

ORDINARY COUNCIL MEETING 18th JANUARY 2021



NOTICE OF MEETING

The Ordinary Meeting of the Belyuen Community Government Council will be held in the Council Offices, Belyuen community commencing at 1:00 pm.

Cathy Winsley - CEO

AGENDA

ORDINARY COUNCIL MEETING

18th JANUARY 2021

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1 OPEN MEETING

The meeting will be declared open at 1:00 pm.

2 APOLOGIES AND LEAVE OF ABSENCE

Report Number 2.1.01.18
Author Cathy Winsley - CEO
Attachments Nil

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.

The acceptance of elected members apologies or the approval for an elected member to be absent from a meeting is a decision of the council. The decision must meet all the legislative requirements of any decision of council, including the need for the decision to be clearly recorded in the public minutes of a council meeting.

Even if an elected member has permission to be absent, they must participate in a meeting if they are available to attend.

Statutory Environment

As per the Local Government Act s.39 A person ceases to hold office as a member of a Council if the person 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 18th January 2021. The Council notes the absence without apology of Cr

_____.

Moved:

Seconded:

3 DECLARATION OF INTEREST

Report Number	3.1.01.18
Author	Cathy Winsley - CEO
Attachments	NIL

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

EM04 - Conflict of Interest – Code of Conduct.

Financial Implications

Not applicable.

Recommendation

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

Moved:

Seconded:

4 DEPUTATIONS AND PRESENTATIONS

NIL

5 CONFIRMATION OF PREVIOUS MINUTES

Report Number	5.1.01.18
Author	Cathy Winsley - CEO
Attachments	Unconfirmed Minutes of the Meeting 30th November 2020

Summary

Minutes of the Ordinary General Meeting and confidential session held on 30th November 2021 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 meeting held on 28th September 2021 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 30th November 2020

1 OPEN MEETING

PRESENT AT MEETING:

Elected Members:

- Cr Rex Edmunds, Vice President
- Cr Rex Sing
- Cr Cecilia Lewis
- Cr John Moreen

Staff:

- Cathy Winsley – CEO
- Jasmine Kaur Brar – Finance/Administration Officer (via teleconference)

Visitors:

- Cathryn Hutton (via teleconference)

MEETING OPENED The Ordinary Meeting of Council Meeting opened at 6:38PM

2 APOLOGIES AND LEAVE OF ABSENCE

That Council accepts the apology of Cr Zoe Singh for the Ordinary Council Meeting 30th November 2020.

Moved: Cr John Moreen

Seconded: Cr Rex Edmunds

3 DECLARATION OF INTEREST

NIL

4 DEPUTATIONS AND PRESENTATIONS

NIL

5 CONFIRMATION OF PREVIOUS MINUTES

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

Moved: Cr Rex Edmunds
Seconded: Cr Cecilia Lewis

6 PRESIDENT'S REPORT

The Vice President gave a verbal report highlighting some of the successes in the community, including:

- The community is working well thanks to the efforts of the Council staff
- New bore near the workshop was a good development
- The new tower has made a big difference to the community and provides internet to the community
- Covid-19 is being managed well – thanks to the Council staff and Clinic
- Community is really looking forward to the new wharf
- NAIDOC went well thanks to the School and Council
- New laptops for Councillors – we are one for the first!

That the Council notes the verbal report from the Vice President where he highlighted some of the successes during the year and wished everyone a happy and safe Christmas period.

Moved: Cr Cecilia Lewis
Seconded: Cr John Moreen

7 CEO REPORTS

7.1 Incoming and Outgoing Correspondence

NIL

7.2 Report from the CEO

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

Moved: Cr Rex Sing
Seconded: Cr John Moreen

8 OFFICER REPORTS

NIL

9 FINANCIAL REPORTS

9.1 Monthly Financial Report

That Council notes the October 2020 finance report.

Moved: Cr Cecilia Lewis
Seconded: Cr Rex Sing

10 QUESTIONS BY MEMBERS

NIL

11 GENERAL BUSINESS

That Council directs the CEO to write to the Department of Education to determine whether the two unoccupied teachers' houses (lot 240 and 241) can be reallocated as community housing.

Moved: Cr Rex Edmunds

Seconded: Cr Cecilia Lewis

12 CONFIDENTIAL ITEMS

NIL

13 NEXT COUNCIL MEETING

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

Meeting closed at 7:56PM

6 PRESIDENT'S REPORT

Report Number	6.1.01.18
Author	President Zoe Singh
Attachments	Nil

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:

Seconded:

7 CEO REPORTS

7.1 Incoming and Outgoing Correspondence

Report Number	7.1.01.18
Author	Cathy Winsley - CEO
Attachments	NIL

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
	22 nd December 2020	Dept of Chief Minister and Cabinet	Local Government Priority Infrastructure Fund (PIF) and its closing date on 12 February 2021
	8 th January 2021	Gus Withnall	Historical Society of NT - Photography of Delissaville Settlement

Correspondence Out

	Date	To	Regarding
	NIL		

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 18th January 2021.

Moved:

Seconded:



Department of
**THE CHIEF MINISTER AND
CABINET**

Level 1 RCG Centre
47 Mitchell Street
Darwin NT 0800

Postal address
GPO Box 4621
Darwin NT 0801

E lg.grants@nt.gov.au

T 08 8999 8573

File reference LGR2015/00033

22 December 2020

Ms Cathy Winsley
Chief Executive Officer
Belyuen Community Government Council
CMB 18
DARWIN NT 0801

Dear Ms Winsley *Cathy*

Re: \$4 million Local Government Priority Infrastructure Funding Round - Open

The Minister for Local Government, Hon Chansey Paech MLA, has recently approved the new Local Government Priority Infrastructure Fund (PIF). The PIF program is an application based grant program which enables councils to apply for funding for a range of local government infrastructure projects with an intended completion date of 31 October 2021.

Under the 2020-21 PIF program, \$4 million is available. There is only one funding round and applications should be for projects that are designed to boost amenity and community development, and which are consistent with council's annual/business plan. Your council can submit up to two applications. Please prioritise the bids. The value of the grant being sought should be made in the context of the \$4 million funding pool and exclude administrative or management costs.

The grant assessment process will look favourably upon those submissions where a co-contribution is offered and on proposals which involve a component of shared services. Joint applications with other councils are encouraged.

The final selection of successful applications will be made by the Minister for Local Government. All approved projects are required to be procured in accordance with the Northern Territory Government "Buy Local" policy.

There is an expectation that councils will be in a position to commence delivery of projects as soon as funding has been approved. If there are other factors such as Section 19 leases that are required before a project can commence, then this needs to be clearly noted in the funding application. The purpose for which funds are approved by the Minister for Local Government cannot be changed.

The PIF funding guidelines and FAQ Sheet are available on the Department of Chief Minister and Cabinet's webpage at:

<https://cmc.nt.gov.au/supporting-government/local-government/local-government-funding>.

All applications are to be submitted online via GrantsNT. Your council's registered contact officer will receive an invitation to apply through GrantsNT. Should you experience any technical issues with GrantsNT, please email lg.grants@nt.gov.au or call 8999 8576 for assistance.

Cathy Winsley

From: Gus Withnall <gus.withnall@gmail.com>
Sent: Friday, 8 January 2021 2:54 PM
To: Cathy Winsley
Subject: Historical remains

Hi Cathy,

Following our our phone conversation last month, this email is to ask you and the Belyuen Council for permission for a group of four of us (who are listed below) and who are interested in the history of Cox Peninsula, to visit Belyuen at the beginning of next Dry Season – hopefully in April this year.

We are only interested in driving down to the creek and seeing and photographing historical remains of the old Delissaville settlement near the creek, the old pump station, and the old church on the other side of the creek. We have no desire to photograph anything else in Belyuen, and will respect the privacy of the settlement and will **not** photograph private houses, current buildings, or Belyuen residents etc. It's strictly historical ruins, and to record what's left of the old Delissaville church (and also the remains of the old landing further down the road). A few photos of the church may end up in the archives of the Historical Society of the Northern Territory where they will be available for future researchers to view. If you are interested I will email you any interesting photographs we may take, as well as a collection of old Delissaville photos I have already collected.

The four of us are:

Gus Withnall and Ted Whiteaker (both active members of the Historical Society)

Sue Chaplin (photographer, interested in history)

Darryl Withnall (long time resident of Wagait Beach, interested in history)

I spoke to a couple of Belyuen ladies recently who were very knowledgeable about the old history, and it would be really nice if one or two of them could come with us and show us any remains.

If the Council agrees to our request, I will contact you in April with a firm date. Many thanks...

Regards, Gus Withnall.

7.2 Report from the CEO

Report Number	7.2.01.18
Author	Cathy Winsley - CEO
Attachments	NIL

Summary

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

Comment

Certification of SCALE Grant

Financial Declaration – Upgrade Kitchen Grant

ABA – Aged Care Bus

We are still waiting to hear if the ABA application was approved

Healthy Lifestyle Grant

We are still waiting to hear if the Healthy Lifestyle application was approved. This is for some drinking fountains in the community.

Remote Airstrip Upgrade

We are still waiting to hear if this application to seal the apron and the taxi run at the airstrip has been approved.

Holiday Programme

Holiday programme at the hall started 4th January. There is a mixture of activities for youth and activities for primary and under aged children.

The Programme is going well, everyone enjoying it.

Australia Day Celebrations

The council and community are looking forward to celebrating Aboriginal Culture/Australia Day on the 25th January 2021 at the Hall. There will be Corrugated Iron for kids and meal for the whole community.

Consultancy Grant

CEO will present an acquittal report for a one-off grant, i.e., LGR2015/0033. This grant deals with the money paid by the Council to engage Consultancy services of Cathryn Hutton.

Corona Virus – Community Flyer



Department of
LOCAL GOVERNMENT, HOUSING
AND COMMUNITY DEVELOPMENT

Belyuen Community Government Council

2019-20 ACQUITTAL OF ONE-OFF GRANT

Department of Local Government, Housing and Community Development File number: LGR2015/0033
 Purpose of Grant: To engage Ms Cathryn Hutton to undertake activities to address the issues identified in the report "Business Case and Process Review February 2020".

Purchases were in accordance with the Northern Territory Buy Local Plan: Yes/No
 (If no please provide an explanation with this acquittal)

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 JUNE 2020

One-Off Grant: _____ \$79,300
 Other income: _____
 Total income @ 30/6/20 67,500

Expenditure (Specify accounts and attach copies of ledger entries)
 An 'administration fee' is not to be apportioned to the grant for acquittal purposes.

Total Expenditure: 19,235.86 exp
 Surplus/(Deficit) 48,264.14
 Carried Forward

We certify, in accordance with the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: Cathy Winsley

Laid before the Council at a meeting held on 18/1/21 Copy of minutes attached.

CEO or CFO: _____

DEPARTMENTAL USE ONLY

- Grant amount correct: Yes No
- Expenditure conforms to purpose: Yes No
- Services/works – Bought from Territory Enterprise: Yes No (if no has an explanation been provided: Yes No)
- Minutes checked: Yes No
- Balance of funds to be acquitted: \$ _____
- Date next acquittal due: _____
- ACQUITTAL ACCEPTED: Yes No
- Prepared by: _____

Comments:

Donna Hadfield, Manager Grants Program _____

Statutory Environment

Not applicable.

Financial Implications

Not applicable.

Recommendation

That Council:

- 1. Receives and notes the report from the CEO for the period of December 2020 and January 2021.*

Moved:

Seconded:

8 OFFICER REPORTS

NIL

9 FINANCIAL REPORTS

9.1 Monthly Financial Report

Report Number	9.1.01.18
Author	Cathy Winsley - CEO
Attachments	Nil

Summary

The Financial reports for November and December will be presented at a Special Meeting before the February meeting.

The Finance Officer is working with the Aged Care Director and the Accounting Consultant to decide on the best way of recording aged care data with the aim of the Director being able to change her work practices to reduce the amount of recording that had previously been undertaken.

Background

Not applicable.

Comment

None

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 will hold a Special Meeting to table and discuss the November and December 2020 Financial Reports.

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 22nd February 2021 at the Belyuen Council Offices, Belyuen commencing at 5:00PM.

MINUTES OF THE ORDINARY MEETING OF THE BELYUEN COMMUNITY GOVERNMENT COUNCIL MEETING HELD 18th JANUARY 2021

1 OPEN MEETING

PRESENT AT MEETING:

Elected Members:

- Cr Zoe Singh President
- Cr Rex Sing Vice President
- Cr Rex Edmunds
- Cr Cecilia Lewis
- Cr John Moreen Councillor

Staff:

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

Visitors:

- Cathryn Hutton

MEETING OPENED The Ordinary Meeting of Council Meeting opened at 5:30PM

1 OPEN MEETING

2 APOLOGIES AND LEAVE OF ABSENCE

That Council accepts the apology of Cr _____ for the Ordinary Council Meeting 18th January 2021. The Council notes the absence without apology of Cr _____.

Moved: Seconded:

3 DECLARATION OF INTEREST

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

Moved: Seconded:

4 DEPUTATIONS AND PRESENTATIONS

5 CONFIRMATION OF PREVIOUS MINUTES

That the Minutes of the Ordinary General Meeting and confidential meeting held on 28th September 2021 be confirmed by Council as a true and correct record of the meeting.

Moved: Seconded:

6 PRESIDENT'S REPORT

That Council receives and notes the President's Report.

Moved: Seconded:

7 CEO REPORTS

7.1 Incoming and Outgoing Correspondence

That Council receives and notes the Incoming and Outgoing Correspondence Report tabled at the Council meeting 18th January 2021.

Moved: Seconded:

7.2 Report from the CEO

That Council:

1. Receives and notes the report from the CEO for the period January 2021.
2. Approves two days personal leave for the CEO in December (dates to be advised closer to the date).

Moved: Seconded:

7.3 Annual Report

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

Moved: Seconded:

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. 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 November 2021 meeting.

Moved: Seconded:

9 FINANCIAL REPORTS

9.1 Monthly Financial Report

That Council accept the financial reports for the period August 2021 as tabled in this report.

Moved: Seconded:

10 QUESTIONS BY MEMBERS

11 GENERAL BUSINESS

12 CONFIDENTIAL ITEMS

13 NEXT COUNCIL MEETING

The next Ordinary Meeting of Council be held on 23 November 2021 at the Belyuen Council Offices, Belyuen commencing at 5:00PM.