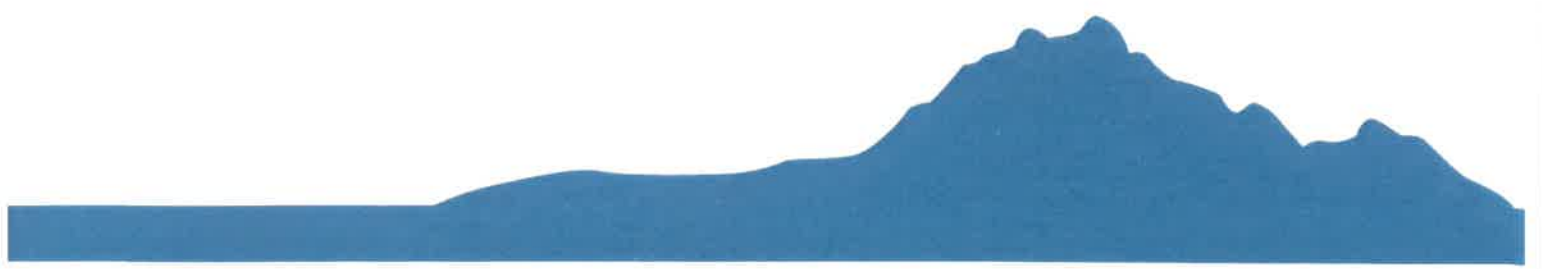




Agenda Ordinary Council Meeting

28 July 2020



CERTIFICATION

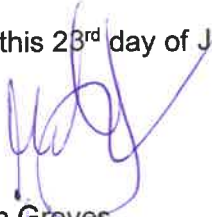
"I certify that with respect to all advice, information or recommendation provided to Council with this agenda:

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 23rd day of July 2020.



Warren Groves
GENERAL MANAGER

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Flinders Council Ordinary Meeting - Agenda

Tuesday 28 July 2020

Venue Flinders Arts and Entertainment Centre, Whitemark
Commencing 9.30am

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

Apologies Nil

Attendees - Staff Warren Groves | General Manager
Vicki Warden | Executive Officer (minute taker)

1 Acknowledgment of Country

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

2 Confirmation of Minutes

RECOMMENDATION

That the Minutes from the Special Council Meeting held on 19 May 2020 and the Ordinary Council Meeting held on 21 June 2020 be confirmed.

3 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.*

4 Councillor's Questions on Notice

None received.

5 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.

6 Late Agenda Items

7 Declaration of Pecuniary Interest

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.

8 Conflict of Interest

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.

9 Petitions

10 Workshops & Information Forums

File No. COU/0205

Council Workshop – 16 June 2020

Council held a Workshop on the following subjects:

- Item 1 Strategic (Town) Planning
- Item 2 Community Grant Applications
- Item 3 Budget
- Item 4 Annual Plan

Councillors in Attendance

Mayor Annie Revie

Cr Peter Rhodes

Deputy Mayor David Williams

Cr Rachel Summers

Cr Aaron Burke

Cr Vanessa Grace

Apologies

Cr Sharon Blyth

Staff and Consultants in Attendance

Warren Groves

General Manager

Mick Purves

Consultant Strategic (Town) Planner (Item 1)

Jacci Viney

Development Services Coordinator (Item 1)

Sammi Gowthorp

Community Development Officer (Item 2)

Vicki Warden

Executive Officer (Items 2 – 4)

Heidi Marshall

Finance Organisational Performance Manager (Items 2 – 4)

Council Workshop – 23 June 2020

Council held a Workshop on the following subjects:

- Item 1 Confidential Discussion
- Item 2 General Manager's Update
- Item 3 Strategic Plan
- Item 4 Strategic (Town) Planning
- Item 5 Northern Tasmania Development Corporation
-

Councillors in Attendance

Mayor Annie Revie

Cr Peter Rhodes

Deputy Mayor David Williams

Cr Rachel Summers

Cr Sharon Blyth

Cr Aaron Burke

Cr Vanessa Grace

Apologies

Nil

Staff and Consultants in Attendance

Warren Groves

General Manager

Heidi Marshall

Finance Organisational Performance Manager (Item 1)

Vicki Warden

Executive Officer (Items 1 & 3)

Mick Purves

Consultant Strategic (Town) Planner (Item 4)

Jacci Viney

Development Services Coordinator (Item 4)

Council Workshop – 30 June 2020

Council held a Workshop on the following subjects:

- Item 1 Strategic Plan – Community Survey
- Item 2 Bluff Track
- Item 3 Budget and Annual Plan
- Item 4 Workshop Schedule - July

Councillors in Attendance

Acting Mayor David Williams

Cr Sharon Blyth

Cr Aaron Burke

Cr Vanessa Grace

Cr Peter Rhodes

Cr Rachel Summers

Apologies

Mayor Annie Revie

Staff and Consultants in Attendance

Warren Groves General Manager

Rowena Nicholls Executive Officer (Item 1-3)

Sammi Gowthorp Community Development Officer (Item 1)

Heidi Marshall Finance Organisational Performance Manager (Item 3)

Council Workshop – 7 July 2020

Council held a Workshop on the following subjects:

- Item 1 Enforcement Policy
- Item 2 Safe Harbour
- Item 3 Bluff Track
- Item 4 Roads Program
- Item 5 Workshop schedule
- Item 6 Annual Plan
- Item 7 Blue Sky Thinking

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 and Consultants in Attendance

Warren Groves General Manager

Vicki Warden Executive Officer

Jacci Viney Development Services Coordinator (Item 1)

Heidi Marshall Finance Organisational Performance Manager (Item 4)

Council Workshop – 14 July 2020

Council held a Workshop on the following subjects:

- Item 1 Strategic Plan Community Survey
- Item 2 Budget / Annual Plan
- Item 3 Tribunal Appeal
- Item 4 Key Compliance Issues
- Item 5 Council Policy Manual Policy

Councillors in Attendance

Mayor Annie Revie
Deputy Mayor David Williams (Items 3 - 5)
Cr Vanessa Grace

Cr Peter Rhodes
Cr Rachel Summers

Apologies

Cr Sharon Blyth
Cr Aaron Burke

Staff and Consultants in Attendance

Warren Groves General Manager
Vicki Warden Executive Officer (Items 1 & 5)
Sammi Gowthorp Community Development Officer (Item 1)
Heidi Marshall Finance Organisational Performance Manager (Item 2)
Brian Barnewall Works & Services Manager (Item 2)
Jacci Viney Development Services Coordinator (Item 3)
Marc Edwards Senior Associate | Page Seager (Item 3)

Council Workshop – 21 July 2020

Council held a Workshop on the following subjects:

- Item 1 Waste Management - Community and Stakeholder Consultation
- Item 2 Spring into Scavenge Program
- Item 3 Workshop Schedule
- Item 4 Review of Special Committees
- Item 5 Local Government Association of Tasmania AGM & General Meeting
- Item 6 Feasibility and desirability of audio recording Council Meetings

Councillors in Attendance

Mayor Annie Revie
Deputy Mayor David Williams
Cr Aaron Burke

Cr Peter Rhodes
Cr Rachel Summers

Apologies

Cr Sharon Blyth
Cr Vanessa Grace

Staff and Consultants in Attendance

Warren Groves General Manager
Vicki Warden Executive Officer
Sammi Gowthorp Community Development Officer (Item 1 - 4)
Jacci Viney Development Services Coordinator (Item 3)

RECOMMENDATION

That the Council Workshops held on 16, 23, and 30 June and 7, 14, and 21 July 2020 be noted.

11 Publications/Reports Tabled for Council Information

12 Reports to be Received

12.1 Whitemark Community Gym Special Committee

File Reference CDV/0702

Annexure 12.1.1 Whitemark Community Gym Special Committee Meeting 1 June 2020 Unconfirmed Minutes

OFFICER'S REPORT (Warren Groves, General Manager):

The unconfirmed minutes of the Whitemark Community Gym Special Committee meeting held Monday, 1 June 2020 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 1 June 2020 be noted.

13 Councillors' Reports

None received.

14 Mayor's Report

Action	Information
Proponent	Mayor A Revie and Acting Mayor D Williams
File Reference	COU/0600
Annexures	Nil

Mayor Annie Revie

APPOINTMENTS

DATE	
15/6/20	Phone hook-up with Michael Ferguson, Warren Groves, David Williams
15/6	Fran Bryson Lady Barron Waste Transfer Station
16/6 – 5/7	Sick leave
6/7	On-line meeting with Mark Shelton
6/7	Meeting with Warren Groves
7/7	Council Workshop
8/7	Waste team meeting
13/7	Administration
14/7	Council Workshop
15/7	Administration
16/7	Meeting with Rob Hammond and administration
17/7	General Manager's Performance Review Committee Meeting
19/7	Administration
20/7	Administration

CORRESPONDENCE IN

30/6	Joan Warner	Importance of local radio
30/6	Mike Pickford	Receiving surveys
1/7	Mike Pickford	Response
3/7	Senator Wendy Askew	COVID-19 recovery
3/7	Federal Government	Letter of offer regarding Grant agreement
7/7	Local Government Association of Tasmania (LGAT)	Annual General Meeting
7/7	Peter Jeffrey	Business recovery COVID-19
7/7	LGAT	Premiers' points on current travel directions
16/7	LGAT	New online travel registration for Tasmania - G2G Pass

CORRESPONDENCE OUT

30/6	Mike Pickford	Response to survey query
8/7	Michael Buck	Forward Business Recovery COVID-19
15/7	Aimee and Connor Wheatley	Spring into Scavenge
17/7	LGAT	Flinders Council delegate for Annual General Meeting (AGM)
17/7	Flinders Councillors	LGAT AGM
19/7	Flinders Councillors	Online travel registration for Tasmania - G2G Pass

Acting Mayor David Williams (16 June – 5 July 2020)

APPOINTMENTS

DATE	
24/6/20	Telephone call Dennis Cooper - Boat ramp
26/6	Meeting with Warren Groves
1/7	Telephone call Dennis Cooper - Boat Ramp
2/7	Telephone call Dennis Cooper - Boat Ramp
2/7	Meeting with Rob Holloway – Boat Ramp
2/7	Telephone call D'reen Lovegrove - Road Trimming

CORRESPONDENCE OUT

29/6	Flinders Island Show Society Incorporated	Letter regarding In-Kind support for five years from 2021
29/6	Flinders Island Show Society Incorporated, Altmoor Branch CWA, Furneaux CWA Rest Room Committee, Kathleen Ives-Heap	Letters to successful applicants of Community Grant

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the Mayor and Acting Mayor's reports be received.

15 Development Services and Planning Applications

15.1 Development Application Report

Action	Information
Proponent	Council Officer
Officer	Emma Egan Regulatory Services Officer
File Reference	PLN/0105
Annexures	15.1.1 Planner's Information Report – June 2020

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 General Manager.

OFFICER'S REPORT

Refer to Annexure 15.1.1, Planner's Information Report – June 2020, provided by West Tamar Council.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the Planner's Information Report – June 2020 be received.

16 Finance

16.1 Rates and Charges for 2020/21

Action	Decision
Proponent	Council Officer
Officers	Heidi Marshall Finance Organisational Performance Manager Dianne Walsh Finance Officer
File Reference	FIN/0701 and FIN/1205
Annexures	16.1.1 Rates Summary – Budget 2020/2021 16.1.2 Land Use Codes

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.

As part of these Budget Estimates, and pursuant to section 90 of the Act, Council can raise rates on all rateable land (i.e. all land except the land set out in section 87 of *the Act*) within the Flinders municipal area.

Rates may vary from year-to-year based on a combination of changes in the capital value of properties, changes in the rate in the dollar applied, and changes in fixed charge component. This year, due to the COVID-19 pandemic, Council approved a zero-rate rise for Budget 2020/21 on 28 April 2020 and confirmed the decision at the June 2020 Council meeting.

This report puts forward the proposed rates resolution for the 2020/21 Budget which is in line with these actions.

PREVIOUS COUNCIL CONSIDERATION

28 April 2020	87.4.2020
23 June 2020	120.6.2020

PREVIOUS COUNCIL DISCUSSION

4 June 2019	Council Workshop
16 April 2020	Council Workshop
7 July 2020	Council Workshop

OFFICER'S REPORT:

The Long-term Financial Management Plan assumes a minimum CPI increase, however due to the COVID-19 pandemic, a zero percent rate rise has been applied.

Fire Services Contribution

Pursuant to the *Fire Service Act 1979*, Council is required to collect funds for firefighting services throughout the State.

S.93A of *the Act* grants Council the power to make one or more service rates for the purpose of collecting those funds.

The amount generated, less legislated collection costs, will be forwarded to the State Fire Commission who has indicated that the minimum levy will be \$41 per assessment.

Payments

The payment provisions within the proposed resolution including penalty and daily interest charges are in accordance with *the Act*, consistent with previous years, in accordance with Council's Rating and Charges Policy, and in line with practices in other Councils.

STATUTORY REQUIREMENT

Local Government Act 1993

POLICY/STRATEGIC IMPLICATIONS

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

BUDGET AND FINANCIAL IMPLICATIONS

Council is tasked to review its Strategic Plan, and the Strategic Long-term Financial and Asset Management Plans and Policies of the Council, within the Budget 2020/21. During this financial year an assessment of the future impacts on rates will be reviewed as part of this process.

RISK/LIABILITY

High.

At present, to address our financial needs and sustainability, we have few options available. Government grants require long-term relationship building and with no sure outcomes. Therefore, our only reliable mechanisms remain with rates and user fees.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATIONS

In accordance with the provisions of the *Local Government Act 1993*, the Flinders Council hereby makes the following rates and charges for the period commencing 1 July 2020 and ending 30 June 2021:

1. Definitions & Interpretations

- (a) 'Act' means the *Local Government Act 1993*;
- (b) 'Council' means the Flinders Council;
- (c) 'land' has the meaning given to that term in section 86 of the Act;
- (d) 'Land Use Codes' means the relevant subcategories, of the use or predominant use of the land, set out as uses of land in the most recent Land Use Codes provided to the councils by the Valuer-General and published on the internet by the Tasmanian Government as part of the Land Information System Tasmania;
- (e) 'Municipal Area' means the municipal area of the Council as defined in section 3 of the Act;
- (f) 'rateable land' means all land excepting land exempt by operation of section 87(1) of the Act; and
- (g) Super Land Use Group means the groups of Land Use Codes set out in column B of annexure 16.1.2 to this resolution.

2. General Rates & Variations

- 2.1. Pursuant to sections 90 and 91 of the Act, Council makes the following two-component general rate for all rateable land within the Municipal Area for the financial year commencing on 1 July 2020 and ending on 30 June 2021:

- (a) a rate 0.4123319 cents in the dollar of Capital Value; and
- (b) a Fixed Charge in the amount of \$400.

2.2. Pursuant to section 107(1) of the Act, Council hereby varies the general rate (as previously made) according to one or more of the following factors:

- (a) the use or predominant use of the land;
- (b) the non-use of land;
- (c) the locality of the land; and/or
- (d) the prescribed factor of Land Use Codes pursuant to r.33(c) of the *Local Government (General) Regulations 2015* (here referred to as Land Use Codes),

in accordance with the following Variation Table:

VARIATION TABLE		
Locality	Use/Non-use/Land Use Codes	Variation
Flinders Island Bass Strait Islands	Rateable land subject to any Land Use Code within the Super Land Use Group “Commercial” EXCEPTING the following: <ul style="list-style-type: none"> • C40 (Hotel / Motel); • P32 (Transport – Aviation); • P321 (Transport-Aviation-Private); and • V2 (Vacant-Commercial). (i.e. Non-Vacant Commercial) 	Nil change to rate 0.494798 cents in the dollar of Capital Value
Flinders Island Bass Strait Islands	Rateable land subject to the Land Use Code C40 (Hotel / Motel). (i.e. Non-Vacant Commercial – Hotel / Motel)	Nil change in rate of 0.536031 cents in the dollar of Capital Value
Flinders Island Bass Strait Islands	Rateable land subject to any of the following Land Use Codes: <ul style="list-style-type: none"> • P32 (Transport – Aviation); and • P321 (Transport-Aviation-Private). (i.e. Non-Vacant Commercial – Aviation)	Nil change in rate 0.556648 cents in the dollar of Capital Value
Flinders Island Bass Strait Islands	Rateable land subject to any Land Use Code within the Super Land Use Group “Residential” EXCEPTING the following: <ul style="list-style-type: none"> • V5 (Vacant-Rural Residential); • V4 (Vacant-Englobo/Broad Hectares); • V1 (Vacant-Residential); and • V (Vacant Land). (i.e. Non-Vacant Residential)	Nil change in rate 0.391715 cents in the dollar of Capital Value

VARIATION TABLE		
Locality	Use/Non-use/Land Use Codes	Variation
Cape Barren Island	Rateable land subject to any Land Use Code within the Super Land Use Group “Commercial” EXCEPTING V2 (Vacant-Commercial). (i.e. Non-Vacant Commercial)	Nil change in rate 0.453564 cents in the dollar of capital value
Cape Barren Island	Rateable land subject to the Land Use Codes within the Super Land Use Group “Residential” EXCEPTING the following: <ul style="list-style-type: none"> • V5 (Vacant-Rural Residential); • V4 (Vacant-Englobo/Broad Hectares); • V1 (Vacant-Residential); and • V (Vacant Land). (i.e. Non-Vacant Residential)	Nil change in rate 0.350482 cents in the dollar of Capital Value
Cape Barren Island	<ul style="list-style-type: none"> • Rateable land subject to any of the Land Use Codes within the Super Land Use Group “Community Services” that is not vacant. (i.e. Non-Vacant Community Services) • Rateable land subject to any of the Land Use Codes within the Super Land Use Group “Industrial” that is not vacant. (i.e. Non-Vacant Industrial) • Rateable land subject to any of the Land Use Codes within the Super Land Use Group “Primary Production” that is not vacant. (i.e. Non-Vacant Primary Production) • Rateable land subject to any of the following Land Use Codes: <ul style="list-style-type: none"> ~ V2 (Vacant-Commercial); ~ V5 (Vacant-Rural Residential); ~ V4 (Vacant-Englobo/Broad Hectares); ~ V1 (Vacant-Residential); and ~ V (Vacant Land). (i.e. Vacant) 	Nil change in rate 0.371098 cents in the dollar of Capital Value

3 Fire Service Contribution

3.1 Pursuant to Section 81 of the *Fire Service Act 1979* and Section 93A of the Act, for the period commencing 1 July 2020 and ending 30 June 2021 Council hereby makes the following service rate for the purposes of collecting the fire service contribution from all rateable land in the Municipal Area:

- (a) a rate of 0.3620900 cents in the dollar of Assessed Annual Value with a minimum amount payable of \$41.00.**

4 Separate Land

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

5 Adjusted Values

5.1 For the purposes of each of these resolutions, any reference to Capital Value and Assessed Annual Value includes a reference to that value as may be adjusted pursuant to section 89 of the Act.

6 Payment of Rates & Charges

6.1 Pursuant to section 124 of the Act, the rates and charges as set out in parts 2 and 3 of this resolution will be payable in two instalments with the following payment schedule:

- (a) the first instalment must be made on or before the 31st day of October 2020; and**
- (b) the second instalment must be made on or before the 28th day of February 2021.**

6.2 Pursuant to section 124(5) of the Act, where a ratepayer fails to pay any instalment within 21 days of the date on which that instalment falls due for payment, Council may require the ratepayer to pay the full amount owing for the financial year.

6.3 Pursuant to section 128 of the Act, if any rate or instalment is not paid on or before the date it falls due for payment, Council imposes the following penalties:

- (a) a penalty of 5% of the amount of the unpaid rate or instalment; and**
- (b) a daily interest charge 0.00547945% (2% per annum) in respect of the relevant outstanding amount.**

16.2 Budget Estimates 2020-21

Action	Decision
Proponent	Council Officer
Officer	Heidi Marshall Finance Organisational Performance Manager
File Reference	FIN/0701
Associated Papers	16.2.1 Budget Estimates 2020-21

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 2020-21 year.

PREVIOUS COUNCIL CONSIDERATION

Nil

PREVIOUS COUNCIL DISCUSSION

22 July 2019	Council Workshop
23 July 2019	Council Workshop
6 August 2019	Council Workshop
16 June 2020	Council Workshop
30 June 2020	Council Workshop

OFFICER'S REPORT

The COVID-19 pandemic has presented many challenges for the 2020-21 Budget. Passenger travel has significantly declined within the the last six months, therefore budget projections of income from Airport User fees are expected to be 30% below normal levels.

Many areas have been reviewed, and costs reduced to accommodate the expected economic slump, but cost rises in areas such as insurances have been unavoidable.

This year efforts will be made to utilise the Australian Government's Local Roads and Community Infrastructure Grant of \$298,000 to assist in maintaining Council's assets.

Capital additions have focused on assisting a way forward on the Waste Strategy and replacing essential plant.

Rates have had a zero-rate rise, and many income areas have faced decline due the COVID-19 impacts.

The five-year cashflow forecast, however, shows a much-improved position over last year, indicating that we can hold onto our cash for a few more years. This is due to securing 100% funding for the Airport Runway Upgrade of \$3.6 million, instead of 50%, which mitigates the need to pay \$1.8 million out of Council reserves.

Future strategies will need to review how to stabilise the downward trend of the cash reserves.

STATUTORY REQUIREMENT

Local Government Act 1993

POLICY/STRATEGIC IMPLICATIONS

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

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 2020, or until the adoption of the Budget Estimates 2020-21, if sooner than 31 August. The Budget Estimate deadline for adoption by Council is 31 August 2020.

RISK/LIABILITY

High

Section 90(1) of the Act requires Council to pass the Budget Estimates for the 2020/21 financial year no later than 31 August 2020.

VOTING REQUIREMENTS

Absolute Majority

RECOMMENDATION

That Council, in accordance with the provisions of Section 82 of the *Local Government Act 1993*, adopts the Budget Estimates for the Financial Year 1 July 2020 to 30 June 2021.

17 Governance

17.1 Annual Plan 2020-21

Action	Decision
Proponent	Council Officer
Officer	Warren Groves General Manager
File Reference	ADM/0200
Annexures	17.1.1 Annual Plan 2020-21

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

16 June 2020	Council Workshop
30 June 2020	Council Workshop
7 July 2020	Council Workshop
14 July 2020	Council Workshop

OFFICER'S REPORT

The Annual Plan is the document upon which Council's operations and service delivery will be based for 2020-2021. The Plan sets out actions 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 2020-2021 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.

Adoption of the Annual Plan is recommended.

STATUTORY REQUIREMENT

Local Government Act 1993

POLICY/STRATEGIC IMPLICATIONS

Nil

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.

VOTING REQUIREMENTS

Simple majority

RECOMMENDATION

That Council receives and adopts the Flinders Council Annual Plan 2020-2021 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.

17.2 Policies to be Reviewed – Flinders Council Policy Manual Policy, Corporate Credit Card Policy and Rates and Charges Policy

Action	Decision
Proponent	Council Officer
Officer	Warren Groves General Manager
File Reference	ADM/0600, FIN/0502, FIN/0701, FIN/1207
Annexures	17.2.1 Flinders Council Policy Manual Policy 17.2.2 Corporate Credit Card Policy 17.2.3 Rates and Charges Policy

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

Flinders Council Policy Manual Policy

123.06.94	14 June 1994
301.12.01	13 December 2001
281.09.10	23 September 2010
342.11.12	15 November 2012
08.01.2016	21 January 2016

Corporate Credit Card Policy

308.08.2009	20 August 2009
172.06.2015	18 June 2015
173.07.2017	20 July 2017
222.08.2019	20 August 2019

Rates and Charges Policy

220.07.2012	26 July 2012
169.07.2017	20 July 2017

PREVIOUS COUNCIL DISCUSSION

14 July 2020 Council Workshop (Flinders Council Policy Manual Policy)

OFFICER'S REPORT

Council has a policy that states that policies should be reviewed every four years. Council is in the process of reviewing the Policy Manual in its entirety in order to ensure all policies are relevant, up-to-date, and as concise and readable as possible.

Flinders Council Policy Manual Policy

Council reviewed the Flinders Council Policy Manual Policy at the 14 July 2020 Workshop. Minor changes to the wording were affected at sections 2, 3 and 4.4 to improve clarity of intent and readability.

Corporate Credit Card Policy

Mayor Annie Revie reviewed the Corporate Credit Card Policy and has recommended changes throughout the document to simplify the Policy and improve readability.

Rates and Charges Policy

Council Officers have reviewed the Rates and Charges Policy and have no changes to recommend.

STATUTORY REQUIREMENT

Local Government Act 1993

POLICY/STRATEGIC IMPLICATIONS

Nil

RISK/LIABILITY

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council approves the Flinders Council Policy Manual Policy, the Corporate Credit Card Policy and the Rates and Charges Policy and allows them to lay on the table for 28 days for public comment.

17.3 Policies to be Rescinded – Investment Policy and Customer Service Charter Policy

Action	Decision
Proponent Officer	Council Officer Warren Groves General Manager
File Reference	FIN/0501, COU/0303
Annexures	17.3.1 Investment Policy 17.3.2 Customer Service Charter Policy

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

Investment Policy

21 May 2009	170.05.09
18 December 2014	952.12.2014
21 January 2016	04.01.2016
17 March 2016	51.03.2016
20 July 2017	174.07.2017

Customer Service Charter Policy

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

OFFICER'S REPORT

Council has a policy that states that policies should be reviewed every four years. Officers have been reviewing the Policy Manual in its entirety and found the following policies to be no longer required.

Investment Policy

The objective of this Policy is to authorise and regulate the investment of Council's uncommitted funds to maximise earnings from authorised investments.

In 2019, the Flinders Council Audit Panel expressed concerns about the management of Council's Investment Portfolio and recommended that Council review the investment and the Investment Policy in view of these concerns. Since that time, Council's investments have been liquidated and Officers have reviewed the Policy.

It is recommended that, as Council does not currently have uncommitted funds available for investment, and will not for the foreseeable future, the Policy be rescinded.

Customer Service Charter Policy

Council is required to maintain a Customer Service Charter to meet the requirements of Section 339F of the *Local Government Act 1993*. In December 2019, Council adopted a user-friendly Customer Service Charter, which was based on the Customer Service Charter Policy and is readily available at Council's reception desk.

With the existence of the new Customer Service Charter, the Policy is no longer required. It is therefore recommended that the policy be rescinded.

STATUTORY REQUIREMENT

Local Government Act 1993

POLICY/STRATEGIC IMPLICATIONS

Nil

RISK/LIABILITY

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

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council resolves to rescind the Investment Policy and Customer Service Charter Policy and allows them to lay on the table for 28 days for public comment.

17.4 Enforcement Policy and Procedure

Action	Information
Proponent	Council Officer
Officer	Warren Groves General Manager
File Reference	ADM/0900
Annexures	17.4.1 Draft Enforcement Policy 17.4.2 Draft Enforcement 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

Nil

PREVIOUS COUNCIL DISCUSSION

7 July 2020 Council Workshop

OFFICER'S REPORT

The Enforcement Policy has been created to provide guidance to Council and Community on matters of breaches of Acts that Council is responsible to uphold.

The Enforcement Policy is annexed with a risk matrix and an associated Procedure document, to provide additional clarity.

STATUTORY REQUIREMENT

Nil

POLICY/STRATEGIC IMPLICATIONS

Nil

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 endorses the Enforcement Policy and Procedure and allows it to lay on the table for 28 days.

17.5 Northern Tasmania Development Corporation Annual Contribution

Action	Decision
Proponent	Council Officer
Officer	Warren Groves General Manager
File Reference	COU/0305
Annexures	Nil

INTRODUCTION

The Northern Tasmania Development Corporation (NTDC) is currently funded by seven northern Council members, of which Flinders Council is one member. Amongst their stated aims is “to facilitate significant improvement in prosperity in the North and North-East Tasmania.” The NTDC was established in February 2017 “to achieve the targets set out in the Northern Regional Futures Framework and is committed to move to a new era of collaborative, innovative and sustainable economic growth in the region.” In general terms, the NTDC identifies ways to “continually boost economic output, increase investment, create more jobs, and to raise average wage levels.”

PREVIOUS COUNCIL CONSIDERATION

Nil

PREVIOUS COUNCIL DISCUSSION

The CEO of NTDC, Mark Baker presented to a Council workshop via zoom on 14 July 2020.

OFFICER’S REPORT

Council has received an invoice from NTDC for its annual contribution for the 2020/21 financial year, as well as a contribution to the Population Program for the same period. The total of both contributions for this period is \$7,595.00.

The contribution amount or subscription fee is determined by the sum of a fixed component and a variable component. The fixed component is determined for each council in three bands of population: 0-5000, 5001-10,000 and 10,001 upwards. The variable component is calculated at \$2.53 per head of population. NTDC agreed, in light of COVID-19 impact and councils’ efforts with hardship policies, to not increase this by CPI.

The rationale behind membership of NTDC is that it works on behalf of the seven northern councils, funded by their collective contributions, on agreed programs to the mutual benefit of the councils from within the northern region.

The strength of any subscription or contribution funded organisation is the relative, and in some cases subjective, collective value or benefit to individual members, as compared to what they could potentially achieve individually.

The question in this case is whether Councillors believe Council is getting \$7,595.00 worth of value, either from the programs implemented by NTDC, or from belonging to this organisation.

STATUTORY REQUIREMENT

Local Government Act 1993

POLICY/STRATEGIC IMPLICATIONS

Nil

BUDGET AND FINANCIAL IMPLICATIONS

Nil

RISK/LIABILITY

Low

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

This is a matter for Council to decide.

17.6 Safe Harbour Community Survey

Action	Decision
Proponent	Council Officer
Officer	Warren Groves General Manager
File Reference	COM/0402, ASM/0200
Annexures	17.6.1 Safe Harbour Community Survey

INTRODUCTION

At the 19 May 2020 Council Meeting, Council resolved to undertake a community survey over three weeks to ascertain the level of community support for a council-owned breakwater (and additional associated structures if money allows) at Lady Barron. The closing date for the survey was 24 June and the survey results are presented in this report.

PREVIOUS COUNCIL CONSIDERATION

93.5.2020 19 May 2020

PREVIOUS COUNCIL DISCUSSION

Nil

OFFICER'S REPORT

The Safe Harbour Community Survey was issued to all those on the Flinders Council General Manager's Roll and the Flinders Municipality sub-division of the State Electoral Roll. There was an excellent response to the survey and Council is appreciative of the significant level of input from the Community.

Of the 832 surveys issued, 505 were received by the closing date, which is a substantial 60.6% response.

Of the responses received:

- 280 (or 58%) were in support of the Safe Harbour Project; and
- 202 (or 41.9%) were NOT in support of the Safe Harbour Project.

There were 17 surveys 'returned to sender' and 6 informal responses which unfortunately could not be included in the final result.

The survey result has been published in Island News and on Social media. The result will be included in Council's grant application to the Federal Government for the \$3 million funding for the project, as evidence of Council's community consultation, as well as quantifying the level of community support.

STATUTORY REQUIREMENT

Local Government Act 1993

POLICY/STRATEGIC IMPLICATIONS

Access and Connectivity - Maintain or better the standard of sea access to the Islands - Economic viability of developing an all-weather recreational and leisure-vessel harbour investigated. AP1920-17 Work with the State Government to facilitate the Flinders Island Marine Access and Safe Harbour Project.

BUDGET AND FINANCIAL IMPLICATIONS

Nil

RISK/LIABILITY

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council notes the Officer's Report on the results of the Safe Harbour Community Survey.

17.7 Use of the Flinders Council Common Seal

Action	Information
Proponent	Council Officer
Officer	Warren Groves General Manager
File Reference	GOV/1000
Annexures	17.7.1 Common Seal Register April to June 2020

INTRODUCTION

The purpose of this report is to provide Councillors with an update on the use of the Flinders Council Common Seal, as per the Council motion 216.09.2016 passed at the 22 September 2016 Council Meeting.

PREVIOUS COUNCIL CONSIDERATION

216.09.2016 22 September 2016
From January 2017, considered quarterly.

OFFICER'S REPORT

The use of the Flinders Council Common Seal binds the Council to act in accordance with the provisions of the document to which it is attached and it is important that Councillors know the details of those documents so that they are aware of commitments to which the Council has become obligated.

The Flinders Council Common Seal Register was created on 26 September 2016 and is available to Councillors on request at any time. A report on the use of the Flinders Council Common Seal will be included in Council Meeting Agendas on a quarterly basis.

Annexure 17.7.1 details the use of the Flinders Council Common Seal from April to June 2020.

STATUTORY REQUIREMENT

Local Government Act 1993

POLICY/STRATEGIC IMPLICATIONS

No policy exists on this matter.

BUDGET AND FINANCIAL IMPLICATIONS

Nil

RISK/LIABILITY

Minimum

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the report on the use of the Flinders Council Common Seal from April to June 2020 be received.

17.8 Council's 2019/20 4th Quarter Report against the Annual Plan

Action	Information
Proponent	Council Officer
Officer	Warren Groves General Manager
File Reference	COU/0600
Annexures	17.8.1 Council's 2019/20 4 th Quarter Report (April - June 2020)

INTRODUCTION

The purpose of this report is to provide Councillors with progress updates on the various Annual Plan actions undertaken by the whole of Council for the fourth quarter of the 2019/20 financial year.

PREVIOUS COUNCIL CONSIDERATION

Provided as quarterly reports.

OFFICER'S REPORT

For the 2019/20 year, Council has moved to an in-house quarterly reporting system. The report, Annexure 17.8.1, is the fourth report to be generated via the new process.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the Council's 2019/20 4th Quarter Report against the Annual Plan (April - June 2020) be received and accepted by Council.

17.9 Councillor Resolution Report

Action	Information
Proponent	Council Officer
Officer	Warren Groves General Manager
File Reference	GOV/0300
Annexures	17.9.1 Councillor Resolution Report July 2020

INTRODUCTION

The Councillor Resolution Report identifies resolutions passed by elected members and the actions taken to implement the decisions.

PREVIOUS COUNCIL CONSIDERATION

The Report is presented on a monthly basis.

OFFICER'S REPORT

Please read Annexure 17.9.1 – Councillor Resolution Report July 2020.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the Councillor Resolution Report July 2020 be noted.

18 CLOSED COUNCIL

18.1 Resolution of Appeal - Development Application 2019/027

18.2 General Manager's Confidential Briefing

18.3 Report to be Received - General Manager's Performance Review Committee

18.4 Notion of Motion - General Manager's Performance Review – Probation Period

Action	Information
Proponent	Council Officer
Officer	Warren Groves General Manager

REASON FOR CLOSED COUNCIL

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

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

18.3 and 18.4 are **CONFIDENTIAL** in accordance with Section 15(2) (a) of the *Local Government (Meeting Procedures) Regulations 2015*.

VOTING REQUIREMENTS

Absolute Majority

RECOMMENDATION

That Council moves into Closed Council.

Meeting Closed
