

ORDINARY COUNCIL MEETING

August 2025



NOTICE OF MEETING

The Ordinary Meeting of the Belyuen Community Government Council will be held in the Council Offices, Belyuen community commencing at 10am.

Dave Ferguson CEO

AGENDA

ORDINARY COUNCIL MEETING

August 2025

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1 OPEN MEETING

The meeting will be declared open at 10:00am.

CEO welcomes the Councillors, visitors and staff to the August meeting of 2025.

Councillors agree that all matters presented at this meeting will be administered on the principle of fair and equitable treatment. Councillors 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 APPOINTMENT OF PRINCIPAL MEMBER

Report Number

Report Number 2.1.08.25

Author

Dave Ferguson – CEO

Attachments

Nil

Summary

Section 61(2) of the Local Government Act states, if appointment is the basis of filling the office of the principal member of a Council, the Council must, at the first meeting held after a general election, appoint one of its members to be the principal member.

Under Section 58 the Act:

At the first Council meeting, the Council must elect:

- in the case of a regional council or a **shire council**, whether the principal member is to have the title of President or Mayor.

Background

Not applicable.

Comment

Councillors can elect to enter into a secret ballot to elect a principal member for the duration of the term of Council.

Statutory Environment

Not applicable.

Financial Implications

Not applicable.

Recommendation:

That Council

3 SCHEDULE OF ORDINARY MEETINGS

Report Number	3.1.08.25
Author	Dave Ferguson – CEO
Attachments	4 x meeting date calendars

Summary

Section 90(1) of the Local Government Act requires a Council to hold a meeting of its members at least once in each successive period of two months.

If a Council does not schedule an ordinary meeting at least once in each month, then regulation 19 of the *Local Government (General) Regulations 2021* (the Regulations) requires a Council to appoint a committee and delegate to the committee the necessary powers to carry out, on behalf of Council, the financial functions of the Council in the months the Council does not hold an ordinary meeting (Finance Committee).

Comment

Council can choose to nominate a suitable day and time to conduct ordinary meetings for the duration of the elected term of council 2025 – 2029

BELYUEN COMMUNITY GOVERNMENT COUNCIL
COUNCIL MEETING DATES
2025

MONTH	MEETING REPORTS DUE	MEETING DATE
January	Tuesday 21 st	Tuesday 28 th
February	Tuesday 18 th	Tuesday 25 th
March	Tuesday 18 th	Tuesday 25 th
April	Tuesday 22 nd	Tuesday 29 th
May	Tuesday 20 th	Tuesday 27 th
June	Tuesday 17 th	Tuesday 24 th
July	Tuesday 22 nd	Tuesday 29 th
August	Tuesday 19 th	Tuesday 26 th
September	Tuesday 23 rd	Tuesday 30 th
October	Tuesday 21 st	Tuesday 28 th
November	Tuesday 18 th	Tuesday 25 th
December	Tuesday 9 th	Tuesday 16 th

BELYUEN COMMUNITY GOVERNMENT COUNCIL
COUNCIL MEETING DATES
2026

MONTH	MEETING REPORTS DUE	MEETING DATE
January	Tuesday 20 th	Tuesday 27 th
February	Tuesday 17 th	Tuesday 24 th
March	Tuesday 17 th	Tuesday 24 th
April	Tuesday 21 st	Tuesday 28 th
May	Tuesday 19 th	Tuesday 26 th
June	Tuesday 23 rd	Tuesday 30 th
July	Tuesday 21 st	Tuesday 28 th
August	Tuesday 18 th	Tuesday 25 th
September	Tuesday 22 nd	Tuesday 29 th
October	Tuesday 20 th	Tuesday 27 th
November	Tuesday 17 th	Tuesday 24 th
December	Tuesday 8 th	Tuesday 15 th

BELYUEN COMMUNITY GOVERNMENT COUNCIL
COUNCIL MEETING DATES
2027

MONTH	MEETING REPORTS DUE	MEETING DATE
January	Tuesday 19 th	Tuesday 26 th
February	Tuesday 16 th	Tuesday 23 rd
March	Tuesday 23 rd	Tuesday 30 th
April	Tuesday 20 th	Tuesday 27 th
May	Tuesday 18 th	Tuesday 25 th
June	Tuesday 22 nd	Tuesday 29 th
July	Tuesday 24 th	Tuesday 27 th
August	Tuesday 18 th	Tuesday 31 st
September	Tuesday 21 st	Tuesday 28 th
October	Tuesday 19 th	Tuesday 26 th
November	Tuesday 23 rd	Tuesday 30 th
December	Tuesday 7 th	Tuesday 14 th

BELYUEN COMMUNITY GOVERNMENT COUNCIL
COUNCIL MEETING DATES
2028

MONTH	MEETING REPORTS DUE	MEETING DATE
January	Tuesday 18 th	Tuesday 25 th
February	Tuesday 22 nd	Tuesday 29 th
March	Tuesday 21 st	Tuesday 28 th
April	Tuesday 18 th	Tuesday 25 th
May	Tuesday 23 rd	Tuesday 30 th
June	Tuesday 22 nd	Tuesday 27 th
July	Tuesday 18 th	Tuesday 25 th
August	Tuesday 22 nd	Tuesday 29 th
September	Tuesday 19 th	Tuesday 26 th
October	Tuesday 24 th	Tuesday 31 st
November	Tuesday 21 st	Tuesday 28 th
December	Tuesday 5 th	Tuesday 12 th

BELYUEN COMMUNITY GOVERNMENT COUNCIL
COUNCIL MEETING DATES
2029

MONTH	MEETING REPORTS DUE	MEETING DATE
January	Tuesday 23 rd	Tuesday 30 th
February	Tuesday 20 th	Tuesday 27 th
March	Tuesday 20 th	Tuesday 27 th
April	Tuesday 17 th	Tuesday 24 th
May	Tuesday 22 nd	Tuesday 29 th
June	Tuesday 19 th	Tuesday 26 th
July	Tuesday 24 th	Tuesday 31 st
August	Tuesday 21 st	Tuesday 28 th
September	Tuesday 18 th	Tuesday 25 th
October	Tuesday 23 rd	Tuesday 30 th
November	Tuesday 20 th	Tuesday 27 th
December	Tuesday 4 th	Tuesday 11 th

Statutory Environment

Not applicable.

BELYUEN COMMUNITY GOVERNMENT COUNCIL

Financial Implications

Not applicable.

Recommendation:

That Council

4 ATTENDANCE AT MEETINGS

Report Number 4.1.08.25
Author Dave Ferguson – CEO
Attachments Nil

Summary

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

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***.

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.

Recommendation:

That Council

5 CHAIR TO EXERCISE A CASTING VOTE

Report Number 5.1.08.25
Author Dave Ferguson – CEO
Attachments Nil

Summary

For Council consideration only - adoption of a policy by resolution allowing Chair to exercise a casting vote. This policy typically specifies that the casting vote is only used in the event of an equal number of votes for and against a motion and that the Chair must exercise it, often in favor of the status quo or further discussion, to ensure a resolution. Such policies are found in parliamentary procedures, company governance, and community group meetings.

Comment

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Council can instruct the CEO to provide a draft policy allowing Chair to exercise a casting vote where equal numbers of votes for and against a motion exist.

Statutory Environment

Not applicable.

Financial Implications

Not applicable.

Recommendation:

That council

6 COUNCIL COMMITTEES

Report Number	6.1.08.25
Author	Dave Ferguson – CEO
Attachments	Nil

Summary

Section 82 of the Local Government Act provides that a Council may, by Council resolution, establish Council committees consisting of individuals appointed by the Council to be members of the committee. Committee members may include both elected and non-elected individuals.

At the first Council meeting following an election, the CEO should present a list of the Council's committees, detailing their purpose, functions, meeting frequency, membership composition, and any terms and conditions of appointment. The Council should appoint committee members including independent members, as soon as possible to ensure the committee's deliberations can proceed as usual.

Council should also consider the scheduling of committee meetings, as they are subject to council direction under section 96 of the Act.

Comment

Council currently have one committee: Audit & Risk Management Committee, (ARMC)

The purpose of the ARMC is to maintain independent oversight of Councils financial governance and all risks associated with conducting business of the organisation.

The ARMC meet 4 times per year as per the Terms of Reference (TOR) of the committee. The ARMC is independently chaired. The committee also consists of 2 elected members from BCGC as well as an independent finance officer.

Meetings are facilitated by the BCGC CEO and Corporate Manager and require a quorum of 51% attendance from the committee before a meeting can proceed.

Statutory Environment

Not applicable.

Financial Implications

Not applicable.

Recommendation

That council

7 COUNCILLOR ALLOWANCES

Report Number	7.1.08.25
Author	Dave Ferguson – CEO
Attachments	Elected Member Allowance 2025 - 26

Summary

Section 106 of the Local Government Act states that Council members are entitled to be paid an allowance. The amount of these allowances is determined by the Remuneration Tribunal, as per section 7B of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*.

The allowances are to be fixed in accordance with Tribunal's Determination for the relevant financial year and must be included in the Council's budget for that year. These allowance rates must be made publicly available on the Council's website and at its public office.

At the first meeting, it is recommended that the CEO provide details of the allowances payable to Council members and clarify that allowances cannot be paid in advance, nor can they be increased beyond the rates set in the council's approved budget for the year.

Additionally, the Council's budget must be set by 30 June in the previous financial year.

Comment

Below is an extract from the 2025 BCGC Budget and Shire Plan:

Elected Member Allowances

Allowances are provided to assist the Council in conducting its functions under the *Local Government Act 2019*.

Elected member allowances are reviewed frequently via the Northern Territory Government's independent Remuneration Tribunal. Council has determined the following allowances based on previous activity of Council, summarised below:

Allowance type	President	Deputy President	Councillor
Annual base allowance	\$7,462	\$7,462	\$7,462
Annual principal member additional allowance	\$23,000		
Extra meeting allowance		\$1,000	\$1,000
Professional development allowance	\$4,000	\$4,000	\$4,000
Vehicle allowance	\$5,000	\$5,000	\$5,000
Total maximum allowance	\$39,462	\$17,462	\$17,462

The total amount claimable is dependent on the Councillor's activity and does not necessarily represent full payment per year.

Statutory Environment

Not applicable.

Financial Implications

Not applicable.

Recommendation

That council

8 DECLARATION OF INTEREST

Report Number	8.1.08.25
Author	Dave Ferguson – CEO
Attachments	Nil

Summary

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

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Recommendation**9 THE CODE OF CONDUCT**

Report Number	9.1.08.25
Author	Dave Ferguson – CEO
Attachments	Nil

Summary

Schedule 1 of the Local Government Act outlines the Code of Conduct (the Code) that governs the behaviour of Council members. Section 119 of the Act requires Councils to publish the Code on their website. The first Council meeting provides an opportunity to highlight the Code to Council members, as well as the Council's policy regarding any breaches of the Code.

The Council may also consider passing a resolution encouraging members to sign an agreement affirming their commitment to uphold the values, culture and standards outlined in the Code, as well as those of the Council and its community. This agreement would also emphasise their responsibility to represent all residents of the Council areas, maintain professionalism and integrity throughout their term, and commit to participating in mediation or training should they breach the Code.

Statutory Environment

The BCGC Code of Conduct must comply with the Local Government Act 2019.

Policy Implications

Not applicable

Financial Implications

Not applicable

Recommendation

That Council

10 MAYORS REPORT

Report Number	10.1.08.25
Author	Mayor
Attachments	Nil

Summary

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

Comment

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

Financial Implications

Not applicable.

Recommendation

That Council receives and notes the Mayors Report for future meetings.

Moved: Cr. L. Yarrowin

Seconded: Cr. A. Lewis

Carried

11 CEO REPORT

11.1 Report from the CEO – Belyuen Store

Report Number	11.1.08.25
Author	Janett Fiddock – Store Manager
Attachments	nil

Comment

I would like to Congratulate our newly elected Councilors of Belyuen Community Government Council, Welcome to the team.

The Store has dropped in sales compared to last month however with the influx of people coming from other communities, we will see an increase in sales by the end of the month. As we all are aware new products have arrived in the store like pillows, mink blankets, colorful skirts and sarong product clearance heavily discounted available too.

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Local indigenous staff are back at work our plan getting them to study retail and obtain a certificate still on the table will follow up with CDU lecturer. Store also has a Permit to sell Ammunition just in time for hunting season and the Renovation is ongoing our back dock and Storage container will get new shelving for proper storage of dry goods as per compliance with Department of Health and part of the planning is to seal the back dock to stop vermin coming in the store and the extension of the freezer is now complete and up and running.

The School Nutrition Program is ongoing, and the kids are settling with new nutritious menu, however, we still need the parents' support and contribute to this unique program. The store cook, continually updates the Belyuen School principle regarding the SNP menu each week.

Recommendation

That Council

11.2 Report from the CEO – Waste and Resource Management Grant

Report Number	11.2.08.25
Author	Dave Ferguson - CEO
Attachments	Waste and Resource Management Grant 2024-25 acquittal

Summary

Belyuen Community Government Council receive annual funding from the Northern Territory Government to assist with the management and disposal of waste in the community.

Comment

BCGC have accumulated WaRM funding from the previous 2 financial years to assist Belyuen with the creation of a Waste Management Strategy that will provide tangible solutions to existing waste issues and associated risks for Belyuen.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Utilisation of existing financial surplus of tied funds generated from NTG WaRM grant

Recommendation

That Council

BELYUEN COMMUNITY GOVERNMENT COUNCIL

12 FINANCIAL REPORT

12.1 Monthly Financial Report

Report Number	12.1.08.25
Author	Jasmine Brar - CSM

The financial report for August 2025 is deferred to a Special Meeting scheduled for 9th September 2025.

Recommendation

That Council

13 QUESTIONS BY MEMBERS

Members are invited to raise any questions.

14 GENERAL BUSINESS

Call for any other general business.

Discussion

15 NEXT COUNCIL MEETING

The next Ordinary Meeting of Council be held on September 30th at the Belyuen Council Offices, Belyuen commencing at 10:00am.