

ORDINARY COUNCIL MEETING September 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

September 2024

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1 OPEN MEETING

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

President welcomes the Councillors and staff to the September 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

2.1.09.24 **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 September Council Meeting held October 01st 2024; or,*
2. *That the Council notes the absence without apology of Cr. [Name].*

Moved:

Seconded:

3 DECLARATION OF INTEREST

3.1.09.24

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 September 2024.

Moved:

Seconded:

4 DEPUTATIONS AND PRESENTATIONS

4.1.09.24

NIL

5 CONFIRMATION OF PREVIOUS MINUTES

5.1.09.24

Dave Ferguson - CEO

Unconfirmed Minutes of the August Council Meeting 2024

Summary

Minutes of the Ordinary General Meeting and the Confidential Minutes from the meeting of the August 27 2024 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: August 27th 2024

1 OPEN MEETING

MEETING OPENED: The Ordinary Council Meeting opened at 11.06am

PRESENT AT MEETING:

Elected Members:

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

Staff:

- *Dave Ferguson – Chief Executive Officer*
- *Jasmine Brar – Finance Manager (via Microsoft Teams)*

Visitors:

- *NIL*

2 APOLOGIES AND LEAVE OF ABSENCE

Apologies and Leave of Absence:

- *Cr. Brentley Moreen – **absent without notice***

3 DECLARATIONS OF INTERESTS

Nil

4 DEPUTATIONS AND PRESENTATIONS

Nil

5 CONFIRMATION OF PREVIOUS MINUTES

Recommendation:

<5.1.08.27> That the Minutes of the Ordinary Council Meeting held on 30th July 2024 and the Confidential section of the meeting be confirmed by Council as a true and correct record of the meeting.

Moved: Cr. R Sing

Seconded: Cr. R Edmunds

Carried.

6 PRESIDENTS REPORT

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

President Edmunds noted the works that had taken place in the community, namely:

- Grounds maintenance: clearing of drains, oval maintenance, removal of car bodies.

President Edmunds also noted:

- The community is looking clean and continually improving.

Recommendation:

<6.1.08.27> That Council receives and notes the President's Report.

Moved: Cr. R Sing

Seconded: Cr. J Moreen

Carried.

7 CEO REPORT

7.1 Report from the CEO: Incoming and Outgoing Correspondence

Recommendation:

<7.1.08.27> That Council receives and notes the report from the CEO – Incoming and Outgoing Correspondence as tabled.

Moved: Cr. R Sing

Seconded: Cr. R Edmunds

Carried.

7.2 Report from the CEO – General Administration

Recommendation:

<7.2.08.27> That Council receives and note the report from the CEO - General Administration

Moved: Cr. R Sing
Seconded: Cr. J Moreen

Carried.

7.3 Report from the CEO – Aged Care Services

Recommendation:

<7.3.08.27> That Council receives and notes the report from the CEO - Aged Care Services

Moved: Cr. R Edmunds
Seconded: Cr. R Sing

Carried.

8 FINANCIAL REPORTS

8.1 Monthly Financial Report – August 2024

Recommendation:

<8.1.08.27> That the financial report for August 2024 will be tabled at a special meeting in September, date TBC.

Moved: Cr. R Edmunds
Seconded: Cr. R Sing

Carried.

9 QUESTIONS BY MEMBERS

Nil

10 GENERAL BUSINESS

Nil

11 CONFIDENTIAL ITEMS

Nil

12 NEXT COUNCIL MEETING

Meeting closed at 13.26pm

*The next Ordinary Meeting of Council to be held on **September 24th 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 **30th July 2024** 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	6.1.08.24
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 – Incoming and Outgoing Correspondence

Report Number	7.1.08.24
Author	Dave Ferguson - CEO
Attachments	Numerous documents

Background

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

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

Comment

Nil

Correspondence In

Office of the Independent Commissioner Against Corruption – ICAC (NT)

Correspondence Out

Nil

Recommendation

That Council receives and notes the report from the CEO – Incoming and Outgoing Correspondence as tabled.

Moved:

Seconded:

7.2 Report from the CEO – General Administration

Report Number	7.2.08.24
Author	Dave Ferguson - CEO
Attachments	NIL

Summary

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

Recruitment:

There are several positions that are currently vacant.

Council has vacancies in the following programs and services:

- **Community Services Manager** (full time)
- **Senior Administration/Finance Officer** (full time)
- **Aged Care Case Manager** x 1 (full time)
- **Aged Care Support workers** x 2 (casual 20-25 hrs. per week - identified)
- **Cleaners** x 2 (casual 20 hrs. per week - identified)
- **Sport & Recreation** x 2 (casual 20 hrs. per week - identified)

Absenteeism:

Absenteeism continues to be a major issue in all programs and services that we deliver.

The absenteeism affects Councils performance especially in the Belyuen Store and Aged Care programs.

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:

7.3 Report from Belyuen Aged Care Services

See attachment

7.4 Report from CEO: Belyuen Store

Nil report

8 FINANCIAL REPORTS

8.1 Monthly Financial Report – July 2024

Report Number	8.1.09.24
Author	Dave Ferguson – CEO
Attachments	Monthly Finance report (July)

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

Refer to the attached finance report

Recommendation

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 **July 2024**.

Moved:

Seconded:

Carried.

8.2 Monthly Financial Report – August 2024

Report Number	8.2.09.24
Author	Dave Ferguson – CEO
Attachments	Monthly Finance report (August)

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

- 3) The CEO must, in each month, give the council a report setting out:
 - d) 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
 - e) the most recently adopted annual budget; and
 - f) details of any material variances between the most recent actual income and expenditure of the council and the most recently adopted annual budget.
- 4) The report must also include:
 - g) details of all cash and investments held by the council (including money held in trust); and
 - h) the closing cash at bank balance split between tied and untied funds; and
 - i) a statement on trade debtors and a general indication of the age of the debts owed to the council; and
 - j) a statement on trade creditors and a general indication of the age of the debts owed by the council; and

- k) a statement in relation to the council's payment and reporting obligations for GST, fringe benefits tax, PAYG withholding tax, superannuation and insurance; and
- l) other information required by the council.

Policy Implications

Not applicable

Financial Implications

Refer to the attached finance report

Recommendation

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 **August 2024**.

Moved:

Seconded:

Carried.

8.3 Monthly Financial Report – September 2024

Report Number	8.3.09.24
Author	Dave Ferguson – CEO
Attachments	Monthly Finance report (September)

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

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

Policy Implications

Not applicable

Financial Implications

Refer to the attached finance report

Recommendation

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 **September 2024**.

Moved:

Seconded:

Carried.

9 QUESTIONS BY MEMBERS

Members are invited to raise any questions.

10 GENERAL BUSINESS

- NIL

11 CONFIDENTIAL ITEMS

Recommendation

THAT pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1) of the Local Government (General) Regulations 2021 the meeting be closed to the public to consider the Confidential items of the agenda.

Moved:

Seconded:

Carried

Return to open session

12 NEXT COUNCIL MEETING

The next Ordinary Meeting of Council be held on October 29th at the Belyuen Council Offices, Belyuen commencing at 11:00am.