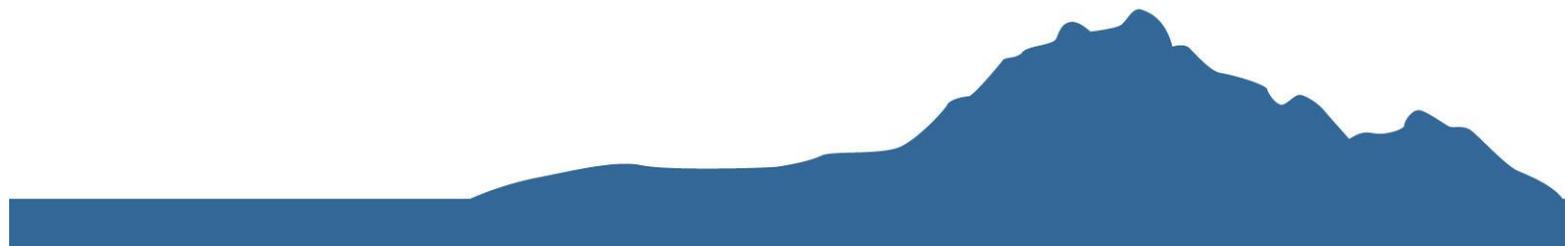




Agenda  
Ordinary Council Meeting  
19<sup>th</sup> June 2014



## CERTIFICATION

"I certify that with respect to all advice, information or recommendation provided to Council with this agenda:

1. The advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation, and;
2. Where any advice is given directly to Council by a person who does not have the required qualifications or experience that person has obtained and taken into account in that person's general advice the advice from an appropriately qualified or experienced person.

Note: S65(1) of the *Local Government Act 1993* requires the General Manager to ensure that any advice, information or recommendation given to the Council (or a Council Committee) is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation. S65(2) forbids Council from deciding any matter which requires the advice of a qualified person without considering that advice."

Dated this 13<sup>th</sup> day of June 2014.



Raoul Harper  
**GENERAL MANAGER**

## FLINDERS COUNCIL ORDINARY MEETING

### AGENDA

**DATE:** Thursday 19<sup>th</sup> June 2014  
**VENUE:** Flinders Art and Entertainment Centre, Whitemark  
**COMMENCING:** 1.00 pm

---

#### PRESENT

Mayor Carol Cox  
Cr Marc Cobham  
Cr Mary-Anne Roberts  
Cr Gerald Willis  
Cr Ronald Wise

#### APOLOGIES

Deputy Mayor David Williams

#### STAFF IN ATTENDANCE

Jana Harper - Community Development Coordinator  
Raoul Harper - General Manager  
Sophie Pitchford - Corporate Services Coordinator  
Jacci Viney - Development Services Coordinator  
Vicki Warden - Executive Officer

#### CONFIRMATION OF MINUTES

That the Minutes from the Ordinary Council Meeting and the Closed Council Meeting held on the 15<sup>th</sup> May 2014 be confirmed.

#### PUBLIC QUESTION TIME

In accordance with *Section 31 (1) of the Local Government (Meeting Procedures) Regulations 2005* and the Flinders Council Policy the following procedures be adhered to at public question time:-

It is the policy of the Flinders Council to allow a 'Question Time' at Ordinary Council Meetings, during which members of the public may ask questions of the Council relating to Flinders Council matters.

The basis on which questions may be asked is:

1. All questions will be addressed through the Chair (being the Mayor in normal circumstances) who will answer them as she/he sees fit. Under no circumstances will members of the gallery be permitted to address or question either elected members or officers of the Council. The Chair may

delegate answers to the appropriate Councillor or staff member if appropriate.

2. Persons addressing the Chair must pay the respect due to that office. Failure to do so may mean their address is terminated without notice.
3. Where the answer cannot be provided immediately, it will be provided in writing within 14 days and tabled at the following Ordinary Council Meeting.
4. All questioners are encouraged to register their intent to question with the General Manager before the meeting. Preference will be given to those who have so registered.
5. Question time shall not extend longer than 30 minutes and may be divided into two 15 minute sessions.
6. The actual timing of the session(s) is to be immediately after the opening of the meeting and advertised with the notice of meeting.

#### **LATE AGENDA ITEMS**

N/A

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

In accordance with *Part 2 Regulation 8 (7) of the Local Government (Meeting Procedures) Regulations 2005*, the Chairman of a meeting is to request Councillors to indicate whether they have, or are likely to have, a pecuniary interest in any item on the agenda.

Accordingly, Councillors are requested to advise of a pecuniary interest they may have in respect to any matter appearing on the agenda, or any supplementary item to the agenda, which the Council has resolved to deal with, in accordance with *Part 2 Regulation 8 (6) of the Local Government (Meeting Procedures) Regulations 2005*.

#### **LEAVE OF ABSENCE**

Nil

#### **PETITIONS**

Nil

#### **WORKSHOPS & INFORMATION FORUMS**

*No Council Workshops were held during this reporting period.*

#### **PUBLIC MEETINGS**

Nil

## COUNCILLORS' QUESTIONS ON NOTICE

### Question 1 from Cr Gerald Willis

File No: ROA/0301

#### Lady Barron Footpaths

On behalf of many residents of Lady Barron I ask why construction of a footpath continues along Barr Street, which is sparsely populated and for which there is little demand for a footpath, and not constructed in an area such as east along Franklin Parade from the intersection of Franklin Parade and Henwood Street where there is a large number of residents?

#### **Response from the Works and Services Manager:**

Barr St already had approximately 160 metres of footpath constructed before this financial year. Continuation of the Barr St footpath for a distance of approximately 310 metres to Main St will provide access to 11 nearby houses in Barr, Main & West Streets, the Lady Barron Hall and the Flinders Island Aboriginal Association Inc. offices. This work will take two years based on our current work program. This footpath can also be connected to other streets in the future.

To install a footpath along Franklin Parade would provide access to 15 houses over a distance of approximately 750 metres, would take 4 - 5 years on our current work program and would not be able to be connected to any other streets.

### Question 2 from Cr Gerald Willis

File No: COM/0600

#### Mobile Telephone Coverage

As a follow up to a question asked by Councillor Cobham at the May meeting of the Council (File No: COM/0500) I refer to the Federal Government's commitment to provide \$100 million in subsidies to telecommunications to improve mobile service coverage in regional Australia (ABC Tasmanian Country Hour 29<sup>th</sup> May 2014) and ask what steps the Council will be taking to ensure that the case for improvements to mobile service coverage in this community is adequately presented to the Federal Government?

#### **Response from General Manager:**

The Federal Government's Mobile Black Spot Programme is essentially divided into two parts - the \$80 million component which will be focused solely on telecommunication providers identifying potential new base stations in existing blackspot areas (likely to be those locations which are almost but not quite viable from a commercial perspective) and the \$20 million component of the program

which aims to improve mobile phone services in small communities which currently experience problems, especially when populations increase during peak seasonal periods. It aims to support the establishment of base stations in areas that are not captured in the first component of the programme and called for Expressions of Interest from local government for base station locations. The programme also called for co-contributions in the form of cash or in-kind from Councils (provision of site, access road etc.) with any final application made for grant support to be from the existing service provider – in our case Telstra.

During a series of teleconferences with the Federal Government Department they encouraged Councils to start talking to telecommunication providers about potential locations in their municipalities. To that end, staff and the General Manager tried for some months to engage with Telstra, with limited success. This was apparently the case for many small Councils in Tasmania who have shared our frustration in the lack of interest the provider has shown in the programme and our circumstances. Despite this, staff have maintained contact with the Federal Department and the Local Government Association of Tasmania has submitted a sectorial response to the programme on behalf of all Tasmanian Councils. This response can be found at [http://www.communications.gov.au/\\_data/assets/pdf\\_file/0017/226133/Local\\_Government\\_Association\\_of\\_Tasmania\\_-\\_Submission\\_to\\_MCP\\_discussion\\_paper\\_Redacted.pdf](http://www.communications.gov.au/_data/assets/pdf_file/0017/226133/Local_Government_Association_of_Tasmania_-_Submission_to_MCP_discussion_paper_Redacted.pdf) .

It should be noted that Council has actively lobbied Telstra from many years about the existing poor standard of telecommunications infrastructure on the islands. While all islanders know anecdotally where issues exist, no all of island(s) plan exists which highlights each specific issue, be that telephone, mobile, radio, TV or internet. When lobbying for improvements or upgraded services, the lack of a current and detailed assessment of problem areas combined with no agreed plan to resolve them makes lobbying for improvements very difficult. The key question to be asked is whether funding such a study and plan is a role of Council? If Councillors feel that it is then consideration should be given to what scope a project of this nature would have and who would fund it?

In light of the lack of interest shown by Telstra in relation to this program and its potential for the islands, combined with our ongoing issues with all forms of telecommunications, a letter was sent to the Telstra CEO on the 29<sup>th</sup> May 2014 expressing our desire to engage with Telstra to work towards resolution of the problems that are evident. No response has been received to date.

With \$20 million available in the small communities section and the grant fund clearly favouring those communities that can demonstrate a cost /benefit to the maximum number of people, our sparsely populated islands would have difficulty in meeting the parameters of the fund to receive support. This, combined with

Telstra's distinct lack of support or interest, makes success in receiving funding extremely unlikely.

Council staff continue to engage with the Federal Department and the General Manager met with the State Government Minister IT Advisor on Friday the 12<sup>th</sup> of June to discuss the program and the issues that are evident on the island.

#### **COUNCILLORS' QUESTIONS WITHOUT NOTICE**

*Regulation 29 of the Local Government (Meeting Procedures) Regulations 2005 specifies that in putting a Question Without Notice a Councillor must not offer an argument or opinion, draw any inference or make any imputations except so far as may be necessary to explain the question. The Chairperson must not permit any debate of a Question without Notice or its answer.*

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

Nil

## REPORTS TO BE RECEIVED

### Furneaux Group Aviation Special Committee

**File No:** COM/0104

*Annexure 1: Furneaux Group Aviation Special Committee Unconfirmed Minutes 15<sup>th</sup> May 2014*

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

The unconfirmed minutes of the Furneaux Group Aviation Special Committee held on Thursday 15<sup>th</sup> May 2014 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 unconfirmed minutes of the Furneaux Group Aviation Special Committee meeting held on Thursday 15<sup>th</sup> May 2014 be noted.

### Flinders Island State Emergency Service

**File No:** CSV/0400

*Annexure 2: Flinders Island State Emergency Service Annual Report (1<sup>st</sup> April 2013 – 31<sup>st</sup> March 2014)*

*Annexure 3: State Emergency Service Auditor's Report 2014*

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

The Flinders Island State Emergency Service Annual Report (1<sup>st</sup> April 2013 – 31<sup>st</sup> March 2014) and Auditor's Report have been provided for consideration. The report outlines the group's achievement over the 12 month period and can now be received by Council.

### OFFICER'S RECOMMENDATION

That the meeting resolves that the Flinders Island State Emergency Service Annual Report (1<sup>st</sup> April 2013 – 31<sup>st</sup> March 2014) and Auditor's Report be received and noted.

## COUNCILLORS' REPORTS

Report from Mayor Carol Cox – King Island Renewable Energy Integration Project visit, 23<sup>rd</sup> May 2014

File No: CSV/1400

*Annexure 4: Report on King Island Renewable Energy Integration Project*

### OFFICER'S RECOMMENDATION:

That the report prepared by Mayor Carol Cox on the 23<sup>rd</sup> May 2014 visit to the King Island Renewable Energy Integration Project be received.

**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>	<i>Nil</i>

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

12/05/14	Meeting with Golf Course interests – initial visit to island 12/5/14
13/05/14	TasWater General Meeting (Telephone)
14/05/14	Meeting with Hans van Pelt (Telephone)
15/05/14	Furneaux Group Aviation Committee Meeting
15/05/14	Council Meeting
19/05/14	1 <sup>st</sup> Budget Meeting
21/05/14	2 <sup>nd</sup> Budget Meeting
22/05/14	Northern Tasmania Development (NTD) Local Government Committee Meeting (Telephone)
22/05/14	3 <sup>rd</sup> Budget Meeting
23/05/14	Hydro Tasmania trip to King Island for Councillors and community members
30/05/14	NTD Special Meeting (Telephone)
02/06/14	Start of Royal Flying Doctor Service (RFDS) Outback Car Trek 2014

**King Island Trip**

Report submitted separately.

**TasWater**

The unconfirmed minutes of the General Meeting have been circulated to Councillors. The quarterly report to owner's representatives has also been circulated.

**Northern Tasmania Development (NTD)**

Launceston City Council has postponed consideration of an Agenda Item at its 26<sup>th</sup> May meeting that proposes a cut in the contribution it makes to NTD. The item has been postponed to allow NTD to discuss the issues raised. NTD is the regional body of the eight northern Councils that promotes regional projects related to Local Government.

## Tourism

The meeting with Hans van Pelt, the Director of Aviation & Access at Tourism Tasmania was refreshing. Hans has an extremely strong background in regional aviation and is developing ideas to increase/sustain usage of regional aviation into and within the State.

## Royal Flying Doctor Service (RFDS) Outback Car Trek

By coincidence I was in Alice Springs the day this race started. There was a line up of at least 100 cars, pre 1978 2WD models, with drivers all keen to start the trek across to Broome and then to Margaret River, starting with the Tanami Track. Local David Bailey Snr was one of those drivers. The event is an annual fundraiser for the RFDS with participants paying their own expenses to participate. David had handed in \$15,000 to the RFDS fund that was raised on Flinders.

## CORRESPONDENCE IN:

DATE	WHO	SUBJECT
05/05/14	Adrienne Picone, Volunteering Tasmania	National Volunteering Week Celebrations
07/05/14	Steve Whiteley, CEO, Forestry Tasmania	High Conservation Values Assessment & Management Plan
09/05/14	John O'Dell, Department of Primary Industries, Parks, Water and Environment (DPIPWE)	Use of collected effluent from Lady Barron stockyards
12/05/14	Craig Isherwood, Citizens Electoral Council of Australia	Glass-Steagall Now! Campaign update and report
12/05/14	Hon Peter Underwood, Governor of Tasmania	Invitation to attend Queen's Birthday Reception 5/6/14 (apology sent)
19/05/14	Melanie Brown, Local Government Association Tasmania (LGAT)	LGAT Extranet
20/05/14	Leonie Dickson	Complaint regarding funeral procedures
20/05/14	Scouts Australia Tasmanian Branch	Invite to attend their Annual General Meeting
21/05/14	Miles Hampton, Chairman, TasWater	Proposal to hold regional quarterly briefing meetings

21/05/14	Martin Gill, Director Development Services Meander Valley	Apology from Meander Valley regarding error made on Development Application Agenda Item
23/05/14	Felicity-ann Lewis, Australian Local Government Association (ALGA)	ALGA's call to restore Financial Assistance Grants
26/05/14	Restaurant and Catering Industry	Restaurant and Catering Australia's Food Truck Guidelines
26/05/14	Kathy Connolly, University of Tasmania	Invitation to University of Tasmania Faculty of Education Year in Review Breakfast (apology sent)
28/05/14	Katrina Gallo	Tasmanian Community Achievement Awards
28/05/14	Belinda Brock, University of Tasmania	Inaugural Chancellor Lecture - 12/6/12
02/06/14	Michael Ferguson MP, Member for Bass	Response from Hon Peter Gutwein re implications of Ministerial Orders
03/06/14	Pammy Kokoras, PR Edge	Call for nominations for cover of telephone book
04/06/14	TasWater	Minutes of TasWater General Meeting 13/5/14
06/06/14	Shirley Grace, Australian Government Department of Employment	Launch of the Youth X-Factor Project 30/6/14 (apology sent)
10/06/14	Hon Warren Truss MP, Deputy Prime Minister	The effect of the 2014 Federal Budget on Local Government
10/06/14	Peter Gutwein MP, Minister for Planning and Local Government	Planning Reform and the Draft Flinders Interim Planning Scheme
10/06/14	Dr Gary Dolman, Head of Bureau of Infrastructure, Transport and Regional Economics (BITRE)	Release of the BITRE's Evolution of Australian Towns report
11/06/14	Northern Tasmania Development (NTD)	Confirmed Minutes of NTD Mayor's Meeting, 30th May 2014

**CORRESPONDENCE OUT:**

<b>DATE</b>	<b>WHO</b>	<b>SUBJECT</b>
16/05/14	Helen Haines, Anglican Church	Inability to attend morning tea with Archdeacon Alan Nichols
19/05/14	Councillors	Water quality of popular beaches on Flinders
19/05/14	Raoul Harper, General Manager	Complaint regarding Consultant Town Planner error on Development Application Agenda Item
04/06/14	Leonie Dickson	Response regarding funeral procedures
11/06/14	Alan & Liz Robinson	Five Mile Road name change proposal
11/06/14	Dr Richard & Mrs Barbara Ham	Killiecrankie Bluff naming proposal

**VOTING REQUIREMENTS:**

Simple Majority

**RECOMMENDATION:**

That the Mayor's report be received and accepted.

## OPERATIONAL BUSINESS OF COUNCIL

### A. NOTICE OF MOTIONS

**Item A1:** Notice of Motion from Mayor Carol Cox – Lady Barron Waste Transfer Station

**File No:** WAS/0105

**Item A2:** Notice of Motion from Cr Gerald Willis – Support of Quarantine Officer

**File No:** ENV/1100

### B. ENVIRONMENTAL HEALTH

**Item B1:** Draft Drinking Water Quality Guidelines

**File No:** ENH/0700

Annexure 5: *DRAFT Drinking Water Quality Guidelines*

Annexure 6: *Letter to Stakeholders*

Annexure 7: *DRAFT Changes to Public Health Act*

### C. COMMUNITY DEVELOPMENT

**Item C1:** Flinders Island Recreational and Community Facilities Assessment and Preliminary Infrastructure Plan – Final Report, June 2014

**File No:** AME/0900

Annexure 8: *Flinders Island Recreational and Community Facilities Assessment and Preliminary Infrastructure Plan – Final Report, June 2014*

**Item C2:** Community Grants 2014-15

**File No:** FIN/0905

*Grant Applications Circulated to Elected Member's only*

**Item C3:** Gunn Bequest Grants 2014-15

**File No:** FIN/1600

*Grant Applications Circulated to Elected Member's only*

### D. FINANCE & CORPORATE SERVICES

**Item D1:** Schedule of Fees & Charges 2014-15

**File No:** FIN/0701

Annexure 9: *DRAFT Fees & Charges Schedule 2014 - 15*

**Item D2:** Rates & Charges for 2014-2015  
**File No:** FIN/0701

**Item D3:** Budget Estimates 2014-2015  
**File No:** FIN/0701  
*Annexure 10:* DRAFT Budget Estimates 2014-2015

## **E. GOVERNANCE**

**Item E1:** Review of Communication between Councillors and the General Manager Policy  
**File No:** PER/0300  
*Annexure 11:* DRAFT Communication between Councillors and the General Manager Policy

**Item E2:** Fraud Prevention and Control Policy  
**File No:** PER/0500; COU/0603  
*Annexure 12:* DRAFT Fraud Prevention and Control Policy

**Item E3:** Review of Public Interest Disclosure Procedures  
**File No:** LEG/0800  
*Annexure 13:* DRAFT Public Interest Disclosures Procedures for Flinders Council

**Item E4:** Councillor Resolution Report  
**File No:** COU/0600  
*Annexure 14:* Councillor Resolution Report June 2014

**Meeting Closed**

**A. NOTICE OF MOTIONS**

**Item A1: Notice of Motion from Mayor Carol Cox - Cox - Lady Barron Waste Transfer Station**

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Mayor Carol Cox
<b>OFFICER</b>	Raoul Harper, General Manager
<b>FILE REFERENCE</b>	WAS/0105
<b>ASSOCIATED PAPERS</b>	<i>Nil</i>

**NOTICE OF MOTION:**

That Council investigate the feasibility of locating the Lady Barron Waste Transfer Station and Green Waste Site off the Lady Barron Main Road at the Council owned property where the bike track is currently situated.

**COUNCILLOR'S REPORT:**

During recent budget discussions the Works and Services Manager indicated that the proposed amendment to the Lady Barron Waste Management service was to site the transfer station at the current site on Pot Boil Road. However, locating the transfer station on the Whitemark side of Lady Barron has the following advantages:

1. Less wear and tear on Pot Boil Road as depositors of waste do not have to travel through the Lady Barron township
2. Less distance for trucks to travel to pick up waste transfer bins leading to less cost due to wear and tear on trucks and reduction in driving time.
3. Residents to the north west of Lady Barron would not need to travel through the town to deposit household waste. Under the current proposal, residents in this area would need to travel either through the towns of Lady Barron or Whitemark to access a waste disposal site.

Council owns sufficient land to establish a waste transfer station on the site proposed. The lot known locally as the 'Bike Track' is little used. The site is adjacent to the town water supply however this proposal is for a waste transfer site and if designed and operated to a high standard no leachate would emanate from the transfer station or pose a risk to public health.

The siting of waste transfer stations needs to be user friendly to encourage use, and at a time when fuel prices are rising, this means keeping the sites as close to the main traffic routes as possible.

**PREVIOUS COUNCIL CONSIDERATION:**

Nil

## **OFFICER'S REPORT:**

The Notice of Motion calls for Council to investigate the feasibility of locating the Lady Barron Waste Transfer Station and Green Waste Site off the Lady Barron Main Road at the Council owned property, the bike track.

During discussions around the development of a compliant waste management system for the Island, Council has agreed that the current Lady Barron Site must be closed. To that end a waste transfer station will be established to support waste management services in the south of the Island. The current site has been highlighted for the establishment of the transfer station primarily based around historic use and the desire to minimise inconvenience to residents. The Motion at hand puts forward an alternative site for investigation that would be closer to Lady Barron allowing most residents less travel time to deposit their rubbish. The proposed site would also minimise Council staff and equipment travel time and could well lead to efficiencies in the cost of service delivery.

The site in question is 56.97 hectares which has an established, though little used, bike track situated on it. The site is also adjacent to the lot where the town's water supply is pumped from a bore field and distributed to the town. This is the key area of risk associated with the proposal. Detailed investigations and design work would be required before a formal proposal to site the transfer station in this area could be considered more formally by Council. That said, initial investigations would suggest that bunding of the transfer station and a level of restriction on what waste types can be deposited, would be sufficient to mitigate any risk.

A further matter for consideration is the value of the bike track to the community. From a Council perspective the facility is high risk, has little if any safety controls in place, is rarely inspected and is little used. Council has no budget in place for its ongoing maintenance and a safety inspection has not been carried out on the site for some years. It was not considered as part of the Community Facilities Audit and no feedback on its value was forthcoming as part of community consultation on community facilities.

A transfer station that includes an area for green waste disposal would require no more than 2 hectares. The site could easily accommodate both the bike track and the transfer station but the question should be asked as to whether the bike track has any ongoing value and whether the earthworks and soil associated with the current bike track could be strategically reused to establish a new waste transfer station.

The motion to investigate the site further is supported.

**STATUTORY REQUIREMENTS:**

*Local Government Act 1993*

**POLICY/STRATEGIC IMPLICATIONS:**

1.0 Environment and Natural Asset Management - An environment that maintains its diversity, uniqueness and attractiveness while supporting sustainable production and lifestyle.

1.1 Promote environmentally sustainable practice.

1.1.5 Transition to sustainable Solid Waste Management Systems.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Council has purchased the transfer station bins for Lady Barron and an allocation of funds to rehabilitate the current site at Lady Barron and establish a new transfer station has formed part of the 2014/2015 budget deliberations. The motion to investigate an alternate site will not expose Council to significant additional costs.

**RISK/LIABILITY:**

Low

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That the Council Works and Services Manager and the Environmental Health Officer investigate the feasibility of locating the Lady Barron Waste Transfer Station and Green Waste Site off the Lady Barron Main Road at the Council owned property where the bike track is currently situated and report back to Council at its July 2014 Ordinary Meeting with a detailed assessment of the feasibility of establishing (or not) the transfer station on the site proposed.

**Item A2: Notice of Motion from Cr Gerald Willis – Support of Quarantine Officer**

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Councillor Gerald Willis
<b>OFFICER</b>	Raoul Harper, General Manager
<b>FILE REFERENCE</b>	ENV/1100
<b>ASSOCIATED PAPERS</b>	<i>Nil</i>

**NOTICE OF MOTION:**

That this Council, recognising that Flinders Island is a gateway to Tasmania and has a responsibility to maintain quarantine standards, endorses the actions of the local Quarantine Officer from Department of Primary Industry, Parks, Water and Environment (DPIPWE) in alerting visitors and residents arriving by private aircraft of their responsibilities to ensure they do not carry fresh fruit and vegetables into the Furneaux Group which has not been subject to quarantine scrutiny (Island News 28<sup>th</sup> March) and puts at risk the horticulture of the entire state of Tasmania and furthermore the Council offers to provide support, in particular by alerts in the Mayor’s column in the Island News, letters to pilots known to fly to Flinders Island, an advertisement in the Airline Owners and Pilots Association of Australia (AOPA) magazine or formally via a NOTAM (Notice to Airmen), to DPIPWE to assist in this endeavour.

**COUNCILLOR’S REPORT:**

The subject of the risk that fruit and vegetables, which have avoided scrutiny by quarantine authorities, brought into the Furneaux Group, and hence into the state of Tasmania, poses to the Tasmanian horticulture industry has long been an issue for Flinders Island. There is a bio-security risk directly to the community. However, there is a further concern that if the Furneaux Group does not provide a sufficient barrier to the introduction of banned plants and animals then a facility might be required to be placed on mainland Tasmania to protect against the introduction of banned species from the Furneaux Group.

There are diseases which are not in this state which are on the Australian mainland and which we do not want to establish here. And there are risks from new species happening continually. For example, the latest edition of “Tasmanian Country” warns of the new threat of Bathurst burr being introduced into Tasmania.

It is understood that fruit and vegetables have been imported to the community by visitors and community members using private aeroplanes to land at the many private airstrips in the islands.

That the Flinders Council has not addressed the matter previously does not mean it should continue to do nothing. After all, the objective of the council is to look after the interests of the community.

The public announcement promulgated by the local Quarantine Officer should be considered as a starting point in developing community awareness and subsequently a campaign to eliminate these imports.

The support envisaged which the council could provide includes inserting reminders in the Island News making residents and visitors aware of the risks that the importation of fruit and vegetables not subject to quarantine scrutiny can cause. Consideration should be given to issuing notices to absentee landowners. In any event, it is illegal to introduce such items into Tasmania and the council should make that fact known.

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

Nil

#### **OFFICER'S REPORTS:**

Tasmania has some of the world's most stringent quarantine regulations. Strict quarantine requirements are in place to protect the State's environment and primary industries from introduced pests and diseases - from both overseas and the Australian mainland. These regulations are managed, implemented and funded by the State Government primarily under the *Plant Quarantine Act 1997*.

Flinders Island has a government funded Quarantine Officer. This officer has specific and substantial enforcement powers under the Act and is actively supported and managed by the Department of Primary Industries, Parks, Water and Environment. Councils traditionally have played no role nor has funding been provided by the State to undertake any functions relating to quarantine.

The notice of motion calls for Council to endorse the actions of the locally based Quarantine Officer in alerting visitors and residents arriving by private plane (and/or presumably charter aircraft) of their responsibilities to not import fresh fruit and vegetables from the mainland that have not been through the required quarantine process. As the Quarantine Officer should be undertaking such tasks as part of their work, Council's endorsement would do little more than simply support the legislated functions of the Officer in question.

The Department of Primary Industries, Parks, Water and Environment provide funding to support biosecurity functions and actions by the local Quarantine Officer. Presumably this funding is based upon providing a service that attempts to mitigate the most serious areas of risk to the island's biosecurity. If private aircraft are seen as a significant area of risk then the Officer should be alerting

the Department of such and any work plans that are in place at an operational level revised to support more specific actions to mitigate the risk. Ultimately this is an operational matter for the Department and the locally based Officer. If Council collectively has evidence to suggest that private aircraft are now a significant area of risk, the appropriate course of action would be to alert the Department of such and request either a reallocation of staff time and resources to mitigate it or alternatively request more funding to allow for expanded inspections.

The local Quarantine Officer notified the community of biosecurity concerns stemming from private planes in the March edition of Island News. If Council takes the threat seriously an appropriate response would be to request the Officer brief Council about his concerns and what current operational or funding barriers are in place that stymies his ability to mitigate the issue.

Once Council is aware of the facts, an appropriate response to the risk and subsequently to the Department can be considered.

#### **STATUTORY REQUIREMENTS:**

##### **State:**

- *Plant Quarantine Act 1997*
- *Animal Health Act 1995*
- *Seeds Amendment Act 2003*
- *Weed Management Act 1999*
- *Inland Fisheries Act 1995*
- *Animal Welfare Act 1993*
- *Agricultural and Veterinary Chemicals Act 1994*
- *Genetically Modified Organisms Control Act 2004*
- *Nature Conservation Act 2002*

##### **Commonwealth:**

- *Quarantine Act 1997*
- *Export Control Act 1982*
- *Imported Foods Control Act 1992*

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

1.0 Environment and Natural Asset Management - An environment that maintains its diversity, uniqueness and attractiveness while supporting sustainable production and lifestyle.

1.1 Promote environmentally sustainable practice.

1.1.1 Community education and communication.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Council does not have a legislated responsibility in relation to the biosecurity risk of imported vegetables and any expansion of staff time and effort in this area would have budgetary implications, though the directive outlined in the notice of motion would have a minimal impact.

**RISK/LIABILITY:**

Low

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That Council request the locally based Quarantine Officer brief Council at a workshop as to what evidence exists that private planes are compromising the biosecurity of the islands, what operational restrictions mitigate the Officers ability to manage the risk and what ( if any) action Council can take to assist into the future.

## B. ENVIRONMENTAL HEALTH

### Item B1: Draft Drinking Water Quality Guidelines

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Jacci Viney, Environmental Health Officer
<b>FILE REFERENCE</b>	ENH/0700
<b>ASSOCIATED PAPERS</b>	<i>Annexure 5: DRAFT Drinking Water Quality Guidelines</i> <i>Annexure 6: Letter to Stakeholders</i> <i>Annexure 7: DRAFT Changes to Public Health Act</i>

#### **INTRODUCTION:**

Part 6 of the *Public Health Act 1997* relates to the management of drinking water by suppliers of water and requires them to manage that supply in a manner that will not pose a threat to public health.

There are Drinking Water Quality Guidelines currently in place which were issued in November 2005. These guidelines have been revised and have been circulated to stakeholders for comment by 20<sup>th</sup> June 2014.

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

Nil

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

The November 2005 version of the Drinking Water Quality guidelines required all private suppliers of water to be registered with Council. This means that all water carters, food businesses and holiday accommodation should be registered. To date Flinders Council staff have seen no specific risk or need to require such stringent and costly regulation to be actively enforced.

After some pressure from the State Government (Population Health Services) for the regulation and reporting of private water registration to be implemented, Flinders Council officer's campaigned to ensure that public health issues, such as this, that posed a major cost impost on small councils such as Flinders and our community, be risk assessed, rather than 'blanket' regulated.

The new Draft Tasmanian Drinking Water Quality Guidelines do not have the requirement for each holiday accommodation business to be registered. Council's Environmental Health Officer (EHO) may liaise individually with owners of each business to ensure safe drinking water standards are met,

address any issues that may arise and utilise the Island News and other communication tools to provide information to those groups/operators.

Under the new guidelines Cape Barren Island will be treated as a Private Water Scheme as they supply multiple premises and are not under the management or control of a *regulated entity*. Although Cape Barren Island Aboriginal Association Inc. (CBIAAI), as the owner of the scheme, must register with Council, there is no requirement for them to upgrade their supply. Council may liaise with the owner of the scheme to ascertain at what level they plan to supply the water. They may wish to continue with the Boil Water Alert currently in place. Council's EHO can provide advice and assistance to them to enable them to become compliant with the proposed guidelines.

Water Carriers have always been required to be registered with Council. Currently a water carrier license would expire after 3 years, whilst it will become an annual requirement under the new guidelines. Carriers will be required to notify the recipients of the supplied water of the quality of that water and if it is fit to drink or not and keep a log book of such.

Regarding food businesses, advice from Population Health is that a separate registration for water supply is no longer required and water conditions may be included within the Food Registration advice. Council's EHO currently assesses water supply along with food safety inspections, therefore no affect is noted.

Councillors were requested to comment on the draft guidelines and a number of matters were raised. The background for each of the recommendations is as follows:

- In light of the recent dealings with TasWater (the Regulated Entity) surrounding the Whitemark water issues, it became evident that the notification and communication with the Community could be greatly improved;
- Population Health has provided verbal advice to Council's EHO that holiday accommodation is exempt from registration within the draft guidelines. This point is not well defined within the guidelines and could be more explicitly stated.
- If holiday accommodation uses were to pose a threat to public health via the water supply, there is no mechanism for Council's EHO to require adjustments, improvements or installations to be made to mitigate any issues; and
- The managers of private water supplies are at liberty to stipulate the level of water they wish to provide. Council's EHO should be able to support this request and have the ability to ensure measures are taken to indemnify the community served by the supplier or scheme.

**STATUTORY REQUIREMENT:**

*Public Health Act 1997*

**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.

**BUDGET AND FINANCIAL IMPLICATIONS:**

As the requirement for annual inspections should not increase (food inspections already contain a water inspection), the financial impact is minimal. Inspections of Cape Barren Island water supply can also be done whilst attending to other business.

**RISK/LIABILITY:**

The risk to Council is minimal as these guidelines are provided from the State Health Department. The risk to Public Health on Flinders Island is to be managed by Council and there is no perceived impact.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That the Draft Tasmanian Drinking Water Quality Guidelines be acknowledged and the following comments, in response to the draft guidelines, are made:

1. That the process surrounding 'notification of a threat to public health' and 'warnings and information' from Regulated Entities is improved and the effected communities are readily notified and continually updated;
2. Define in the Guidelines that 'holiday accommodation' uses are exempt; and
3. Provide a platform for Councils to register or address "exempt" uses, where those uses become potential threats to public health; and
4. Provide for Environmental Health Officers to exercise their professional judgment when dealing with private water supplies and requirements to ensure water quality is fit for use.

**C. COMMUNITY DEVELOPMENT**

**Item C1: Flinders Island Recreational and Community Facilities Assessment and Preliminary Infrastructure Plan – Final Report, June 2014**

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Jana Harper, Community Development Coordinator
<b>FILE REFERENCE</b>	AME/0900
<b>ASSOCIATED PAPERS</b>	<i>Annexure 8: Flinders Island Recreational and Community Facilities Assessment and Preliminary Infrastructure Plan – Final Report, June 2014</i>

**INTRODUCTION:**

In 2011 Council moved a motion requesting that an Infrastructure Plan for recreational and community assets be developed by Council to provide a strategic and coordinated approach to the maintenance of existing facilities as well as provide Council direction on the community’s desires for new facilities.

In addition, Council moved a motion in January 2013 to undertake a detailed audit of Council’s recreational facilities to assess compliance with the Building Code of Australia to inform a further assessment of the costs required to upgrade these facilities to become compliant into the future.

Consultant Tim Phillips of Resonance Consulting prepared a draft report with assistance from Council staff, incorporating both motions. The draft report’s recommendations, which included a Preliminary Infrastructure Plan, were presented to Council in February 2014 during a Council Workshop. Subsequently, Council approved the draft document for community consultation at the 10<sup>th</sup> April 2014 Ordinary Meeting of Council and community feedback and consultation was undertaken on the draft document over the following weeks.

At the 15<sup>th</sup> May 2014 Ordinary Meeting of Council a report was provided to Council on the key issues arising from the consultation to provide guidance on how Council should consider the plan in the development of the 2014/15 Budget.

Councillor and community comments have been reviewed and the draft report amended to take into account key issues and themes arising from the consultation.

The Flinders Island Recreational and Community Facilities Assessment and Preliminary Infrastructure Plan – Final Report, June 2014 is now finalised and is presented to Council for endorsement.

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

In August 2011, the following motion No. 222.08.2011 was passed:

- 1) That Flinders Council undertakes an audit of existing community and recreational infrastructure, its use, age, maintenance requirements, risk and historical use or importance and assess against the current and future needs or desires of the community.*
- 2) That community consultation be encouraged and actively promoted in the above process.*
- 3) That Flinders Council then establish a “Recreational and Community Infrastructure Plan”.*
- 4) That at the next available workshop Councillors and Management consider how best to develop such a plan.*
- 5) That the Recreational and Community Infrastructure Plan be reviewed every two years.*

In January 2013 the following motion No. 393.01.2013 was passed:

*That suitably qualified person(s) undertake a detailed audit of Council's current recreational facilities, excluding the Flinders Arts and Entertainment Centre, to assess compliance with the Building Code of Australia, investigate the state of disabled access, electrical wiring and plumbing and provide a full report to Council to inform a further assessment of the costs required to upgrade these facilities to become compliant into the future. That \$10,000 be included in the half yearly budget review to undertake these assessments and reports.*

10 <sup>th</sup> April 2014	781.04.2014 (Report received and noted)
24 <sup>th</sup> April 2014	Councillor Workshop
15 <sup>th</sup> May 2014	Update on key issues arising from the consultation

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

Following a review of the Councillor and community feedback a number of changes were made to the report, particularly to the recommendations. Key changes were:

- Additional explanation in the purpose and scope section to clarify that the report is focussed on Council owned assets.
- The recommendation for the Whitemark Tennis Courts was changed from “sell” to investigate development opportunities for the site.
- Additional information on Flinders Island Aboriginal Association Inc. (FIAAI) assets and reinforcing of the statement from FIAAI that these assets are for community use, not just FIAAI members.
- Comment on the disposal of land at Killiecrankie removed.
- Recommendations for Whitemark and Lady Barron simplified to recommend development of a maintenance and upgrade plan in consultation with key user groups for consideration by Council.
- The idea of moving health and fitness activities to Holloway Park removed.
- The recommendation to sell Holloway Park if no suitable use can be identified removed and replaced with a general recommendation to investigate development opportunities for the site.

While all of the feedback received was insightful and valuable in some way, not all the feedback resulted in changes to the report. For example a number of respondents commented that they would have liked to have seen a more holistic approach to the project that looked at the tourism and economic development opportunities in more detail. Furthermore, other respondents thought that the report should have included more detail on the recreational and community assets owned by others.

#### **STATUTORY REQUIREMENT:**

Nil

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

1.0 Environment and Natural Asset Management - An environment that maintains its diversity, uniqueness and attractiveness while supporting sustainable production and lifestyle.

1.2 Design land use and development policies that balance environmental, economic and social outcomes.

1.2.1 Clarify principles, policies and specific criteria that can be integrated in levels of planning mechanisms.

2.0 Infrastructure - Efficient and reliable infrastructure that supports and protects production, services and lifestyle.

- 2.1 Identify infrastructure objectives and standards for assets and develop a viable, asset lifecycle management and operational model.
  - 2.1.3 Review community facility portfolio with the view of developing a profile that matches contemporary and emerging needs.
- 2.2 Optimise infrastructure to support existing settlements and enhance sustainable development opportunities and remove impediments to growth.
  - 2.2.1 Identify residential growth, key access, tourism, light industry and processing sites and design infrastructure response to match economic and environmental objectives.
- 2.4 Pursue “best practice” delivery models that balance cost and outcomes.
  - 2.4.1 Adopt asset management and operational model.
  - 2.4.2 Review infrastructure management and operational procedures as basis of introduction of continuous improvement system.
- 3.0 Land use, Development and Building - 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.
  - 3.2 Promote development of specific purpose precincts (such as rural living and value adding processing precincts) as a means of creating opportunities, resolving land use tensions and risks, consolidating service access and optimising infrastructure investment and efficiency.
  - 3.3 Develop design principles that promote sustainability and sympathy with the Flinders municipal area environment and brand.
  - 3.4 Facilitate rehabilitation of unused sites to encourage higher value development and improve amenity.
    - 3.4.1 Identify strategic sites and facilitate owners to ‘tidy up’ and as appropriate rehabilitate sites (including Whitemark Port Precinct).
  - 3.5 Demonstrate our development principles in projects and investment.
    - 3.5.1 Apply Council’s design and material principles to all new and renovated facilities to demonstrate the value of considered design.
- 4.0 Community Safety, Engagement and Enterprise - Through positive Council-Community partnerships, enhance people’s security, inclusion and well-being.
  - 4.3 Maintain and develop productive, constructive relationships with community organisations involved in delivery of strategic services and activities.
    - 4.3.1 Engage with, as necessary support and integrate into Flinders Council plans, key community based service providers.
- 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.
  - 5.2 Develop a strong evidence base to strategies and initiatives to support ‘business case’ presentation.

## **BUDGET AND FINANCIAL IMPLICATIONS:**

The report does not commit Council to any specific expenditure, but will inform current and future budget considerations.

## **RISK/LIABILITY:**

Although there is no perceived risk to Council in receiving this plan, Council's Risk Management and Asset Management Policies are also relevant to the motion:

### **Risk Management Policy – Objectives:**

Council aims to manage risks through the identification, analysis, assessment, treatment and monitoring of all sources of risk exposure that may adversely impact on its operations. This includes:

- Reduce the cost of insurance premiums.
- Minimise any known or potential liabilities.
- Establish accountabilities for the control of high-risk areas.
- Commit the necessary resources and funds to enable the effective management of risks associated with Council's physical assets.

### **Asset Management Policy – Objectives:**

To ensure adequate provision is made for the long-term replacement of major assets by:

- Ensuring that Council's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to residents, visitors and the environment.
- Safeguarding Council assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Creating an environment where all Council employees take an integral part in overall management of Council Assets by creating and sustaining an asset management awareness throughout the organisation by training and development.
- Meeting legislative requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

## **VOTING REQUIREMENTS:**

Simple Majority

## **OFFICER'S RECOMMENDATION:**

That Council resolves to receive and note the report Flinders Island Recreational and Community Facilities Assessment and Preliminary Infrastructure Plan – Final Report, June 2014 from Resonance Consulting.

## Item C2:

## Community Grants 2014-15

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Jana Harper, Community Development Coordinator
<b>FILE REFERENCE</b>	FIN/0905
<b>ASSOCIATED PAPERS</b>	<i>Grant Applications Circulated to Elected Member's only</i>

**INTRODUCTION:**

Volunteer groups are a vital component of the social fabric that makes up the Furneaux Community. Grants such as these are designed to assist these groups to remain viable and continue to provide services and activities to the broader community.

Regrettably their ability to raise adequate funding from within the community as well as pay for additional capital costs required to undertake their activities is limited and in previous years, the Council has provided the community with the opportunity to request financial assistance for local projects. This approach has been well supported and a further round of funding requests is now submitted for consideration.

**PREVIOUS COUNCIL CONSIDERATION:**

Community Grants are decided annually by Council.

**OFFICER'S REPORT:**

Notices were placed in the Island News, on the Council's website and a householder was circulated calling for community organisations to submit applications for funding via Council's Community Grant Scheme. Applications closed on the 14<sup>th</sup> May 2014.

The following requests were received for consideration by Council:

No.	Applicant	The Project	Requested amount
1	Flinders Island Show Society	Travel Assistance for the NE Axemen (\$1500.00), \$200 prize money and Place of Assembly and Temporary Food Business Licence fees waived.	\$1,700.00
2	Patchwork and Needlework Group	Associated travel costs and tutor fees for a machine technician and sewing tutor to visit Flinders Island.	\$1,802.00

3	<b>Friends of Bass Strait Islands</b>	Financial assistance for a working-bee at Wybalenna-Settlement Point.	\$2,800.00
4	<b>Fitness on Flinders</b>	Financial assistance towards the 'Pasta Night' which is held every year for the Flinders Island Running Festival. Steve Bradbury will be attending.	\$1,000.00
5	<b>Flinders Island Tasmanian Regional Arts</b>	Assistance with accommodation for a Curator to visit Flinders Island along with assistance with the cost of packing/containers and/or car rental while off island.	\$1,000.00
6	<b>Flinders Island Pony and Riding Club Inc.</b>	Purchase of equipment - Spreader Bar.	\$1,250.00
7	<b>Flinders Flicks</b>	Printing and distribution of promotional material and web hosting costs.	\$750.00
8	<b>Flinders Island Community Shed</b>	Purchase of new tools.	\$1,500.00
9	<b>Cape Barren Golf Club Association Inc.</b>	Purchase of mower and whipper snipper.	\$9,627.00
10	<b>Country Women's Association - Whitemark Branch</b>	Civil Works, laying of new carpet tiles and landscaping works.	\$3,800.00
		<b>TOTAL of all the Grant Applications</b>	<b>\$25,229.00</b>

#### **STATUTORY REQUIREMENT:**

*Local Government Act 1993*

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

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

4.3 Maintain and develop productive, constructive relationships with the community and organisations involved in delivery of strategic services and activities in the islands

4.3.1 Engage with, as necessary support and integrate into Flinders Council plans key community based service providers.

4.3.1.1 Coordinate advertising and administration of the Community Grants and Gunn Bequest funding program.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Minimal

**RISK/LIABILITY:**

No foreseen risks

**VOTING REQUIREMENTS:**

Absolute Majority

**OFFICER'S RECOMMENDATION:**

That Council discuss this item (Community Grants 2014-15), under Section 22 (9) of the Local Government (Meeting Procedures) Regulations 2005.

**Item C3:****Gunn Bequest Grants 2014-15**

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Jana Harper, Community Development Coordinator
<b>FILE REFERENCE</b>	FIN/1600
<b>ASSOCIATED PAPERS</b>	Grant Applications Circulated to Elected Member's only

**INTRODUCTION:**

The Gunn Bequest is annually allocated to sporting groups on the Island for the promotion or facilitation of sporting activities for the general population.

**PREVIOUS COUNCIL CONSIDERATION:**

Gunn Bequest Grants decided annually by Council.

**OFFICER'S REPORT:**

Notices were placed in the Island News, on the Council's website and a householder was circulated calling for sporting clubs to submit applications for funding via Council's Gunn Bequest Grants scheme. Applications closed on 14<sup>th</sup> May 2014.

The total amount held in trust for the Gunn Bequest is \$108,567.78 and the estimated interest to be earned on the account for the 2013/14 financial year will be \$2,815.72. As per Council's decision when the bequest was received back in 1985, only 50% of maturing interest is to be distributed as grants and the remainder is to be reinvested.

Therefore, the available amount for distribution this year is \$1,407.86. The total amount applied for by Sporting Clubs far exceeds the funds available.

The following requests were received for consideration by Council:

No.	Applicant	The Project	Requested amount
1	Fitness on Flinders Inc.	50% contribution to the purchase of a barcode Based Race Timing System.	\$1,000.00
2	Flinders Island Pony and Riding Club Inc.	6 x return airfares for a professional horse riding instructor to come to the Island over the 14/15 year.	\$2,280.00

3	Flinders Island Women's Golf	The cost of a return airfare for a golf professional to travel to Flinders.	\$362.00
4	Flinders Island Junior Football	Purchase of 20 new senior football jumpers.	\$924.00
5	Cape Barren Golf Club Assoc. Inc.	Purchase of golf course flags and markers.	\$1,275.00
		<b>TOTAL of all the Grant Applications</b>	<b>\$5,841.00</b>

#### **STATUTORY REQUIREMENT:**

*Local Government Act 1993*

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

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

4.3 Maintain and develop productive, constructive relationships with the community and organisations involved in delivery of strategic services and activities in the islands

4.3.1 Engage with, as necessary support and integrate into Flinders Council plans key community based service providers.

4.3.1.1 Coordinate advertising and administration of the Community Grants and Gunn Bequest funding program.

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

Minimal

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

No foreseen risks

#### **VOTING REQUIREMENTS:**

Absolute Majority

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

That Council discuss this item (Gunn Bequest Grants 2014-15), under Section 22 (9) of the Local Government (Meeting Procedures) Regulations 2005.

## D. FINANCE & CORPORATE SERVICES

### Item D1: Schedule of Fees & Charges 2014-15

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Sophie Pitchford, Corporate Services Coordinator
<b>FILE REFERENCE</b>	FIN/0701
<b>ASSOCIATED PAPERS</b>	<i>Annexure 9: DRAFT Fees &amp; Charges Schedule 2014-15</i>

#### **INTRODUCTION:**

Under Section 205 of the *Local Government Act 1993*, Council can impose fees and charges with respect of the listed activities within the Act. These activities include the use of any property or facility owned by Council; and any application, licence, permit or registration granted by the Council.

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

Council Budget Workshop on 19<sup>th</sup> May 2014.

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

Council annually sets fees and charges to reflect the costs of providing services to the Municipality. These costs are influenced by such measures as changes to the Consumer Price Index, Council Cost Index and other variables such as advertising costs and changes in regulatory compliance requirements.

The proposed fees & charges have been discussed at a Budget Workshop by Councillors and Staff, prior to being presented for formal adoption.

#### **STATUTORY REQUIREMENT:**

*Local Government Act 1993*

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

##### 5. Corporate Governance and Intergovernmental Relations

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

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

5.1.3.6 Deliver financial services including and not limited to creditors, debtors, rates receivables and investments.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Minimal

**RISK/LIABILITY:**

Maintaining Council in a sound financial position is a critical function of Council.

**VOTING REQUIREMENTS:**

Absolute Majority

**OFFICER'S RECOMMENDATION:**

Pursuant to Section 205 of the *Local Government Act 1993*; that Council adopts the Fees & Charges for the Financial Year 2014-15.

Item D2: Rates and Charges for 2014-2015

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Sophie Pitchford, Corporate Services Coordinator
<b>FILE REFERENCE</b>	FIN/0701
<b>ASSOCIATED PAPERS</b>	<i>Nil</i>

**INTRODUCTION:**

Section 82 of the *Local Government Act 1993*, requires Council to prepare Budget Estimates of the Council's revenue and expenditure for each financial year.

As part of these Budget Estimates and pursuant to Section 90 of the *Local Government Act 1993*, Council can raise a general rate on all rateable land (excluding land which is exempt) within the Flinders Municipality, based on a cents in the dollar amount on the Assessed Annual Value (AAV) of the land.

**PREVIOUS COUNCIL CONSIDERATION:**

Budget Workshops held on 19<sup>th</sup>, 21<sup>st</sup> and 22<sup>nd</sup> May.

**OFFICER'S REPORT:**

Below are the main areas of interest within the proposed 2014-15 rates resolution:-

**Setting of General Rate**

The proposed Budget Estimates for 2014-2015 provides for general rate revenue of \$1,152,229. This is represented by a rate in the dollar of 9.2913 cents in the AAV which together with some growth revenue, other income and cash reserves will provide an operating expenditure budget of \$5.8 million.

In line with Section 89B of the *Local Government Act 1993*, the relevant percentage for the purpose of minimum amounts must be set at 35% of the total rateable properties. Hence, Council's minimum amount is set at \$385 to be compliant.

**Fire Service Contribution**

Pursuant to Part 5, Division 3 of the *Fire Service Act 1979*, Council is required to collect funds for firefighting services throughout the State and for 2014-15 year it will be 0.332099 cents in the dollar in respect of General Land. This contribution is unchanged from last financial year.

The State Fire Commission has notified Council that the minimum levy has increased from \$36.00 to \$37.00 per assessment.

### **Waste Management**

Under Section 93 (1)(d) of the *Local Government Act 1993*, a council may levy a service rate on rateable land for waste management.

Council provides waste management services to all land within the Municipality which comprises waste disposal areas, waste transfer stations and other related waste management facilities such as recycling bins.

Council will be increasing their focus on waste management during 2014-15 by completing site improvements at Whitemark and closing the Lady Barron facility; the continuation of the introduction of recycling; and implementation of an effluent reuse project.

To accommodate this focus as well as meeting all statutory and environmental requirements involved, it is proposed to increase the waste management service fee from \$140 to \$160 per property.

### **STATUTORY REQUIREMENT:**

*Local Government Act 1993*

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

#### 5. Corporate Governance and Intergovernmental Relations

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

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

5.1.3.3 Deliver the new Budget Estimates for the proceeding financial year.

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

The adoption of these Estimates provides the necessary funds for the implementation of the Annual Plan 2014-15 and to achieve Council's strategic outcomes detailed in Council's Strategic Plan 2011.

### **RISK/LIABILITY:**

Maintaining Council in a sound financial position is a critical function of Council. Failure to be financially accountable has significant implications for Council.

### **VOTING REQUIREMENTS:**

Absolute Majority

## **OFFICER'S RECOMMENDATIONS:**

That in accordance with the provisions of the *Local Government Act 1993*, Council adopts the Rates and Charges for the period 1 July 2014 to 30 June 2015 in accordance with the resolutions which follow:-

### **1. General Rate:**

**1.1** Pursuant to Section 90 of the *Local Government Act 1993*, Council makes the following general rate on all rateable land (excluding land which is exempt pursuant to the provisions of Section 87) within the Municipal Area of Flinders for the period commencing 1 July 2014 and ending 30 June 2015, namely a rate of 9.2913 cents in the dollar on the assessed annual value of the land.

**1.2** Pursuant to Section 90(4) of the *Local Government Act 1993*, Council sets a minimum amount payable in respect of the general rate of \$385.

### **2. Service Rates and Service Charges:**

Pursuant to Sections 93, 93A, 94, 94A and 95 of the *Local Government Act 1993*, Council makes the following service rates and service charges on all rateable land within the Municipal Area of Flinders (including land which is otherwise exempt from rates pursuant to Section 87 but excluding Crown Land to which Council does not supply any of the following services) for the period commencing 1 July 2014 and ending on the 30 June 2015, namely:-

#### **2.1 Waste Management:**

Service charges for the making available of Waste Management Services to all land within the Municipal Area comprising waste disposal areas, waste transfer stations and related waste management facilities of \$160.

#### **2.2 Fire Service Contribution:**

Pursuant to Section 93A of the *Local Government Act 1993* Council makes the following service rates in respect of the Fire Service contributions it must collect under the *Fire Service Act 1979* for the rateable parcels of land within the Municipal Area as follows:-

<i>District</i>	<i>Cents in the Dollar of AAV</i>
General Land	0.332099

Pursuant to Section 93(3) of the *Local Government Act 1993* Council sets a minimum amount payable in respect of this service rate of \$37.

**3. Separate Land:**

- 3.1** For the purposes of these resolutions the rates and charges shall apply to each parcel of land which is shown as being separately valued in the valuation list prepared under the *Valuation of Land Act 2001*.

**4. Adjusted Values:**

- 4.1.** For the purposes of each of these resolutions any reference to assessed annual value includes a reference to that value as adjusted pursuant to Section 89 of the *Local Government Act 1993*.

**5. Instalment Payment:**

- 5.1** Pursuant to Section 124 of the *Local Government Act 1993*, Council:-

- (a) Decides that all rates are payable by all rate payers by two installments which must be of approximately equal amounts.
- (b) Determines that the dates by which instalments are to be paid shall be as follows:-
  - (i) The first instalment on or before 22 October 2014; and
  - (ii) The second instalment on or before 18 February 2015.
- (c) Where a ratepayer fails to pay any instalment within 21 days of the date on which the rates are due, the full amount owing becomes due and payable in accordance with Section 124 (5) of the *Local Government Act 1993*.

**6. Discount:**

Pursuant to Section 130 of the *Local Government Act 1993* Council offers to all of the ratepayers who are liable to pay rates and charges a discount of 2% if the rates and charges are paid by one payment on or before 22 October 2014.

**7. Penalty and Interest:**

- 7.1** Pursuant to Section 128 of the *Local Government Act 1993*, if any rate or instalment is not paid on or before the date it falls due then:-

- (a) There is payable a penalty of 10% of the unpaid rate or instalment;  
and
- (b) There is payable a daily interest charge of 0.025616 (9.35% per annum) in respect of the unpaid rate or instalment for the period during which it is unpaid.

**8. Words and Expressions:**

Words and expressions used both in these resolutions and in the *Local Government Act 1993* or the *Fire Service Act 1979* have in these resolutions the same respective meanings as they have in those Acts.

### Item D3: Budget Estimates 2014-2015

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Sophie Pitchford, Corporate Services Coordinator
<b>FILE REFERENCE</b>	FIN/0701
<b>ASSOCIATED PAPERS</b>	<i>Annexure 10: DRAFT Budget Estimates 2014-2015</i>

#### **INTRODUCTION:**

Section 82 of the *Local Government Act 1993* (the Act), requires Council to prepare Budget Estimates of the Council's revenue and expenditure for each financial year.

The Budget Estimates are to contain details of the following information:

- the estimated Revenue of the Council;
- the estimated Expenditure of the Council;
- the estimated Borrowings by the Council;
- the estimated Capital Works of the Council; and
- any other details required by the Minister.

In accordance with the Act the Budget Estimates must be adopted by Council before 31<sup>st</sup> August each year, but cannot be adopted more than one month before the start of the financial year to which they relate.

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

Budget Workshops held on 19<sup>th</sup>, 21<sup>st</sup> and 22<sup>nd</sup> May.

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

The rates model proposed for 2014-15 is currently based on Council's General Rate increasing by an overall 3.8%. This is based on the Hobart Council's Cost Index 2.8% calculated for 2014-15 by the Local Government Association of Tasmania and an additional 1%.

The refinement of the Long Term Financial Plan in the year ahead will be critical if Council is to maintain sustainable and compliant service delivery and asset standards to the community.

With no significant General Rate increases proposed or broadly supported by elected members at this time, future surpluses remain reliant on external revenue streams which Council has little influence over particularly the Commonwealth Roads to Recovery and Financial Assistance Grants or a systematic decrease in service standards and asset renewal or maintenance allocations.

The proposed General Rate will raise an additional \$64,758 which equates to a 3.8% increase in rate. While operational outputs are proposed to increase, Council has offset some of these costs through efficiency measures and changes to outsourcing and contractor arrangements.

Council has budgeted for a total deficit of \$408,596 after taking into account Capital Grants & Contributions. The budgeted deficit includes a \$1,359,000 provision for depreciation and a \$3,398,417 Capital Works Program. This is in line with Council's continued push to increase its asset renewal ratio and invest in the upgrade and maintenance of its capital assets.

Within the 2014-2015 Budget Estimates the following have been established under legislative requirements or listed to provide further detail of their components:

### Capital Works Program

This budget provides for expenditure on Capital Works projects with a program totaling \$3,398,417. The following major projects of significance will be commenced and/or completed during the 2014-2015 financial year:

PROJECT NAME	ESTIMATE \$
Road Reseals	574,703
Road Resheeting	64,466
Lughrata Quarry Development	260,728
Plant & Equipment	177,000
Town Maintenance	867,240
Airport	1,151,018
Waste Management	181,262
Office Computer Systems & Records Storage	27,000

### Commonwealth Grants

Council continues to direct attention towards improving its share of the Commonwealth Financial Assistance Grants available to Tasmanian Councils and has persisted with its request for the State Grants Commission to review the various disability factors, which form part of our assessment.

The amount budgeted for the year 2014-2015 is \$1,392,510 which represents Council's full yearly allocation, excluding a CPI increase which has been frozen by the Federal Government. This will be apportioned as follows:

CATEGORY	AMOUNT \$
Road / Bridge Funds	702,861
General Purpose Funds	689,649

## Conclusion

The previous agenda item 'Rates and Charges for 2014-15' if adopted will form part of the 2014-15 Budget Estimates under Item 7 and will be included into the final Budget document.

I now submit the Budget Estimates 2014-2015 for consideration and adoption by Council.

## STATUTORY REQUIREMENT:

*Local Government Act 1993*

## POLICY/STRATEGIC IMPLICATIONS:

### 5. Corporate Governance and Intergovernmental Relations

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

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

5.1.3.3 Deliver the new Budget Estimates for the proceeding financial year.

## BUDGET AND FINANCIAL IMPLICATIONS:

The adoption of these Budget Estimates provides the necessary funds for the implementation of the proposed Annual Plan 2014-15 and to achieve Council's strategic objectives detailed in Council's Strategic Plan 2011.

## RISK/LIABILITY:

Maintaining Council in a sound financial position is a critical function of Council. Failure to be financially accountable has significant implications for Council.

## VOTING REQUIREMENTS:

Absolute Majority

## OFFICER'S RECOMMENDATIONS:

That in accordance with the provisions of Section 82 of the *Local Government Act 1993*, the Budget Estimates for the Financial Year 1 July 2014 to 30 June 2015 be adopted.

**E. GOVERNANCE**

**Item E1: Review of the Communication between Councillors and the General Manager Policy**

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Raoul Harper, General Manager
<b>FILE REFERENCE</b>	PER/0300
<b>ASSOCIATED PAPERS</b>	<i>Annexure 11: DRAFT Communication between Councillors and the General Manager 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:**

Policy Adopted:	14 <sup>th</sup> June 1994	126.06.94
Policy Amended:	13 <sup>th</sup> December 2001	301.12.01
Policy Amended:	23 <sup>rd</sup> September 2010	279.09.10
Communication Principle Adopted:	18 <sup>th</sup> April 2013	521.04.2013

**OFFICER’S REPORT:**

Council has a policy that states that policies should be reviewed at least every two (2) years. Council’s Communication Principle, as adopted at the 18<sup>th</sup> April 2013 Ordinary Meeting of Council, has been merged with the Communication between Councillors and the General Manager Policy and a reviewed policy is now presented for Councillor’s consideration.

**STATUTORY REQUIREMENT:**

*Local Government Act 1993*

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

**RISK/LIABILITY:**

Low

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That Council adopt the amended Communication between Councillors and the General Manager Policy and allow it to lay on the table for 28 days for public comment.

**Item E2: Fraud Prevention and Control Policy**

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Raoul Harper, General Manager
<b>FILE REFERENCE</b>	PER/0500; COU/0603
<b>ASSOCIATED PAPERS</b>	<i>Annexure 12: DRAFT Fraud Prevention and Control 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:**

Nil

**OFFICER'S REPORT:**

The REPORT OF THE AUDITOR-GENERAL No. 1 of 2013-14, Fraud Control in Local Government, was presented to the Parliament of Tasmania in August 2013. The focus of the report, as a means of limiting and reducing incidences of fraud and corruption, was on the existence of internal controls and implementation and maintenance of a sound ethical culture within organisations. The Report recommends a series of actions that if implemented would assist in mitigating fraudulent actions and behaviour, embed an anti-fraud culture, and establish internal controls so that staff have the confidence that when raising genuine fraud-related concern internally, appropriate management action will follow.

In response to this Report, many Councils have adopted a Fraud Prevention and Control Policy. The policy presented is based upon the requirement to at all times protect public funds and other assets, protect the integrity, security and reputation of the Council and its employees and to assist in maintaining a high level of service to the community.

The policy is now presented for Councillors' consideration.

**STATUTORY REQUIREMENT:**

N/A

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

**RISK/LIABILITY:**

The policy will ensure that Management, Staff and Councillors are aware of the importance of fraud control and prevention and allow management to embed internal controls and an anti-fraud culture within the organisations activities and functions. Council's exposure to risk within this area will be reduced.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That Council adopt the Fraud Prevention and Control Policy and allow it to lay on the table for 28 days for public comment.

**Item E3: Review of the Public Interest Disclosure Procedures**

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Raoul Harper, General Manager
<b>FILE REFERENCE</b>	LEG/0800
<b>ASSOCIATED PAPERS</b>	<i>Annexure 13: DRAFT Public Interest Disclosures Procedures for Flinders Council</i>

**INTRODUCTION:**

The *Public Interest Disclosure Act 2001* requires Council to establish procedures that comply with the guidelines and standards outlined in s60(3) of the said Act. These procedures require review and resubmission to the Tasmanian Ombudsman for approval under s60(3) every 3 years.

**PREVIOUS COUNCIL CONSIDERATION:**

184.06.2011          16<sup>th</sup> June 2011

**OFFICER'S REPORT:**

The *Public Interest Disclosure Act 2001* was established to encourage and facilitate disclosures of improper conduct by public officers and public bodies:

- to protect persons making those disclosures, and others, from reprisals;
- to provide for the matters disclosed to be properly investigated and dealt with, and
- to provide all parties involved in the disclosures with natural justice.

In colloquial terms, the Act is about “whistle-blowing” in the Tasmanian public sector. The Act is based on the precepts that it is in the public interest for whistle-blowing to occur, and that this will be encouraged and facilitated by providing due protection for whistle-blowers, and by ensuring that disclosures made are properly investigated and dealt with accordingly.

The Act is quite clear about who can make such disclosures and the process and protection offered to all parties to such a claim. The procedures provided and developed for Council have been done so from the model standards supplied by the Ombudsman and comply in all respects to the format required under the Act.

The preparation of these procedures is delegated specifically to the principal officer of the public body, in this case the General Manager of the Flinders Council. Flinders Council's procedures were initially adopted at the 16<sup>th</sup> June 2011 Ordinary Meeting of Council and sent to the Ombudsman for formal ratification.

In May 2014 the Ombudsman published revised Guidelines and Standards for Procedures to be followed by Public Bodies under s38 of the Act. Updated model procedures were also provided which include new flowcharts and reflect the fact that the Office of the State Service Commissioner no longer exists. Flinders Council's Public Interest Disclosure Procedures have been revised accordingly and are now presented to Council. Once adopted they will be sent to the Ombudsman for formal approval under s60(3) of the Act.

**STATUTORY REQUIREMENT:**

*Local Government Act 1993*

*Public Interest Disclosure Act 2001*

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

**BUDGET AND FINANCIAL IMPLICATIONS:**

Minimal

**RISK/LIABILITY:**

No unforeseen risks

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That Council resolves to:

- 1) Adopt the revised document - Flinders Council's Public Interest Disclosure Procedures.
- 2) Submit the document to the Ombudsman for approval.
- 3) Review the procedures (as required under the Act) every 3 years.

**Item E4: 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 14: Councillor Resolution Report June 2014</i>

**INTRODUCTION:**

This report identifies the actions taken and actual costs associated with implementing resolutions passed by elected members up to June 2014.

**PREVIOUS COUNCIL CONSIDERATION:**

The report is presented on a monthly basis.

**OFFICER'S REPORT:**

Please read Annexure 14 – Councillor Resolution Report June 2014.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That the Councillor Resolution Report June 2014 be noted.

**Meeting Closed**