



# Agenda Ordinary Council Meeting

20 August 2019



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## CERTIFICATION

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"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 14<sup>th</sup> day of August 2019.



Heidi Marshall  
**ACTING GENERAL MANAGER**

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# Flinders Council Ordinary Meeting - Agenda

## Tuesday 20 August 2019

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**Venue** Flinders Arts and Entertainment Centre, Whitemark  
**Commencing** 9.30am

**Attendees - Councillors** Mayor Annie Revie  
Sharon Blyth  
Aaron Burke  
Vanessa Grace  
Peter Rhodes  
Rachel Summers

**Apologies** Deputy Mayor David Williams

**Attendees - Staff** Heidi Marshall | Acting General Manager  
Vicki Warden | Executive Officer (minute taker)

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## 1 Confirmation of Minutes

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### **RECOMMENDATION**

**That the Minutes from the Ordinary Council Meeting held on 16 July 2019 and the Special Council Meeting held on 30 July 2019 be confirmed.**

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## 2 Public Question Time

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*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.*

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### **3 Councillor's Questions on Notice**

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None received.

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### **4 Councillor's Questions Without Notice**

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*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.*

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### **5 Late Agenda Items**

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Nil

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### **6 Declaration of Pecuniary Interest**

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*In accordance with Regulation 8 of the Local Government (Meeting Procedures) Regulations 2015, Councillors are required to declare any pecuniary interest that they, or any of their close associates, may have in any matter appearing on the agenda, or any supplementary item to the agenda, before any discussion on that matter.*

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### **7 Conflict of Interest**

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*In accordance with the Part 2, paragraph 6 of the Local Government (Model Code of Conduct) Order 2016, Councillors are required to declare any conflict of interest, be in actual, perceived or potential, that they may have regarding any matter appearing on the agenda, or any supplementary item to the agenda before any discussion on that matter commences.*

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### **8 Leave of Absence**

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Nil

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### **9 Petitions**

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Nil

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## 10 Workshops & Information Forums

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File No. COU/0205

### Council Workshop – 22 July 2019

Council held a Workshop on the following subject:

- Item 1: Rates Resolution Report
- Item 2: Budget 2019-20
- Item 3: Telstra Update

#### Councillors in Attendance

Mayor Annie Revie  
Deputy Mayor David Williams  
Cr Vanessa Grace

Cr Peter Rhodes  
Cr Rachel Summers

#### Apologies

Cr Sharon Blyth  
Cr Aaron Burke

#### Staff in Attendance

Heidi Marshall  
Vicki Warden

Acting General Manager  
Executive Officer

### Council Workshop – 23 July 2019

Council held a Workshop on the following subjects:

- Item 1: Budget 2019-20
- Item 2: Annual Plan 2019-20

#### Councillors in Attendance

Mayor Annie Revie  
Deputy Mayor David Williams  
Cr Sharon Blyth  
Cr Vanessa Grace

Cr Aaron Burke  
Cr Peter Rhodes  
Cr Rachel Summers

#### Apologies

Nil

#### Staff in Attendance

Heidi Marshall  
Vicki Warden  
Darron Baker

Acting General Manager  
Executive Officer  
Executive Officer

### Council Workshop – 6 August 2019

Council held a Workshop on the following subjects:

- Item 1: Lease of Holloway Park
- Item 2: Credit Card Policy and Procedure
- Item 3: Instrument of Delegation
- Item 4: Furneaux Islands Festival
- Item 5: Annual Plan Draft 2
- Item 6: Budget 2019-20 Draft 2
- Item 7: Communication Strategy regarding Annual Plan and Budget 2019-20

**Councillors in Attendance**

Mayor Annie Revie  
Cr Sharon Blyth  
Cr Aaron Burke

Cr Vanessa Grace  
Cr Peter Rhodes  
Cr Rachel Summers

**Apologies**

Deputy Mayor David Williams

**Staff in Attendance**

Heidi Marshall  
Brian Barnewall  
Vicki Warden

Acting General Manager  
Works & Services Manager (Item 5 – 7)  
Executive Officer

**RECOMMENDATION**

**That the Council Workshops held on 22 and 23 July and 6 August 2019 be noted.**

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## 11 Public Meetings

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Nil

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## 12 Publications/Reports Tabled for Council Information

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Nil

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## 13 Reports to be Received

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### 13.1 Whitemark Community Gym Special Committee

**File Reference** CDV/0702

**Annexures** 13.1.1 Whitemark Community Gym Special Committee Confirmed Minutes  
26 June 2019

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

The unconfirmed minutes of the 26 June 2019 Whitemark Community Gym Special Committee were noted by Council at the 16 July Council Meeting. Since that time, the Committee met and made changes to the minutes before they were confirmed. The confirmed minutes of the Whitemark Community Gym Special Committee meeting held 26 June 2019, are now provided for consideration.

#### **RECOMMENDATION**

**That the confirmed minutes of the Whitemark Community Gym Special Committee meeting held 26 June 2019 be accepted.**

### 13.2 Whitemark Community Gym Special Committee

**File Reference** CDV/0702

**Annexures** 13.2.1 Whitemark Community Gym Special Committee Minutes 24 July  
2019

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

The unconfirmed minutes of the Whitemark Community Gym Special Committee meeting held 24 July 2019, have been provided for consideration. The minutes outline what the Committee has been working on to date and can now be noted by Council.

#### **RECOMMENDATION**

**That the unconfirmed minutes of the Whitemark Community Gym Special Committee meeting held 24 July 2019 be noted.**



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## 14 Councillors' Reports

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None received.

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## 15 Mayor's Report

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|                       |                    |
|-----------------------|--------------------|
| <b>Action</b>         | <b>Information</b> |
| <b>Proponent</b>      | Mayor A Revie      |
| <b>File Reference</b> | COU/0600           |
| <b>Annexures</b>      | Nil                |

### DIARY ACTIVITY

| DATE | DIARY ACTIVITY   |
|------|--|
| 29/7 | Administration – Island News                           |
| 30/7 | Special Council Meeting + Administration               |
| 31/7 | Dale Williams & Wayne Dick regarding Geo Trail         |
| 31/7 | CWA lunch  |
| 1/8  | Phil Leaver, TasPorts + administration                 |
| 3/8  | SES & Fire Awards + visit Fire Shed Erita + Erita Hall |
| 6/8  | Budget Workshop  |
| 7/8  | Administration + meeting Heidi Marshall                |
| 9/8  | Administration   |

### CORRESPONDENCE IN

| DATE | FROM   | SUBJECT   |
|------|--|---|
| 9/7  | Mark Shelton   | Regarding Review of the Local Government Act                            |
| 9/7  | Premier's Office   | Invitation Health and Wellbeing Committee Breakfast                     |
| 9/7  | Flinders Island Business Incorporated (FIBI)                                       | Request for \$10,000 to support their administration                    |
| 10/7 | Chris Durrant, Elders  | Request to attend Furneaux Group Shipping Special Committee Meeting     |
| 11/7 | Local Government Association of Tasmania (LGAT)                                    | Regarding payment for LGAT Workshop                                     |
| 12/7 | LGAT   | Quarterly Report  |
| 15/7 | Peter Guichelaar   | Regarding Gums Quarry   |
| 16/7 | Chris Fenner   | Enquiry regarding Safe Harbour Project                                  |
| 16/7 | Phil Leaver TasPorts   | Seeking appointment   |
| 16/7 | LGAT   | Feedback sessions on Local Government Act Directions Paper              |
| 16/7 | Jo Pinkiewicz  | Regarding gender neutral toilet signs                                   |
| 16/7 | Royal Automobile Club Tasmania (RACT)  | Invitation to opening of new Launceston office                          |
| 17/7 | Russell Hunter, Department Primary Industries, Parks, Water & Environment (DPIPWE) | Invitation to attend Furneaux Group Shipping Special Committee Meetings |
| 19/7 | Michael Buck   | Reports regarding nature-based visitor economy                          |
| 19/7 | Darron Baker   | Copy of letter of support regarding Farmers' Group – Paramatta Grass    |
| 22/7 | Commissioner for Children & Young People   | Invitation to forum in September 2019                                   |

|      |  |   |
|------|--|---|
| 23/7 | Bridget Archer Member for Bass               | Offering Support  |
| 24/7 | TasWater                                     | Contact list  |
| 25/7 | Senator Carol Brown                          | Offering support  |
| 25/7 | Linda McGregor                               | Report on Visitors' Information Project   |
| 29/7 | Sharon Blyth                                 | Request for Council donation regarding Kokoda Trail Project                                     |
| 29/7 | Bill La Grue                                 | Regarding selling donations from Whitemark Tip Shed   |
| 30/7 | Steve Martin                                 | Stronger Communities Grants   |
| 30/7 | Member House Assembly<br>Roger Jaensh        | Housing Update  |
| 30/7 | Michelle Riley State Growth                  | Regarding Van Diemen Project  |
| 30/7 | Office of Premier                            | Acknowledgement of my letter of thanks for Community Cabinet                                    |
| 31/7 | Quentin Walker                               | Damage to property  |
| 1/8  | Dept of Education                            | Invitation to attend "Together we Inspire"  |
| 1/8  | Libby Smith                                  | Letter of complaint   |
| 1/8  | Michelle Riley                               | Link regarding Freight Equalisation Scheme  |
| 2/8  | LGAT   | June /July reports  |
| 2/8  | Libby Smith                                  | Request to talk with me   |
| 3/8  | Dale Williams                                | Requesting letters of support regarding Geo Trail   |
| 5/8  | Shane Broad                                  | Regarding Land Tax  |
| 5/8  | Tas Electoral Commission                     | Regarding election of member on LGAT General Management Committee to replace Christina Holmdahl |
| 5/8  | Shane Westley                                | Regarding cat management  |
| 6/8  | Dion Lester LGAT                             | State-wide Waste Management Feasibility Study   |
| 7/8  | Michelle Oliveira                            | Invitation to attend Local Government Parking Summit  |
| 7/8  | Emily Carter                                 | Invitation to attend 25 <sup>th</sup> Anniversary of Volunteer Tasmania                         |
| 7/8  | Northern Tasmania<br>Development Corporation | Launch of new website "Make It Launceston & The North East"                                     |
| 8/8  | Premier Will Hodgman                         | Reply to my thank you letter regarding Cabinet Visit  |
| 8/8  | Commonwealth Bank                            | Local Government Economy Update   |

## CORRESPONDENCE OUT

| DATE | FROM  | SUBJECT   |
|------|---|---|
| 9/7  | Furneaux Group Aviation<br>Special Committee<br>Members | Update regarding matters raised at last meeting                                   |
| 10/7 | Chris Durrant - Elders                                  | Regarding being an observer at Furneaux Group Shipping Special Committee meetings |
| 10/7 | Mick Barrett  | Response regarding taking Holloway Park request to a Council Workshop             |
| 10/7 | Gerry Willis  | Response regarding passing on request street repair                               |
| 15/7 | Peter Guichelaar  | Regarding his email Gums Quarry   |
| 15/7 | FIBI  | Regarding request for funds   |
| 16/7 | Phil Leaver, TasPorts                                   | Regarding a meeting with him  |
| 17/7 | Russell Hunter, DPIPWE                                  | Regarding Furneaux Group Shipping Special Committee                               |
| 19/7 | Chris Fenner  | Regarding Safe Harbour Project  |
| 23/7 | Ken Stockton  | Regarding letter on camping fees  |
| 24/7 | TasWater  | Contact List  |
| 29/7 | Linda McGregor  | Regarding Visitor Information Report  |
| 30/7 | Office of Premier                                       | Letter of thanks in relation to Community Cabinet                                 |
| 1/8  | Michelle Riley, State Growth                            | Regarding future meetings   |
| 1/8  | Quentin Walker  | Acknowledging his letter on damage to property                                    |

|      |                   |   |
|------|-------------------|---|
| 1/8  | Dept of Education | Declining invitation to function                    |
| 2/8  | Libby Smith       | Response to her letter                              |
| 5/8  | Sharon Blyth      | Response regarding Kokoda Trail                     |
| 5/8  | Bill La Grue      | Response to his letter regarding Whitemark Tip Shed |
| 7/8  | Peter McConnell   | Letter of Support regarding Community Shed          |
| 12/8 | Dale Williams     | Letter of Support regarding Geo Trail project       |

## Report on the Local Government Association of Tasmania Conference 2019

In July of this year I was fortunate to attend the Local Government Association of Tasmania (LGAT) Annual Conference. It was an extra bonus to have Acting General Manager, Heidi Marshall, and Councillor, Rachel Summers attending too. We were able to discuss and share the experience. Councillor Summers shared a conference report at the July Ordinary Council Meeting. I thought I would focus my report on the conference highlights – those that gave me particularly relevant learning experiences.

**Plenary Address by David O’Laughlin, President of the Australian Local Government Association (ALGA)** I was particularly impressed with David’s address. He is an excellent speaker and shared the following:

- One of the main goals of ALGA is to raise the percentage of tax monies given to local government from 0.55% to 1%. David pointed out that Local Government across Australia owns and maintains 33% of the nation’s assets, including buildings, roads, bridges, etc. All that on 0.55% of tax monies. As David stressed, there cannot be any further drift downwards. ALGA will be running a Fairer Share campaign and urges all councils to participate.
- David seemed to me to be also urging Local Government to hold onto the rage while simultaneously showing gratitude for what we are given. I found this to be an interesting slant – Federal politicians and their department staff are human beings. As such, they respond to praise and expressions of appreciation. David’s message here was: ‘Ensure that we let them know that we are grateful for when they listen and what they provide, but at the same time we could do so much more if provided with the means. Name the priority project on our list and describe its potential benefits. Explain where our funds go and where they are limited.’
- Interestingly, David praised Tasmanian Senator, Jacque Lambie – for her passion in speaking out for our State.
- Local councils can advertise what they are doing on the ALGA website. The ALGA key priorities are similar to ours: Housing; Dealing with Waste and Recycling and Climate Change. David stressed that the current low interest rate from the Reserve Bank is taking away community confidence so we need to identify projects that will raise employment, provide affordable housing, and aim for safer and better roads. When we state our priority projects, we must ensure that they are literally shovel-ready.

## Plenary Address by Australian Author, Heather Rose

Heather Rose guided us through a short, imaginative, relaxation exercise at the beginning of her talk. For me, her key points were:

- Communication is not just about giving people information. Of course, this is part of it, but quality, active listening is of critical importance – and those in government positions have not done a good enough job of this in the past. Heather asserted – relax, listen well (to yourself as well as to others) and don’t be afraid to use your imagination in your work.

These things are as important when working in Local Government as they are in other areas of engagement.

- Story is a key communication strategy. Story is the main tool we all use when communicating in life, but it is only in very recent times that the strategy of story has been used in the business model. Interestingly, I am attending a 'Storytelling for Business' workshop later this month. The woman leading the workshop is among a small number of people across the globe who are teaching the importance of using the skills and characteristics of story to be successful in business. That will be my one chance of a professional development event for the year, apart from Mayor's Workshops and some LGAT meetings. I think I have chosen well and am looking forward to it.

### **Katrena Stephenson, CEO of LGAT**

It may surprise you to learn that amalgamation of councils is not as much at the top of the political agenda as we might imagine. Governments are beginning to understand that councils are all different – for good reasons. They represent different communities, with vastly ranging demographics, cultures, needs, resources and aims! Why would they be the same? The challenges for councils, though, are similar:

- financial sustainability;
- digital transformation;
- regional development; and
- ageing assets.

What does quality service to communities look like for the future? If you always do what you have always done, you always get what you have always got! How do we overcome the barriers to effective council service delivery and sharing of services?

LGAT is currently working on a project addressing the importance of 'place-making.' In our context this would involve questioning of ourselves and our community:

- What makes our Island home what it is?
- What has been valued in the past and what do we value now?
- What would we never part with and what would we want to change?
- How would we describe our municipality's key features and characteristics?

There is a paper on the LGAT website on this project. I am about to explore how we access the LGAT extranet so that I can engage more with this topic.

### **Regional Development Panel**

I enjoyed this panel event. Four panelists explored how to become an effective advocate for your beliefs, values, principles and your community. The key points I gleaned from this included:

- Find alternative ways to open doors – there is always more than one way.
- Do not escalate, dramatise or rage – engage! Social media is where people do this, so use it carefully.
- Be authentic, stay apolitical. Ask yourself: Am I proud of what I am doing? Why?
- Listen, learn, reshape how you act and how and what you say.
- Look at the evidence – don't just listen to hearsay.
- Work on your vision and articulate it.
- Try to be positive in your expression: e.g. instead of describing people as 'the unemployed' talk about 'people looking for work.'
- Value those who disagree with you but find out why they do – and learn from it.
- Politics can get in the way of policy – don't give up.
- Find the hooks that will link you to other levels of government.

- Thank people – it makes them feel better and more likely to support you.
- Pick your battles and know when to walk away. Work with mentors and be a mentor.
- Watch your timing and do your homework – identify who influences the influencers. When you may have to speak at a function, ask yourself: who might be there? What might they say? How might you respond?

#### **VOTING REQUIRMENTS**

Simple Majority

#### **RECOMMENDATION**

**That the Mayor's report including the report on the Local Government Association of Tasmania (LGAT) Conference 2019 be received.**

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## 16 Development Services and Planning Applications

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### 16.1 Development Application Report

|                       |   |
|-----------------------|---|
| <b>Action</b>         | <b>Information</b>                              |
| <b>Proponent</b>      | Council Officer                                 |
| <b>Officer</b>        | Kara Halls   Regulatory Services Officer        |
| <b>File Reference</b> | PLN/0105  |
| <b>Annexures</b>      | 16.1.1 Planner's Information Report – July 2019 |

#### **INTRODUCTION**

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

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

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

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

#### **PREVIOUS COUNCIL CONSIDERATION**

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

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

Refer to Annexure 16.1.1 Planner's Information Report – July 2019, provided by West Tamar Council.

#### **STATUTORY REQUIREMENT**

*Local Government Act 1993*

#### **VOTING REQUIREMENTS**

Simple Majority

#### **RECOMMENDATION**

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

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## 17 Notice of Motion

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### 17.1 Notice of Motion – Cr Rachel Summers – Housing Working Group Terms of Reference

|                       |   |
|-----------------------|---|
| <b>Action</b>         | <b>Decision</b>                                   |
| <b>Proponent</b>      | Councillor Rachel Summers                         |
| <b>Officer</b>        | Heidi Marshall   A/General Manager                |
| <b>File Reference</b> | GOV/0500  |
| <b>Annexures</b>      | 17.1.1 Terms of Reference – Housing Working Group |

#### NOTICE OF MOTION

**That the proposed Terms of Reference for the Housing Working Group be accepted by Council.**

#### COUNCILLOR'S REPORT

At the Ordinary Council Meeting on 21 May 2019, Council passed a resolution to form a Working Group to address issues with housing on Flinders Island.

A motion was further passed asking "That the working party prepares, as a matter of first importance, terms of reference for Council approval" (136.05.2019).

Presented today are the Terms of Reference developed at the first meeting of the Housing Working Group, for consideration and acceptance by Council.

#### PREVIOUS COUNCIL CONSIDERATION

21 May 2019                      136.05.2019

#### PREVIOUS COUNCIL DISCUSSION

Nil

#### OFFICER'S REPORT

The Terms of Reference for the Housing Working Group appear to be suitable and fit for purpose.

#### STATUTORY REQUIREMENTS

Nil

#### POLICY/STRATEGIC IMPLICATIONS

1. Population Growth

1.1 Increase the supply of affordable housing.

1.1.2 A strategy and action plan that identifies affordable housing options.

1.1.2.1 On completion of State Government's Housing Needs Analysis Report, partner with key stakeholders to scope report's recommendations.

#### BUDGET AND FINANCIAL IMPLICATIONS

Nil

#### RISK/LIABILITY

Nil

#### VOTING REQUIREMENTS

Simple Majority

**MOTION**

**Moved: Cr R Summers**

**That the proposed Terms of Reference for the Housing Working Group be accepted by Council.**



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## 18 Finance

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### 18.1 Budget Estimates 2019-20

|                       |   |
|-----------------------|---|
| <b>Action</b>         | <b>Decision</b>                         |
| <b>Proponent</b>      | Council Officer                         |
| <b>Officer</b>        | Heidi Marshall   Acting General Manager |
| <b>File Reference</b> | FIN/0701                                |
| <b>Annexures</b>      | 18.1.1 Draft Budget Estimates 2019-20   |

#### INTRODUCTION

Section 82 of the *Local Government Act 1993* (the Act), requires the General Manager to prepare Budget Estimates of the Council's revenue and expenditure for each financial year which include the estimated revenue, expenditure, borrowings and capital works, plus other details required by the Minister.

This report puts forward the proposed Budget Estimates for the 2019-20 year.

#### PREVIOUS COUNCIL CONSIDERATION

Nil

#### PREVIOUS COUNCIL DISCUSSION

|               |                  |
|---------------|------------------|
| 22 July 2019  | Council Workshop |
| 23 July 2019  | Council Workshop |
| 6 August 2019 | Council Workshop |

#### OFFICER'S REPORT

Operational costs versus operational income has **not** been in balance for some time, and basically, we have been spending beyond our means.

The 2019-20 Budget, as part of a five-year cashflow forecast, has been a challenging budget. Its main purpose is to ensure that the money in and the money out will allow us to meet our cash obligations and adhere to our legal and regulatory requirements over the next five years. In order to meet our cash obligations, the Budget Estimates:

- has a rate rise of 5%;
- labour cuts reducing Council staff by 3.3 full-time equivalent employees (FTE's);
- significant increases in Airport Landing Taxes and Passenger Taxes which provide only a very small (\$70,000) contribution towards the expensive Airport Runway upgrade which is costing Council \$1.8million;
- substantial reduction in some controllable areas such as consultancy costs and repairs;
- ensures that we comply with our grant obligations;
- ensures that the immediate future Capital Expenditure is based on 'need or compliance'.

The challenge remaining is that we carry the burden of a very expensive Airport, and the solution to the Airport Sustainability will require assistance from the State Government.

For this budget, due to the constraints with cash sustainability, the focus and basis is to ensure that Council's long-term financial objectives are achieved:

- 6.2 (i) the communities' finances will be managed to provide sustainable and responsible management of the communities' resources.

- 6.2 (v) the Financial Management Strategy aims to support the intention of Flinders Island remaining autonomous, and therefore demonstrates ongoing sustainability.

It is important to mention that in times of cash constraints, it is easy for the focus of Council to become 'Rates, Roads and Rubbish'. This is not the philosophy of this Council! We are:

- endeavoring to find ways to improve the sustainability and livability of the Municipality;
- working with various stakeholders to develop and diversify our industries; and
- we are committed to finding solutions to affordable housing.

Navigating these challenging times requires a pulling together of community to help solve some of the issues that we face, and above all, to be positive and celebrate what makes living on this Island so remarkable.

## **STATUTORY REQUIREMENT**

*Local Government Act 1993*

## **POLICY/STRATEGIC IMPLICATIONS**

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

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

4.3.12 Annual budget estimates and reviews.

## **BUDGET AND FINANCIAL IMPLICATIONS**

At present, we are operating under Section 82A of the *Local Government Act 1993* which authorises the General Manager to utilise reserves to meet the current and accruing requirements of the Council for the period 1 July to 31 August, or until the adoption of the Budget Estimates 2019/20, if sooner than 31 August. The Budget Estimate deadline for adoption by Council is 31 August 2019.

## **RISK/LIABILITY**

Very High.

Section 90(1) of the Act requires Council to pass the Budget Estimates for the 2019/20 financial year no later than 31 August 2019.

## **VOTING REQUIREMENTS**

Absolute Majority

## **RECOMMENDATION**

**That, in accordance with the provisions of Section 82 of the *Local Government Act 1993*, the Budget Estimates for the Financial Year 1 July 2019 to 30 June 2020 be adopted.**

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## 19 Governance

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### 19.1 Annual Plan 2019-20

|                       |   |
|-----------------------|---|
| <b>Action</b>         | <b>Decision</b>                         |
| <b>Proponent</b>      | Council Officer                         |
| <b>Officer</b>        | Heidi Marshall   Acting General Manager |
| <b>File Reference</b> | ADM/0200                                |
| <b>Annexures</b>      | 19.1.1 Draft Annual Plan 2019-20        |

#### INTRODUCTION

Section 71 of the *Local Government Act 1993* requires Council to prepare an Annual Plan for the municipal area each financial year. An Annual Plan is to be consistent with the Strategic Plan and include a statement of the manner which Council is to meet the goals and objectives of the Strategic Plan. A summary of the major strategies to be used in relation to its public health goals and objectives is also required.

#### PREVIOUS COUNCIL CONSIDERATION

Annually

#### PREVIOUS COUNCIL DISCUSSION

|               |                  |
|---------------|------------------|
| 22 July 2019  | Council Workshop |
| 23 July 2019  | Council Workshop |
| 6 August 2019 | Council Workshop |

#### OFFICER'S REPORT

The Annual Plan is the document upon which Council's operations and service delivery will be based for 2019-20. The Plan sets out actions, tasks and projects to be undertaken in the year ahead and how these relate to Council's Strategic Plan.

Of utmost importance is that this document forms part of the budget process. The Annual Plan identifies Council's significant service delivery activities and provides the link between the budget, strategic objectives and measurement tools to track achievements towards these outputs.

The 2019-20 year will see Council continue to provide cost-effective and community-focused service provision combined with the development and implementation of important strategic documents to guide the Council, Community and service provision in the years ahead.

Council has a statutory requirement to align its services and operations with a Strategic Plan. This Plan is critical to ensuring that the goals and aspirations of the Municipality are considered when Council sets its annual priorities, operational plans and budget allocations.

Adoption of the Annual Plan is recommended.

#### STATUTORY REQUIREMENT

*Local Government Act 1993*

#### POLICY/STRATEGIC IMPLICATIONS

4. Strategic, Efficient and Effective Organisation
- 4.3 Ensure Council meets its statutory obligations and manages corporate and community risk.

**BUDGET AND FINANCIAL IMPLICATIONS**

Minimal. Budget implications are contained in the Budget Estimates.

**RISK/LIABILITY**

No unforeseen risks so long as the Annual Plan is adopted by 31 August.

**VOTING REQUIREMENTS**

Simple majority

**RECOMMENDATION**

**That Council receives and adopts the Flinders Council Annual Plan 2019/2020 and authorises the General Manager to:**

- 1. Make a copy of the Annual Plan available for public inspection at the Council office during ordinary business hours; and**
- 2. Provide the Director of Local Government and the Director of Public Health with a copy of the Annual Plan.**

## 19.2 Corporate Credit Card Policy and Procedure

|                       |   |
|-----------------------|---|
| <b>Action</b>         | <b>Decision</b>   |
| <b>Proponent</b>      | Council Officer   |
| <b>Officer</b>        | Heidi Marshall   Acting General Manager   |
| <b>File Reference</b> | FIN/0502  |
| <b>Annexures</b>      | 19.2.1 Draft Corporate Credit Card Policy<br>19.2.2 Draft Corporate Credit Card Procedure |

### 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

|             |                |
|-------------|----------------|
| 308.08.09   | 20 August 2009 |
| 172.06.15   | 18 June 2015   |
| 119.05.2017 | 15 June 2017   |
| 173.07.2017 | 20 July 2017   |

### PREVIOUS COUNCIL DISCUSSION

|                  |               |
|------------------|---------------|
| Council Workshop | 5 May 2017    |
| Council Workshop | 6 August 2019 |

### OFFICER'S REPORT

Council has a policy that states that policies should be reviewed every four (4) years at the beginning of each new Council term. Individual Policies are otherwise updated at Council's discretion.

Council's Corporate Credit Card Policy was last reviewed in 2017. This current review has been undertaken to align it with the Local Government Association of Tasmania's Model Credit Card Policy. The procedural elements of the policy have also been removed from the Policy statement and documented in a separate Corporate Credit Card Procedure. This review has enabled changes to credit card in relation to technology and increased usage through technological platforms to be included, as well as the refining of approval and review processes.

The draft Corporate Credit Card Policy and Procedure are provided for Council's consideration.

### STATUTORY REQUIREMENT

*Local Government 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.
- 4.3.9 Maintain Council's Policy Manual and Instrument of Delegation.

### RISK/LIABILITY

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

### VOTING REQUIREMENTS

Simple Majority

**RECOMMENDATION**

**That Council adopts the Corporate Credit Card Policy and Procedure and allows them to lay on the table for 28 days.**

## 19.3 Review of Instrument of Delegation

|                       |   |
|-----------------------|---|
| <b>Action</b>         | <b>Decision</b>   |
| <b>Proponent</b>      | Council Officer   |
| <b>Officer</b>        | Heidi Marshall   A/General Manager                          |
| <b>File Reference</b> | GOV/0400  |
| <b>Annexures</b>      | 19.3.1 Draft Instrument of Delegation – revised August 2019 |

### INTRODUCTION:

The purpose of this report is to update Council's Instrument of Delegation as per the *Local Government Act 1993*.

### PREVIOUS COUNCIL DISCUSSION:

Council Workshop          6 August 2019

### PREVIOUS COUNCIL CONSIDERATION:

|             |                   |
|-------------|-------------------|
| 027.01.2009 | 20 January 2009   |
| 375.11.2010 | 18 November 2010  |
| 087.03.2011 | 17 March 2011     |
| 365.12.2012 | 13 December 2012  |
| 612.08.2013 | 15 August 2013    |
| 740.02.2014 | 13 February 2014  |
| 807.05.2014 | 15 May 2014       |
| 53.02.2015  | 19 February 2015  |
| 205.08.2017 | 17 July 2017      |
| 240.09.2018 | 13 September 2019 |

### OFFICER'S REPORT:

The purpose of the Instrument of Delegation is to ensure that the General Manager and Officers of Council have the delegation to undertake their roles and responsibilities in accordance with the *Local Government Act 1993*.

The current review has been undertaken to align the Instrument of Delegation with the Local Government Association of Tasmania's model Delegations Register and to reflect recent staff position and title changes. The reviewed document now brings delegations in line with current staffing and increases delegations across several additional Acts.

The delegation limits in the Instrument of Delegation are considered a reasonable approach to balance the governance role and function of the Council.

### STATUTORY REQUIREMENT:

*Building Act 2016*

*Building Regulations 2016*

*Burial and Cremations Act 2002*

*Dog Control Act 2000*

*Environmental Management and Pollution Control Act 1994;*

*Food Act 2003*

*Heavy Vehicle National Law (Tasmania) Act 2012*

*Land Use Planning and Approvals Act 1993*

*Land Use Planning and Approvals Regulations 2014*

*Local Government Act 1993*

*Local Government (General) Regulations 2015*

*Local Government (Building and Miscellaneous Provisions) Act 1993*

*Local Government (Highways) Act 1982*

*Public Health Act 1997*

*Resource Management & Planning Appeal Tribunal Act 1993*  
*Roads & Jetties Act 1935*  
*Strata Titles Act 1998*  
*Vehicle & Traffic Act 1999*

**POLICY/STRATEGIC IMPLICATIONS:**

- 4.0 Strategic, Efficient and Effective Organisation - Responding to risks and opportunities.
- 4.3 Ensure Council meets its statutory obligations and manages corporate and community risk.
- 4.3.4 Maintain Council's Policy Manual and Instrument of Delegation.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Nil

**RISK/LIABILITY:**

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

**VOTING REQUIREMENTS:**

Simple Majority

**RECOMMENDATION:**

**That Council adopts the Instrument of Delegation – revised August 2018.**



## 19.4 Local Government Association of Tasmania by-election - General Management Committee Member

|                       |  |
|-----------------------|--|
| <b>Action</b>         | <b>Decision</b>  |
| <b>Proponent</b>      | Council Officer  |
| <b>Officer</b>        | Heidi Marshall   Acting General Manager                                  |
| <b>File Reference</b> | COU/0305   |
| <b>Annexures</b>      | 19.4.1 Letter from Tasmanian Electoral Commission<br>19.4.2 Ballot Paper |

### INTRODUCTION

Following the election of Christina Holmdahl as Local Government Association of Tasmania (LGAT) President, in accordance with the LGAT Rules, the Tasmanian Electoral Commission is conducting a by-election for the position of General Management Committee Member (Northern Electoral District having a population of more than 20,000 members).

As a Northern District Council, Flinders Council has been provided with a ballot paper for this by-election.

### PREVIOUS COUNCIL CONSIDERATION

Nil

### PREVIOUS COUNCIL DISCUSSION

Nil

### OFFICER'S REPORT

Rule 20(j) of the LGAT Rules states; *each member shall have one vote for both population categories within its district.* Rule 20(i) states; *the postal material shall be posted by registered mail to the Mayor of each Member Council... The Mayor shall complete the ballot paper accordingly to the policy or practice of his or her council.*

The candidates standing for the position of member of the LGAT General Management Committee are:

- Albert Van Zetten, Mayor of Launceston City Council; and
- Geoff Lyons, Councilor of West Tamar Council.

For further public profile information of the two candidates standing, please see their biography on their respective Council's websites.

Council is to conduct a vote in relation to the election of a member to the LGAT General Management Committee.

### POLICY/STRATEGIC IMPLICATIONS

4. Strategic, Efficient and Effective Organisation

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.

4.1.1.3 Maintain membership and actively engage with Northern Tasmania Development Corporation (NTDC), Local Government Association of Tasmania (LGAT) and Tourism Northern Tasmania (TNT).

**BUDGET AND FINANCIAL IMPLICATIONS**

Nil

**RISK/LIABILITY**

Nil

**VOTING REQUIREMENTS**

Simple Majority

**RECOMMENDATION**

**That Council suspends the operation of Regulation 22 of the Local Government (Meeting Procedures) Regulations 2015, in accordance with Regulation 22 (9), to discuss choice of candidate.**

## 19.5 Quarterly Report on the Northern Tasmania Development Corporation Ltd.

|                       |  |
|-----------------------|--|
| <b>Action</b>         | <b>Decision</b>  |
| <b>Proponent</b>      | Council Officer  |
| <b>Officer</b>        | Heidi Marshall   Acting General Manager  |
| <b>File Reference</b> | COU/0305   |
| <b>Annexures</b>      | 19.5.1 Northern Tasmania Development Corporation's Quarterly Report April to June 2019 |

### INTRODUCTION

As permitted under Section 21 (c), Enterprise Powers of the *Local Government Act 1993*, Flinders Council become a member of the Northern Tasmania Development Corporation LTD (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 19.5.1 NTDC's Quarterly Progress Report for the April - June 2019 quarter has been provided to all member councils.

### PREVIOUS COUNCIL CONSIDERATION

Nil

### 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 and other stakeholders.

Section 21 (5) of the *Local Government Act 1993* states the following:

*"The general manager is to report to the council –*

- a) at least once every 3 months in respect of the performance of any activities carried out pursuant to (section 21 (1)) and any strategic issues related to those activities; and*
- b) any adverse developments that significantly affect or are likely to significantly affect the financial viability, the operating viability or any other aspect of any of those activities.*

I have recently engaged with NTDC's CEO, Maree Tetlow, in respect of some of the Flinders Council strategic objectives. NTDC is an important stakeholder to assist our Council as many of the challenges we encounter are also prevalent in the other Northern Tasmania councils.

### STATUTORY REQUIREMENT

*Local Government Act 1993*

### POLICY/STRATEGIC IMPLICATIONS

#### 4. Strategic, Efficient and Effective Organisation

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.

4.1.1.3 Maintain membership and actively engage with Northern Tasmania Development Corporation (NTDC), Local Government Association of Tasmania (LGAT) and Tourism Northern Tasmania (TNT).

#### **RISK/LIABILITY**

Nil

#### **VOTING REQUIREMENTS**

Simple Majority

#### **RECOMMENDATION**

**That Council notes the General Manager's quarterly report on the activities of the Northern Tasmania Development Corporation (NTDC) and the NTDC's Quarterly Report April to June 2019, provided to all member councils.**

## **19.6 Northern Tasmania Development Corporation – Draft Regional Economic Development Plan**

|                          |  |
|--------------------------|--|
| <b>Action</b>            | <b>Information</b>   |
| <b>Proponent Officer</b> | Council Officer<br>Heidi Marshall   Acting General Manager |
| <b>File Reference</b>    | COU/0305   |
| <b>Annexures</b>         | 19.6.1 NTDC Draft Regional Economic Development Plan       |

### **INTRODUCTION**

In February 2019, Council reviewed the draft Regional Economic Development Plan (REDP) prepared by Northern Tasmania Development Corporation (NTDC). After feedback from the Tasmanian Government requesting that detailed measures be removed from the original Draft REDP, the document has been revised.

The revised Draft REDP is now primarily a strategic document that outlines where the priority actions will occur, without detailed measures attached. The expectation is that more detailed measures and KPI's will be negotiated with the Tasmanian Government, as part of developing the Three-Year Implementation Plan as a supporting document to the REDP. It should be noted that NTDC has advised that the aspirational regional targets set in 2016 as part of the Regional Futures Framework are still highlighted in the new Draft of the REDP, and the strategic intent of the document has not changed from the original version previously reviewed by Council.

### **PREVIOUS COUNCIL CONSIDERATION**

Nil

### **PREVIOUS COUNCIL DISCUSSION**

Council Workshop 5 February 2019

### **OFFICER'S REPORT**

The changes to the Draft REDP are to better present the Northern Region's economic strengths, reduce the complexity, and include some aesthetic improvements that demonstrate the key points and opportunities for the region.

The next step is that NTDC will gain sign-off from the Tasmanian Government (and the Launceston City Deal Board) to release the Draft REDP for formal consultation.

The proposed timeframes are as follows:

- End of July – circulation of the Draft REDP to Councils for noting;
- August – State Government workshops;
- September – release of the Draft REDP for consultation;
- October – review/circulation to Councils and other stakeholders for final sign-off of the REDP and consideration of the Draft 3 Year Implementation Plan; and
- November – release of the endorsed REDP and the Draft 3 Year Implementation Plan.

### **POLICY/STRATEGIC IMPLICATIONS**

4. Strategic, Efficient and Effective Organisation

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 requirements are understood by key external stakeholders.

4.1.1.3 Maintain membership and actively engage with Northern Tasmania Development Corporation (NTDC), Local Government Association of Tasmania (LGAT) and Tourism Northern Tasmania (TNT).

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

The finalised REDP and the Draft Three Year Implementation Plan will form the basis for a request for a three-year funding agreement to Flinders Council, as a member council, later in 2019 for the 2020/21 budget year.

#### **RISK/LIABILITY**

Low Risk

#### **VOTING REQUIREMENTS**

Simple Majority

#### **RECOMMENDATION**

**That Council notes the draft Regional Economic Development Plan (REDP) prepared by Northern Tasmania Development Corporation (NTDC).**

## **19.7 Northern Tasmania Development Corporation – Request for one year of Population Funding**

|                       |   |
|-----------------------|---|
| <b>Action</b>         | <b>Decision</b>                         |
| <b>Proponent</b>      | Council Officer                         |
| <b>Officer</b>        | Heidi Marshall   Acting General Manager |
| <b>File Reference</b> | COU/0305                                |
| <b>Annexures</b>      | 19.7.1 NTDC Population Funding Request  |

### **INTRODUCTION**

Northern Tasmania Development Corporation (NTDC) is seeking financial contributions from member councils toward its Population Attraction Program, developed to address the Population Growth strategy identified within the Regional Economic Development Plan.

### **PREVIOUS COUNCIL CONSIDERATION**

Nil

### **PREVIOUS COUNCIL DISCUSSION**

Nil

### **OFFICER'S REPORT**

Tasmania's Population Growth Strategy seeks to increase the State's population to 650,000 by 2050 to drive economic growth, create jobs and improve the standard of living for all Tasmanians.

A Population Taskforce was established in 2018 including representatives of regional stakeholders, local government and state government. The role of the Taskforce was to review the data available on the population challenge and identify interventions that could attract and retain more working age people to the region and identify a 2050 population target.

NTDC's Regional Economic Development Plan identifies Population Growth as a strategic priority, specifically to increase the number of skilled workers in Northern Tasmania by 10,000 by 2031. NTDC has now appointed a Population Attraction Coordinator to commence work on a Population Attraction Program. The total value of the Program is \$325,000 and member councils, along with federal and state governments, have been asked to contribute financially to the Program.

As a member council of NTDC, Flinders Council has been requested to contribute \$800 towards the Program (the breakdown of council contributions can be found in Annexure 19.7.1). This funding request is additional to the funding extension previously approved by Council at the 16 July 2019 Ordinary Council Meeting.

The context of the additional \$800 is very relevant to Flinders Council today as we face an aging population and require stimulation that will attract employed, skilled workers. It is therefore recommended that we contribute to the program.

### **POLICY/STRATEGIC IMPLICATIONS**

4. Strategic, Efficient and Effective Organisation

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

### **BUDGET AND FINANCIAL IMPLICATIONS**

An added cost to Northern Tasmania Development Corporation of \$800 for 12 months of contribution to the Population Funding request.

**RISK/LIABILITY**

Low

**VOTING REQUIREMENTS**

Simple Majority

**RECOMMENDATION**

**That Council confirms the Population Program Funding request presented by Northern Tasmania Development Corporation and agrees to contribute \$800 to the Program.**



## **19.8 TasWater Quarterly Report to Owners Representatives 30 June 2019**

|                       |   |
|-----------------------|---|
| <b>Action</b>         | <b>Information</b>  |
| <b>Proponent</b>      | Council Officer   |
| <b>Officer</b>        | Heidi Marshall   Acting General Manager                                 |
| <b>File Reference</b> | COU/0312  |
| <b>Annexures</b>      | 19.8.1 TasWater Quarterly Report to Owners Representatives 30 June 2019 |

### **INTRODUCTION**

TasWater has presented its 2018-19 fourth quarter, Quarterly Report to Owners' Representatives, in accordance with the requirements of the Shareholder's Letter of Expectations.

### **PREVIOUS COUNCIL CONSIDERATION**

Nil

### **PREVIOUS COUNCIL DISCUSSION**

Nil

### **OFFICER'S REPORT**

The report outlines key aspects of the performance for the quarter ending 30 June 2019. These are followed by scorecards reflecting the status of the performance against key performance indicators outlined in the FY2019–23 Corporate Plan and the financial performance compared to the FY2018–19 Budget.

### **POLICY/STRATEGIC IMPLICATIONS**

Nil

### **BUDGET AND FINANCIAL IMPLICATIONS**

Nil

### **RISK/LIABILITY**

Nil

### **VOTING REQUIREMENTS**

Simple Majority

### **RECOMMENDATION**

**That the TasWater Quarterly Report to Owners' Representatives fourth quarter report ending 30 June 2019 be noted.**

## 19.9 Councillor Resolution Report

|                       |   |
|-----------------------|---|
| <b>Action</b>         | <b>Information</b>                              |
| <b>Proponent</b>      | Council Officer                                 |
| <b>Officer</b>        | Heidi Marshall   A/General Manager              |
| <b>File Reference</b> | COU/0300  |
| <b>Annexures</b>      | 19.9.1 Councillor Resolution Report August 2019 |

### **INTRODUCTION**

This report identifies the actions taken and actual costs associated with implementing resolutions passed by elected members up to August 2019.

### **PREVIOUS COUNCIL CONSIDERATION**

The report is presented on a monthly basis.

### **OFFICER'S REPORT**

Please read Annexure 19.9.1 Councillor Resolution Report August 2019– Councillor Resolution Report August 2019.

### **VOTING REQUIREMENTS**

Simple Majority

### **RECOMMENDATION**

**That the Councillor Resolution Report for August 2019 be noted.**

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**Meeting Closed \_\_\_\_: \_\_\_\_**

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