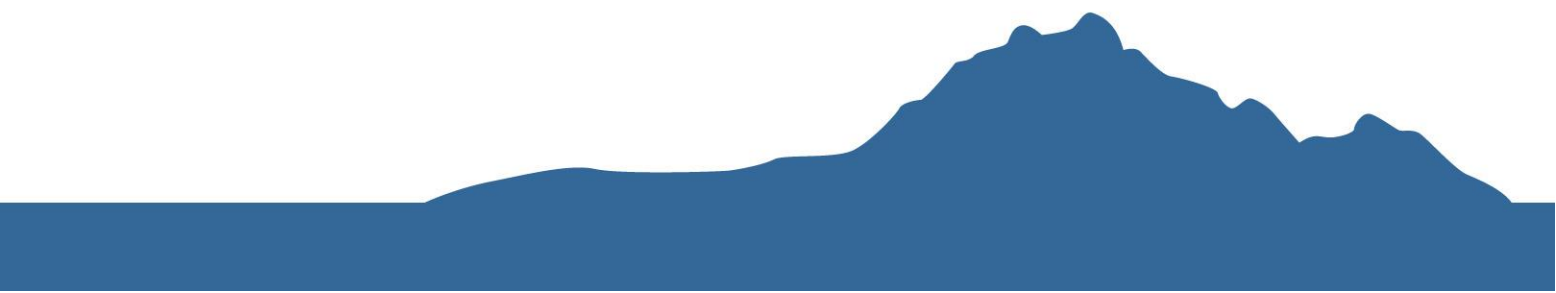




Agenda  
Ordinary Council Meeting  
17 May 2018



## 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 11<sup>th</sup> day of May 2018.



Bill Boehm  
**GENERAL MANAGER**

# FLINDERS COUNCIL ORDINARY MEETING

## AGENDA

**DATE:** Thursday 17 May 2018  
**VENUE:** Flinders Arts and Entertainment Centre, Whitemark  
**COMMENCING:** 1.00 pm

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### PRESENT

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

### APOLOGIES

Cr Ken Stockton

### STAFF IN ATTENDANCE

Bill Boehm - General Manager  
Vicki Warden - Executive Officer (minute taker)

### CONFIRMATION OF MINUTES

That the Minutes from the Ordinary Council Meeting and the Closed Council Meeting held on the 19 April 2018 be confirmed.

### PUBLIC QUESTION TIME

*In accordance with Section 31 (1) of the Local Government (Meeting Procedures) Regulations 2015 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.*

#### **COUNCILLOR'S QUESTIONS ON NOTICE**

Nil

#### **COUNCILLOR'S QUESTIONS WITHOUT NOTICE**

*Regulation 29 of the Local Government (Meeting Procedures) Regulations 2015 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.*

#### **RESPONSE TO COUNCILLOR'S QUESTIONS WITHOUT NOTICE**

#### **LATE AGENDA ITEMS**

Nil

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

*In accordance with Part 2 Regulation 8 (7) of the Local Government (Meeting Procedures) Regulations 2015, 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 2015.*

#### **LEAVE OF ABSENCE**

Nil

#### **PETITIONS**

Nil

#### **POLICIES**

Nil

## WORKSHOPS & INFORMATION FORUMS

File No: COU/0205

### Council Workshop held on 3 May 2018

Council held a Workshop on the following subjects:

- Item 1 Long Term Financial Management Plan and Asset Management Policy
- Item 2 Update with Flinders Island Aboriginal Association Inc
- Item 3 Audit Panel Role in Policy Reviews and Development Policies
- Item 4 2018 Community Grant and Gunn Bequest
- Item 5 Housing Update
- Item 6 Café in the North Project
- Item 7 Waste Management Update
- Item 8 Amendments to the Local Government General Regulations
- Item 9 General Manager's Update
  - Coastal Inundation and Flood Study
  - Council's partnership with TasWater to manage the Island's water services
  - Housing Update as per item 5

#### Councillors Present:

Mayor Carol Cox, Deputy Mayor Marc Cobham and Cr Chris Rhodes.

#### Apologies:

Cr Peter Rhodes, Cr Ken Stockton, Cr Gerald Willis, and Cr David Williams.

#### Staff and Consultants Present:

Bill Boehm (General Manager), Maxine Roughley (CEO, FIAAI) (Item 2), Toni Wood (FIAAI) (Item 2), Stacey Wheatley (Community Development Officer) (Item 5), Chris Rose (TRC Tourism) (via phone, Item 6) Michael Buck (Café in the North Site Selection Committee) (Item 7), Andrew Thompson (Café in the North Site Selection Committee) (Item 7) and Jacci Viney (Development Services Coordinator) (Item 8)

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

#### VOTING REQUIREMENTS:

Simple Majority

#### RECOMMENDATION:

That the Council Workshop held on 3 May 2018 be noted.

#### DECISION:

**PUBLIC MEETINGS**

Nil

**PUBLICATIONS/REPORTS TABLED FOR COUNCIL INFORMATION**

Nil

<b>REPORTS TO BE RECEIVED</b>
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**Whitemark Community Gym Special Committee**

**File No: CDV/0702**

***Annexure 1: Whitemark Community Gym Special Committee Meeting 01 May 2018  
Unconfirmed Minutes***

**OFFICER'S REPORT (Bill Boehm, General Manager):**

The confirmed minutes of the Whitemark Community Gym Special Committee meeting held on Tuesday 01 May 2018 have been provided for consideration. The minutes outline what the Committee has been working on to date and can now be received by Council.

**OFFICER'S RECOMMENDATION**

That the confirmed minutes of the Whitemark Community Gym Special Committee meeting held on Tuesday 01 May 2018 be accepted.

**DECISION:**

**COUNCILLORS' REPORTS****Report from Councillor Gerald Willis as the Flinders Council Representative on TasWater****File No: COU/0312****CORRESPONDENCE IN:**

<b>DATE</b>	<b>WHO</b>	<b>SUBJECT</b>
18.04.18	Ailsa Sypkes, General Manager, Legal and Governance and Company Secretary	Email with notice that a General Meeting will be held on Thursday 10 May at Riverside commencing at 10:30 am. I have confirmed I will attend.
26.04.18	Ailsa Sypkes, General Manager, Legal and Governance and Company Secretary	Email with agenda and papers for a General Meeting to be held on Thursday 10 May at Riverside.
01.05.18	Lynn Luckock, Assistant to Ailsa Sypkes, General Manager, Legal and Governance and Company Secretary	Email with joint media release from David Downie, Chief Representative of the TasWater Owners' Representative Group and Miles Hampton, Chairman of TasWater announcing an agreement has been reached with the State Government to improve water and sewerage services in Tasmania.

This report includes all inwards correspondence received from TasWater by Cr Gerald Willis, Flinders Council Owners' Representative of TasWater, from 9 April 2018 to 7 May 2018.

**RECOMMENDATION:**

That the report from Councillor Gerald Willis as the Flinders Council Representative on TasWater be received.

**DECISION:**



## 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:

14.04.18	Attended the Long Lunch event of the Flinders Island Food & Crayfish Festival
16.04.18	Attended Council Office
16.04.18	Met with community member re Whitemark boat ramp and solid waste management
19.04.18	Met with The Hon Ross Hart MP (with other Councillors)
19.04.18	Council meeting
19.04.18	Met with Deputy Mayor Marc Cobham re delegation of some activities
19.04.18	Met with Ms K Scott of hrisesp regarding proposed internal staff changes (phone)
19.04.18	Met with Mr. R Wise to confirm Councillor attendance and wreath for Cape Barren Island Dawn Service at transport cost to Council (phone)
23.04.18	Met with ratepayer re concerns of feral deer (phone)
24.04.18	Council Budget Workshop
24.04.18	Attended Council Office & met with the General Manager re proposed internal staff changes
25.04.18	Whitemark ANZAC service and wreath laying
03.05.18	Council Workshop
07.05.18	Council Special Meeting

#### Long Lunch

I want to thank all involved for the very successful execution of this event under very unwelcome wet and windy weather conditions. The use of a working shearing shed as the alternative venue was definitely in keeping with our unique island way of life, with the chefs doing justice to the Island produce, producing delicious morsels with unique flavours under very difficult cooking conditions. The large number of new faces to the Island for this event and the wide media coverage it has since received, indicate that one of the purposes of the event, to expose the Island to the wider world, was achieved. I have had Victorian residents who have heard about it on the radio, post the event, ask about coming to the Island.

#### Whitemark Boat Ramp

A community member raised some minor, but important infrastructure issues with the boat ramp, that had also been raised with the General Manager. The ratepayer advised me that he was comfortable with and appreciated the actions for rectification of the issues committed to by the General Manager.

#### Mayors Delegations

Due to high demands of a personal nature on my time, the following actions have been delegated:

- each second Island News column will be written by the Deputy Mayor;
- the General Manager attended the Northern Tasmanian Development Corporation General Meeting on 9 May with my proxy; and
- the Deputy Mayor will represent Flinders Council at Government House in recognition of 100 years of service of the Royal Flying Doctor Service in Tasmania.

#### ANZAC Services

In this, the last year of The Centenary of Anzac 2014 to 2018, Council again laid a wreath at each of the services held within the Municipality. The Centenary marked 100 years since our involvement in the First World War, a time to honour the service and sacrifice of our original ANZACs, and the generations of Australian service men and women who have defended our values and freedoms, in wars, conflicts and peace operations throughout a century of service. The wreaths were laid at the Emita and Cape Barren Island Dawn Services and the Whitemark Morning Service by Deputy Mayor Marc Cobham, Cr Chris Rhodes and the Mayor respectively.

#### **CORRESPONDENCE IN:**

<b>DATE</b>	<b>WHO</b>	<b>SUBJECT</b>
22.03.2018	Will Hodgman, Premier	Letter re Thanks for kind words of congratulations (Deputy Mayor M Cobham)
16.04.2018	Michael Johnson, Quinn Emanuel	Announces Investigation into Jardine Lloyd Thompson
18.04.2018	Jo Lynch	Letter re: Incident due to safety breach
18.04.2018	Annie Wilcock, Australian Local Government Women's Association (ALGWA)	Minutes from General Meeting
18.04.2018	Michael Buck, Secretary, Flinders Island Tourism and Business Incorporated (FITBI)	Member Update
18.04.2018	Ailsa Sypkes, TasWater	TasWater Notice of General Meeting - 10 May 2018
19.04.2018	Rob Frew, Department of Justice	Making of Amendment 01-2017 to the State Planning Provisions
19.04.2018	Helmut Ernst, Friends of Waratah Water Reserve	Update
24.04.2018	Jenny Denholm, Primary Health Tasmania	Media Release: Plans unveiled for Tasmanian health consumer body
24.04.2018	Miriam Rule, Local Government Association of Tasmania (LGAT)	Invitation for Mayor's Professional Development Day

DATE	WHO	SUBJECT
26.04.2018	Ailsa Sypkes, TasWater	General Meeting Papers
27.04.2018	Hon Jeremy Rockliff MP	Letter re: New Portfolio
29.04.2018	Jane Unwin	Reconciliation Week Breakfast
30.04.2018	Biosecurity Tasmania	Invite to Community Thankyou Event
30.04.2018	Dr Liza Fallon	Land Release for Affordable Housing - Draft Bill
01.05.2018	Lyn Luckock, TasWater	State Government and TasWater Memorandum of Understanding
02.05.2018	Rikki-Lee Ross, Northern Tasmania Development Corporation (NTDC)	Agenda and Papers for 9 May Members Meeting
03.05.2018	Annie Wilcock, ALGWA	ALGWA - WomenCan sessions coming to a venue near you!
07.05.2018	Killiecrankie Residents	Open letter to Flinders Council
07.05.2018	Kate Hiscock, LGAT	Meritorious Service Award 2018

#### **CORRESPONDENCE OUT:**

DATE	WHO	SUBJECT
19.04.2018	Jo Lynch	Letter re: Incident due to safety breach
23.04.2018	Senator Steven Martin	Letter re: Flinders Visit
08.05.2018	Maxine Roughley	Letter re: Affordable Housing

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **RECOMMENDATION:**

That the Mayor's report be received.

#### **DECISION:**

## OPERATIONAL BUSINESS OF COUNCIL

### A. DEVELOPMENT SERVICES AND PLANNING APPLICATIONS

**Item A1:** Development Application Report  
**File No:** DSV/0300  
*Annexure 2:* *Planner's Information Report – April 2018*

**Item A2:** Dog Registration Fees 2018-2019  
**File No:** FIN/0701, ANI/0205

**Item A3:** Planning Permits – Use of Advisory Notes  
**File No:** DSV/0200

### B. ENVIRONMENTAL HEALTH

**Item B1:** Waste Management Update  
**File No:** WAS/0400

### C. NOTICE OF MOTIONS

**Item C1:** Notice of Motion - Councillor Marc Cobham, Chair, Whitemark Community Gym Special Committee  
**File No:** CSV/1600  
*Annexure 1:* *Whitemark Community Gym Special Committee Meeting 01 May 2018 Unconfirmed Minutes*

### C. GOVERNANCE

**Item D1:** Local Government of Tasmania General Meeting  
**File No:** COU/0303  
*Annexure 3:* *LGAT General Meeting Agenda May 2018*  
*Annexure 4:* *LGAT General Meeting Attachments*  
*Annexure 5:* *Alex Tay, Director of Local Government Letter*  
*Annexure 6:* *Consultation draft - Local Government (General) Amendment Regulations 2018*

**Item D2:** Quarterly Report on the Northern Tasmania Development Corporation  
**File No:** COU/0305  
*Annexure 7:* *Northern Tasmania Development Corporation's Quarterly Report March 2018*

**Item D3:** Flinders Business Economic Social Structural Review Project Update  
**File No:** GOV/1101  
*Annexure 8:* *Flinders Business Economic Social Structural Review Brief*  
*Annexure 9:* *Submission from FTI Consulting (For Elected Members only)*

**Item D4:** Community Grants 2018-19  
**File No:** FIN/0905  
*Annexure 10:* Grant Applications (For Elected Members only)

**Item D5:** Gunn Bequest Grants 2018-19  
**File No:** FIN/1600  
*Annexure 11:* Grant Applications (For Elected Members only)

**Item D6:** Council Policy Manual Review  
**File No:** AER/1100, AER/0902, AER/0402, AER/0501  
*Annexure 12:* Flinders Council Policy Administration Manual Summary  
*Annexure 13:* Access Policy  
*Annexure 14:* Hire of Municipal Halls Policy  
*Annexure 15:* Food Safety Policy  
*Annexure 16:* Writing Off Bad Debts Policy  
*Annexure 17:* Remission or Rebate of Rates and Charges Policy  
*Annexure 18:* Postponement of Rates and Charges Policy  
*Annexure 19:* Quasi-Judicial Policy  
*Annexure 20:* Special Committees of Council Policy  
*Annexure 21:* Induction Policy  
*Annexure 22:* Physical Locality Staffing Policy  
*Annexure 23:* Uniform Policy

**Item D7:** Councillor Resolution Report  
**File No:** COU/0600  
*Annexure 24:* Councillor Resolution Report April 2018

**Item E1:** Closed Council Items  
**File No:** PER/1500  
*Annexure 25:* Key Performance Indicators, Measures and Assessment Tools (For Elected Members Only)

**Meeting Closed**

<b>A. DEVELOPMENT SERVICES AND PLANNING APPLICATIONS</b>
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**Item A1: Development Application Report**

<b>ACTION</b>	<b>Information</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Jacci Viney, Development Services Coordinator
<b>FILE REFERENCE</b>	PLN/0105
<b>ASSOCIATED PAPERS</b>	<i>Annexure 2: Planner's Information Report - April 2018</i>

**INTRODUCTION:**

The purpose of this report is to provide Councillors with an update of the applications which have been dealt with by the Planning Department for the current period as per the council motion 249.09.2015, passed at 24 September 2015 Council Meeting.

Council has requested that the planning consultancy service (West Tamar Council) provide this detail to Council on a monthly basis.

Permitted applications are assessed under s58 of the *Land Use Planning and Approvals Act 1993* and as such are not advertised nor are the applicant's details made public. Applicants retain the right to privacy having met all development and use standards applicable within the current planning scheme. Applications made under this section must be granted a permit, with or without conditions.

The numbering of applications relates to the allocation provided by the 'Regulatory Applications' (RegApps) electronic filing system. Numbers are allocated in order to Planning (DA), Building (BA) and Plumbing (PA) applications. This may mean that planning numbers are not sequential.

**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 2 Planner's Information Report - April 2018, provided by West Tamar Council.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That the Planner's Information Report - April 2018 be received.

**DECISION:**

Item A2: Dog Registration Fees 2018-2019

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Jacci Viney, Development Services Coordinator
<b>FILE REFERENCE</b>	FIN/0701 & ANI/0205
<b>ASSOCIATED PAPERS</b>	<i>Nil</i>

**INTRODUCTION:**

Each year Council set a nominal fee for dog registration within the Municipality. The fee is low, as is the budget. This correlates to the number of enforcement matters Council deals with annually and the ability to fund a 'dog control officer' to make a few visits per year.

**PREVIOUS COUNCIL CONSIDERATION:**

Nil - as no increase or change has been proposed, these fees have not been considered by Councillors beforehand.

**OFFICER'S REPORT:**

In an attempt to save funds, Council has moved to the "tag for life" system. This means that each dog is allocated with a tag and a number which they will keep for the life of the tag. If the tag requires replacing they will receive a new number.

**STATUTORY REQUIREMENT:**

*Dog Control Act 2000*

**POLICY/STRATEGIC IMPLICATIONS:**

- 4.3 Ensure Council meets its statutory obligations and manages corporate and community risk.  
4.3.29 Requirements of the *Dog Control Act 2000* are met.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Budget should improve with saving of dog tag purchase - to be noted in following years.

*Note that fees have not increased for a number of years, but expenditure is not exceeding revenue.*

**RISK/LIABILITY:**

Low risk

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

It is recommended that the following dog fees be set for the 18/19 period - commencing in June 2018:

	<b>If paid by 30 June 2018</b>	<b>If paid after 30 June 2018</b>
Sterilised dog	\$15.00	\$30.00
Non-sterilised dog	\$30.00	\$45.00
Working dog	\$15.00	\$30.00

Guide/Hearing dog	NIL	NIL
Dangerous Dog	\$120.00	\$150.00
Collection fee	\$ 60.00	\$ 60.00
Daily impoundment fee	\$ 25.00	\$ 25.00
Replacement tag	\$ 5.00	\$ 5.00
First registration <i>(6 months and over)</i>		pro-rata
Transfer of registration	NIL	NIL

**DECISION:**



**Item A3: Planning Permits – Use of Advisory Notes**

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Jacci Viney, Development Services Coordinator
<b>FILE REFERENCE</b>	DSV/0200
<b>ASSOCIATED PAPERS</b>	<i>Nil</i>

**INTRODUCTION:**

Council issues planning permits for development under the *Land Use Planning Act 1993*. Councillors, at times, act as the Planning Authority whilst the remainder of the time the function is delegated to the General Manager.

Permits contain any conditions required to be imposed upon the development by the planning authority. The permit will also contain a series of “notes” to act as information to the applicant.

This report provides clarification of the practice of including Advisory Notes on Planning Permits issued and outlines slight administrative improvements.

**PREVIOUS COUNCIL CONSIDERATION:**

Nil

**PREVIOUS COUNCIL DISCUSSION:**

This matter has been discussed often at Council Meetings (when Councillors are acting as the Planning Authority).

**OFFICER’S REPORT:**

The use of “Advisory Notes” on planning permits that are issued is common place and sound practice as it improves the chances that the applicant notes that there are various important administrative matters that need to be considered by the applicant as part of an issued planning permit. Whilst strictly speaking they are not required, the information is valuable as it avoids the applicant having to retain a covering letter with similar notes or view the legislation.

From time to time, as evidenced at the last Council Meeting, there has been discussion around this matter when Councillors are acting as the Planning Authority, with suggestion or motions that include some amendment to the proposed wording of the permit. In some instances, recommendations from the Planner have been amended to vary the wording which may lead to imply that the “notes” on the permit are to form part of the permit where this should not be the case.

As a principle, when a Council acts as a Planning Authority it is prudent practice to document any reasons for departing from a reformation from its Planner; if for nothing else but to justify the change in planning terms so that it can be potentially defended at an appeal.

To clarify the legal situation, legal advice has been sought on the matter and the following information is provided:

1. Council is free to include the ‘advisory’ part of a planning permit in their decision making, but it is neither required or necessary because this part of a permit is purely administrative in nature and not enforceable in any way.

2. The principal risk of Council including the 'advisory' part of a permit in its decision making is that the reader may conflate the conditions with the notes and this leads to uncertainty about the operation of the permit.
3. The form of wording suggested at a recent Council Meeting is not considered appropriate because it risks placing a level of importance on 'advisory' notes that simply does not exist: the notes don't "apply" to anything, they are simply supplied for the assistance of the applicant.

If Council wishes to include the 'advisory' part of its permits in its decision making it has been recommended that the heading 'Advisory Notes' be clearly inserted once all permit conditions have been set out, followed by the introductory sentence "*The following notes are not conditions of this permit and are supplied for the assistance of the applicant only*".

The General Manager has viewed this advice and has indicated that this is consistent with his previous experience elsewhere and will ensure that this recommendation will be followed for all planning permits issued under delegated Authority.

It is considered that when Council acts as a Planning Authority that this approach is also to be followed.

#### **STATUTORY CONSIDERATION:**

*Land Use Planning Act 1993.*

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

- 4 Strategic, Efficient and effective Organisation – Responding to risks and opportunities.
  - 4.3 Ensure Council meets its statutory obligations and manages corporate and community risk.
    - 4.3.1 Development undertaken in accordance with relevant development standards and legislative requirements.

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

Nil

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

High risk of appeal if advisory notes are in any way perceived to form conditions of permits and thereby enforceable.

#### **VOTING REQUIREMENTS:**

Simple Majority

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

That the Officer's Report relating to Planning Permits – Use of Advisory Notes and legal advice be received and noted.

#### **DECISION:**

<b>B. ENVIRONMENTAL HEALTH</b>
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**Item B1: Waste Management Update Report**

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Jacci Viney – Environmental Health Officer
<b>FILE REFERENCE</b>	WAS/0400
<b>ASSOCIATED PAPERS</b>	<i>Nil</i>

**INTRODUCTION:**

Council staff and Councillors have been steadily working, over a long period of time, on a range of actions to improve the management of Council’s waste system.

This report is presented to Council to serve as a formal update to Councillors to supplement previous advice on the intricacies within the current waste management project undertaken with respect to the Environment Protection Authority (EPA) and Council’s internal improvement project.

**PREVIOUS COUNCIL DISCUSSION:**

Council workshops on a regular quarterly basis  
Annual plan development and reporting on a regular quarterly basis

**PREVIOUS COUNCIL CONSIDERATION:**

February 2015	Furneaux Group Waste Management Strategy 2014-2019
July 2016	Environmental Management Plan review – June 2016
October 2016	Flinders Island Waste Management Feasibility Report – September 2016 (Council adopted option 4 – enact Early Contractor Involvement (ECI) process)
June 2017	Early Contractor Involvement – approval of stage 2 engagement
September 2017	Rescind motion of June 2017

**OFFICER’S REPORT:**

**Background**

At the meeting of 19 February 2015 Council adopted the *Furneaux Group Waste Management Strategy 2014-2019* with the notation that the report be adopted as part of a longer-term strategy yet to be developed.

This report was the beginning of a significant change process that most communities in Tasmania and elsewhere had already been through in response to revised Environmental Protection Notices (EPNs) issued by the EPA to a sector approach requiring ever increasing compliance and standards.

With regard to the term “change process”, it is not strictly speaking a physical change that could be introduced immediately, but the change toward a well-designed, best practice waste management system that is both practical and economical and one which addresses any existing and potential future environmental impacts placed on our nature-based environment.

In May 2014, an officer of the EPA visited the Island to audit Council's compliance with Environmental Protection Notice (EPN) 7191/2 as relates to the Whitemark refuse site. As can be clearly seen by community members, Council continues to landfill, mixed waste, into an unlined cell. Leachate is not captured and/or treated allowing any contaminants to potentially enter Pats River which flows through the site. As can be expected the EPA officer found Council to be non-compliant and advised that infringement would be forthcoming.

Council Officers explained to the EPA that they were working towards amending current practice but were new to the matter as recently engaged in the roles. "JustWaste" (Consulting Business) were then engaged to provide an overarching strategy to provide to EPA to articulate Council's intention moving forward. The EPA continues to place timeframes towards compliance of the Whitemark landfill site and by 1 August 2016 required an Environmental Management Plan review (as adopted by Council July 2016).

Planning continued around the implementation of the adopted waste strategy, such as landfill cell design, location and implementation, on-island recycling options, best segregation options, disposal vs freight options around non-reusable waste, best waste compaction treatment etc etc. Some time was spent on seeking out technological advancement that may suit Flinders Island. Things such as Micro Auto Gasification Systems and some incineration units were explored but all were very expensive and gave little confidence for future operation, service and maintenance of standards.

The option of shipping all waste off the Island was also explored, however freight cost plus reliance on a single method led the strategy back to a blend of landfill (for putrescent waste), recycling that is processed off island and "other" which includes: whitegoods, scrap metal, glass, oil batteries, green waste, tyres and upcycling – giving shed/tip shop.

### **Recent Progress**

In January 2017, Council called for tenders to provide a physical scope of works that would suit our unique island situation. The format undertaken to obtain this was an Early Contractor Involvement (ECI) tender process. This process allowed for Council to tender for scope development. If the successful tenderer, who develops the accepted scope, remains the most desirable, and able, tenderer, Council may then continue to engage them for the implementation of such (physical works.) This process also included a community component which asked for members of the local Community to provide for ideas/expressions of interest regarding ways to practically remove some types of waste from the landfill.

ToxFree were the successful tenderer and immediately started work developing the scope with Council and local business stakeholders. In essence, ToxFree had developed a scope of works and waste services that were fit for purpose and on initial view were cost effective. These included:

- Central cardboard collection;
- Central oil collection;
- Modern methods of segregating waste via MGB household collection; and
- Compaction of waste via baler and wrapper which could be multi-use (recyclables and putrescent waste).

Overall, the preliminary indication of the potential costs of a kerbside collection and with it increased service to the Community, would offset the significant increased costs associated with construction and lining of a putrescible landfill and segregating it on site.

Unfortunately, once the scope was completed and Council offered the physical implementation to ToxFree (Ordinary Meeting of Council, June 2017) the company was purchased by JJ Richards. This company was unable to provide assurance that the scope could be delivered to meet Council's budget expectations.

By the September 2017 Council Meeting, the waste management options as provided for in the ECI to Council were no longer options and Council voted to rescind the motion to engage JJ Richards as part of the ECI process. Council did tender again to invite another company to provide for the physical works as detailed within the works scope and although 2 conforming tenders were received, again their budgeting was far in exceedance of our limits.

This has left Council with no other option other than to break the project down and undertake the works that were identified through the ECI process as a sound, long-term solution, in-house.

To achieve this, it was considered essential that Council start to inform and educate the Community of what changes were being considered in detail. The Community not only need to understand what is planned and why we are doing it (as key stakeholders), but also champion the new strategy. Without the Community actively promoting the success of the waste management system, costs will increase exponentially.

### **Scope of waste management arrangements**

The proposal (scope) identified the following major changes:

1. **The proper segregation of waste** and a baling facility to compact each waste stream. It has been identified and provided as feedback from other Council's and recycling centres, that glass is a very difficult and dangerous, waste stream to deal with if not excluded from any possible recycling streams.
2. **A new environmentally lined landfill cell.** The EPA has approved the design of the environmental cell that can house the putrescent waste. It is this element that is extremely costly. The longer each cell lasts through waste segregation and compaction, the less costly going forward.
3. **Co-mingled recyclables.** After all other waste streams are removed, what is left is clean, co-mingled waste that can be sent to the "Materials Recovery Facility" (MRF – say Murf) in Launceston. Due to the inclusion of Flinders Council back into the Northern Tasmanian Waste Management Group (NTWVG), costs to sort waste at the MRF will range between \$40 and \$70 per tonne. This clearly indicates that the better the quality of the co-mingled waste, the less Council will pay at the recycling centre. Given the relatively small volume generated, it is envisaged that some bales may be stockpiled and sent when costs of disposal are at a cost-effective level.
4. **Kerbside Collection.** In the interest of the Community and ease of operation, it was decided that waste should be separated and collected from each property. Clearly, only properties with residences will need a collection service. Through the ECI process it was identified that each property would be provided with three Mobile Garbage Bins (MGBs); one for putrescent waste (to landfill), one for co-mingled waste (baled and sent to MRF) and one for glass.

5. **Baling/Compaction.** The ECI process identified that the best, most cost-effective way to minimise volumes is to separately bale and compact the waste and co-mingled recyclables. Purchase of a second-hand baler is to be pursued.
6. **Giving Shed.** Council acknowledges the contribution made by the current “giving shed” and will enable the Whitemark site to be open (at limited times) to support this function and also the depositing of other items that cannot be disposed of in the MGBs.

Council continues to focus on the initial set up and implementation of the proposed works at this stage as it is grand and costly. Additional matter such as reuse of glass, central cardboard collection, central oil collection, reuse of aluminum cans etc, will be dealt with in future budgets.

Council staff are also seeking to pursue options regarding container deposit legislation that may become applicable to Flinders Island, or even the Bass Strait Islands, depending of feedback obtained throughout investigation.

### **Where we are now**

Current status or works are as follows:

- Jacobs engineering has provided engineering design for a landfill cell which has been accepted by EPA. The EPA has advised that they plan to visit again soon to assess progress (none of which can be noted at the site) and discuss the provision of a new EPN for the site.
- An advertisement for Expressions of Interest (EOI) was recently released to engage with practitioners and companies that have the capacity and experience to undertake an extensive community engagement and education process. The applications to this process are still being collated at the time of writing.
- The EOI also asked for those willing and able to “roll out” Mobile Garbage Bins (MGBs) to households. This is a complicated task as it also includes data collection that is collected in such a fashion so that MGB numbers that are allocated to each required property can be transposed to Council’s property system accurately. Specific on-site considerations will also be required.
- Council has rejoined the Northern Tasmania Waste Management Group (NTWMG) who will assist with measures such as community engagement, ongoing strategy, shared learnings from and access to facilities of larger councils.
- Costings for capital expenditure items are being sought including the procurement of MGBs, waste collection truck, landfill cell construction, waste baler and wrapper. With an external contractor these costs would have been amortized over the life of the contract whereas as with an in-house operation they are required up front. Over the long term however, costs would have likely been the same except that with an in-house operation all of the costs and employment benefits remain on Island. There is a potential additional benefit of being able to outsource part or all of the operation as circumstances dictate.
- A Community Education Program is soon to be developed via the expressions of interest outcomes. Timelines are a factor here as the program is largely subject to budget so advising the Community of outcomes that are not budgeted for is of high risk.
- Operation costs must form a consideration of the 2018/2019 budget as council internal labour may also be required to assist with facilitation of roll-out of MGBs and construction of capital items.

From all of the work undertaken thus far through the ECI process, it has been projected that these foreshadowed changes will see an improvement on the projected costs associated with respect to retaining the current arrangements.

**STATUTORY REQUIREMENT:**

Council has a statutory requirement to ensure that the Whitemark landfill site is maintained in compliance with EPN 7191/2 and all provisions of the *Environmental Management Pollutions Control Act 1993*. This is not currently the case and Council continues to carry a high level of risk.

**POLICY/STRATEGIC IMPLICATIONS:**

2. Infrastructure and Services – An Islands’ specific approach to planning and delivery to ensure community and environmental values are maintained.
  - 2.3 Minimise environmental and health risks from waste collection and disposal and maximise opportunities to reduce, reuse or recycle resources.
4. Strategic, Efficient and Effective Organisation – Responding to risks and opportunities.
  - 4.3 Ensure that Council meets its statutory obligations and manages corporate and community risk.

**BUDGET AND FINANCIAL IMPLICATIONS:**

This item serves as an update only and budget implications will be discussed at budget discussions.

**RISK/LIABILITY:**

This is currently an area of high risk, although Council Officers are working to lower the risk at all times. Risks are heightened by poor community use of provisions such as waste transfer stations.

Whilst the *Furneaux Group Waste Management Strategy 2014-2019* provided for the concept of “nodes” being large waste management disposal bins, placed at strategic sites around the Island, unfortunately, due to current lack of respect for waste management sites, it was recommended that this idea be surpassed to limit Council’s risk of abuse of the facilities and potentially creating further environmental issues. At an unsupervised waste site, it takes only one adverse act, such as a fire or toxic waste deposit, to cause damage leaving Council legally and financially exposed.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER’S RECOMMENDATION:**

That the Environmental Health Officer’s Waste Management Update Report be received and noted.

**DECISION:**

<b>C. NOTICE OF MOTIONS</b>
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**Item C1: Notice of Motion - Councillor Marc Cobham, Chair, Whitemark Community Gym Special Committee**

<b>ACTION</b>	<b>Information / Decision</b>
<b>PROPONENT</b>	Councillor Marc Cobham, Chair, Whitemark Community Gym Special Committee
<b>OFFICER</b>	Daniel Pitcher, Community Development Officer Bill Boehm, General Manager
<b>FILE REFERENCE</b>	CSV/1600
<b>ASSOCIATED PAPERS</b>	<i>Annexure 1: Whitemark Community Gym Special Committee Meeting 01 May 2018 Unconfirmed Minutes</i>

**NOTICE OF MOTION:**

1. That Council agrees to continue to provide the Whitemark Community Gym facility on an ongoing basis for a further period of 3 years by providing rent for the facility and in-kind support.
2. That the weekly user rate rise from \$5 per week to \$10 per week, with \$3 per week going to a Council trust fund to purchase new equipment/ replace existing equipment.
  - \$5 per week rate for students up to 16yrs and people receiving government benefits (i.e. all pensioners, unemployment benefits etc) with no contribution to trust fund.
  - Single use rate be \$5 (i.e. one visit in a week) with a rate for single usage of \$3 for students (up to 16yrs) and pensioners and other government benefits.
  - If the Royal Flying Doctor Service (RFDS) funding continues after 30 June 2018 for the existing aged/chronic health clients, then a rate of at least \$50 per day (i.e. 2x days = \$100 per week) comes out of the RFDS funding for rental of the premises. 50% of this money (i.e. \$50- pw) goes into a trust fund to purchase new equipment/ replace existing equipment.

**COUNCILLOR'S REPORT:**

The Whitemark Community Gym has been running successfully since being taken over by Council in late 2017. This is reflected in the monthly participation rate of over 300 individual visits per month. The gym attracts a wide range of age groups and for many older participants is of great social benefit. More than 135 inductions have taken place which is a demonstration of user's commitment levels. Many users have indicated their enthusiasm for the availability of an affordable community gym facility in Whitemark and also acknowledge Council's leadership in the project continuing. Given the level of support achieved in a short period of time without any advertising or membership drive it would be difficult to think of any reason for Council not to continue with the facility.

At the last Whitemark Community Gym Special Committee meeting, considerable time was spent discussing the options re the user fee structure. Options included a wide range from "no change" to "it's too cheap". The Notice of Motion has tried to capture most of the "sentiment" expressed in the Committee's discussion.

It should be highlighted that whilst the Committee is not fully aware of the actual running costs of the Whitemark Community Gym, the ongoing health benefits provided far outweigh the financial cost, especially given the considerable number of users.



In the Notice of Motion, I have referred to RFDS funding subsidising the weekly rental. The figure of \$50 per week is based on a per person “rate” of \$2.50 per day.

**PREVIOUS COUNCIL CONSIDERATION:**

Council Workshop	6 July 2017
Council Workshop	3 August 2017
201.08.2017	17 August 2017

**OFFICER'S REPORT:**

Since its inception as a private operation and later as a Council run service, the Whitemark Community Gym has steadily increased its patronage with strong community support generated.

The comment made in the Councillor Report that “*given the level of support achieved in a short period of time without any advertising or membership drive it would be difficult to think of any reason for council not to continue with the facility*” is a good way to express the success thus far and community sentiment.

The school is about to start an exercise program in the gym with students developing exercise plans based on the equipment available. Many students have shown an interest in wanting to do more, prompting the community development team to look into a youth “gym buddy” afternoon where students can go and work out.

Operation of the community gym is also a requirement for the RFDS program to continue. This has been a valuable tool in improving health and well-being on the Island for those suffering with chronic conditions. The RFDS program has been well attended. RFDS sub-let the gym on Mondays and Fridays between 8am and 2pm to run the program, with the income going towards running the gym.

Whilst this program has been a valuable addition with positive health benefits and a potential income source, even without this service patronage would still be substantial.

The Lions Club who lease the facility to Council also directly benefit financially enabling them to enhance their work in the Community.

The gym has fast become the most popular tool for health and well-being on the Island. Effectively, from all reports from the Special Committee and observations, the trial operation has been a success and as such support for its continuation is recommended.

Like all Council-run facilities, it is a matter for the Council to establish an operational budget, a component of which includes revenue raised as fees and charges. It is normal practice that such matters be considered in their entirety.

The Notice of Motion suggests that a certain percentage of revenue generated through increased charges be set aside and used for the purchase of equipment. In reality, purchase of equipment is an operational matter that needs to be budgeted for and not used to justify an increase in fees, especially in the early stages when the fees were deliberately kept artificially low.

As established, the Whitemark Community Gym Special Committee has a charter to help raise funds for improvements and it is considered that this is where fundraising could be put as an incentive for Council to advance operational improvements and / or as a justification for keeping fees low.

The Notice of Motion as recommended by the Special Committee recommends an increase in fees from \$5 per week to \$10 per week which in principal is supported. Other aspects such as charges to RFDS are more appropriately handled through negotiations with RFDS as it will impact on any agreement that applies with respect to continuation of their health-related service.

The operation of the Whitemark and Lady Barron Community Gyms are also linked through patrons having similar access rights so that any fee consideration, including discounts for pensioners and school aged children, should be considered by Council as a collective view.

#### **STATUTORY REQUIREMENTS:**

*Local Government Act 1993*

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

5.0 Liveability - Protect, improve and promote the safety, creativity, health and wellbeing of the Islands' communities.

5.1 Improve the health and wellbeing of the Island communities through leadership and co-ordination.

5.1.2 Rural Primary Health Service program funding is administered for delivery of health services to the community.

5.1.2.1 Facilitate and deliver the Rural Primary Health Service Program.

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

Final analysis of the financial and community aspects of the operation of the Whitemark and Lady Barron Community Gyms has, at this stage, not been completed but will be considered through the budget process. All indications however are that it is likely that the community gyms will be able to be financially supported as ongoing operations.

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

Financial Risk to Council, low. Gym patronage is on the increase - with the current trend the cost to Council should be less over time.

Risk to Council reputation, High. The Gym is a well-supported and much needed part of the continual improvement of health and well-being on the Island. Not providing clarity of continued operation or potentially closing the Gym would be significantly detrimental to Council's reputation within the Community.

There is a medium risk of raising fees as this may deter some people from using the gym and inadvertently increase the cost to Council through reduced patronage. The Community has only just started to use the facility at a high rate and hitting them with an increased cost so soon may deter some people. Equally the fees are starting from an introductory low base with the \$10 per week fee suggested still very cheap.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

1. That Council notes the overall recommendation, as expressed through the Notice of Motion, that trial operation of the Whitemark Community Gym has been considered a success and that its operation will continue into 2018/19 and beyond.
2. That all financial matters associated with the operation of the Whitemark Community Gym be referred for detailed budget consideration.
3. As the Whitemark and Lady Baron Community Gyms are linked operationally, that their financial operations are considered by Council in a collective manner.

**DECISION:**

<b>D. GOVERNANCE</b>
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**Item D1: Local Government of Tasmania General Meeting**

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Bill Boehm, General Manager
<b>FILE REFERENCE</b>	COU/0303
<b>ASSOCIATED PAPERS</b>	<i>Annexure 3: LGAT General Meeting Agenda May 2018 Annexure 4: LGAT General Meeting Attachments Annexure 5: Alex Tay, Director of Local Government Letter Annexure 6: Consultation draft - Local Government (General) Amendment Regulations 2018</i>

**INTRODUCTION:**

The Local Government of Tasmania (LGAT) General Meeting will be held on 18 May 2018. The meeting's Agenda and attachments are provided for elected members as Annexures 3 & 4 and can be accessed at the LGAT website at the following links:

General Meeting papers: <http://www.lgat.tas.gov.au/page.aspx?u=840>

**PREVIOUS COUNCIL CONSIDERATION:**

Council considers the LGAT General Meeting Agenda at the Ordinary Council Meeting prior to the LGAT General Meeting to allow Council to inform the Mayor of what position it wishes the Mayor to take in relation to voting on specific matters.

**OFFICER'S REPORT:**

A number of motions are included in the LGAT General Meeting Agenda and decisions are sought on three agenda items. Council provides direction to the Mayor in relation to voting on these matters.

**STATUTORY REQUIREMENT:**

Nil

**POLICY/STRATEGIC IMPLICATIONS:**

4. Strategic, Efficient and Effective Organisation - Responding to risks and opportunities.
  - 4.1 Remain actively engaged with internal and external stakeholders providing regional leadership.

**BUDGET AND FINANCIAL IMPLICATIONS:**

No known budget implications at this time.

**RISK/LIABILITY:**

Minimal

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That Council notes the Local Government of Tasmania General Meeting Agenda and provides the Mayor with direction in relation to the following items listed for a decision:

<b>General Meeting - Motions Requiring Decision</b>		
2.1	Motion - TasWater	That the Meeting  1. Note the current status of the TasWater debate; and  2. Agree that LGAT's advocacy effort on TasWater gradually reduce to a focus on ensuring sector feedback on key issues, especially legislative changes, as well as any support required to the Chief Owner Rep that cannot be provided by TasWater.
2.2	Motion - GMC Representative - North - North West Region	That the Meeting agree to deferring a GMC by-election to fill the vacancy left by Steve Martin until after the October Local Government elections and allow the proxy, Mayor Jan Bonde to continue to serve on GMC until that time.
2.3	Motion - Waste Management	That Members agree to a feasibility study into the establishment of a Local Government state-wide waste management organisation.

**DECISION:**

**Item D2: Quarterly Report on the Northern Tasmania Development Corporation**

<b>ACTION</b>	<b>Information</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Bill Boehm, General Manager
<b>FILE REFERENCE</b>	COU/0305
<b>ASSOCIATED PAPERS</b>	<i>Annexure 7: Northern Tasmania Development Corporation's Quarterly Report March 2018</i>

**INTRODUCTION:**

As permitted under Section 21 (c), Enterprise Powers of the *Local Government Act 1993*, Flinders Council became a member of the Northern Tasmania Development Corporation (NTDC) on 1 January 2017. The *Local Government Act 1993* also requires the General Manager to provide a quarterly report to Council on the activities of the NTDC and any adverse developments that may affect the entity's financial viability.

Annexure 5, NTDC LTD Quarterly Organisation Progress Report to Council Members – March 2018, is the third report provided to all member councils since the establishment of the organisation.

**PREVIOUS COUNCIL CONSIDERATION:**

This is the third formal report provided to all member Councils since the establishment of the NTDC. The Chair also briefed Council at the 12 January 2017 and the 15 February 2018 Council Workshops.

**OFFICER'S REPORT:**

As permitted under Section 21 (1c), Enterprise Powers of the *Local Government Act 1993*, Council became a member of NTDC as from 1 January 2017. The NTDC was officially formed in March 2017 with the following primary objectives:

- a) provide pro-active, engaged and strategic regional economic leadership;
- b) consolidate an agreed vision for the development, sustainability and prosperity of the geographic region that the Organisation's Members encompass;
- c) implement a strategic economic action plan based on the Northern Regional Futures Plan framework or similar; and
- d) to provide effective representation and advocacy to State and Federal Government

The latest quarterly report highlights progress made on all elements. There are no adverse developments that may affect the entity's financial viability nor raise any concerns. As evidenced by the 12 January 2017 and the 15 February 2018 Council Workshop briefings, dialogue is strong and the organisation supportive. The 9 May 2018 NTDC presentation to members was also well attended and the information provided by NTDC directors was informative and supported the view that the organisation is being effective.

**STATUTORY REQUIREMENT:**

*Local Government Act 1993*

**POLICY/STRATEGIC IMPLICATIONS:**

4. Strategic, Efficient and Effective Organisation - Responding to risks and opportunities.

4.1 Remain actively engaged with internal and external stakeholders providing regional leadership.

4.1.1.2 Contribute to technical reference group work program of Northern Tasmania Development Corporation.

**RISK/LIABILITY:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That Council receives and notes the General Manager's quarterly report on the activities of the Northern Tasmania Development Corporation - March 2018 and the report provided to all member Councils.

**DECISION:**

**Item D3: Flinders Business Economic Social Structural Review Project Update**

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	General Manager
<b>FILE REFERENCE</b>	GOV/1101
<b>ASSOCIATED PAPERS</b>	<i>Annexure 8: Flinders Business Economic Social Structural Review Brief</i> <i>Annexure 9: Submission from FTI Consulting (For Elected Members only)</i>

**INTRODUCTION:**

In early 2017/18 Council was successful in its application for funding under the Building Better Regions Community Fund for the Flinders Business Economic and Social Structural Review Project.

This report essentially provides Council with a formal update of progress and an expansive outline of this important project.

**PREVIOUS COUNCIL DISCUSSION:**

1 February 2017      Council Workshop  
9 March 2017        Council Workshop

**PREVIOUS COUNCIL CONSIDERATION:**

15 February 2018    Council Meeting. Budget income allocation noted

**OFFICER'S REPORT:**

The structural and financial operation of Flinders Council and the Furneaux Islands generally, is significantly disadvantaged due to our remoteness as we are not connected to mainland Tasmania, are made up of some 52 islands and have a very small population and rate base relative to our size.

Intuitively all residents know and understand this and adapt lifestyle and operations to suit. In some instances, due to our unique lifestyle and generally low housing and accommodation costs we are seen somewhat counterintuitively as less disadvantaged. Governments also understand this and from time to time fund facilities, programs and subsidies that recognise their overarching "community service obligation," much like that that exists between the Australian mainland and other remote and less populated states such as Tasmania.

However, without a detailed independent analysis, it is impossible to quantify both or relative lifestyle advantages which are essentially attractors to the structural disadvantages that exist to a level that can be useful for Council and local organisations, to objectively advance our case to Governments in the future. The notion of objectively setting Flinders / Bass Strait Island specific policies that will potentially provide a more assured recognition in the future is also not possible to advance.

A more descriptive brief of the Project Outline is detailed in Annexure 6. Amongst other things it specifically includes Council's desires to investigate the disadvantages experienced by the



Community from living within the Furneaux region, potentially providing support for Council to lobby for an amendment to the Bass Strait Passenger Vehicle Equalisation Scheme (BSPVES) to include an intrastate component, i.e. between 'mainland' Tasmania and the Furneaux Group.

Following public advertisement in the Launceston Examiner and Melbourne Age in Victoria, seven submissions were received from experienced firms, all of which were capable of undertaking the work.

Following internal and external review, FTI Consulting, an international Melbourne based company were successful. In part they had the greatest amount of local on ground community involvement with a strong emphasis of community engagement and buy in to the process.

It is expected that the project will commence within the next 4 weeks and be completed by the end of September 2018. Strong community participation will be key to its success.

Whilst the project has been well noted by Council, a formal budget resolution confirming same is ideally required.

#### **STATUTORY REQUIREMENT:**

*Local Government Act 1993*

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

- 4 Strategic, Efficient and effective Organisation – Responding to risks and opportunities.
  - 4.1 Remain actively engaged with internal and external stakeholders providing regional leadership
    - 4.1.1 The Furneaux Islands unique circumstances, isolated community and specific financial needs are understood by key external stakeholders.
      - 4.1.1.1 Investigate the disadvantages experienced by the Community from living within the Furneaux region and lobby for an amendment to the Bass Strait Passenger Vehicle Equalisation Scheme (BSPVES) to include an interstate component. Ie between 'mainland' Tasmania and the Furneaux Group.

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

The established budget of \$70,000 comprising \$52,500 funding from the Building Better Regions Fund and \$17,500 Council, as noted by Council but not formally ratified, but will be sufficient for the project. The majority of the expenditure and all of the grant income will be included in 2018/19.

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

Minimal, so long as the investigation and project is delivered on time and to specification. The risk is that the Project is not undertaken as it is a key strategy of potentially wide importance to the ongoing sustainability of the Furneaux Regions operation.

#### **VOTING REQUIREMENTS:**

- 1. Simple Majority (Recommendation 1)
- 2. Absolute Majority (Recommendation 2)

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

1. That the General Manager's Flinders Business Economic Social Structural Review Update Report be received and noted.
2. That, in accordance with the approved Building Better Regions Fund Agreement, Council formally allocates an amount of \$70,000 towards the Flinders Business Economic Social Structural Review Project (offset by a \$52,500 Grant)

**DECISION:**

Item D4: Community Grants 2018-19

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Bill Boehm, General Manager
<b>FILE REFERENCE</b>	FIN/0905
<b>ASSOCIATED PAPERS</b>	<i>Annexure 10: Grant Applications (For Elected Members 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 and on the Council's website calling for community organisations to submit applications for funding via Council's Community Grant Scheme. Applications closed on 20 April 2018.

The following requests were received for consideration by Council:

No.	Applicant	The Project	Amount Requested
1	Flinders Island Show Society	Entertainment expenses for 2018 Show, insurance cover and waiver of food permits.	\$ 3,536
2	Whitemark Community Gym Special Committee	Gym equipment - Upper Body Ergometer.	\$3,459.50
3	Flinders Island Sub-Branch of RSL	Return charter flight to Cape Barren Island for 2019 ANZAC Day ceremony and breakfast supplies.	\$860
4	Friends of Bass Strait Islands	Help with costs of charter flight for participants working on eradicating boxthorn from Roydon Island.	\$750 - \$1,500

5	Flinders Island Sports & RSL Club	Expenses incurred to present 2019 Australia Day event.	\$1,500
		<b>TOTAL of all the Grant Applications</b>	\$10,105.50 - \$10,855.50

**STATUTORY REQUIREMENT:**

*Local Government Act 1993*

**POLICY/STRATEGIC IMPLICATIONS:**

4.0 Strategic, Efficient and Effective Organisation - Responding to risks and opportunities.

4.2 Support processes, accountability and project delivery through transparent reporting.

4.2.3 Administrative support provided to Council.

4.2.3.3 Deliver the Community Grants and Gunn Bequest funding program.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Minimal

**RISK/LIABILITY:**

No foreseen risks

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That Council discuss this item (Community Grants 2018-19), under Section 22 (9) of the Local Government (Meeting Procedures) Regulations 2015.

**DECISION:**

**Item D5: Gunn Bequest Grants 2018-19**

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Bill Boehm, General Manager
<b>FILE REFERENCE</b>	FIN/1600
<b>ASSOCIATED PAPERS</b>	<i>Annexure 11: Grant Applications (For Elected Members only)</i>

**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 and on the Council's website calling for sporting clubs to submit applications for funding via Council's Gunn Bequest Grants scheme. Applications closed 20 April 2018.

The total amount held in trust for the Gunn Bequest is \$111,198 and the estimated interest to be earned on the account for the 2017/18 financial year is estimated to be \$3,300. As per Council's decision when the bequest was received 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 \$1,650. The total amount applied for by Sporting Clubs slightly exceeds the funds available.

The following requests were received for consideration by Council:

<b>No.</b>	<b>Applicant</b>	<b>The Project</b>	<b>Amount Requested</b>
<b>1</b>	<b>Flinders Island Womens Golf Club</b>	Return charter flight to Cape Barren Island for to attend the Cape Barren (Golf) Classic.	\$660.00
<b>2</b>	<b>Whitemark Community Gym Special Committee</b>	Two shelving units for storage of equipment.	\$213.00
<b>3</b>	<b>Flinders Island Bowls Club</b>	Seating for bowling green.	\$950.00
		<b>TOTAL of all the Grant Applications</b>	<b>\$1,823.00</b>

**STATUTORY REQUIREMENT:**

*Local Government Act 1993*

**POLICY/STRATEGIC IMPLICATIONS:**

4.0 Strategic, Efficient and Effective Organisation - Responding to risks and opportunities.

4.2 Support processes, accountability and project delivery through transparent reporting.

4.2.3 Administrative support provided to Council.

4.2.3.3 Deliver 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 2018-19), under Section 22 (9) of the Local Government (Meeting Procedures) Regulations 2015.

**DECISION:**

**Item D6: Council Policy Manual Review**

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Bill Boehm, General Manager
<b>FILE REFERENCE</b>	AER/1100, AER/0902, AER/0402, AER/0501
<b>ASSOCIATED PAPERS</b>	<i>Annexure 12: Flinders Council Policy Administration Manual Summary</i> <i>Annexure 13: Access Policy</i> <i>Annexure 14: Hire of Municipal Halls Policy</i> <i>Annexure 15: Food Safety Policy</i> <i>Annexure 16: Writing Off Bad Debts Policy</i> <i>Annexure 17: Remission or Rebate of Rates and Charges Policy</i> <i>Annexure 18: Postponement of Rates and Charges Policy</i> <i>Annexure 19: Quasi-Judicial Policy</i> <i>Annexure 20: Special Committees of Council Policy</i> <i>Annexure 21: Induction Policy</i> <i>Annexure 22: Physical Locality Staffing Policy</i> <i>Annexure 23: Uniform Policy</i>

**INTRODUCTION:**

As Council is aware there are a number of policies that Council has in place as detailed in our policy manual which states that “all policies are to be reviewed every four (4) years at the beginning of each new Council term. Individual Policies will be otherwise updated at Council’s discretion.”

In the main, the current policy manual was created a number of years ago and it was considered appropriate that, as part of this review process, staff continue a systematic approach and in doing so have reviewed what some other Councils do, but also the rationale behind the current suite of policies as well as the applicable legislative requirements.

In doing so it has become apparent that the current Policy Manual consists of a variety of different types of documents, some of which are not actual policies but either Position Statements, Procedures, Codes or Charters.

In addition, the Local Government Association of Tasmania (LGAT) engaged PageSeager to prepare a suite of workplace behavioral policy templates for all Tasmanian councils. Flinders Council chose to adopt these policies in 2016, each with its own review date. These are listed separately and mostly relate to internal operational matters.

The Flinders Council Audit Panel has also identified a number of documents that they wish to review as part of their charter.

To consolidate this review attached is Annexure 12: Flinders Council Policy Administration Manual Summary, which details:

- (a) The type of document namely Policy (P), Procedure (Pr), Position Statement (S), Code (Co) or Charter (Ch);

- (b) What policies are required by legislation;
- (c) Policies required to be reviewed by Councils Audit Panel;
- (d) Flinders Council Specific Policies; and
- (e) Workplace Behavioural Policies mostly from LGAT.

There is a significant amount of work to bring Council's Policy Manual in line with industry standards, such that it is likely that not every document required to be reviewed will be able to be done so prior to the next Council.

However, as a start, it is considered that several as outlined be rescinded as a first stage of an improved process. This report highlights those that can be rescinded with the relevant rationale.

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

Council Workshop	1 March 2018
Council Workshop	3 May 2018

#### **PREVIOUS COUNCIL DECISION:**

The review dates for the policies are listed in Annexure 12 and at the beginning of each policy (refer Annexures 13 – 23)

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

Staff have been reviewing the Policy Manual in its entirety and found the following policies to be no longer required for the following reasons:

Access Policy	This is a legislated requirement.
Hire of Municipal Halls Policy	No longer required as Council's operations have changed since this policy was first developed and this has become a standard part of operational procedure.
Food Safety Policy	This is an operational procedure rather than a policy and no policy is required.
Writing Off Bad Debts Policy	This is an operational procedure rather than a policy and no policy is required as it is covered by the Act and by delegation.
Remission or Rebate of Rates and Charges Policy	This is an operational procedure rather than a policy and the information in this policy has been included in the Rates and Charges Policy.
Postponement of Rates and Charges Policy	This is an operational procedure rather than a policy and the information in this policy has been included in the Rates and Charges Policy.
Quasi-Judicial Policy	Not required as this is covered by delegation. This information will be provided to Councillors as part of the induction process.



Special Committees of Council Policy	The contents of this policy are included in the new Terms of Reference for Special Committees template which is then tailored to suit each committee's requirements.
Induction Policy	This is an operational procedure rather than a policy and no policy is required.
Physical Locality Staffing Policy	Covered in the Employee Recruitment and Selection Policy
Uniform Policy	No longer required as Council's operations have changed since this policy was first developed and this has become a standard part of operational procedure.

Therefore, I recommend Council rescind the above policies.

#### **STATUTORY REQUIREMENT:**

*Local Government Act 1993*

*Local Government (General) Regulations 2015*

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

4. Strategic, Efficient and Effective Organisation

4.3 Ensure Council meets its statutory obligations and manages corporate and community risk.

4.3.9 Maintain Council's Policy Manual and Instrument of Delegation.

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

Rescinding these policies will not expose Council to risk in these areas.

#### **VOTING REQUIREMENTS:**

Simple Majority

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

That Council rescinds the policies listed:

- Access Policy;
- Hire of Municipal Halls Policy;
- Food Safety Policy;
- Writing Off Bad Debts Policy;
- Remission or Rebate of Rates and Charges Policy;
- Postponement of Rates and Charges Policy;
- Quasi-Judicial Policy;
- Special Committees of Council Policy;
- Induction Policy;
- Physical Locality Staffing Policy; and
- Uniform Policy.

#### **DECISION:**

**Item D7: Councillor Resolution Report**

<b>ACTION</b>	<b>Information</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Bill Boehm, General Manager
<b>FILE REFERENCE</b>	COU/0600
<b>ASSOCIATED PAPERS</b>	<i>Annexure 24: Councillor Resolution Report May 2017</i>

**INTRODUCTION:**

This report identifies the actions taken and actual costs associated with implementing resolutions passed by elected members up to May 2017.

**PREVIOUS COUNCIL CONSIDERATION:**

The report is presented on a monthly basis.

**OFFICER'S REPORT:**

Please read Annexure 22 – Councillor Resolution Report May 2017.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That the Councillor Resolution Report May 2017 be noted.

**DECISION:**

E. CLOSED COUNCIL
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Item E1: Closed Council Items

<b>ACTION</b>	<b>Decision</b>
<b>PROPONENT</b>	Councillor
<b>OFFICER</b>	Gerald Willis
<b>FILE REFERENCE</b>	PER/1500
<b>ASSOCIATED PAPERS</b>	<i>Annexure 25: Key Performance Indicators, Measures and Assessment Tools (For Elected Members Only)</i>

**PREVIOUS COUNCIL CONSIDERATION:**

58.03.2017 23 March 2017  
59.03.2018 15 March 2018 (closed council)  
61.03.2018 15 March 2018 (closed council)  
97.05.2018 7 May 2018 (special closed meeting)

**REASON FOR CLOSED COUNCIL:**

Item E1 General Manager's Performance Review – Key Performance Indicators and Assessment Tools is **CONFIDENTIAL** in accordance with Section 15(2) (a) of the Local Government (Meeting Procedures) Regulations 2015.

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER'S RECOMMENDATION:**

That Council moves into Closed Council.

**DECISION:**

**Meeting Closed**