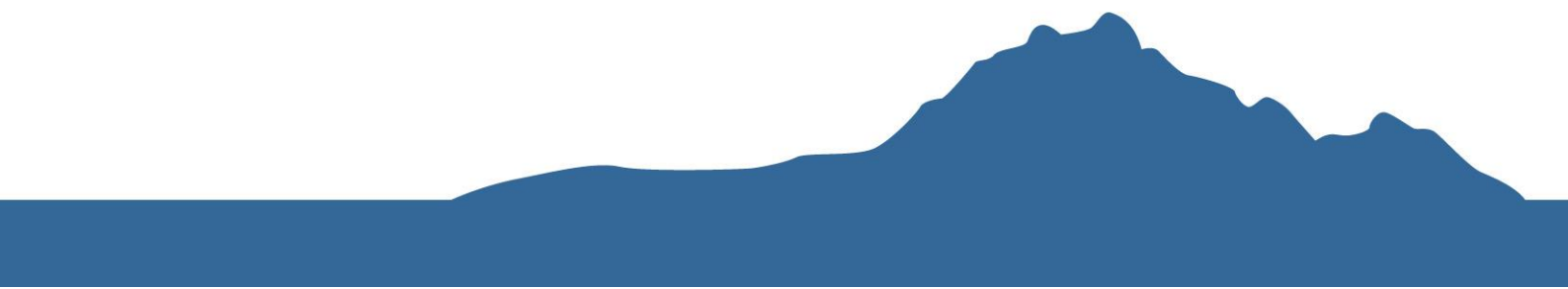




Confirmed Minutes  
Ordinary Council Meeting  
18<sup>th</sup> June 2015



## **FLINDERS COUNCIL ORDINARY MEETING CONFIRMED MINUTES**

**DATE:** Thursday 18<sup>th</sup> June 2015  
**VENUE:** Flinders Art and Entertainment Centre, Whitemark  
**COMMENCING:** 1.10 pm

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### **PRESENT**

Mayor Carol Cox  
Deputy Mayor Marc Cobham  
Cr Chris Rhodes  
Cr Peter Rhodes  
Cr Ken Stockton  
Cr David Williams  
Cr Gerald Willis

### **APOLOGIES**

Nil

### **STAFF IN ATTENDANCE**

Robyn Cox	- Strategic Planner	1.00 - 2.42pm
Raoul Harper	- General Manager	1.00 - 2.42pm
Sophie Pitchford	- Corporate Services Manager	1.00 - 2.52pm
Jacci Viney	- Development Services Coordinator	1.00 - 1.32pm
Vicki Warden	- Executive Officer	1.00 - 2.42pm

### **CONFIRMATION OF MINUTES**

**157.06.2015 Moved:** Deputy Mayor M Cobham      **Seconded:** Cr D Williams  
That the Minutes from the Ordinary Council Meeting held on the 21<sup>st</sup> May 2015 and the Closed Council Meeting held on 30<sup>th</sup> April be confirmed.

### **CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

### **PUBLIC QUESTION TIME**

There were no public questions.

### **LATE AGENDA ITEMS**

The following has been received as a late agenda item:

- Closed Council Item

Pursuant to S65(1) of the *Local Government Act 1993*, the General Manager confirms that he has had sufficient time to consider the item and to provide expert advice in relation to the item.

Under S8(6) of the Local Government (Meeting Procedures) Regulations 2005, this item may be considered at this meeting by absolute majority vote.

#### **DECISION**

**158.06.2015 Moved:** Cr C Rhodes      **Seconded:** Deputy Mayor M Cobham  
Under S8(6) of the Local Government (Meeting Procedures) Regulations 2005, the Closed Council Item be considered as Closed Council Item E3 at this meeting.

#### **CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

#### **DECLARATION OF PECUNIARY INTEREST**

Nil

#### **LEAVE OF ABSENCE**

Nil

#### **PETITIONS**

Nil

## **WORKSHOPS & INFORMATION FORUMS**

**File No: COU/0205**

### **Council Workshops held on 1<sup>st</sup> and 2<sup>nd</sup> June 2015**

Council held two Budget Workshops.

#### **Councillors Present:**

Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

#### **Apologies:**

Cr Chris Rhodes

#### **Staff and Consultants Present:**

Raoul Harper (General Manager) and Sophie Pitchford (Corporate Services Manager).

*As workshops and information sessions are for information and discussion purposes only, no decisions are made or foreshadowed at these proceedings.*

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **RECOMMENDATION:**

That the Council Workshops held on 1<sup>st</sup> and 2<sup>nd</sup> June 2015 be noted.

#### **DECISION:**

**159.06.2015 Moved:** Cr P Rhodes      **Seconded:** Deputy Mayor M Cobham  
That the Council Workshops held on 1<sup>st</sup> and 2<sup>nd</sup> June 2015 be noted.

### **CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

## Council Workshop held on 4<sup>th</sup> June 2015

Council held a Workshop on the following subjects:

- Item 1: Site Visit to Killiecrankie
- Item 2: Tasmania Police
- Item 3: Telecommunications Plan review
- Item 4: NBN Co
- Item 5: Use of loan allocation
- Item 6: Dogs – direction on enforcement
- Item 7: Draft Strategic Plan update
- Item 8: Westpac Banking arrangements
- Item 9: Audit Panels – funding
- Item 10: Threat Abatement Plan for Predation by Feral Cats

### Councillors Present:

Mayor Carol Cox (Items 2-10 only), Deputy Mayor Marc Cobham, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

### Apologies:

Cr Chris Rhodes

### Staff and Consultants Present:

Raoul Harper (General Manager), Jana Harper (Community and Economic Development Manager), Inspector Darren Hopkins (Tasmania Police) (Item 2 only), Commander Brett Smith (Tasmania Police) (Item 2 only), Sergeant Russell Judges (Tasmania Police) (Item 2 only), Sarah McDonald (NBN Co) (Item 4 only) and Sophie Pitchford (Corporate Services Manager) (Item 5 only).

*As workshops and information sessions are for information and discussion purposes only, no decisions are made or foreshadowed at these proceedings.*

### VOTING REQUIREMENTS:

Simple Majority

### RECOMMENDATION:

That the Council Workshop held on 4<sup>th</sup> June 2015 be noted.

### DECISION:

**160.06.2015 Moved:** Cr G Willis      **Seconded:** Deputy Mayor M Cobham  
That the Council Workshop held on and 4<sup>th</sup> June 2015 be noted.

### CARRIED UNANIMOUSLY (7-0)

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

## **PUBLIC MEETINGS**

Nil

## **COUNCILLORS' QUESTIONS ON NOTICE**

Nil

## **COUNCILLORS' QUESTIONS WITHOUT NOTICE**

Nil

## **PUBLICATIONS/REPORTS TABLED FOR COUNCIL INFORMATION**

The following publications are tabled for Councillors' information:

- Tasmania's Population Challenge: 650,000 by 2050  
Back ground Issues Paper, March 2015  
By Lisa Denny, Workforce Demographer, for the Department of State Growth
- Population Discussion Paper - To inform the development of a  
Population Strategy for Tasmania  
Department of State Growth

## **OFFICER'S RECOMMENDATION**

That the publications be noted.

## **DECISION:**

**161.06.2015 Moved:** Deputy Mayor M Cobham      **Seconded:** Cr K Stockton

That the publications be noted.

## **CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

## REPORTS TO BE RECEIVED

### Furieux Community Health Special Committee

File No: CSV/0912

Annexure 1: *Furieux Community Health Special Committee 9<sup>th</sup> April 2015  
Confirmed Minutes*

### OFFICER'S REPORT (Raoul Harper, General Manager):

The confirmed minutes of the Furieux Community Health Special Committee meeting held Thursday 9<sup>th</sup> April 2015 have been provided for consideration. The minutes outline what the committee has been working on to date and can now be received by Council.

### OFFICER'S RECOMMENDATION

That the confirmed minutes of the Furieux Community Health Special Committee meeting held Thursday 9<sup>th</sup> April 2015 be accepted.

### DECISION:

**162.06.2015 Moved:** Cr G Willis      **Seconded:** Deputy Mayor M Cobham

That the confirmed minutes of the Furieux Community Health Special Committee meeting held Thursday 9<sup>th</sup> April 2015 be accepted.

### CARRIED UNANIMOUSLY (7-0)

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

**Flinders Council Audit Panel**

**File No: FIN/1300**

**Annexure 2: *Flinders Council Audit Panel 26<sup>th</sup> May 2015 Unconfirmed Minutes***

**OFFICER'S REPORT (Raoul Harper, General Manager):**

The unconfirmed minutes of the Flinders Council Audit Panel meeting held on Tuesday 26<sup>th</sup> May 2015 have been provided for consideration. The minutes outline what the panel has been working on to date and can now be received by Council.

**OFFICER'S RECOMMENDATION**

That the unconfirmed minutes of the Flinders Council Audit Panel meeting held on Tuesday 26<sup>th</sup> May 2015 be noted.

**DECISION:**

**163.06.2015 Moved:** Cr K Stockton      **Seconded:** Cr G Willis

That the unconfirmed minutes of the Flinders Council Audit Panel meeting held on Tuesday 26<sup>th</sup> May 2015 be noted.

**CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.



**Furneaux (Emita) Hall Special Committee**

**File No: AME/0502**

**Annexure 3:** *Furneaux (Emita) Hall Special Committee 27<sup>th</sup> April 2015 Unconfirmed Minutes*

**OFFICER'S REPORT (Raoul Harper, General Manager):**

The unconfirmed minutes of the Furneaux (Emita) Hall Special Committee held on Monday the 27<sup>th</sup> April 2015 have been provided for consideration. The minutes outline what the committee has been working on to date and can now be received by Council.

**OFFICER'S RECOMMENDATION**

The unconfirmed minutes of the Furneaux (Emita) Hall Special Committee held on Monday 27<sup>th</sup> April 2015 be noted.

**DECISION:**

**164.06.2015 Moved:** Deputy Mayor M Cobham      **Seconded:** Cr G Willis  
The unconfirmed minutes of the Furneaux (Emita) Hall Special Committee held on Monday 27<sup>th</sup> April 2015 be noted.

**CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

**Furneau (Emita) Hall Special Committee**

**File No: AME/0502**

**Annexure 4:** *Furneau (Emita) Hall Special Committee 10<sup>th</sup> March 2015  
Confirmed Minutes*

**OFFICER'S REPORT (Raoul Harper, General Manager):**

The confirmed minutes of the Furneau (Emita) Hall Special Committee held on Tuesday 10<sup>th</sup> March 2015 have been provided for consideration. The minutes outline what the committee has been working on to date and can now be received by Council.

**OFFICER'S RECOMMENDATION**

The confirmed minutes of the Furneau (Emita) Hall Special Committee held on Tuesday 10<sup>th</sup> March 2015 be accepted.

**DECISION:**

**165.06.2015 Moved:** Deputy Mayor M Cobham      **Seconded:** Cr P Rhodes

The confirmed minutes of the Furneau (Emita) Hall Special Committee held on Tuesday 10<sup>th</sup> March 2015 be accepted.

**CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

## General Manager Performance Review Committee

File No: PER/1500

**Annexure 5:** *General Manager Performance Review Committee 4<sup>th</sup> June 2015 Unconfirmed Minutes (For Elected Members Only)*

### **OFFICER'S REPORT (Raoul Harper, General Manager):**

The unconfirmed minutes of the General Manager Performance Review Committee held on Thursday 4<sup>th</sup> June 2015 have been provided for consideration. The minutes outline what the committee has been working on to date and can now be received by Council.

### **OFFICER'S RECOMMENDATION**

The unconfirmed minutes of the General Manager Performance Review Committee held on Thursday 4<sup>th</sup> June 2015 be noted.

### **DECISION:**

**166.06.2015 Moved:** Deputy Mayor M Cobham      **Seconded:** Cr K Stockton

The unconfirmed minutes of the General Manager Performance Review Committee held on Thursday 4<sup>th</sup> June 2015 be noted.

### **CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

## COUNCILLORS' REPORTS

Report from Councillor Gerald Willis as the Flinders Council Representative on TasWater

File No: COU/0312

### CORRESPONDENCE IN:

DATE	SUBJECT
13 May 2015	Email from Ailsa Sypkes, General Manager Legal and Governance, with notice and proxy form for a General Meeting of Owners' Representatives to be held at 10:30 am Tuesday 28 <sup>th</sup> July at Riverside. <i>[I have advised that I will attend the meeting].</i>
13 May 2015	Email from Ailsa Sypkes, General Manager Legal and Governance, with a request to provide feedback on the suitability of 28 <sup>th</sup> May 2015 or 11 <sup>th</sup> June 2015 for a meeting of the Board Selection Committee members to discuss the Shareholders' Letter of Expectations and making appropriate comments to the General Meeting. <i>[I have advised that both dates are suitable].</i>
14 May 2015	Email from Raoul Harper with attached letter from Peter Gutwein, Treasurer Tasmanian Government to Mayor Tony Foster as a member of Taswater's Owners' Group re a meeting held 11 <sup>th</sup> May 2015.
14 May 2015	Email from Ailsa Sypkes, General Manager Legal and Governance, with advice that a meeting of the Board Selection Committee members will be held on 11 <sup>th</sup> June 2015.
14 May 2015	Email from Ailsa Sypkes, General Manager Legal and Governance, with agenda papers for a meeting of the Board Selection Committee members to be held on 11 June 2015.
21 May 2015	Email from Mike Brewster, Chief Executive Officer, advising that the chairman, Miles Hampton, had written an article for the Mercury which was printed 21 <sup>st</sup> May, and providing the website address of the article.

### VOTING REQUIREMENTS:

Simple Majority

### RECOMMENDATION:

That the report be received.

### DECISION:

**167.06.2015 Moved:** Cr G Willis                      **Seconded:** Cr K Stockton

That the report be received.

**CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

**MAYOR'S REPORT:**

<b>ACTION</b>	<b>Information</b>
<b>PROPONENT</b>	Mayor C Cox
<b>FILE REFERENCE</b>	COU/0600
<b>ASSOCIATED PAPERS</b>	Nil

**REPORT:****APPOINTMENTS:**

18-25 May	Deputy Mayor as Acting Mayor
28/05/15	Meeting with Mr Alopi Latukefu, State Director of the Department of Foreign Affairs and Trade Tasmania
01/06/15	Budget Workshop
02/06/15	Budget Workshop
03/06/15	Along with the General Manager met Seth Langford and David Brown, Entura – Hydro Tasmania
03/06/15	Furneaux Community Health Special Committee meeting
5-15 June	Deputy Mayor as Acting Mayor

**Mayor Barry Jarvis:**

It is with deep respect that I note here the positive influence that the late Mayor and President of the Local Government Authority of Tasmania has had on both the municipality of Dorset and Tasmanian Local Government generally. Whilst I will miss his support as a peer, there are many closer to him who will miss him more. Deepest sympathy to Terri, his family and workmates.

**Foreign Affairs and Trade:**

Mr Alopi Latukefu holds the position of State Director for the Department of Foreign Affairs and Trade, Tasmania. His visit to the Island was one of many visits to Councils around Tasmania, to gain a better knowledge of the State to pass on to his clients. I feel Alopi left the Island with a reasonable view of the Island economy and very impressed with the friendliness and vibrancy of Island residents.

**Hydro Tasmania Hub Development:**

The Project Managers, Seth Langford and David Brown met with us to give an update on where the development of the hub is at. The project is at the tendering and contract awarding phase and a community information/awareness program will be a part of the project development.

**Westpac Banking:**

The Regional Manager, Tasmania, has committed to visit the Island and meet with Councillors on the 18<sup>th</sup> June to talk about Westpac's ongoing presence on the Island and what form that will take.

**Budget Workshops:**

Thank you to all the staff and Councillors involved in the 2015-16 budget workshops. The amount of work put into developing the budget papers by the staff and the clear answers to questions made this a productive process.

**Deputy Mayor:**

I wish to thank the Deputy Mayor, Cr Cobham for taking on the role of Acting Mayor, not only to cover my pre-planned holiday but also on short notice whilst I attended a family event in Victoria earlier in the month.

**CORRESPONDENCE IN:**

DATE	WHO	SUBJECT
13/05/15	Office of the Hon Matthew Groom MP	Invitation to roundtable discussion regarding the Government's population strategy - (GM attended)
14/05/15	Ian James	Killiecrankie Café Community Centre
14/05/15	AITA & Associates	Invitation to June Mission to China led by Jim Wilkinson
18/05/15	Northern Tasmanian Development (NTD)	Cancellation of Local Government Committee meeting
18/05/15	Governor General	Invite to Function in recognition of Queen's Birthday
18/05/15	COTA Tas	Tas Medicare Local consultation with consumers
19/05/15	NTD	Local Government Growing Regional Australia Forum - 11/6/15
19/05/15	Community Transport Coordinator - Launceston	Launceston Airport Access
20/05/15	Executive Director, Housing Industry Association	HIA Economic Outlook Luncheon - 4/6/15
21/05/15	State Manager, Recruitment Management Services, MEGT	Traineeships and Amalgamation
21/05/15	Local Government Association of Tasmania (LGAT)	The Pulse Newsletter
22/05/15	M Viney, Acting General Manager, DPIPW	Introduction of "Land Tasmania Division" of Department of Primary Industries, Parks, Water and

		Environment
25/05/15	Community Member	Re Roaming dogs in Whitemark
26/05/15	Leah Galvin	Local Government & Food Security survey
26/05/15	Biosecurity Tasmania	Biosecurity Advisory 16/2015 - Public comment invited on proposal to import three new species into Tasmania
26/05/15	Friends of Ratepayers Victoria Inc.	MAV Insurance losses and Councils' liabilities
26/05/15	Community Engagement Co-ordinator, nabo	A new social network & community grants up to \$10,000
27/05/15	A Miller, Regional Manager, Westpac	Inability to attend and offer of future visit with the State General Manager
27/05/15	Andre Nobbs	Australian Small Islands Forum postponed to February 2016
27/05.15	Mayor of Launceston	Invitation to function to mark the 125 <sup>th</sup> Anniversary of the University of Tasmania and launch the 125 Stories Project
28/05/15	Tourism Tasmania	T21 - the Tasmanian Visitor Economy Strategy 2015 - 2020
28/05/15	Municipal Association of Victoria	Response to Friends of Ratepayers Victoria letter
28/05/15	Centacare Executive Director	Change of Name
28/05/15	K Moore, TasPorts	TasPorts 2015/2016 pricing letter
28/05/15	Women Chiefs of Enterprises International	Personal Invitation to "Women's Economic Empowerment - <i>why it's important to Tasmania, Australia, the Region and the World (Apology sent)</i> "
28/05/15	Mayor Bridget Archer, George Town Council	Letter re shared services and amalgamation considerations
28/05/15	Mayor Duncan McFee, King Island Council	Media Release- Appointment of General Manager
28/05/15	Tasmania - Premier & Treasurer	2015-16 Budget - Supporting regional Tasmania
28/05/15	Chris Griffin, Tourism Northern Tasmania	Budget Update from Tourism perspective
29/05/15	Christine Agostinelli	2015-16 Tasmanian Budget Summary
29/05/15	Community Development Officer	Mums on the Move Program
31/05/15	P Nugent	Road Safety improvement on Pickford Hill (via Ken Stockton)



04/06/15	Adrian Granger	Civil Contractors Federation Tasmania Earth Awards
04/06/15	Emergency Management Coordinator	St Johns First Aid Courses on Flinders in June
04/06/15	I James	Information re Killiecrankie Cafe
05/06/15	S Langford, Entura Hydro Tasmania	Information for update within Council on the Flinders Hub Project
05/06/15	LGAT CEO & Vice President	Thank you for support on the passing of The LGAT President Mayor Barry Jarvis
08/06/15	Mayor Ald Kristie Johnston, Glenorchy City Council	Concern about upcoming Notice of Motion
09/06/15	NTD	Local Government Growing Regional Australia Forum

#### CORRESPONDENCE OUT:

DATE	WHO	SUBJECT
18/05/15	Carol Crute	Thank you for handcrafted poppy
25/05/15	13 Community organisations/members	Notification of result of Community Grant and Gunn Bequest Applications
26/05/15	A Miller, Regional Manager, Westpac	Request to confirm visit, complimentary to messages left on Angela's phone
28/05/15	Community Member	Acknowledging receipt of letter re roaming dogs
28/05/15	A Miller, Regional Manager, Westpac	Re telephone link and encouraging visit from State Manager
29/05/15	J McDonald, Hydro Tasmania	Forwarded Norfolk Island Australian Small Islands Forum information
01/06/15	P Nugent	Acknowledging receipt of letter re road safety on Pickford Hill
04/06/15	G Barnes	Contact information for J. McDonnell, Entura
05/06/15	G Rorison	Re grading of Gunter Street

#### VOTING REQUIREMENTS:

Simple Majority

#### RECOMMENDATION:

That the Mayor's report be received.

#### DECISION:

**168.06.2015 Moved:** Cr P Rhodes      **Seconded:** Deputy Mayor M Cobham  
That the Mayor's report be received.

**CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

## A. DEVELOPMENT SERVICES AND PLANNING APPLICATIONS

*Pursuant to Section 25 of the Local Government (Meeting Procedures) Regulations 2005, Mayor Carol Cox announced at 1.18pm that the Council will now act as a Planning Authority under the Land Use Planning and Approvals Act 1993.*

### Item A1: Development Application

<b>ACTION</b>	Decision
<b>PROPONENT</b>	Pete Reid
<b>OFFICER</b>	James Ireland (Consultant Town Planner)
<b>APPROVED BY</b>	Karin Van Straten (Senior Consultant Town Planner)
<b>FILE REFERENCE</b>	DA2015/018
<b>ASSOCIATED PAPERS</b>	<i>Annexure 6: DA2015/018 Drawings Annexure 7: DA2015/018 Title Plan Annexure 8: DA2015/018 Bush Fire Assessment Annexure 9: DA2015/018 BHMP Map Annexure 10: DA2015/018 Representation 1</i>

Proposal: House in the rural zone – visually sensitive area, vary setback to a watercourse.

Location: Lot 2, Armstrong Avenue, Killiecrankie (CT: 133609/2)

Applicant: Pete Reid

Zoning: Rural Zone

Special Areas: Visually Sensitive Area  
Shorelines, Water bodies and Watercourses (part)

Representations: One

### **INTRODUCTION:**

This report considers an application for a house in the rural zone – visually sensitive area, vary setback to a watercourse at Lot 2 Armstrong Avenue, Killiecrankie.

### **Subject Site**

The subject site is a 45.75ha lot running south from the coast on the western side of Killiecrankie Bluff. The lot has access via a right of way over the lot to the

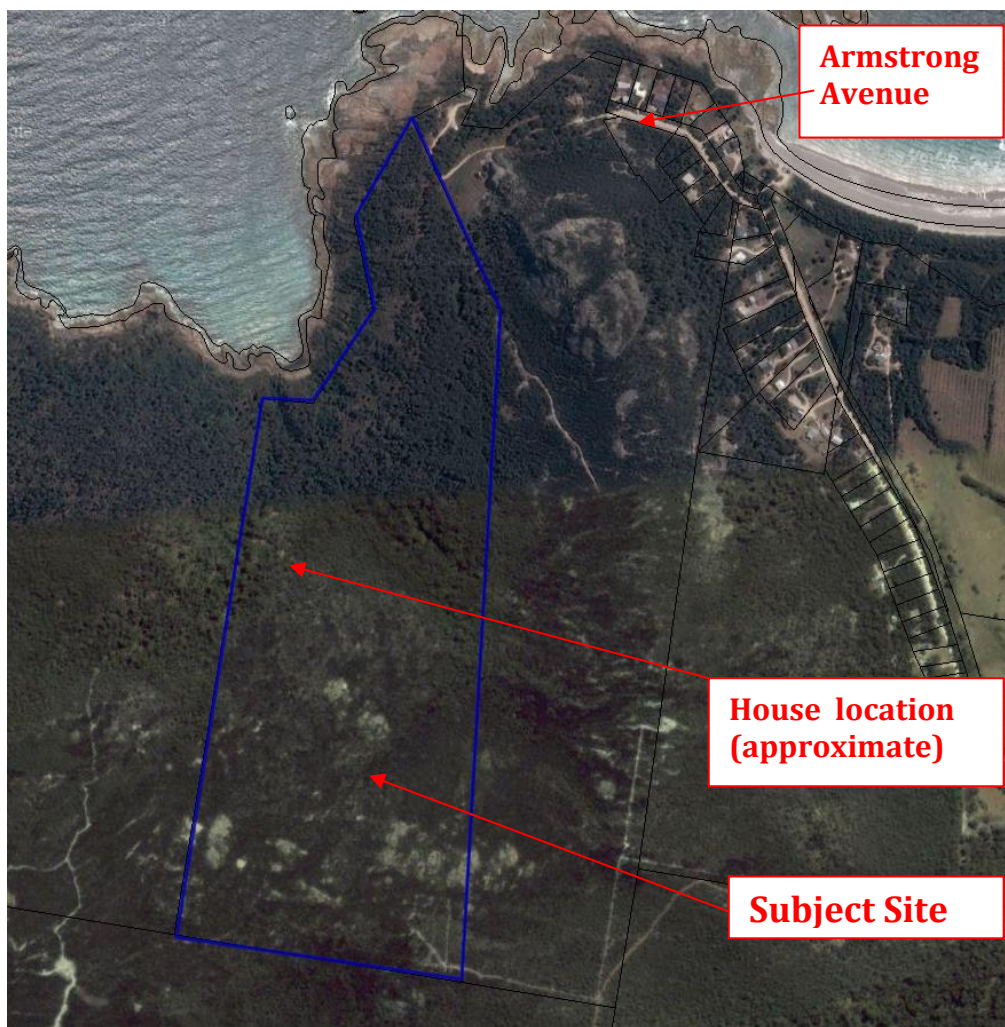
east onto Armstrong Avenue, which is the northern extension of Killiecrankie Road. The lot is roughly 1375m by 460m and slopes down to the north and east from 200m to 10m, forming a natural amphitheatre through which an intermittent stream flows. The lot is mostly covered in coastal scrub with a section of *allocasuarina vertillicata* forest in the northern section.

### Zoning

The subject property is located within the Rural Zone, pursuant to the *Flinders Planning Scheme 1994*.

### Special Areas

The whole of the site is affected by the visually sensitive special area. An area of Shorelines, Water bodies and Watercourses runs in a strip along the north eastern boundary of the lot, projecting no more than 65m into the site and well away from the house site.



## Statutory Timeframes

Date Received: 7/5/15  
Request for further information: NA  
Information received: NA  
Advertised: 13/5/15  
Closing date for representations: 27/5/15  
Extension of time granted: NA  
Extension of time expires: NA  
Decision due: 18/6/15

## OFFICERS REPORT:

### General

It is proposed to construct a house in the western part of the site, roughly 270m from the north west corner of the lot. This point is 50-60m above sea level and is located close to a fork in the intermittent stream. Access is via an upgraded existing track from the north west edge of the lot. The house provides generous single level accommodation, with three en suite bedrooms, a number of living areas and a study. There are various outdoor areas and decks and a two car garage. Cladding is unpainted vertical timber boards and render, with extensive glazing. It has a multi-pitch skillion roof.

### Part 3.10 Consideration of Applications for Planning Permits

Council shall take into consideration the following:

- 1. the objectives, the intent of the zone, use and development principles, any development plan affecting the land and any relevant development standards or other relevant requirements of the Scheme;*

An assessment is made below. Note that there is no applicable development plan:

#### **5.8.1 Zone Intent**

- (a) The Rural Zone on Flinders Island is intended to maintain the existing rural character of the island which is typified by a pattern of areas of open farmland, typically with shelter belts of remnant vegetation, interspersed with irregular areas of native vegetation and substantial unspoiled landform. On other islands within the Planning Area the zone is intended to preserve the existing character which displays minimal signs of European occupation.*

- (b) *Use and development in the Rural Zone is intended to accommodate agricultural uses and development predominantly, with some compatible non-agricultural uses and development in appropriate circumstances, including tourist operation and rural industries. Forest plantations may be appropriate where they do not adversely affect the character of an area or detract from important views.*

**COMMENT:** The site is an example of '*irregular areas of native vegetation and substantial unspoiled landform*'. The proposed single dwelling is site responsive and low impact and maintains this character. Compatible non-agricultural uses can be accommodated in appropriate circumstances and it is considered that these apply in this case. The proposal is consistent with the zone intent.

#### *5.8.2 Desired Zone Character and Zone Guidelines*

- (a) *The use or development of small existing rural lots for the purpose of residential living shall only be approved where such use or development is compatible with any existing or potential agricultural use of that land or surrounding lands.*
- (b) *Use or development should enhance the rural character of the zone. Buildings should be substantial distances from the road frontage and apart, unless inappropriate for operational or topographical reasons. Where land clearance is undertaken it should be visually sympathetic; important trees (or stands of trees) should be retained, important hilltop locations should not be cleared and location of trees and shrubs along fence lines, property boundaries, watercourses and at property entrances is encouraged. Buildings and structures for aquaculture should be sited with regard to the protection of coastal scenery and compatibility with recreational use of the coastline.*
- (c) *Land use or development and management practices shall be environmentally appropriate and shall avoid contamination or despoliation of the land, ground water, water courses, shore-lines, lagoons and marshes. Sand-dunes and coastal vegetation and ecologically important areas shall be protected from degradation.*
- (d) *Forestry activities in the zone shall be in accordance with the Forest Practices Code*

**COMMENT:** Criteria (a) and (d) are not applicable. In relation to (b), the proposed house is approximately 800m from the road frontage and the nearest building. Minimal vegetation clearance is required and it is not on a hilltop. In relation to (c), the house will not contaminate or despoil the environment. It is not located in sand dune or coastal vegetation location.

#### 5.8.4 Development Standards

- (a) The maximum height of buildings is 8.0 metres unless it can be satisfactorily demonstrated that a higher structure is required for operational, topographic or other justified purposes.
- (b) Habitable buildings should be sited and designed to achieve the best solar gain or orientation that the site can provide. Where such design or orientation is not feasible other energy efficient practices, such as insulation, heat pumps or double glazing, should be considered.
- (c) Buildings shall be setback a minimum distance of 20 metres from all boundaries.
- (d) Regardless of the foregoing minimum setbacks, buildings shall be set back not less than a horizontal distance of 100m from high water mark and 40 m from a perennial watercourse.
- (e) Council may relax the setback requirement of the above clause pursuant to the provisions of Clause 3.5 of this Scheme and after giving consideration to:
  - i. The particular size, shape, contours or slope of the land and the adjoining land;
  - ii. The adjoining land and uses and zones
  - iii. The position of existing buildings and setbacks in the immediate area;
  - iv. Consideration of any representations received as a result of the notification under Section 57 of the Act.
- (f) The external walls, roof, paving and other large surface areas of buildings shall be finished with non-reflective materials and colours that harmonise with the natural landscape or shall be substantially screened by landscaping.
- (g) A house on any lot which contains only class 4, 5, 6 or 7 land is discretionary and may only be approved if any existing or potential development and use of agricultural land in the vicinity is likely to receive no impact, or only minor impact from the establishment of the residence taking into account:
  - (a) The topography of the land;
  - (b) The location of water catchments;
  - (c) The location of neighbouring agricultural pursuits;
  - (d) Buffers created by natural features;

- (e) Resource sustainability given the objective of the State Protection of Agricultural Land Policy.

**COMMENT:** The proposal complies with (a), (b), (c) and (f). Criteria e) and g) are not applicable. In relation to criteria (d) and (e), the house is approximately 30m from a minor seasonal watercourse (requirement is 40m). The wastewater system is located well away from this watercourse. The setback, combined with the hard granite banks of the watercourse minimise the possibility of damage to the riparian area.

- 2. *any relevant proposals, reports or requirements of any public authorities;*

**Not applicable. None were received.**

- 3. *any representations received following public notification where required under the Act;*

One representation was received from the neighbour to the east (over which the applicant gets access to Armstrong Avenue). It raised access and bushfire abatement as issues. They do not affect the issue of this permit. The applicant will have to use and maintain the right of way. Any contravention of this would be a civil matter. Whilst Schedule 7 (Bushfire) does not apply here, this will be considered at the building permit stage.

- 4. *whether any part of the land is subject to:*

- (a) *landslip, soil instability, or erosion;*
- (b) *excessive slope;*
- (c) *ponding or flooding;*
- (d) *bush fire hazard;*
- (e) *a Protected Catchment District under Water Management Act 1999;*
- (f) *any Special Area Provisions in Part 7;*
- (g) *pollution; and*
- (h) *other hazards to safety or health.*

The land is subject to bushfire hazard, but the planning scheme does not assess it. Notwithstanding, a bushfire report and hazard management plan were provided with the application detailing measures to minimise this risk. The land is also subject to Special Area Provisions in Part 7 (visually sensitive area). An assessment of this is made elsewhere in this report.



5. *whether the proposed use or development is satisfactory in terms of its siting, size or appearance and levels of emissions in relation to:*
- (a) existing site features;*
  - (b) adjoining land;*
  - (c) the streetscape and/or landscape;*
  - (d) the natural environment;*
  - (e) items of historic, architectural or scientific interest;*
  - (f) buffer zones, attenuation areas,*
  - (g) easements;*
  - (h) a water supply for firefighting purposes;*
  - (i) any received pollution;*
  - (j) the escape of pollutants into storm drains and watercourses: and*
  - (k) isolation, separation from other lands.*

**An assessment of these is made elsewhere in this report.**

6. *whether the proposed use or development will be supplied with an adequate level of infrastructure and services, and if there is any necessity to improve deficient access, roads or road junctions, water, sewerage, electricity or transport services and the like, without detriment to existing users;*

**This part of the Island is not supplied with water or sewerage infrastructure and the house is designed with this in mind.**

7. *whether the proposed use or development would adversely affect the existing and possible future use or development of adjacent land, and vice versa;*

**There is no agricultural use on adjacent land. Notwithstanding this, the residential development of the subject site will not adversely affect any future agricultural use on adjacent land.**

8. *the provision of adequate landscaping, amenity facilities and illumination, and the treatment of the site generally;*

**Not applicable. None proposed/required.**

9. *the sight distances available to and from proposed point(s) of access, together with an estimate of the speed of passing traffic;*

Not applicable. The existing access points are used.

*10. the design and siting of the proposal to enable reduction in energy consumption through alternative energy use or reduction in demand; and*

The proposal is a modern, energy efficient design with solar power and hot water.

*11. the safety and well-being of the general public.*

Complies.

12. Any other matter which Council is of the opinion is relevant to the particular application.

None stated.

## **Part 6 – Use and Development Principles**

An assessment is made below against the relevant principles (those that are not applicable have been omitted for brevity):

6.0 Use and development shall be consistent with the following principles:

### **6.1 Use**

*(a) Use or development shall not unreasonably impact on any existing or intended use of development of neighbouring land.*

**COMMENT: An assessment of this is made elsewhere in this report.**

### **6.2 Character**

*(a) Use and development shall adequately respect the character of, and future intentions for the area in which it is to be located.*

**COMMENT: An assessment of this is made elsewhere in this report.**

### **6.4 Environment**

*(a) Use or development shall not be allowed to detrimentally affect the environment. All areas, and sensitive ecological and/or visual areas in particular, shall be developed in a manner and to an*

*extent which is consistent with the protection of the values of the area.*

- (b) Use or Development and land management practices shall be directed towards achieving environmental sustainability, biodiversity and ecological balance, and avoiding environmental damage such as soil erosion, coastal dune erosion, loss of important animal and plant species and increases in vermin populations.*
- (c) Use or Development shall not be located in areas of unacceptable risk (eg. from fire, flood or landslip). In situations where risk may exist, use and development shall be appropriately sited and designed to provide an acceptable level of protection and safety for future users. In particular.*
  - i. Lands subject to flood risk are those subject to a greater than one in a 100 year flood interval (1% probability), and land, the natural surface level of which is below 3 metres Australian Height Datum (AHD); and*
  - ii. Land which comprises soils of known or suspected instability, has a slope greater than 1 in 4, or is filled or reclaimed land, are deemed to constitute an unstable land hazard; and*
  - iii. Use and development in bushfire prone areas will comply with the provisions of Schedule 7 Development in Bushfire Prone Areas or some other provisions acceptable to Council and the Tasmania Fire Service.*

**COMMENT:** In relation to (a), the subject site is in a visually sensitive area. An assessment of this is made elsewhere in this report. The proposed house will not detrimentally affect the environment. In relation to (b), a minimum of vegetation clearance will be required to accommodate the house, which is consistent with this criterion. The development is not located in an area of unacceptable risk, meeting (c).

#### 6.7 Services

- (a) Use or Development shall be provided with adequate and appropriate services which are suited to the lifestyle requirements of people, the nature of the location, and the ability of the community to provide.*

- (b) *Lot size and arrangement shall be adequate and appropriate to ensure an acceptable level of servicing, particularly in relation to waste disposal.*
- (c) *In areas not serviced with water use or development shall provide adequate water supply and effluent disposal systems. Each dwelling shall provide a potable water storage facility (minimum capacity of 40kl) to provide for the anticipated number of occupants, and a wastewater disposal system approved by the Council's Environmental Health Officer*
- (d) *Use or Development in the bushfire prone areas will provide fire protection features and water supplies which comply with Schedule 7.*
- (e) *Use or Development shall be appropriately sited, designed and constructed to avoid conflict with service mains (including telephone, power, sewer, water and irrigation channels/pipelines). Buildings shall not be erected over any service main or within any easement providing for same whether utilised or not.*
- (f) *Servicing systems shall use adequate and appropriate design methods and materials to ensure an acceptable life span and allow for adequate maintenance requirements.*
- (g) *Use or Development shall optimise efficiency in the use of energy and resources. In particular, land should be subdivided on a generally sequential basis (ie. one area is substantially developed before the next is subdivided), common trenching should be used for different services where appropriate, and solar access maximised.*

**COMMENT: Criteria (b) and (d) are not applicable. In relation to (a), (c), (e) and (f), this part of the island is not supplied with water or sewerage infrastructure and the house is designed with this in mind. In relation to (g), the proposal is a modern, energy efficient design with solar power and hot water.**

#### 6.8 Social Interest

1. *Use or Development should demonstrate how it suits the community interest.*
2. *Use or Development shall have adequate and appropriate types and levels of access to social facilities and services (eg. shops,*

*government agencies, telecommunication, health services and educational facilities).*

**COMMENT:** The proposal provides additional housing on Flinders Island which is considered to be in the community interest. Killiecrankie is a remote part of Flinders Island, approximately 40km north of Whitemark. For this area, this level of access to services is considered appropriate.

## 6.9 Administration

- (b) Use or Development proposals should only be approved where the cost to the public of providing and maintaining services is not exceeded by the economic benefit of the use or development to the community.*
- (c) In considering any proposal, Council shall obtain the advice and opinion of other relevant group(s), individual(s) or organisation(s) with direct interest in the proposal.*

**COMMENT:** In relation to (b), the proposal is a private house with no additional public expenditure. Council did not require any advice under (c).

## Part 7 Visually Sensitive Special Area

The objectives of the Visually Significant Areas are:

- (a) To retain the natural appearance of each Area;*
- (b) To minimise the visual impact of Use or Development;*
- (c) To retain and restore where possible the natural vegetation cover.*

In considering an application for Use or development within the Visually Sensitive areas and whether to impose conditions Council shall consider the following matters:

- (a) The objectives listed in Clause 7.2.2*
- (b) The siting, orientation, setbacks, bulk, form, height, scale and external finishes of buildings and structures*
- (c) The visual impact of buildings, clearing, excavation, access, construction, fences, firebreaks or the deposition of fill;*
- (d) The adequacy of proposed landscaping and whether any special works or practices are required to protect the scenic values of the site;*
- (e) Whether development is proposed to be located on skylines or ridgelines.*

**COMMENT:** In relation to the objectives, the development of a low impact single house requiring minimal vegetation removal on a 45.75ha lot will retain

the natural appearance of the area. Development of this nature is also likely to encourage the preservation of the natural appearance (rather than further development) of the entire lot. The house is designed to have a low visual impact, being low slung with natural finishes. The house is located in a small depression, minimising its visual impact – it will not be located on a skyline or ridgeline.

### Referrals

The application did not require referrals.

### **STATUTORY REQUIREMENT:**

The application was advertised for 14 days in accordance with the Act.

### **POLICY/STRATEGIC IMPLICATIONS:**

The relevant strategic outcome and strategies of the Flinders Council Strategic Plan 2011 are outlined under *Land Use, Development and Building*.

The strategic outcome is identified as:

*“A productive system of land and building development that promotes investment and activity while protecting people and the environmental characteristics of the Flinders municipal area.”*

**COMMENT:** The proposal is consistent with this strategic outcome. The proposal promotes investment and activity. Development of this nature protects the environmental characteristics of the Flinders Municipal area.

### **BUDGET AND FINANCIAL IMPLICATIONS:**

Not applicable.

### **OFFICER’S RECOMMENDATION:**

That the application for a house in the Rural Zone, by Pete Reid for land located at Lot 2, Armstrong Avenue, Killiecrankie (CT: 133609/2) be **APPROVED** generally in accordance with the house plans dated 5/5/15 and the Bushfire Risk Assessment Report by GPM dated 29/4/15.

### **Notes:**

1. This permit was issued based on the proposal documents submitted for (DA2017/018). You should contact Council with any other use or developments, as they may require the separate approval of Council.
2. Council will undertake periodic reviews of approved developments to ensure compliance with Planning Permit conditions.

3. This permit is granted pursuant to the *Land Use Planning and Approvals Act 1993* and does not constitute any other approval required under any other Act or Regulation.
4. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced.
5. Where any other approvals under this Act or any other Act are required for the proposed use or development to which this permit relates, the permit does not take effect until those approvals have been granted.
6. This permit takes effect 14 days after the date of Council's notice of determination or at such time as any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined. If an applicant is the only person with a right of appeal pursuant to section 61 of the *Land Use Planning and Approvals Act 1993* and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.

#### **DECISION:**

**Moved:** Cr G Willis

**Seconded:** Deputy Mayor M Cobham

That the application for a house in the Rural Zone, by Pete Reid for land located at Lot 2, Armstrong Avenue, Killiecrankie (CT: 133609/2) be **APPROVED** generally in accordance with the house plans dated 5/5/15 and the Bushfire Risk Assessment Report by GPM dated 29/4/15

#### **Notes:**

1. This permit was issued based on the proposal documents submitted for (DA2017/018). You should contact Council with any other use or developments, as they may require the separate approval of Council.
2. Council will undertake periodic reviews of approved developments to ensure compliance with Planning Permit conditions.
3. This permit is granted pursuant to the *Land Use Planning and Approvals Act 1993* and does not constitute any other approval required under any other Act or Regulation.
4. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced.

5. Where any other approvals under this Act or any other Act are required for the proposed use or development to which this permit relates, the permit does not take effect until those approvals have been granted.
6. This permit takes effect 14 days after the date of Council's notice of determination or at such time as any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined. If an applicant is the only person with a right of appeal pursuant to section 61 of the *Land Use Planning and Approvals Act 1993* and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.

*Mayor Carol Cox passed the Chair to Deputy Mayor Marc Cobham at 1.23pm.*

#### **AMENDMENT**

**169.06.2015 Moved:** Mayor C Cox      **Seconded:** Cr D Williams

The Motion as written with the following paragraph submitted above the Notes section:

Prior to the commencement of the use, a certificate of compliance by an accredited person must be submitted confirming all measures required under the approved Bush Fire Hazard Management Plan prepared by Ground Proof Mapping, dated the 29.4.15 are completed.

**CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

*Deputy Mayor Marc Cobham passed the Chair to Mayor Carol Cox at 1.26pm.*

#### **SUBSTANTIVE**

**170.06.2015 Moved:** Cr G Willis      **Seconded:** Deputy Mayor M Cobham

That the application for a house in the Rural Zone, by Pete Reid for land located at Lot 2, Armstrong Avenue, Killiecrankie (CT: 133609/2) be **APPROVED** generally in accordance with the house plans dated 5/5/15 and the Bushfire Risk Assessment Report by GPM dated 29/4/15

Prior to the commencement of the use, a certificate of compliance by an accredited person must be submitted confirming all measures required under the approved Bush Fire Hazard Management Plan prepared by Ground Proof Mapping, dated the 29/4/15 are completed.



**Notes:**

1. This permit was issued based on the proposal documents submitted for (DA2017/018). You should contact Council with any other use or developments, as they may require the separate approval of Council.
2. Council will undertake periodic reviews of approved developments to ensure compliance with Planning Permit conditions.
3. This permit is granted pursuant to the *Land Use Planning and Approvals Act 1993* and does not constitute any other approval required under any other Act or Regulation.
4. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced.
5. Where any other approvals under this Act or any other Act are required for the proposed use or development to which this permit relates, the permit does not take effect until those approvals have been granted.
6. This permit takes effect 14 days after the date of Council's notice of determination or at such time as any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined. If an applicant is the only person with a right of appeal pursuant to section 61 of the *Land Use Planning and Approvals Act 1993* and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.

**CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

***Mayor Carol Cox announced at 1.28pm that the Council will now conclude its meeting as a Planning Authority under Section 25 of the Local Government (Meeting Procedures) Regulations 2005.***

## **B. ENVIRONMENTAL HEALTH OFFICER**

### **Item B1: Food Safety Policy**

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Environmental Health Officer, Jacqui Viney
<b>FILE REFERENCE</b>	ENH/0700
<b>ASSOCIATED PAPERS</b>	<i>Annexure 11: Food Safety Policy</i>

#### **INTRODUCTION:**

Council's Policy Manual is an important document of Council as it provides direction to Staff, Management and Councillors. Many of the policies are required by, or relate to, legislation and in most instances help manage Council's exposure to risk.

#### **PREVIOUS COUNCIL CONSIDERATION:**

Adopted	16 <sup>th</sup> June 2011	171.06.2011
Reviewed	30 <sup>th</sup> April 2015	119.04.2015

#### **OFFICER'S REPORT:**

Council has a policy that states that policies should be reviewed at least every two (2) years.

The Food Safety Policy has been reviewed and updated to reflect changes in legislation and work practices for Council consideration.

At the 30<sup>th</sup> April 2015 Ordinary Meeting, Council resolved to adopt the Food Safety Policy and allowed it to lay on the table for 28 days for public comment. No submissions were received during the public consultation period.

#### **STATUTORY REQUIREMENT:**

*Food Act 2003* (Tas)  
AS/NZ Food Standards Code

#### **POLICY/STRATEGIC IMPLICATIONS:**

4.0 Community Safety, Engagement and Enterprise - Through positive Council-Community partnerships, enhance people's security, inclusion and well-being.

4.1 Provide professional environmental and public health services.

4.1.1 Provide a program of structured inspection, compliance management, education and immunisation.

**RISK/LIABILITY:**

Adoption of this policy and ensuring that Management, Staff and Councillors are aware of and follow this policy will help to reduce Council's exposure to risk in this area.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That Council adopts the Food Safety Policy.

**DECISION:**

**171.06.2015 Moved:** Cr D Williams      **Seconded:** Deputy Mayor M Cobham  
That Council adopts the Food Safety Policy.

**CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

## C. CORPORATE SERVICES

### Item C1: Corporate Credit Card Policy

<b>ACTION</b>	<b>Information</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Corporate Services Manager, Sophie Pitchford
<b>FILE REFERENCE</b>	FIN/0502
<b>ASSOCIATED PAPERS</b>	<i>Annexure 12: Corporate Credit Card Policy</i>

#### **INTRODUCTION:**

Council's Policy Manual is an important document of Council as it provides direction to Staff, Management and Councillors. Many of the policies are required by, or relate to, legislation and in most instances help manage Council's exposure to risk.

#### **PREVIOUS COUNCIL CONSIDERATION:**

Adopted 20<sup>th</sup> August 2009 308.08.09  
Reviewed 30<sup>th</sup> April 2015 124.04.2015

#### **OFFICER'S REPORT:**

Council has a policy that states that policies should be reviewed at least every two (2) years.

The Corporate Credit Card Policy has been reviewed and updated to reflect changes in staff titles and work practices for Councillors' consideration.

At the 30<sup>th</sup> April 2015 Ordinary Meeting, Council resolved to adopt the Corporate Credit Card Policy and allowed it to lay on the table for 28 days for public comment. No submissions were received during the public consultation period.

#### **STATUTORY REQUIREMENT:**

*Local Government Act 1993*  
Code of Tenders and Contracts Policy  
Disciplinary Policy  
Risk Management Policy

#### **POLICY/STRATEGIC IMPLICATIONS:**

5.0 Corporate Governance and Intergovernmental Relations - decisions are professionally and transparently made, communicated and implemented to achieve defined outcomes in the interest of the community.

5.1.3 Achieve a sustainable balance of income, investment and recurrent expenditure

**RISK/LIABILITY:**

Adoption of this policy and ensuring that Management, Staff and Councillors are aware of and follow this policy will help reduce Council's exposure to risk in this area.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That Council adopts the Corporate Credit Card Policy.

**DECISION:**

**172.06.2015 Moved:** Deputy Mayor M Cobham    **Seconded:** Cr D Williams  
That Council adopts the Corporate Credit Card Policy.

**CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

**Item C2: Debt Collection Policy**

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Corporate Services Manager, Sophie Pitchford
<b>FILE REFERENCE</b>	FIN/1205, FIN/1400
<b>ASSOCIATED PAPERS</b>	<i>Annexure 13: Debt Collection Policy</i>

**INTRODUCTION:**

Council's Policy Manual is an important document of Council as it provides direction to Staff, Management and Councillors. Many of the policies are required by, or relate to, legislation and in most instances help manage Council's exposure to risk.

**PREVIOUS COUNCIL CONSIDERATION:**

Adopted	19 <sup>th</sup> September 2008	381.09.08
Amended	22 <sup>nd</sup> October 2009	406.10.09
Amended	15 <sup>th</sup> July 2010	188.07.10
Reviewed	30 <sup>th</sup> April 2015	121.04.2015

**OFFICER'S REPORT:**

Council has a policy that states that policies should be reviewed at least every two (2) years.

The Debt Collection Policy has been reviewed and updated to reflect changes in work practices for Councillors' consideration.

At the 30<sup>th</sup> April 2015 Ordinary Meeting, Council resolved to adopt the Debt Collection Policy and allowed it to lay on the table for 28 days for public comment. No submissions were received during the public consultation period.

**STATUTORY REQUIREMENT:**

*Local Government Act 1993*

Rates Resolution

**POLICY/STRATEGIC IMPLICATIONS:**

5.0 Corporate Governance and Intergovernmental Relations - decisions are professionally and transparently made, communicated and implemented to achieve defined outcomes in the interest of the community.

5.1.3 Achieve a sustainable balance of income, investment and recurrent expenditure

**RISK/LIABILITY:**

Adoption of this policy and ensuring that Management, Staff and Councillors are aware of and follow this policy will help to reduce Council's exposure to risk in this area.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That Council adopts the Debt Collection Policy.

**DECISION:**

**173.06.2015 Moved:** Deputy Mayor M Cobham      **Seconded:** Cr K Stockton  
That Council adopts the Debt Collection Policy.

**CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

<b>D. GOVERNANCE</b>
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Item D1:            Audit Panel

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Raoul Harper, General Manager
<b>FILE REFERENCE</b>	FIN/1300
<b>ASSOCIATED PAPERS</b>	<i>Annexure 14: DRAFT Flinders Council Audit Panel - Charter, Work Plan &amp; Meeting Procedures</i>

**INTRODUCTION:**

The purpose of this report is to present a proposed Audit Panel Charter, Annual Work Plan and meeting procedures for consideration by Council. The Audit Panel met on the 26<sup>th</sup> of May and developed the associated documents as required under the LOCAL GOVERNMENT (AUDIT PANELS) ORDER 2014. The Panel resolved to present these documents for Council consideration.

The LOCAL GOVERNMENT (AUDIT PANELS) ORDER 2014 requires all members of an Audit Panel to be appointed for a specified timeframe and outlines that independent persons appointed to the Panel are entitled to be remunerated with allowances determined by the Council:

*“LOCAL GOVERNMENT (AUDIT PANELS) ORDER 2014 - REG 7*

*7.Term and conditions of appointment of audit panel members*

*(1) A member of an audit panel holds office for such period of not less than one year and not more than 4 years as is specified in the member's instrument of appointment and, if eligible, may be reappointed.*

*(2) A member of an audit panel who is an independent person is entitled to be paid the remuneration and allowances determined by the relevant council.”*

To date Council has not considered what remuneration these members should receive and have not specified the period of appointment.

Council is also required to provide specific funding allocations to support the functions of the Audit Panel:

*“LOCAL GOVERNMENT (AUDIT PANELS) ORDER 2014 - REG 13*

*13.Resources of audit panel*

*A council is to provide secretariat support to, and all necessary funding required by, its audit panel.”*



Council intends to allocate an amount to meet this requirement as part of its 2015/2016 Budget Estimates. The amount allocated will be dependent on what level of remuneration Council intends to provide the Independent Chair and independent person (if any).

#### **PREVIOUS COUNCIL CONSIDERATION:**

Flinders Council formally considered the Draft Ministerial Orders at its Ordinary meeting on the 20<sup>th</sup> of December 2013 and the following decision was ratified:

*"713.12.2013 Moved: Deputy Mayor D Williams Seconded: Cr M Cobham*

- 1. That Council expresses its grave concern and opposition to the proposed Draft Ministerial Orders under Section 70F, 84(2A) and 85B of the Local Government Act 1993.*
- 2. That the General Manager's summary as tabled at the meeting be included in the submission to LGAT.*
- 3. That Council writes to the Premier, the Minister for Local Government and the relevant opposition parliamentarians expressing our grave concerns. While the Draft Orders may be best practice for larger Councils, the cost of implementation and compliance will be a significant burden on our financial and human resources, detracting from Council's ability to supply services to the community.*
- 4. Council also requests that if the Draft Ministerial Orders are supported extra ongoing funding be provided for the implementation and ongoing compliance.*

*CARRIED UNANIMOUSLY (7-0)*

*For: Mayor Carol Cox, Deputy Mayor David Williams, Cr Marc Cobham, Cr Mary-Anne Roberts, Cr Peter Rhodes, Cr Gerald Willis and Cr Ronald Wise."*

At the August 2014 Ordinary Meeting of Council the following was resolved:

*"876.07.2014 Moved: Cr M Cobham Seconded: Deputy Mayor D Williams*

- 1. Council notes the report from the General Manager and the proposed Charter from the Northern Regional Group of Council's.*

2. *Council directs the Mayor to write to the Minister for Local Government and the Auditor General stating the following: Flinders Council does not support the mandatory directive to establish Audit Panels contained within Section 85 of the Local Government Act 1993. While the Orders may be best practice for larger Councils, the cost of implementation and compliance will be a significant burden on the financial and human resources of Council and will materially detract from Council's ability to supply services to the community. The commensurate value of the directive to establish an Audit Panel is insufficient at this time to warrant support. To that end Council will not be establishing an Audit Panel in full compliance with the Act but will continue to operate its existing Audit and Finance Special Committee.*
3. *The Flinders Council Audit and Finance Special Committee be directed to develop an agreed Charter, annual work plan and reporting mechanisms to present to Council for consideration post the October Council election.*

*CARRIED UNANIMOUSLY (6-0)*

*For: Mayor Carol Cox, Deputy Mayor David Williams, Cr Marc Cobham, Cr Mary-Anne Roberts, Cr Gerald Willis and Cr Ronald Wise."*

At the March 2015 Ordinary Meeting the following was resolved:

*"76.03.2015 Moved: Deputy Mayor M Cobham Seconded: Cr K Stockton*

*That Flinders Council supports the recommendation of the Audit and Finance Special Committee to appoint community member Mr John Dick as the Independent Chairperson and Ms Diana Droog as the Independent Community Representative on the Audit and Finance Special Committee.*

*CARRIED UNANIMOUSLY (7-0)*

*For: Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis."*

At the April 2015 Ordinary Meeting of Council the following was resolved:

*"143.05.2015 Moved: Cr Gerald Willis Seconded: Cr Chris Rhodes*

1. *That Flinders Council resolves to change the name of the Flinders Council Audit and Finance Special Committee to the Flinders Council Audit Panel.*
2. *That Flinders Council authorise and arrange the booking, travel and accommodation required to support Ms Diana Droog and Mr John Dick to attend a workshop on Audit Panels being hosted by Local Government Association Tasmania to be held on 7 July 2015 in Launceston. That Flinders Council as part of the 2015/2016 Budget process allocate an agreed amount of funding to support the functions of the Audit Panel in discharging their duties under the Local Government Act 1993.*

*CARRIED UNANIMOUSLY (5-0)*

*For: Acting Mayor Marc Cobham; Cr Chris Rhodes; Cr Peter Rhodes; Cr David Williams and Cr Gerald Willis.”*

#### **OFFICER’S REPORT:**

On 10 February 2014 Local Government (Audit Panels) Order 2014 came into effect which specified requirements for the establishment of an Audit Panel for Councils under Section 85 of the *Local Government Act 1993*.

On the 20<sup>th</sup> of December 2013, Council wrote to the then Premier Lara Giddings expressing our grave concern as to the financial implications the Ministerial Orders would have on our small Council. In the correspondence to the Premier, Council stated “***While the Draft Orders may be best practice for larger Councils, the cost of implementation and compliance will be a significant burden on our financial and human resources, detracting from Council’s ability to supply services to the community.***” No response was received from the Premier and in the last weeks before the election on 10<sup>th</sup> February, Local Government (Audit Panels) Order 2014 came into effect which specified requirements for the establishment of an Audit Panel for Councils under Section 85 of the *Local Government Act 1993*.

Council has previously questioned establishing an Audit Panel on the basis that it does not see commensurate value in the audit panels to justify the associated cost to the community. At a time when all government expenditure should provide genuine value to the communities we serve, the value of implementing the Audit Panel directive when the proposed functions of the Audit Panel are already regularly monitored by Council through either the Council meeting or workshop process was questioned.

The General Manager then met with the newly elected Minister for Local Government to reiterate our concerns in relation to the cost and lack of

perceived value of audit panels and while the Minister had a level of understanding it was clear that no change to the Orders was going to be made and Council was required to comply.

Council at its August 2014 Ordinary meeting passed a resolution that in effect outlined to the Minister that while the cost and value to a small Council of an Audit Panel was still not supported, Council would substantially comply with the Orders and utilise the existing Audit and Finance Special Committee to develop a charter, work plan and meeting procedures post the October 2014 election.

During November 2014 Council called for expressions of interest in the position of Chairperson. At the close of the nomination period only one expression of interest had been received. At its November meeting the Audit and Finance Special Committee resolved to extend the expressions of interest period. At the close of this further expression of interest period two people had shown an interest in the position and the Committee resolved that Mr John Dick be appointed Chair and Ms Diana Droog be appointed as a community representative. Council ratified these appointments at its March 2015 Ordinary Meeting.

At its April 2015 Ordinary Meeting the Council resolved to change the name of the Committee to the Flinders Council Audit Panel and as part of the 2015/2016 Budget process will allocate an agreed amount of funding to support the functions of the Audit Panel in discharging their duties under the *Local Government Act 1993*.

The Panel has since met and developed a Charter, Work Plan and Meeting Procedures. These are requirements under the Orders. The Audit Panel resolved each individually but for ease of reporting they have been combined for Council consideration. The format and structure of these documents is of the required standard and is supported by Officers.

Council has not discussed the issue of remuneration formally. The work load expected of the Chair is comprehensive and to undertake such as a volunteer is a substantial time impost. Council needs to consider the following:

1. If the Chair is to be remunerated what a reasonable level would be commensurate with skills and experience provided to the position.
2. Should the community representative also be remunerated and if so at what level?

Council will also be required to allocate funds within the 2015/2016 budget to support the functions of the Audit Panel. This may include travels costs, training and sitting fees. Secretarial and administrative support, staff time including the

General Manager, Corporate Services Manager, internal auditing and risk based staff and any others the Panel sees fit will have their time allocated to a specific cost centre to track the cost of compliance related to the functions of the Audit Panel. Cost was a key issue for Council in its representation to the State Government and the panel must deliver value and constrain expenditure as much as possible while still performing a fit for purpose service.

Council is also required to set timeframes for the appointments to the Panel. As this is the first time such a panel has been established and its functions are a legislated requirement, as an Officer I recommend that the appointments be made until the next election of Council, at which time all positions will be vacated and the new Council can then reconsider the membership and structure of the panel.

#### **STATUTORY REQUIREMENT:**

Section 85 of the *Local Government Act 1993*.

#### **POLICY/STRATEGIC IMPLICATIONS:**

5.0 Corporate Governance and Intergovernmental Relations

5.1 Support the capacity and productivity of our organisation and a culture of professionalism, compliance, innovation and service.

#### **RISK/LIABILITY:**

An Audit Panel is a requirement under Section 85 of the *Local Government Act 1993* and Local Government (Audit Panels) Order 2014. The Charter, Work Plan and Meeting Procedures are compliant with statutory requirements.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **OFFICER'S RECOMMENDATION:**

1. That Flinders Council approves the Audit Panel Charter, Work Plan and Meeting Procedures as prepared by the Audit Panel.
2. That Flinders Council appoints all Audit Panel members until nominations close for the next local government election. At which time all positions will be vacated until Council appoints new members.
3. That Flinders Council pays sitting fees to the Chair of \$150 per meeting capped to a maximum of \$1000 per annum. Travel, training and administrative support costs are to be allocated funds to a level agreed by Council within the 2015/2016 Budget Estimates. Expenses for the Committee will be as per the Councilor Allowances and Expenses Policy.

#### **DECISION:**

**174.06.2015 Moved:** Cr G Willis

**Seconded:** Cr D Williams

1. That Flinders Council approves the Audit Panel Charter, Work Plan and Meeting Procedures as prepared by the Audit Panel with the following amendments:

Annexure B – Meetings Procedures

Point 1 - Add 's' to meeting

Point 7 – Change to refer to items 4, 5, and 6

Change last point to be point 10

**CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

**175.06.2015 Moved:** Cr G Willis **Seconded:** Cr K Stockton

2. That Flinders Council appoints all Audit Panel members until nominations close for the next local government election at which time all positions will be vacated until Council appoints new members.

**CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

**176.06.2015 Moved:** Cr G Willis **Seconded:** Cr P Rhodes

3. That Flinders Council pays sitting fees to the Chair of \$150 per meeting capped to a maximum of \$1000 per annum. Travel, training and administrative support costs are to be allocated funds to a level agreed by Council within the 2015/2016 Budget Estimates. Expenses for the Committee will be as per the Councilor Allowances and Expenses Policy.

**CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

**Item D2: Councillor Resolution Report**

<b>ACTION</b>	<b>Information</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Raoul Harper, General Manager
<b>FILE REFERENCE</b>	COU/0600
<b>ASSOCIATED PAPERS</b>	<i>Annexure 15: Councillor Resolution Report June 2015</i>

**INTRODUCTION:**

This report identifies the actions taken and actual costs associated with implementing resolutions passed by elected members up to June 2015.

**PREVIOUS COUNCIL CONSIDERATION:**

The report is presented on a monthly basis.

**OFFICER'S REPORT:**

Please read Annexure 15 – Councillor Resolution Report June 2015.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That the Councillor Resolution Report June 2015 be noted.

**DECISION:**

**177.06.2015 Moved:** Deputy Mayor M Cobham      **Seconded:** Cr P Rhodes  
That the Councillor Resolution Report June 2015 be noted.

**CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

*Note: Mayor Carol Cox congratulated staff on securing public access to White Beach.*

*Mayor Carol Cox called for a break in the meeting at 1.56pm and resumed the meeting at 2pm.*





*Council moved out of Closed Session at 3.29 pm.*

**187.05.2015 Moved:** Cr D Williams      **Seconded:** Deputy Mayor M Cobham  
That the discussions held and motions passed in Closed Council remain confidential.

**CARRIED UNANIMOUSLY (7-0)**

**For:** Mayor Carol Cox, Deputy Mayor Marc Cobham, Cr Chris Rhodes, Cr Peter Rhodes, Cr Ken Stockton, Cr David Williams and Cr Gerald Willis.

*Note: Councillors wished Cr David Williams well for his Desert Run.*

**Meeting Closed 3.30pm**