman) and present the short list to the Council at its February 2020 meeting.

Moved: President Zoe Singh  
Seconded: Cr Rex Edmunds

## **9 FINANCIAL REPORTS**

### **9.1 Monthly Financial Report**

That Council accept the financial reports for the period September 2020 as tabled in this report.

Moved: Cr Rex Edmunds  
Seconded: Cr Cecilia Lewis

## 10 QUESTIONS BY MEMBERS

NIL

## 11 GENERAL BUSINESS

NIL

## 12 CONFIDENTIAL ITEMS

That pursuant to Section 65(2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations, the meeting be closed to the public to consider the Confidential item(s) of the Agenda.

Moved: Cr Rex Edmunds  
Seconded: President Zoe Singh

### 12.1 Financial and Accounting Services

## 13 NEXT COUNCIL MEETING

The next Ordinary Meeting of Council be held on 30 November 2020 at the Belyuen Council Offices, Belyuen commencing at 5:00PM.

Meeting closed at 7:59PM



## 6 PRESIDENT'S REPORT

<b>Report Number</b>	<b>6.1.11.20</b>
<b>Author</b>	<b>President Zoe Singh</b>
<b>Attachments</b>	<b>Nil</b>

### Summary

The President reports to Council on her activity and any items of importance that have arisen since the last ordinary Council meeting.

### Comment

The President gave a verbal report of her activities since the last council meeting.

### Financial Implications

Not applicable.

### Recommendation

*That Council receives and notes the President's Report.*

**Moved:**

**Secoded:**

## 7 CEO REPORTS

### 7.1 Incoming and Outgoing Correspondence

<b>Report Number</b>	<b>7.1.11.20</b>
<b>Author</b>	<b>Cathy Winsley - CEO</b>
<b>Attachments</b>	<b>Various letters below</b>

#### Background

Council is provided with items of correspondence both received and sent since the last Council meeting.

Hard copies are available to Council on the day of each Ordinary Council meeting for perusal, with additional copies available on request to individual Elected Members.

The correspondence inwards and outwards will be tabled at every meeting or included in agenda items as part of the background information for that particular issue.

#### Comment

The following correspondence has been received or sent during the preceding period.

**Correspondence In**

Ref	Date	From	Regarding

**Correspondence Out**

	Date	To	Regarding

**Consultation**

Not applicable.

**Statutory Environment**

Not applicable.

**Policy Implications**

Not applicable.

**Financial Implications**

Nil

**Recommendation**

*That Council receives and notes the Incoming and Outgoing Correspondence Report tabled at the Council meeting 30<sup>th</sup> November 2020.*

**Moved:**

**Seconded:**

## 7.2 Report from the CEO

Report Number	7.2.11.20
Author	Cathy Winsley - CEO
Attachments	1 School Holiday Activities 2 Mandorah Marine Masterplan

### Summary

Each meeting the CEO provides an update on activities and issues facing the Council.

### Comment

#### Christmas Shutdown

The office will be closed on 25/12, 28/12 (Boxing Day) and 1/1 - only Public Holidays. I'll be putting flyers around telling people.

I will be in Community over the Christmas period.

#### Christmas Holiday Program

There is an exciting Christmas Program on offer this year including:

- Basketball
- Circus skills

Check out the attached calendar for dates.

#### Mandorah Marine Masterplan

The Mandorah Marine Masterplan is available for download from:

<https://dipl.nt.gov.au/projects/mandorah-marine-masterplan>

A copy is also included in the attachments.

The Mandorah Jetty is an ageing asset and a new facility is required to improve safety, provide access for mobility impaired users and to unlock development and tourism in the area. The cost to construct the new facility has been estimated at \$50 million.

The new facility has been identified as a long-term project under the 10 Year Infrastructure Plan 2018-2027. The project has been brought forward to support the Territory's construction industry and create local jobs. **Expected completion of construction is anticipated to be 2024, weather permitting.**

#### Activity around the community

- Civil Works staff starting on erecting the bollards and street signs week of 30/11

#### Other Funding

Seeking \$30K to install some water cooler/bubblers from DOH Healthy Lifestyle grant

#### Funding Applications waiting on

- ABA – people carrier vehicle for aged care
- DIPLS – Remote Airstrip Upgrade

**Statutory Environment**

Not applicable.

**Financial Implications**

Not applicable.

**Recommendation**

*That Council receives and notes the report from the CEO for the period November 2020.*

***Moved:***

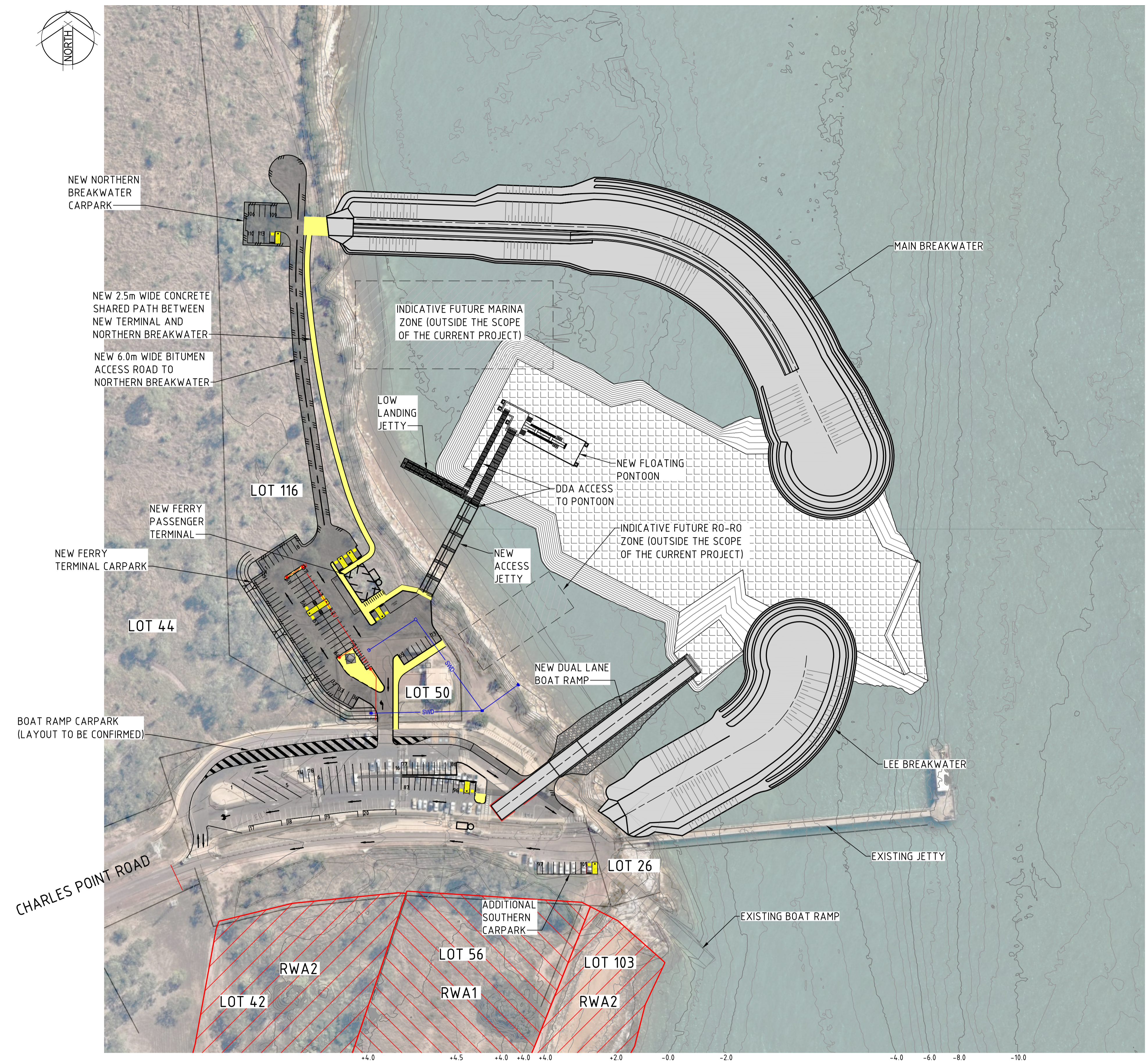
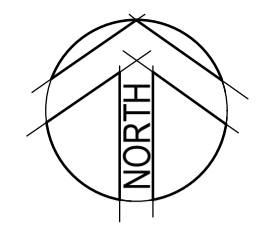
***Seconded:***

# Calendar of Events

## Christmas School Holiday Activities

### Kids and Youth Activities

January 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 New Years Day	2
3	4 Basketball skills develop	5 Basketball skills develop	6	7	8	9
10	11	12 ArtBack NT Circus Skills	13 Basketball skills develop	14 Basketball skills develop	15 ArtBack NT Circus Skills	16
17	18	19 ArtBack NT Circus Skills	20 Corrugated Iron - Circus workshops	21 Corrugated Iron - Circus workshops	22 ArtBack NT Circus Skills	23
24	25	26 ArtBack NT Circus Skills	27 Corrugated Iron - Circus workshops	28 Corrugated Iron - Circus workshops	29 ArtBack NT Circus Skills	30



OVERALL SITE PLAN  
SCALE A



SCALE 1:1000  
**PRELIMINARY**  
NOT TO BE USED FOR CONSTRUCTION PURPOSES

CAD File: O:\PROJECTS\NBC 2019\Projects\Drawings\1 ACAD\DWG\021910-CI-006-public.dwg

No.	DESCRIPTION	DATE	INIT.	DEPT./COMPANY
C	ISSUED FOR INFORMATION	22/09/2020	S.E.	CARDNO
B	RE-ISSUED FOR 25% DESIGN APPROVAL	28/07/2020	S.E.	CARDNO
A	ISSUED FOR 25% DESIGN APPROVAL	30/06/2020	S.E.	CARDNO
AMENDMENTS				
Plot Date: 22/09/2020				

© Cardno Limited All Rights Reserved.  
This document is produced by Cardno Limited solely for the benefit of and use by the client in accordance with the terms of the retainer. Cardno Limited does not and shall not assume any responsibility or liability whatsoever to any third party arising out of any use or reliance by third party on the content of this document.

Cardno (NT) Pty Ltd | ABN 78 078 713 934  
Level 6, 93 Mitchell Street  
Darwin NT 0800  
Tel: 08 8942 8200 Fax: 08 8942 8211  
Web: www.cardno.com.au

DRAWN  
S.EZZY  
DATE: JUNE 2020  
DESIGNED  
S.EZZY  
DATE: JUNE 2020  
DESIGN PROJECT LEADER  
D.STRICKLAND  
DATE: JUNE 2020

CHECKED  
D.BRAMLEY  
DATE: JUNE 2020  
CHECKED  
D.BRAMLEY  
DATE: JUNE 2020  
NTG PROJECT MANAGER  
DATE:

**Northern Territory Government**  
Asset Owner  
DEPARTMENT OF INFRASTRUCTURE PLANNING AND LOGISTICS

DARWIN CHARLES POINT ROAD, MANDORAH NEW MARINE FACILITIES TO SERVICE MANDORAH AND COX PENINSULA OVERALL SITE PLAN		NTG PROJECT No. ZMD01890	NTG ASSET No.	SHEET No. SK1 OF	NTG DRAWING No.	AMENDMENT C	SHEET SIZE A1
----------------------------------------------------------------------------------------------------------------------------	--	-----------------------------	---------------	---------------------	-----------------	----------------	------------------

## 8 OFFICER REPORTS

NIL

## 9 FINANCIAL REPORTS

### 9.1 Monthly Financial Report

<b>Report Number</b>	<b>9.1.11.20</b>
<b>Author</b>	<b>Cathy Winsley - CEO</b>
<b>Attachments</b>	<b>Financial report October 2020</b>

#### Summary

The Council is provided with a financial report at each meeting.

#### Background

Not applicable.

#### Comment

Please refer attached financial report.

#### Statutory Environment

Section 18 of the Local Government Accounting Regulations 2008 refers.

Financial reports to Council –

- 1) The CEO must, in each month, lay before a meeting of the Council a report, in a form approved by the Council, setting out:
  - a) the actual income and expenditure of the Council for the period from the commencement of the financial year up to the end of the previous month; and
  - b) the forecast income and expenditure for the whole of the financial year.
- 2) The report must include:
  - a) details of all cash and investments held by the Council (including money held in trust); and
  - b) a statement on the debts owed to the Council including the aggregate amount owed under each category with a general indication of the age of the debts; and
  - c) other information required by the Council.

#### Policy Implications

Not applicable

#### Financial Implications

See the body of this report.

## Recommendation

*That Council accept the financial reports for the period October 2020 as tabled in this report.*

*Moved:*

*Seconded:*

## 10 QUESTIONS BY MEMBERS

Members are invited to raise any questions.

## 11 GENERAL BUSINESS

Call for any other general business.

## 12 CONFIDENTIAL ITEMS

NIL

## 13 NEXT COUNCIL MEETING

*The next Ordinary Meeting of Council be held on 25<sup>th</sup> January 2021 at the Belyuen Council Offices, Belyuen commencing at 5:00PM.*