



Confirmed Minutes Ordinary Council Meeting

17 December 2019



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Flinders Council Ordinary Meeting – Confirmed Minutes

Tuesday 17 December 2019

Venue	Flinders Arts and Entertainment Centre, Whitemark
Commencing	9.30am
Attendees - Councillors	Mayor Annie Revie Acting Deputy Mayor Rachel Summers Sharon Blyth Vanessa Grace Peter Rhodes Aaron Burke (9.30am – 11.08am)
Apologies	Deputy Major David Williams
Attendees - Staff	Heidi Marshall General Manager (9.30am – 1.34pm) Vicki Warden Executive Officer (minute taker) (9.30am – 1.34pm) Rowena Nicholls Administrative Officer (9.30am – 11.08am)

1 Acknowledgment of Country

The Mayor began by acknowledging the Traditional Owners of the land on which we meet today, the palawa people of the trawulwai Nation, and recognised their continuing connection to the land, waters and culture of this island, and paid respects to Elders past, present and emerging.

2 Confirmation of Minutes

DECISION

319.12.2019 Moved: Cr P Rhodes

Seconded: Cr R Summers

That the Minutes from the Ordinary Council Meeting and the Closed Council Meeting held on 19 November 2019 be confirmed, with Cr Peter Rhodes listed as an apology in the Closed Council Minutes.

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

3 Public Question Time

Nil

4 Responses to Public Questions

19 November 2019 Meeting

Question 1: Dennis Cooper

Could we have money for solving issues re Whitemark boat ramp and maybe for a launch slab at North East River? Sharp Airlines e.g. \$235 Launceston – Flinders Island and \$200 for residents? How are we making money from 8000 visitors?

Mayor's Response

I apologise for the delay in fixing the Whitemark boat ramp. I have asked Brian Barnewall to delay the fixing of the buffers to the Whitemark launching ramp until you and I have revisited the site in order to avoid any misinterpretations as to what is to be done.

Regarding your request for a launch slab at North East River - any new requests have to be budgeted. Council has a small amount in the current budget for boat ramp repairs only, with no plans to install additional boat ramps anywhere on the Island at this stage. The land at North East River belongs to Parks and Wildlife so any request for works to be undertaken there must first be approved by them.

With regards to airfares, Council is unable to implement a scheme at this moment regarding discount fares for Flinders Island residents. However, Council will be in negotiations with Malcolm Sharp, Director of Sharp Airlines, around March/April of 2020, regarding how issues around fares etc. may be addressed in future.

Question 2: Carol Cox

The minutes from the December 2018 Ordinary Council Meeting state the following:

"Whitemark Coastal Inundation Flood Study and Structure Plan - After considerable time and investigation, the final report of coastal inundation and flooding in and around Whitemark has been received from GES – Environmental Solutions and JMG Engineers and Planners. Given its complexity, a simplified summary overview has been prepared by Dock4 Architects who are engaged to prepare the Whitemark Structure Plan. The report has been forward to councillors for pre-reading prior to discussion at a future workshop."

The withholding of this information is a deterrent to investment in the Whitemark area so could the report be released to the Public in the immediate future?

Mayor's Response

Apologies that the matter of the Whitemark Inundation Study has taken so long to be attended to. The issue is on the agenda for a Council workshop directly following the December Ordinary Council Meeting. I understand the urgency of the matter and will respond in further detail as soon as it has been decided how and when the contents of the report will be disseminated.

Question 3: Carol Cox

A group of property owners interested in controlling Parramatta grass has applied for grant funds to tackle the spread of Parramatta grass that is impacting on the Island's economy. This group also intends to take advantage of the State Government weed grants to do further work in this area. Around 12 months ago Council, as a trial, treated two roadside verge areas in the Lackrana Memana area. Could Council please mark the trial areas treated and also make public the progress/result of the trial, including the action taken in tackling the Parramatta grass within the trial plots?

Mayor's Response

The sections of trial roadside spraying for Parramatta grass are as follows:

- Memana Rd – The last 200m on the northern side before Lackrana Rd intersection. This section was chosen as it had been grazed and vegetation was short.
- Lackrana Rd — The first 1000m from the Memana Rd intersection both sides, to Trevor Nicholls & Tim Wright's driveways. From Cameron's Inlet intersection travelling south, the first 200m on the western side ("Ben Werrin" driveway) and the first 600m on the eastern side (to Hydro Pole number 6319). In these areas the vegetation was all long.

The areas were treated with 2 litres of "Taskforce" and 150 litres of water per hectare in late February 2019. The trial will be ongoing as "Taskforce" stays in the soil for approximately 4 years and keeps killing the Parramatta grass as it tries to re-establish. However, after an inspection of the areas with Richard Mollineaux and agronomist Rob Winter, the trial looks very promising. We agreed that there was an approximate 90% kill rate but this needs to be reviewed again in March 2020 and beyond.

The treatment has also proven to be selective in that it is killing Parramatta grass whilst not affecting the other grasses in the plot areas. There does not yet seem to be much difference in the areas with short and long vegetation.

Council had not intended to sign the areas but people can observe them as listed above.

I will talk with the General Manager and the Works and Airport Manager about communicating the above with the public.

RECOMMENDATION

That the responses to the public questions from the 19 November 2019 Council Meeting be noted.

DECISION

320.12.2019 Moved: Cr R Summers Seconded: Cr P Rhodes

That the responses to the public questions from the 19 November 2019 Council Meeting be noted.

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

5 Councillor's Questions on Notice

Nil

6 Councillor's Questions Without Notice

Question 1: Cr Vanessa Grace

What is Council's reason for being unable to mark the Parramatta grass trial plot?

Mayor's Response

The question was taken on notice.

7 Responses to Councillor's Questions Without Notice

Question 1: Cr Vanessa Grace

Letters to and from the Mayor – can valid points be extracted from letters to and from the Mayor and a resolution report be constructed, to make sure valid concerns are being addressed and actioned?

Mayor's Response

This matter is to be placed on the agenda of a short workshop scheduled to follow the December Council Meeting.

DECISION

321.12.2019 Moved: Cr P Rhodes

Seconded: Cr R Summers

That the responses to the Councillor's question without notice from the 19 November 2019 Council Meeting be noted.

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

8 Late Agenda Items

Nil

9 Declaration of Pecuniary Interest

Nil

10 Conflict of Interest

Nil

11 Workshops & Information Forums

File No. COU/0205

Council Workshop – 3 December 2019

Council held a Workshop on the following subjects:

- Item 1 Tourism Northern Tasmania
- Item 2 Professional Year Graduate Internship Scheme
- Item 3 Future Veterinary Service
- Item 4 Airport Runway Project
- Item 5 Development Services
- Item 6 Local Government Division Communication

Councillors in Attendance

Mayor Annie Revie	Cr Peter Rhodes
Cr Vanessa Grace	Cr Sharon Blyth
Acting Mayor David Williams (Items 1-5)	Cr Rachael Summers

Apologies

Cr Aaron Burke

Staff and Consultants in Attendance

Heidi Marshall	Acting General Manager
Vicki Warden	Executive Officer
Chris Griffin	CEO - Tourism Northern Tasmania (Item 1 only)
Damon Thomas	Accountant Resource Centre (Item 2 only)
Juila DeLange	Accountant Resource Centre (Item 2 only)
John O'Dell	Private Veterinarian (Item 3 only)
Malcom Sharp	CEO – Sharp Airlines (Item 4 only)
Brian Barnewall	Works & Airport Manager (Items 3 – 5 only)

Council Workshop – 10 December 2019

Council held a Workshop to discuss the General Manager Recruitment.

Councillors in Attendance

Mayor Annie Revie	Cr Peter Rhodes
Cr Sharon Blyth	Cr Rachael Summers
Cr Vanessa Grace	

Apologies

Deputy Mayor David Williams
Cr Aaron Burke

Council Workshop – 10 December 2019

Council held a Workshop on staffing matters.

Councillors in Attendance

Mayor Annie Revie	Cr Peter Rhodes
Cr Sharon Blyth	Cr Rachael Summers
Cr Vanessa Grace	

Apologies

Deputy Mayor David Williams
Cr Aaron Burke

Staff in attendance

Heidi Marshall Acting General Manager
Vicki Warden Executive Officer

RECOMMENDATION

That the Council Workshops held on 3 and 10 December 2019 be noted.

DECISION

322.12.2019 Moved: Cr S Blyth

Seconded: Cr P Rhodes

That the Council Workshops held on 3 and 10 December 2019 be noted.

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

12 Public Meetings

Nil

13 Publications/Reports Tabled for Council Information

Nil

14 Reports to be Received

14.1 Housing Working Group

File Reference GOV/1102

Annexure 14.1.1 Housing Working Group Meeting 6 August 2019 Unconfirmed Minutes

OFFICER'S REPORT (Heidi Marshall, A/General Manager):

The unconfirmed minutes of the Housing Working Group meeting held Tuesday, 6 August 2019 have been provided for consideration. The minutes outline what the Working Group has been working on to date and can now be noted by Council.

RECOMMENDATION

That the unconfirmed minutes of the Housing Working Group meeting held 6 August 2019 be noted.

DECISION

323.12.2019 Moved: Cr S Blyth Seconded: Cr R Summers

That the unconfirmed minutes of the Housing Working Group meeting held 6 August 2019 be noted.

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

14.2 Furneaux Islands Festival Special Committee

File Reference CDV/0302

Annexures 14.2.1 Furneaux Islands Festival Special Committee Meeting 13 November 2019
Unconfirmed Minutes

14.2.2 Furneaux Islands Festival Special Committee Meeting 4 December
2019 Unconfirmed Minutes

OFFICER'S REPORT (Heidi Marshall, A/General Manager):

The unconfirmed minutes of the Furneaux Islands Festival Special Committee Meetings, held 13 November and 4 December 2019, have been provided for consideration. The minutes outline what the Committee has been working on to date and can now be noted by Council.

RECOMMENDATION

That the unconfirmed minutes of the Furneaux Islands Festival Special Committee Meetings, held 13 November and 4 December 2019, be noted.

DECISION

324.12.2019 Moved: Cr S Blyth Seconded: Cr V Grace

That the unconfirmed minutes of the Furneaux Islands Festival Special Committee Meetings held 13 November and 4 December 2019 be noted.

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

15 Councillors' Reports

None received.

16 Mayor's Report

Action	Information
Proponent	Mayor A Revie
File Reference	COU/0600
Annexures	Nil

APPOINTMENTS

19/11/19	Council Ordinary Meeting
19/11/19	Council workshop
25/11/19	Skype Interviews with short-listed candidates for general manager position
25/11/19	Workshop to identify general manager candidates for face-to-face interviews
26/11/19	Administration
26/11/19	Appointment with Greg Barrett
03/12/19	Council workshop
03/12/19	Pick up general manager candidate from airport
04/12/19	Face-to-face interviews with short-listed general manager candidates
05/12/19	Flinders Island Business Inc. Board meeting – as Council Representative
06/12/19	3 hours with Heidi Marshall – catch-up
06/12/19	Council Christmas function
07/12/19	Report-writing re interviews
08/12/19	Report-writing re interviews
09/12/19	Administration
09/12/19	Meeting with Dennis Cooper
10/12/19	Meeting with Anthony Donald and Geoff Duggan, Tasports & Heidi
10/12/19	Administration plus meeting with Heidi Marshall
10/12/19	Council workshop re general manager recruitment
10/12/19	Council AGM
11/12/19	Administration
11/12/19	Furneaux Group Shipping Committee Meeting
11/12/19	Meeting with Russell Hunter - Biosecurity

CORRESPONDENCE IN

20/11/19	Government Business Scrutiny Committee	Review of TasPorts Corporation
25/11/19	Northern Tasmania Development Corporation (NTDC)	Re new CEO, Mark Baker
29/11/19	Tourism North Tasmania (TNT)	Update re TNT activities
02/12/19	TasWater	Minutes and agenda
03/12/19	Bridget Archer	Invitation to Round Table with Local Government Minister
03/12/19	Michelle Riley	Re meeting on Safe Harbour update
04/12/19	Regional Development Association	Survey – what do we know about this?
05/12/19	Emergency Services Commander North	Request to update him re our emergency management meetings, minutes, preparedness for fire season
05/12/19	Flinders Island District High School (FIDHS)	Support for 2019 Annual Awards

CORRESPONDENCE IN

05/12/19	Local Government Association of Tasmania (LGAT)	Review of 2019 activity
05/12/19	Furneaux Community Arts	Re foyer photos
09/12/19	NTDC	Draft Regional Economic Development Strategy
09/12/19	Jacci Viney	Re previous request for improvement to Badger Corner boat ramp
09/12/19	Marianne Rose	Request to waive fees for Furneaux Arts and Entertainment Centre (FAEC) re planned fundraiser for Royal Flying Doctor Service (RFDS)
09/12/19	TasPorts CEO Office	Request for catch-up visit from Anthony Donald
10/12/19	Brian Barnewall	Re Dennis Cooper request Whitemark boat ramp
10/12	GrantGuru	Re grants available for municipalities affected by fire
11/12/19	M Gaffney MLC	Forums for End of Life Choices
11/12/19	Michael McCormack MP	Building Better Regions Fund Round 4
11/12/19	Dept. of the Premier and Cabinet	Resignation of Alex Tay
12/12/19	FIDHS	Invitation to 2019 Presentation Evening

CORRESPONDENCE OUT

27/11/19	G Barrett	Reference
06/12/19	Regional Aviation Policy	Seeking more information
12/12/19	Sammi Gowthorp	Request to deal with request to waive FAEC fees re RFDS fundraiser
06/12/19	FIDHS	Annual Awards – ‘Dux’
09/12/19	CEO TasPorts Office	Accepting his proposal to visit
09/12/19	Brian Barnewall	Re Whitemark boat ramp
10/12/19	Carol Cox	Re Inundation Report
10/12/19	Carol Cox	Re Paramatta Grass Trial
10/12/19	Sally Walker	Reference for IGA store to sell Schedule 2 substances
10/12/19	Dennis Cooper	Re boat ramps and Sharp Airlines airfares
10/12/19	Cr V Grace	Mayor’s Correspondence
12/12/19	Flinders Councillors	LGAT survey results on online bullying / harassment

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the Mayor’s report be received.

DECISION

325.12.2019 Moved: Cr S Blyth

Seconded: Cr V Grace

That the Mayor’s report be received.

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

17 Development Services and Planning Applications

17.1 Development Application Report

Action	Information
Proponent	Council Officer
Officer	Kara Hallas Regulatory Services Officer
File Reference	PLN/0105
Annexures	17.1.1 Planner's Information Report – November 2019

INTRODUCTION

This report provides Councillors with an overview of the applications for the current period as per motion 249.09.2015, passed at the 24 September 2015 Council Meeting when Council requested monthly data from the West Tamar Council planning consultancy service.

Permitted applications are assessed under section 58 of the *Land Use Planning and Approvals Act 1993* (the Act) and are not advertised. If applications classified as Permitted meet all development and use standards, they must be granted a permit, with or without conditions.

Discretionary applications are assessed under section 57 of the Act and are exhibited for a two-week period, during which submissions may be received from the public. If a submission is received, the planner's report for that application is considered by Council. Discretionary applications, where no submissions are received as well as applications with a Permitted pathway, are approved under delegation to the General Manager.

The numbering of applications relates to the electronic filing system. Numbers are allocated to Planning (DA), Building (BA) and Plumbing (PA) applications as they are received. This may mean that planning numbers are not sequential if for example, a development requires a building application but is exempt from a planning application.

PREVIOUS COUNCIL CONSIDERATION

Some items may have been considered at meetings of Council while the remainder have been approved under delegation by the General Manager.

OFFICER'S REPORT

Refer to Annexure 17.1.1, Planner's Information Report – November 2019, provided by West Tamar Council.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the Planner's Information Report – November 2019 be received.

DECISION

326.12.2019 Moved: Cr V Grace Seconded: Cr P Rhodes

That the Planner's Information Report – November 2019 be received.

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

18 Notice of Motion

Cr Rachel Summers - Furneaux (Emita) Hall and Recreation Ground Special Committee

Action:	Decision
Proponent:	Councillor Rachel Summers
Officer:	Heidi Marshall
File Reference:	AME/0502
Annexures:	Nil

NOTICE OF MOTION:

That the following community members be appointed to the Furneaux (Emita) Hall and Recreation Ground Special Committee:

- **Catherine Mooney;**
- **Michael Sherriff;**
- **Melissa Telfer; and**
- **Helen Carnell.**

COUNCILLOR'S REPORT:

At the Ordinary Council Meeting held on 16 April 2019, Council adopted the revised Terms of Reference for the Furneaux (Emita) Hall and Recreation Grounds Special Committee. As part of the Terms of Reference, Committee membership is reviewed on a 4-year basis, in line with Local Government elections.

After advertising for expressions of interest, the above-named community members applied to be part of the committee.

I ask Council to appoint these people to the Furneaux (Emita) Hall and Recreation Ground Special Committee.

PREVIOUS COUNCIL CONSIDERATION:

Nil

PREVIOUS COUNCIL DISCUSSION:

Nil

OFFICER'S REPORT:

The Notice of Motion formalises the membership of the Furneaux (Emita) Hall and Recreation Ground Special Committee, as per the adopted Terms of Reference.

STATUTORY REQUIREMENTS:

Local Government Act 1993

POLICY/STRATEGIC IMPLICATIONS:

Nil

BUDGET AND FINANCIAL IMPLICATIONS:

Nil

RISK / LIABILITY:

Nil

VOTING REQUIREMENTS:

Simple Majority

MOTION

327.12.2019 Moved: Cr R Summers Seconded: Cr V Grace

That the following community members be appointed to the Furneaux (Emita) Hall and Recreation Ground Special Committee:

- **Catherine Mooney;**
- **Michael Sherriff;**
- **Melissa Telfer; and**
- **Helen Carnell.**

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

19 Governance

19.1 Exemption from Pecuniary Interest for Committee Members

Action	Decision
Proponent	Council Officer
Officer	Heidi Marshall Acting General Manager
File Reference	COU/0600
Annexures	Nil

INTRODUCTION

Flinders Council currently has a number of special committees that were established to allow communication, discussion and community input into decision-making on specific areas or activities of community and Council importance.

Special Committees include community members who are often nominated for membership due to their expertise in an activity and their involvement in the activity could be perceived as a pecuniary interest. Under the *Local Government Act 1993*, councils are able to provide exemption for community committee members for a period of 12 months.

PREVIOUS COUNCIL CONSIDERATION

Council Workshop 1 December 2016

PREVIOUS COUNCIL DISCUSSION

326.12.2016 15 December 2016
297.12.2017 14 December 2017
344.12.2018 18 December 2018

OFFICER'S REPORT

The membership of all Special Committees also includes community members who are often nominated for membership due to their expertise in a business, community group or activity specifically related to the Special Committee. Under the *Local Government Act 1993*, this expertise could be perceived as a potential pecuniary interest, in which case, the committee member would not be entitled to vote on matters being dealt with by the Committee.

Section 52(3) of Part 5 of the *Local Government Act 1993* enables a council to exempt community members, who are Special Committee members, from pecuniary interest for a period of 12 months, if the community member has a potential pecuniary interest in a matter, only because of being appointed as a member, due to expertise arising from direct involvement in an activity that gives rise to that potential pecuniary interest.

Providing community members on Special Committees with exemption from pecuniary interest supports their right to vote on matters being dealt with that might otherwise appear as though an interest should be declared.

Council resolved to grant exemption from pecuniary interest for Special Committee community members for a period of 12 months at the December 2018 Council Meeting and it is again time to consider this matter.

STATUTORY REQUIREMENT

Local Government Act 1993

POLICY/STRATEGIC IMPLICATIONS

No Policy exists on this matter.

BUDGET AND FINANCIAL IMPLICATIONS

Nil

RISK/LIABILITY

Low

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

1. That Council agrees to grant exemption from pecuniary interest to community members appointed to all of its Special Committees for a period of 12 months, from December 2019 to December 2020.
2. That Council again considers the pecuniary interest of community members on its Special Committees at the December 2020 Ordinary Meeting of Council.

DECISION

328.12.2019 Moved: Cr R Summers Seconded: Cr S Blyth

1. **That Council agrees to grant exemption from pecuniary interest to the community members appointed to all of its Special Committees for a period of 12 months, from December 2019 to December 2020.**
2. **That Council again considers the pecuniary interest of community members on its Special Committees at the December 2020 Ordinary Meeting of Council.**

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

19.2 Customer Service Charter

Action	Decision
Proponent	Council Officer
Officer	Heidi Marshall A/General Manager
File Reference	COU/0303
Annexures	19.2.1 Draft Customer Service Charter

INTRODUCTION

Council's Customer Service Charter is an important document of Council as it provides direction to Staff and all customers of Council. The Charter relates to the Customer Service Charter Policy which is required by legislation and, in most instances, helps manage Council's exposure to risk.

OFFICER'S REPORT

Council is required to maintain a Customer Service Charter to meet the requirements of Section 339F of the *Local Government Act 1993*. The Act requires the Council to review its customer service charter within 12 months after a council election.

Council has an existing Customer Service Charter Policy, however, most councils have a Customer Service Charter as well as a Customer Service Charter Policy. Staff consider this to be the preferred approach and in response, have used the procedural elements of the Policy to develop a separate Customer Service Charter to fulfill the requirements of the Act as follows:

"339F. Customer service charter

- (2) *The customer service charter is to –*
- (a) specify the principles relating to services provided by the council; and*
 - (b) specify a procedure for dealing with complaints relating to services provided by the council; and*
 - (c) include any prescribed matter"*

The draft Customer Service Charter (Annexure 19.2.1) is provided for Council consideration. The current Customer Service Charter Policy will be reviewed once the Charter has been adopted.

PREVIOUS COUNCIL CONSIDERATION

142.04.06	13 April 2006
264.06.08	12 June 2008
289.09.10	23 September 2010

PREVIOUS COUNCIL DISCUSSION

Nil

STATUTORY REQUIREMENT

Local Government Act 1993

POLICY/STRATEGIC IMPLICATIONS

Customer Service Charter Policy

BUDGET AND FINANCIAL IMPLICATIONS

Nil

RISK/LIABILITY

Low

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council adopts the Customer Service Charter.

DECISION

329.12.2019 Moved: Cr V Grace Seconded: Cr R summers

That Council adopts the Customer Service Charter.

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

19.3 Corporate Credit Card Procedure

Action	Decision
Proponent	Council Officer
Officer	Heidi Marshall Acting General Manager
File Reference	FIN/0502
Annexures	19.3.1 Draft Corporate Credit Card Procedure

INTRODUCTION:

Council's Policy and Procedure 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

308.08.09	20 August 2009
172.06.15	18 June 2015
119.05.2017	15 June 2017
173.07.2017	20 July 2017
222.08.2019	20 August 2019

PREVIOUS COUNCIL DISCUSSION

Council Workshop	5 May 2017
Council Workshop	6 August 2019

OFFICER'S REPORT

Council's Corporate Credit Card Procedure was adopted by Council at the 20 August 2019 Council Meeting. The Procedure was developed after the then Corporate Credit Card Policy was reviewed to align it with the Local Government Association of Tasmania's (LGAT's) Model Credit Card Policy. The procedural elements of the policy were removed and documented in a separate Corporate Credit Card Procedure.

Since the adoption of the Corporate Credit Card Procedure in August, it has come to Council's attention that the security procedures require tightening to bring them further into line with the LGAT's Model Credit Card Policy. As a result, credit cards have been allocated to additional staff members.

The draft Corporate Credit Card Procedure is now provided for Council's consideration.

STATUTORY REQUIREMENT

Local Government Act 1993

POLICY/STRATEGIC IMPLICATIONS

Corporate Credit Card Policy

RISK/LIABILITY

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

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council adopts the Corporate Credit Card Procedure.

DECISION

**330.12.2019 Moved: Cr P Rhodes Seconded: Cr V Grace
That Council adopts the Corporate Credit Card Procedure.**

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

19.4 Policy Review – Public Open Space and Contributions Policy

Action	Decision
Proponent	Council Officer
Officer	Jacci Viney – Development Services Coordinator
File Reference	COU/0600
Annexures	19.4.1 DRAFT Public Open Space and Contributions Policy

INTRODUCTION

Council has in place a Public Open Space and Contributions Policy as part of its suite of policies. The purpose of the Public Open Space Policy is to guide the expenditure of funds or assets obtained from subdivision development.

PREVIOUS COUNCIL CONSIDERATION

172.04.08 17 April 2008
283.09.10 23 September 2010

PREVIOUS COUNCIL DISCUSSION

Nil

OFFICER'S REPORT

Council's current Public Open Space Policy doesn't provide any direction on expenditure of funds allocated from land division – public open space contributions. Developers have asked the question with regard to where their provided funds may be expended but the policy remains unclear. The amended policy aims to address this, as well as provide guidance on what the funds how the funds are to be utilised. Council holds monies generated in a trust and it is not easy to expend these funds as there is a lack of definition of what the funds may be used for.

The Policy also aims to sure up some terminology and definitions with regard to Public Open Space provisions and utilisation.

STATUTORY REQUIREMENT

Local Government Act 1993

POLICY/STRATEGIC IMPLICATIONS

Nil

BUDGET AND FINANCIAL IMPLICATIONS

Nil. Although some aspects of the policy relate to matters of finance, no monies can be expended without Council consideration. Monies will continue to be collected into the existing trust account.

RISK/LIABILITY

Low

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council adopts the Public Open Space and Contributions Policy and allows it to lay on the table for 28 days for public comment.

DECISION

331.12.2019 Moved: Cr R Summers Seconded: Cr S Blyth

That Council adopts the Public Open Space and Contributions Policy and allows it to lay on the table for 28 days for public comment.

AMENDMENT

332.12.2019 Moved: Cr P Rhodes Seconded: Cr R summers

That Council adopts the Public Open Space and Contributions Policy, with the word “reserves” added to No. 4.3 (a) and with the addition of a No. 7 “Approval – Council is to approve any expenditure of funds held under this Policy”, and allows it to lay on the table for 28 days for public comment.

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

SUBSTANTIVE MOTION

333.12.2019

That Council adopts the Public Open Space and Contributions Policy with the word “reserves” added to No. 4.3 (a) and with the addition of a No. 7 “Approval – Council is to approve any expenditure of funds held under this Policy” and allows it to lay on the table for 28 days for public comment.

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

19.5 Asset and Financial Management Strategies and Plans

Action	Information
Proponent	Council Officer
Officer	Heidi Marshall Acting General Manager
File Reference	FIN/0701
Annexures	19.5.1 Asset and Financial Management Strategies and Plans

INTRODUCTION

Section 70, S70A, S70B, and S70D of the *Local Government Act 1993* (the Act), requires the Council to have a suite of Asset and Financial Management Strategies and Plans in place for the responsible management of the Council. Amongst other things these all link to and from Council's Annual Budget Estimates.

PREVIOUS COUNCIL CONSIDERATION

223.08.2018	16 August 2018
280.10.2018	11 October 2018

PREVIOUS COUNCIL DISCUSSION

29 May 2018	Council Workshop
28 June 2018	Council Budget Workshop
24 July 2018	Council Budget Workshop
31 July 2018	Council Budget Workshop
2 August 2018	Council Workshop
30 August 2018	Council Workshop

OFFICER'S REPORT

The *Asset and Financial Management Strategies and Plans* document was adopted by Council at the 11 October 2018 ordinary meeting of Council. The document comprises a Financial Management Strategy, Long Term Financial Management Plan, Asset Management Strategy and Long-Term Strategic Asset Management Plan. All have been interlinked. The 2019/20 budget has been prepared in alignment with this document.

It is acknowledged that some areas within the document require further work and it is planned that a complete review of all areas will occur in line with Council's new Strategic Plan, scheduled for completion in October 2020.

STATUTORY REQUIREMENT

Local Government Act 1993

POLICY/STRATEGIC IMPLICATIONS

Nil

BUDGET AND FINANCIAL IMPLICATIONS

The Asset and Financial Management Strategies and Plans document provides a long-term strategic framework for Council. It represents the minimum approach that can prudently be recommended to achieve Council's strategic outcomes and ensures that Council remains financially viable in the long term.

RISK/LIABILITY

Low

At this time the content of these plans does not include future forecasts of current assets and liabilities (such as debtors, creditors and inventory) and hence relevant Financial Management Indicators relating to these forecasts are not included. The risk level however remains low as

this is a minor element which should not affect the decision-making process. The content of measures highlights that Council's cash levels are being managed in a sustainable manner.

Importantly, having these plans and strategies in place will aid Council with respect to any future financial discussions with the State Government.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council notes the Asset and Financial Management Strategies and Plans document which comprises a Financial Management Strategy, Long-Term Financial Management Plan, Asset Management Strategy and Long-Term Strategic Asset Management Plan.

DECISION

334.12.2019 Moved: Cr P Rhodes Seconded: Cr S Blyth

That Council notes the Asset and Financial Management Strategies and Plans document which comprises a Financial Management Strategy, Long-Term Financial Management Plan, Asset Management Strategy and Long-Term Strategic Asset Management Plan.

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

19.6 Northern Tasmania Development Corporation Ltd (NTDC) – Final Regional Economic Development Strategy (REDS)

Action	Information
Proponent	Council Officer
Officer	Heidi Marshall Acting General Manager
File Reference	COU/0305
Annexures	19.6.1 Regional Economic Development Strategy

INTRODUCTION

Council has previously reviewed the then titled Draft Regional Economic Development Plan prepared by NTDC earlier in 2019.

Due to the Tasmanian Government's request to remove the detailed implementation plan and measures until more workshops and negotiation has occurred, the final document is now a strategy. The document title has therefore changed from the Regional Economic Development Plan (REDP) to the Regional Economic Development Strategy (REDS).

The REDS includes strategic themes and 'Priority Actions' but does not assign actions with responsibilities. The next stage is to develop a Three Year Implementation Plan by scheduling workshops with Council officers, and then State Government officers, to determine how to better align current programs to achieve the objectives of the REDS, and to consider how the 'Priority Actions' may be achieved through current resources, or by making budget submissions in future budget rounds.

The development of the Three-Year Implementation Plan will include more detailed measures and key performance indicators aligned with agreed actions.

It should be noted that the aspirational regional targets set in 2016 as part of the Regional Futures Framework are still highlighted in the REDS, and the strategic intent of the document has not changed from the original version previously considered by Council.

After taking into account the feedback from Council Members, the Tasmanian Government, and general consultation with stakeholders and the public in October, the final REDS is now provided for Council Member endorsement.

PREVIOUS COUNCIL CONSIDERATION

Nil

PREVIOUS COUNCIL DISCUSSION

5 February 2019 Council Workshop

OFFICER'S REPORT

The final REDS better presents the Northern Region's economic strengths, improves the readability, and includes some aesthetic improvements that better present the key points and opportunities for the region.

All council feedback has been considered in the final REDS presented here. The REDS can now be used to attract new residents, businesses and provide our current community with our regional economic direction and help inform future regional priorities.

The NTDC Ltd Board have approved and endorsed the final REDS for the seven Council Members to consider and endorse at December council meetings. Once this is achieved, the State and Commonwealth Governments will be provided with a copy after 17 December for review. State Government and the Commonwealth Government acknowledge the REDS is a

regional strategy and therefore incumbent on the region to endorse. All indications are that the State Government will support the REDS and assist with its implementation where possible.

If all Council Members endorse the REDS in December, the next step is to organise workshops with council officers to work through how to implement the 'Priority Actions' outlined in The REDS from within current programs and budgets. Similar workshops will then be scheduled with the State Government and Commonwealth (where appropriate).

Timing for a first draft Three Year Implementation Plan is planned for April 2020. This timing will be dependent on three levels of government's capacity to provide adequate input into the process between January – March 2020.

STATUTORY REQUIREMENT

Local Government Act 1993

POLICY/STRATEGIC IMPLICATIONS

Nil

BUDGET AND FINANCIAL IMPLICATIONS

The upcoming workshops (January - March 2020) will identify where current programs and resources can be maximised to reduce duplication and maximise the benefits to Northern Tasmania (the Tasmanian Government's Population Plan that has been tailored to meet the needs of Northern Tasmania is a good example of this).

The Draft Three Year Implementation Plan will indicate what can be done from within existing resources, and where the gaps in funding and resources may be, for future funding bids to be considered by the three levels of government.

Endorsing the REDS does not commit any Council Member to a future funding obligation.

Each Council Member will also receive a revised NTDC Ltd three-year Member's Agreement (20/21 – 2022/23), including base funding request, in early 2020 to be considered for the 2020/21 budget year.

RISK/LIABILITY

Low

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council endorses the final Regional Economic Development Strategy (REDS) as provided by Northern Tasmania Development Corporation (NTDC) Ltd, taking into account the changes as requested by Council Members and Stakeholders (listed in the Annexure 19.6.1).

DECISION

335.12.2019 Moved: Cr P Rhodes Seconded: Cr R Summers

That Council endorses the final Regional Economic Development Strategy (REDS) as provided by Northern Tasmania Development Corporation (NTDC) Ltd, taking into account the changes as requested by Council Members and Stakeholders (listed in the Annexure 19.6.1).

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

19.7 Councillor Resolution Report

Action	Information
Proponent	Council Officer
Officer	Heidi Marshall A/General Manager
File Reference	GOV/0300
Annexures	19.7.1 Councillor Resolution Report December 2019

INTRODUCTION

The councillor resolution report identifies resolutions passed by elected members and the actions taken to implement the decisions.

PREVIOUS COUNCIL CONSIDERATION

The report is presented on a monthly basis.

OFFICER'S REPORT

Please read Annexure 19.7.1 – Councillor Resolution Report December 2019.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the Councillor Resolution Report November 2019 be noted.

Rowena Nicholls left the meeting at 10.49am and returned to the meeting at 10.50am.

DECISION

336.12.2019 Moved: Cr V Grace Seconded: Cr S Blyth
That the Councillor Resolution Report December 2019 be noted.

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

Mayor Annie Revie called a break in the meeting at 10.50am and resumed the meeting at 11.08am.

Cr Aaron Burke and Rowena Nicholls left the meeting at 11.08am.

20 CLOSED COUNCIL

20.1 Closed Council Item – Confidential Report

20.2 Closed Council Item – General Manager Recruitment

Action	Information
Proponent	Council Officer
Officer	Heidi Marshall A/General Manager

REASON FOR CLOSED COUNCIL

20.1 is **CONFIDENTIAL** in accordance with Section 15(2) (a) of the *Local Government (Meeting Procedures) Regulations 2015*.

20.2 is **CONFIDENTIAL** in accordance with Section 15(2) (c) of the *Local Government (Meeting Procedures) Regulations 2015*.

VOTING REQUIREMENTS

Absolute Majority

RECOMMENDATION

That Council moves into Closed Council.

DECISION

337.12.2019 Moved: Cr V Grace Seconded: Cr P Rhodes

That Council moves into Closed Council.

CARRIED UNANIMOUSLY (5-0)

For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.

Council moved into closed session 11.08am.

Council moved out of closed session 1.34pm.

The following motions for the open minutes were passed in Closed Council:

***“340.12.2019 Moved: Cr V Grace Seconded: Cr S Blyth
That for Agenda Item 20.1 Confidential Report the discussions held, and motions passed in Closed Council remain confidential.***

***CARRIED UNANIMOUSLY (5-0)
For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.***

***345.12.2019 Moved: Cr R Summers Seconded: Cr P Rhodes
That for Agenda Item 20.2 General Manager Recruitment Sub-Committee, the discussions held, and motions passed in Closed Council remain confidential.***

***CARRIED UNANIMOUSLY (5-0)
For: Mayor A Revie, Cr S Blyth, Cr V Grace, Cr P Rhodes and Cr R Summers.”***

Meeting Closed 1.34pm
