

ORDINARY COUNCIL MEETING January 2024



NOTICE OF MEETING

The Ordinary Meeting of the Belyuen Community Government Council will be held in the Council Offices, Belyuen community commencing at 11am.

Dave Ferguson - CEO

AGENDA

ORDINARY COUNCIL MEETING

January 2024

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	FINANCE REPORT.....	11
6.1	Six Monthly Financial Review	11
6.2	Monthly Financial Report.....	13
7	PRESIDENT’S REPORT	12
8	CEO REPORTS.....	13
8.1	Report from the CEO.....	13
8.2	Report from the CEO.....	15
8.3	Report from the CEO Aged Care.....	18
8.4	Report from the Store	19
8.5	Report from the CEO.....	21
8.6	Report from the CEO.....	11
9	QUESTIONS BY MEMBERS	23
10	GENERAL BUSINESS.....	23
11	NEXT COUNCIL MEETING	23

1 OPEN MEETING

The meeting will be declared open at 11:00am.

President welcomes the Councillors and staff to the January meeting of 2024.

Councillors agree that all matters presented at this meeting will be administered on the principle of fair and equitable treatment. The President acknowledges that we each bring our own views to the table and on all matters unresolved, Councillors right to agree and disagree is respected.

Councillors are reminded to fulfil their administrative requirements and sign the attendance sheet associated with this meeting.

Acknowledgement is made to members not present and respect is paid to the Traditional Owners of the land on which we meet, to the elders past and present and to the Councillors and employees present for the meeting.

2 APOLOGIES AND LEAVE OF ABSENCE

2.1.01.24 **Dave Ferguson - CEO**

Summary

This report is to table, for Council's record, any apologies, and requests for leave of absence received from Elected Members for this or future Ordinary General Meetings.

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 2019* s.47 a person ceases to hold office as a member of a Council if the person is absent, without permission of the Council in accordance with the regulations, from 2 consecutive ordinary meetings of the Council.

Financial Implications

Not applicable.

Recommendation

1. *That Council accepts the apology of Cr. [Name] for the Ordinary Council Meeting held January 30 2024; or,*
2. *That the Council notes the absence without apology of Cr. [Name].*

Moved:

Seconded:

3 DECLARATION OF INTEREST

3.1.01.24

Dave Ferguson - CEO

Summary

Elected members and staff are required to declare any conflicts of interest arising from the matters contained in this agenda. The President reminds everyone about their roles and responsibilities as an elected official and particularly of their obligations to declare their interest (material or personal) on matters presented today – that may have a perceived or real conflict of interest.

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 delegated 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 2019* Section 114 (Elected Members)
- *Local Government Act 2019* Section 179 (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 for January 30 2024.

Moved:

Seconded:

4 DEPUTATIONS AND PRESENTATIONS

Nil

5 CONFIRMATION OF PREVIOUS MINUTES

5.1.01.24

Dave Ferguson - CEO

Unconfirmed Minutes of the December Council Meeting 2023

Summary

Minutes of the Ordinary General Meeting and the Confidential Minutes from the meeting of the 12 December 2023 are submitted to Council for confirmation that those Minutes are a true and correct record of the meeting.

MINUTES OF THE ORDINARY MEETING OF THE BELYUEN COMMUNITY GOVERNMENT COUNCIL MEETING HELD: December 12th 2023

1 OPEN MEETING

MEETING OPENED: The Ordinary Council Meeting opened at 11.18am

PRESENT AT MEETING:

Elected Members:

- *Cr. Rex Edmunds*
- *Cr. John Moreen*
- *Cr. Brentley Moreen*
- *Cr. Frederick Moreen*
- *Cr. Rex Sing*

Staff:

- *Dave Ferguson – Chief Executive Officer*
- *Jasmine Brar – Finance and Administration Manager*

Visitors:

- *Nil*

2 APOLOGIES AND LEAVE OF ABSENCE

Recommendation:

<2.1.12.12> That Council receives and notes NIL apologies and leave of absence for the Ordinary Council Meeting - December 2023.

3 DECLARATIONS OF INTERESTS

Recommendation:

<3.1.12.12> That Council receives and notes NIL declarations of interest for the Ordinary Council Meeting – December 2023

4 DEPUTATIONS AND PRESENTATIONS

Recommendation:

<4.1.12.12> That Council receives and notes NIL Deputations and Presentations for the Ordinary Council Meeting – December 2023

5 CONFIRMATION OF PREVIOUS MINUTES

Recommendation:

<5.1.12.12> That the Minutes of the September Ordinary Council Meeting held on 14th November 2023 and the Confidential section of the meeting be confirmed by Council as a true and correct record of the meeting.

Moved: Cr. B. Moreen

Seconded: Cr. R. Sing

Carried.

6 FINANCIAL REPORTS

6.1 Six Monthly Financial Review

Recommendation

<6.1.12.12> That Council notes and adopts the Six-Monthly Financial Review of Councils budget - December 2023

Moved: Cr. F. Moreen

Seconded: Cr. R. Edmunds

Carried.

6.2 Monthly Financial Report - December

Recommendation

<6.2.12.12> That Council notes and endorses the Monthly Financial Report for December 2023 as tabled:

Moved: Cr. R. Sing

Seconded: Cr. B. Moreen

Carried.

- 12.13pm - Meeting adjourned for lunch
- 1.00pm – Meeting resumed and immediately suspended for Elected Member Training
- 3.16pm - Meeting resumed
- 3.17pm – President Edmunds departed the meeting

7 PRESIDENT'S REPORT

Nil report tabled.

8 CEO REPORTS

8.1 Report from the CEO: General Administration

Recommendation:

<8.1.12.12> That Council notes and endorses the report General Administration from the CEO as tabled.

Moved: Cr. B. Moreen

Seconded: Cr. R. Sing

Carried.

8.2 Report from the CEO: Council Meeting Dates 2024

Recommendation:

<8.2.12.12> That Council adopt the Council Meeting Dates for 2024.

Moved: Cr. J. Moreen

Seconded: Cr. F. Moreen

Carried.

8.3 Report from the CEO: Aged Care Services

Recommendation:

<8.3.12.12> That Council adopt the Aged Care Strategic Plan 2024 – 2027.

Moved: Cr. B. Moreen

Seconded: Cr. R. Sing

Carried.

8.4 Report from CEO: Belyuen Store – Christmas Trading Hours

Recommendation:

<8.4.12.12> That Council approve the Belyuen Store trading hours during the Christmas period: December 22nd - January 2nd.

Moved: Cr. B. Moreen

Seconded: Cr. R. Sing

Carried.

8.5 Report from CEO – Delissaville Aerodrome

Recommendation:

<8.5.12.12> That Council instruct the CEO to respond to the NTG advising Councils decision regarding the works project for the Delissaville Aerodrome.

Moved: Cr. F. Moreen

Seconded: Cr. J. Moreen

Carried.

9 QUESTIONS BY MEMBERS

Nil

10 GENERAL BUSINESS

Nil

11 CONFIDENTIAL ITEMS

Nil

12 NEXT COUNCIL MEETING

Meeting closed at 3.34pm

The next Ordinary Meeting of Council to be held on **January 30th 2024** at the Belyuen Council Offices, Belyuen commencing at **11:00am**.

– END OF DOCUMENT –

Statutory Environment

The Agendas and Minutes as submitted must comply with part Chapter 6 of the Local Government Act 2019.

Policy Implications

Not applicable

Financial Implications

Not applicable

Recommendation

That the Minutes of the December Ordinary General Meeting held on **12th December 2023** and the Confidential section of the meeting be confirmed by Council as a true and correct record of the meeting.

Moved:

Seconded:

6 PRESIDENT'S REPORT

Report Number	6.1.01.24
Author	President Rex Edmunds
Attachments	Nil

Summary

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

Comment

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

Financial Implications

Not applicable.

Recommendation

That Council receives and notes the President's Report.

Moved:

Seconded:

7 CEO REPORT

7.1 Report from the CEO – General Administration

Report Number	7.1.01.24
Author	Dave Ferguson - CEO
Attachments	NIL

Summary

The CEO provides a report to Council outlining operational matters concerning Council for the previous month.

Recruitment:

Council have recently recruited and employed local Indigenous people in the following roles:

- **School Nutrition/store assistants x 3**

- **Culture Program Coordinator (1 x male)**
- **Administration Trainee** (permanent part time 25 hours per week)

Employment opportunities currently available in Belyuen, Council still has vacancies in the following programs and services:

- **Centrelink/Admin officer** x 1 (part time 25 hours per week)
- **Aged Care Case Manager** x 1 (full time)
- **Aged Care Support workers** x 3 (casual 20-25 hrs. per week - identified)
- **Cleaners** x 3 (casual 20 hrs. per week - identified)
- **Sport & Recreation** x 2 (casual 20 hrs. per week - identified)

Recruitment for 2 Case Managers in the Aged Care program has been completed.

A new Case Manager will commence in the Aged Care program on Wednesday 31st January. A second applicant for the case manager role was also successful with her application however declined to accept the position at this point in time.

Council also recently recruited a Cultural Activities Coordinator to assist with the Belyuen Culture Program, Aged Care and Sport & Recreation. The Cultural Activities Coordinator will also be responsible for community events, social media, community newsletters, NAIDOC celebrations and other social services and cultural activities for Belyuen.

Training:

The 2-day training course for the civil works program staff in Belyuen has been rescheduled to run at a later date to be advised in February. The course delivered from the workshop compound will increase operational knowledge of equipment and machinery as well as provide information to assist civil works staff with general maintenance and care of assets. The training is open to all staff and community members interested in this field.

AFL:

Interest in AFL has dwindled since the Christmas and new year period. There are only 3 rounds left in the season. Waratah Football Club encourage Belyuen members to finish out the season strong and attend training and game day for Mens Division 1 and Womens Division 2.

Consultation

Community consultation via community meetings and surveys.

Statutory Environment

Not applicable

Policy Implications

Nil

Financial Implications

BCGC receive funding from the Northern Territory Government, Commonwealth Government, and various funding agencies to assist with the delivery of services to the community of Belyuen.

Recommendation:

That Council note the report from the CEO

Moved:

Seconded:

7.2 Report from Belyuen Aged Care Services

Report Number	7.3.01.24
Author	Dave Ferguson - CEO
Attachments	Nil Report

Summary

Belyuen Community Government Council have received support from Aged Care Management Australia (ACMA) in the development of a strategic plan for the Aged Care program.

Comment

Statutory Environment

Not applicable

Policy Implications

Nil

Financial Implications

Nil

Recommendation:

Nil

7.3 Report from CEO: Belyuen Store

Report Number	7.4.01.24
Author	J. Fiddock – Store Manager
Attachments	Nil

Summary:

Belyuen Community Government Council oversee the Belyuen community store to provide the residents of Belyuen with source of healthy nutritious food options, along with meaningful training and employment opportunities.

Comment:

During the month of December store sales were low compared to the previous month however store catering increased and is proving to be more popular with external organisations choosing to support the community store with their catering needs. Indigenous store staff increased by 3. Belyuen Store now has 6 local Indigenous staff undergoing training.

The School Nutrition Program is operating well, there is a slight decrease in numbers of primary school children attending school due to visiting families with primary school children moving back to their community.

The end of year Christmas celebration was well received by all community residents' gratitude to all that contributed and participate.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Recommendation:

That Council note and endorse the CEO report on Belyuen Store for January as tabled.

Moved:

Seconded:

8 FINANCIAL REPORTS

8.1 Monthly Financial Report

Report Number	8.1.01.24
Author	Dave Ferguson - CEO
Attachments	Monthly Finance report

Summary

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

Background

Not applicable.

Comment

Please refer attached financial report.

Statutory Environment

Section 17 of the *Local Government (General) Regulations 2021* refers.

Monthly Financial Reports to council

- 1) The CEO must, in each month, give the council a report 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 most recently adopted annual budget; and
 - c) details of any material variances between the most recent actual income and expenditure of the council and the most recently adopted annual budget.
- 2) The report must also include:
 - a) details of all cash and investments held by the council (including money held in trust); and
 - b) the closing cash at bank balance split between tied and untied funds; and
 - c) a statement on trade debtors and a general indication of the age of the debts owed to the council; and
 - d) a statement on trade creditors and a general indication of the age of the debts owed by the council; and
 - e) a statement in relation to the council's payment and reporting obligations for GST, fringe benefits tax, PAYG withholding tax, superannuation and insurance; and
 - f) other information required by the council.

Policy Implications

Not applicable

Financial Implications

See the body of this report.

Recommendation

BELYUEN COMMUNITY GOVERNMENT COUNCIL

That Council:

a) notes the Chief Executive Officer (CEO) certifies to the best of his knowledge, information, and the belief that the internal controls implemented by Council are appropriate, and that Council's financial report best reflects the financial affairs of Council; and

b) receives and notes the monthly financial report for December 2023.

Moved:

Seconded:

9 QUESTIONS BY MEMBERS

Members are invited to raise any questions.

10 GENERAL BUSINESS

Call for any other general business.

Discussion

11 NEXT COUNCIL MEETING

The next Ordinary Meeting of Council be held on February 27th at the Belyuen Council Offices, Belyuen commencing at 11:00am.