

ORDINARY COUNCIL MEETING 26th OCTOBER 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

26th OCTOBER 2020

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1 OPEN MEETING

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

2 APOLOGIES AND LEAVE OF ABSENCE

Report Number	2.1.10.20
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 Council 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 member apologies or the approval for an elected member to be absent from a meeting is a decision of council. This 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 may 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 26th October 2020. The Council notes the absence without apology of Cr _____.

Moved:

Seconded:

3 DECLARATION OF INTEREST

Report Number	3.1.10.20
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 2008 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

The council's financial auditors will be presenting to the Council on the progress of the Annual Audited Financials.

Matthew Kennon (Director) and Lawrence Autencio (Senior Manager Audit) from Merit Partners.

5 CONFIRMATION OF PREVIOUS MINUTES

Report Number	5.1.10.20
Author	Cathy Winsley - CEO
Attachments	Unconfirmed Minutes of the Meeting 28th September 2020

Summary

Minutes of the Ordinary General Meeting and confidential session held on 28th September 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 Meeting held on 28th September 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 28th SEPTEMBER 2020

1 OPEN MEETING

The President welcomed Jasmine Kaur Brar the Council's new Finance/Admin Officer to the meeting and to the Council.

PRESENT AT MEETING:

Elected Members:

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

Staff:

- Cathy Winsley CEO
- Jasmine Kuar Brar Finance/Admin Officer

Visitors:

- Cathryn Hutton

MEETING OPENED The Ordinary Meeting of Council Meeting opened at 5:45PM

2 APOLOGIES AND LEAVE OF ABSENCE

<2.1.8.20>That Council notes the absence without apology of Cr Sing and Cr Moreen.

Moved: President Zoe Singh

Seconded: Cr Rex Edmunds

3 DECLARATION OF INTEREST

<3.1.8.20>That Council receives and notes the declarations of interest for the Ordinary General Meeting held 28th September 2020.

Moved: President Zoe Singh

Seconded: Cr Rex Edmunds

4 DEPUTATIONS AND PRESENTATIONS

Steve Kubasiewicz – Senior Planner for the DLGHCD

Mr Kabasiewicz discussed the future anticipated housing requirements for Belyuen. It is anticipated that

there needs to be another 20 blocks for houses. He has tentatively marked where he believes new housing blocks could be established. He has provided maps to the Councillors and asked for any feedback.

5 CONFIRMATION OF PREVIOUS MINUTES

<5.1.8.20>Council noted that Cr Cecilia Lewis was not present. That the Minutes of the Ordinary General Meeting held on 24th August and the Confidential Minutes of the Meeting 24th August 2020 be confirmed by Council as a true and correct record of the meeting with the noted amendment.

Moved: Cr Rex Edmunds

Seconded: President Zoe Singh

6 PRESIDENT'S REPORT

NIL

7 CEO REPORTS

7.1 Incoming and Outgoing Correspondence

<7.1.8.20>That Council receives and notes the Incoming and Outgoing Correspondence Report tabled at the Council meeting 28th August 2020.

Moved: President Zoe Singh

Seconded: Cr Cecilia Lewis

7.2 Report from the CEO

<7.2.8.20>That Council:

1. Receives and notes the report from the CEO for the period September 2020.
2. Gives approval for the CEO to attend the Waste Management Symposium in Darwin from the 7-9th October 2020
3. Notes the sale of the old roof racks to Rex Sing for \$50 after a period of public advertising.
4. Advises permission is denied to Brenton Hurt to hold a key to the aerodrome gate.
5. Approves the CEO seek a variation to the Department of Health project funding to install a chain fence at the back of the cemetery and develop signage.

Moved: President Zoe Singh

Seconded: Cr Rex Edmunds

8 OFFICER REPORTS

8.1 Policy Manual

<8.1.9.20>That Council:

1. Adopts the following policies as tabled:
 - a. EM08: Shared Services
 - b. FIN04: Disposal of Assets

c. GOV06: Fraud and Corruption Protection

2. Notes the CEO Plan GOV06.1: Fraud and Corruption Plan that provides the operational implementation of the Fraud Protection Policy.

Moved: Cr Rex Edmunds

Seconded: Cr Cecilia Lewis

8.2 Establishment of Audit Committee

Deferred to next meeting.

9 FINANCIAL REPORTS

9.1 Monthly Financial Report

<9.1.9.20>That Council:

1. Note the late receipt of the financial reports for August 2020.
2. Accept the financial reports for the period August 2020 as tabled in this report note they were provided late.

Moved: Cr Rex Edmunds

Seconded: President Zoe Singh

9.2 Financial Acquittals

<9.2.9.20>That Council:

1. Receives and notes the acquittal for the “Conversion to Councilwise Local Government Business Software” (Ref: LGR2015/0033) as tabled.
2. Receives and notes the Chief Executive Officer’s Financial Statement and Auditors Report in respect of the Roads to Recovery grant as tabled.

Moved: Cr Cecilia Lewis

Seconded: President Zoe Singh

10 QUESTIONS BY MEMBERS

NIL

11 GENERAL BUSINESS

11.1 Request for presentation by The Gathering

<11.1.9.20>That Council decline the request to attend an ordinary council meeting made by The Gathering and refer the matter to the CEO.

Moved: President Zoe Singh

Seconded: Cr Rex Edmunds

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: President Zoe Singh

Seconded: Cr Rex Edmunds

<12.3.8.20>That the Council reopen the meeting for general discussion and that the resolutions from the confidential item 12.1 and 12.2 be read.

Moved: Cr Rex Edmunds

Seconded: President Zoe Singh

12.1 Financial and Accounting Services

<12.1.8.20>That Council:

1. Approves the Expression of Interest (EOI) and General Conditions of Contract for the Finance and Accounting Services contract and requests immediate advertising of the EOI.
2. Approves full administrator access for Cathy Winsley (CEO) of Belyuen Community Government Council to all bank accounts and financial systems held in the name of the Belyuen Community Government Council or operated on their behalf.

Moved: Cr Rex Edmunds

Seconded: Cr Cecilia Lewis

12.2 Update on Implementation of Business Case and Process Review

<12.2.8.20>That Council notes the status update on the implementation of the Business Case and Process Review.

Moved: President Zoe Singh

Seconded: Cr Cecilia Lewis

13 NEXT COUNCIL MEETING

The next Ordinary Meeting of Council be held on 26 October 2020 at the Belyuen Council Offices, Belyuen commencing at 5:00PM.

Meeting closed at 8:45PM.

6 PRESIDENT'S REPORT

Report Number	6.1.10.20
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	7.1.10.20
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 issue.

Comment

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

Correspondence In

Ref	Date	From	Regarding
	NIL		

Correspondence Out

	Date	To	Regarding
	19/10/2020	Brenton Hurt, Chief Pilot - Territory Air Services	Access to airstrip (from council meeting)

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 26th October 2020.

Moved:

Seconded:

7.2 Report from the CEO

Report Number	7.2.10.20
Author	Cathy Winsley - CEO
Attachments	NIL

Summary

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

Comment

Quarterly Reports for School Nutrition and Indigenous Employment Initiative

I have completed the latest quarterly reports for SNP and Indigenous Employment Initiative.

The Gathering

I negotiated an arrangement with The Gathering so that \$500 per month is available through the Belyuen Store for emergency relief for community members. Community members will be required to apply to me for access to this emergency relief.

Aged Care

The new dishwasher has been delivered for the Aged Care service and connected. The combi oven has also been installed. Aged care is delighted. The Aged Care has some problems with their solar hot water system. I am investigating whether replacing the existing solar hot water with electric hot water would be more cost efficient given that we have solar panels for electricity.

Belyuen Store

A new ice maker has been delivered to the Store. I am still working out with the store how the ice will be made available Council and community.

Workshop

New LED lights have been installed in the workshop and it is now looking much brighter. These lights are also more efficient so should help with costs.

Remote Airstrip

A telephone conference is scheduled with Thomas Carol from DIPL to discuss the funding application to the federal government for upgrades to remote airstrips.

Renewing CAL registration

I am investigating how to renew the CAL registration so that it is available for future construction work.

School Graduation Ceremony followed by Christmas Celebration and Lunch

The school has let me know that they have scheduled their celebrations for the 16th December 2020.

Christmas Leave for CEO

I would like to take two days off (Friday and Monday) during December to visit my mother. I will advise specific dates closer to the time.

Statutory Environment

Not applicable.

Financial Implications

Not applicable.

Recommendation

That Council:

- 1. Receives and notes the report from the CEO for the period October 2020.***
- 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

Report Number

7.3.10.20

Author

Cathy Winsley - CEO

Attachments

Draft Annual Report - TABLED AT MEETING

Summary

The Council is being asked to approve the 2019-20 Annual Report and Audited Financial Statements.

Comment

Each year the Council is required to report on its activities and performance against the objectives included in Shire Plan for that year. The Annual Report has been prepared and is ready for the Annual Financial Statements to be included.

The report must be provided to the Minister for Local Government prior to 15 November. The report will also be published on the Council's website.

Statutory Environment

Section 132 and Section 199 of the *Local Government Act 2008* refers.

Financial Implications

Not applicable.

Recommendation

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)

Report Number	8.210.20
Author	Cathryn Hutton - Consultant
Attachments	Draft Audit Committee Terms of Reference Draft Work Plan

Summary

The Council is being asked to approve the establishment of an Audit Committee as required Part 5.2, and section 10(2) (b) of the *Local Government (Accounting) Regulations*.

Comment

An Audit Committee provides an important role between a council and its management and between a council and its community.

One of the primary roles of these committees is to provide suggestions and recommendations to councils and/or management about actions to be taken to enhance financial governance, considered to be in the best interests of local communities.

An Audit Committee plays a crucial role in the financial reporting framework of a council, by overseeing and monitoring the participation of management and external auditors in the financial reporting process. An audit committee also addresses issues such as the approach being taken by councils and management to address business risk, corporate and financial governance responsibilities and legal compliance. Councils may also refer issues of a strategic nature to their audit committees.

A draft Audit Committee Terms of Reference have been drafted for the Council's consideration. Key issues in the TOR are:

- The committee comprises a **minimum** of 3 people.
- The members of an audit committee may consist of, or include, persons who are not members of the council. That is, the committee can be made up of independent members and council members or just independent members.
- The Chairperson **must** be an independent member.
- The committee meets at least twice a year.
- The main responsibilities of the committee are:
 - to monitor and review the integrity of the council's financial management;
 - to monitor and review internal controls;
 - to make recommendations to the council about any matters the committee considers require the council's consideration as a result of the committee's functions.

Setting up the Committee

If the Council approves the establishment of an Audit Committee, the CEO will:

1. Seek suitable candidates for chairperson and independent member(s) of the committee
2. Present the suitable candidates to the Council at the November meeting of Council

3. Confirm appointment of Independent candidates
4. Seek nominations from Councillors for membership to the Audit Committee
5. Convene the first meeting of the Audit Committee in March 2021.

Statutory Environment

The Council is required to have an Audit Committee as outlined in Section 10 (3) of the *Local Government (Accounting) Regulations 2008*.

- (3) Without limiting subregulation (1), the CEO must establish and maintain an audit committee:
- (a) to monitor:
 - (i) compliance by the council with proper standards of financial management; and
 - (ii) compliance by the council with these regulations and the Accounting Standards; and
 - (b) whose Chairperson must not be a member of council or a member of the council's staff.

The new *Local Government Act 2019* makes this requirement explicit, Section 86:

86 Audit committee

- (1) A council must, by resolution, establish and maintain an audit committee.
- (2) An audit committee consists of the persons appointed, by resolution, by the council to be members of the committee.
- (3) The members of an audit committee may consist of, or include, persons who are not members of the council.
- (4) However, the chairperson of an audit committee must not be a member of the council or a member of the council's staff.
- (5) The terms and conditions on which a person holds office as a member of an audit committee are to be as determined by the council.

Financial Implications

In accordance with Council's *EM05 Members Benefits and Allowances v1* "External Committee members will be paid at the equivalent rate of Class A2: Level 2 statutory body as defined by the Classification Structure Determination as published by the Office of the Chief Minister."

This is currently set at \$405 daily rate for the chairperson and \$228 for normal external committee member. Based on two meetings a year, the budget for this committee is approximately \$1,500 per annum to be funded from Council's administration budget.

Recommendation

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 2020 meeting.***

Moved:

Seconded:

Audit Committee

Terms of Reference

Type		Version	
Approval Date		Resolution	
Review Date		Doc ID	

Establishment

The Audit Committee (the Committee) is established as an advisory committee to the Council in accordance with the Section 86 of the *Local Government Act 2019*.

Objective

The Committee is to provide independent assurance and assistance to the Belyuen Community Government Council (the Council) and the Chief Executive Officer (CEO) on:

- The Council's risk, control and compliance frameworks
- The Council's external accountability responsibilities as prescribed in the Local Government Act and Accounting Regulations

Key Responsibilities

The audit committee has no authority to act independently of council. The audit committee is responsible for acting as an advisory body to council. It will:

- monitor the effectiveness of the audit function and the implementation of audit recommendations
- monitor the effectiveness of the risk management function
- provide an independent line of reporting by the auditor to council
- review compliance with legislative requirements, contracts, standards and best practice guidelines
- review and, if appropriate, recommending council approve the financial statements (in conjunction with the Auditor's report)
- monitor changes in accounting and reporting requirements, and
- review policies relating to conflicts of interest, misconduct and fraud.

Membership

The audit committee will comprise of a minimum of three (3) members. The members of an audit committee may consist of, or include, persons who are not members of the council (independent members). The chairperson will be an independent member.

The members of the audit committee are appointed by the council.

Any independent member must not be a member of council or a member of the council's staff and will be appointed by the council.

SELECTION PROCESS

In selecting independent members, Council shall give due consideration to:

- level of understanding of local government and the council's operations and the environment in which it operates
- level of knowledge and practical exposure on governance and financial management practices
- capacity to dedicate adequate time on the committee
- depth of knowledge of regulatory and legislative requirements,
- and . ability to maintain professional relationships particularly with council members, staff and other stakeholders.

Council may at its discretion ask potential persons to make a short presentation to Council as part of the selection process.

OTHER ATTENDEES

Other persons may attend meetings of the Audit Committee, by invitation. Persons who may usually be invited are:

- Chief Executive Officer
- Financial Officer
- External financial service provider (if applicable)
- External audit provider.

These persons may take part in the business of and discussions at the meeting but have no voting rights.

Term of Membership

All audit committee members are appointed for a three-year period. Audit committee members who are members of council cease being a member of the committee if they are no longer a councillor of the council.

Independent members (including the chairperson) can be terminated by the council subject to the appointment agreement.

Reporting

The Committee will regularly report on its operation and activities, including:

- A summary of the key issues arising from each meeting of the committee.
- Annually, an overall assessment of the Council's risk, control and compliance framework, together with a summary of the work the committee performed in conducting its responsibilities during the preceding year.

The committee will make recommendations and report directly to Council.

Meetings

The Committee will meet at least two times per year. Meetings of the Audit Committee will be held in private in accordance with Section 99 of the *Local Government Act 2019*.

A forward meeting plan, including meeting dates and agenda items, will be agreed to by the Committee each year to address all of the Committee's responsibilities as detailed.

On setting the audit committee meeting dates the committee must have regard to the date of council meetings to ensure the audit committee report, including draft unapproved minutes of the most recent prior meeting, is reported to council on a timely basis.

Quorum

A quorum will consist of a majority of Committee Members and **must** include the Chair.

Voting Right of Committee Members

All Audit Committee members have equal voting rights on the committee. Where a vote is taken and the result is undecided the chairperson has the casting vote.

Secretariat

Secretariat support will be provided by the council administration.

Responsibilities

The Secretariat will be responsible for ensuring that the agenda for each meeting and supporting documentation are circulated, after approval from the chair, at least one week prior to the meeting. The Secretariat will prepare and maintain the minutes ensuring they are signed by the chair and distributed to each member.

Reporting

After meeting the audit committee will report to council at the next council meeting and include the committee draft unapproved minutes.

Access to Information

The Council, via the Council's Chief Executive Officer, will provide the necessary council records and reports for the audit committee to undertake its role and responsibilities subject to any confidentiality provisions in the Local Government Act or other legislative provisions. The audit committee should approach the council requesting required resources being mindful of the finite nature of such resources. The audit committee has no authority to procure resources independently of council.

Conflict of Interest

In accordance with the *Local Government Act 2019*, committee members must declare any conflicts of interest at the start of each meeting or before discussion of the relevant agenda item or topic. All details of any conflict of interests are to be minuted.

If members or observers at a Committee meeting are deemed to have a real or perceived conflict of interest, they are to be excused from Committee discussions on the issue where the conflict of interest exists.

Confidential and Improper Use of Information

Committee Members will from time to time deal with confidential reports. Section 75 of the Local Government Act outlines the penalties applicable to people who disclose confidential information acquired as a member of a Council committee. Section 76 of the Local Government Act states that a person who makes improper use of information acquired as a member of a Council committee is guilty of an offence.

Due Diligence and Induction

All proposed and new members of the Committee will be entitled to receive relevant information and briefings prior to, and shortly after, their appointment.

Assessment of Committee

The chair of the committee and the CEO will initiate a review of the performance of the committee at least once every two years. The review will be on an internal assessment basis with appropriate input from the Council, CEO and senior managers, internal and external auditors, and any other relevant stakeholders.

Review

These Terms of Reference will be reviewed on an annual basis by the Committee. Any substantive changes will be recommended by the Committee and formally approved by the Council.

Revision History

Policy Version	Approval Date	Resolution	Doc Ref

Audit Workplan

	May	November
Financial Reporting		
Review of financial reports	FOCUS	
Review of financial timetable/plan	FOCUS	
Review of significant accounting and reporting issues	FOCUS	
Update on significant issues relating to commitments and contingencies, unusual and/or material items and trends	FOCUS	
External Audit		
Chair and independent member meet with External Auditor	FOCUS	
Review External Auditor's "Client Service Plan" including audit timetable, staffing and approach	FOCUS	
Review Annual Report		FOCUS
Briefing from EA on review financial reports, audit findings and follow up with management		FOCUS
Assessment of effectiveness of external audit		FOCUS
Internal Audit		
Review internal audit schedule	FOCUS	
Review performance and resourcing of Internal Audit	FOCUS	
Review Internal Audit Plan	FOCUS	
Risk Management		
Report on significant risk		FOCUS
Presentation on risk framework and review of risk register		FOCUS
Monitor implementation of External Audit / Internal Audit recommendations		FOCUS
Regulatory Compliance		
Review reports on legal and regulatory matters	FOCUS	
Review Local Government Act and Regulations compliance	FOCUS	
Internal Controls		
Review financial policy manual and issues register	FOCUS	
Review Council wide policies	FOCUS	
Review Audit Committee		
Review committee and member performance		FOCUS
Review committee terms of reference		FOCUS

9 FINANCIAL REPORTS

9.1 Monthly Financial Report

Report Number	9.1.10.20
Author	Cathy Winsley - CEO
Attachments	Financial report May 2020

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 August 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 23 November 2020 at the Belyuen Council Offices, Belyuen commencing at 5:00PM.