



FLINDERS
COUNCIL

Confirmed Minutes
Ordinary Council Meeting
16th January 2014

FLINDERS COUNCIL ORDINARY MEETING

CONFIRMED MINUTES

DATE: Thursday 16th January 2014
VENUE: Flinders Art and Entertainment Centre, Whitemark
COMMENCING: 1.00 pm

PRESENT

Mayor Carol Cox
Deputy Mayor David Williams
Cr Marc Cobham
Cr Peter Rhodes
Cr Mary-Anne Roberts
Cr Gerald Willis
Cr Ronald Wise

APOLOGIES

Nil

STAFF IN ATTENDANCE

Raoul Harper	- General Manager	(1.00 – 1.18pm)
Vicki Warden	- Executive Assistant	(1.00 – 1.18pm)

CONFIRMATION OF MINUTES

717.01.2014 **Moved:** Cr M Roberts **Seconded:** Cr P Rhodes
That the Minutes from the Ordinary Council Meeting held on the 19th
December 2013 be confirmed.

CARRIED UNANIMOUSLY (7-0)

For: Mayor Carol Cox, Deputy Mayor David Williams, Cr Marc Cobham, Cr Peter Rhodes, Cr Mary-Anne Roberts, Cr Gerald Willis and Cr Ronald Wise.

PUBLIC QUESTION TIME

Question 1: Cr P Rhodes on behalf of June Klugg

Could Council investigate options for a designated disabled persons parking zone close to the MPC surgery access?

Mayor's Response: Question taken on notice.

Question 2: Cr G Willis on behalf of Shirley Holloway

Can the meeting be updated on progress with respect to an abatement notice for the property adjoining the Lady Barron Memorial Hall in West St, Lady Barron.

Mayor's Response: An abatement notice has been sent and the owner of the property is in discussion with Council.

Question 3: Mayor C Cox on behalf of Audrey Holloway

What is the process for getting Speed Bumps installed and could speed bumps be installed at Palana?

General Manager's Response: Question taken on notice.

LATE AGENDA ITEMS

Nil

DECLARATION OF PECUNIARY INTEREST

Nil

LEAVE OF ABSENCE

Nil

PETITIONS

Nil

WORKSHOPS & INFORMATION FORUMS

File No: COU/0205

There were no Councillor Workshops held in the reporting period.

PUBLIC MEETINGS

Nil

COUNCILLORS' QUESTIONS ON NOTICE

QUESTION 1

Deputy Mayor David Williams

Given that the bins outside the Whitemark Tip are often overflowing and rubbish bags are left on the ground outside the gates, does Council have any plan to expand these facilities or make users more aware of the tip opening hours when they can properly dispose of their rubbish?

Response from Raoul Harper, General Manager

On two occasions over the Christmas period the tip entrance was found in what can only be described as a disgusting state, with rubbish simply thrown next to already full bins and litter consequently being spread across the entire entrance to the tip. Both of these events were discovered on the Friday post the tip being closed on Christmas and New Year's Day. The Works and Services Manager will be addressing the problem in the next Island News where he will advise the community that the basically lazy actions of a minority over this period were far from appreciated.

The bins at the gates to the Whitemark Tip are regularly monitored and rarely overflowing as they are emptied frequently. That said, actions such as were seen over the Christmas holiday period call in to question whether the bins should be provided at all if some members of the community are willing to abuse their use and even when full, simply pile rubbish on the ground.

It is hard to imagine (or believe) that residents or regular visitors to Flinders Island are not aware of the tip opening hours as they are advertised in the Island News every fortnight, they are on our Council website and are also on the recently printed fridge magnets which were distributed to all ratepayers and are available for residents to pick up from the Council Office. The operating hours of the Whitemark Tip have remained basically unchanged for many years and the littering seen this year has not occurred previously.

All in all a very disappointing situation for Council staff to have to deal with at what is already a very busy time of year in relation to waste management on the island.

DECISION:

718.01.2014 Moved: Deputy Mayor D Williams **Seconded:** Cr M Cobham
That the question and answer provided are noted.

CARRIED UNANIMOUSLY (7-0)

For: Mayor Carol Cox, Deputy Mayor David Williams, Cr Marc Cobham, Cr Peter Rhodes, Cr Mary-Anne Roberts, Cr Gerald Willis and Cr Ronald Wise.

COUNCILLOR'S QUESTIONS WITHOUT NOTICE

QUESTION 1

Cr Gerald Willis

Can the General Manager arrange the Works Department to mow and clean up the open drain along West St, adjacent to the Lady Barron Memorial Hall?

General Manager's Response: Yes it can be attended to.

QUESTION 2

Cr Gerald Willis

Can the General Manager arrange the Works Department to repair the monstrous pot hole at the intersection of Barr St and Main Road, Lady Barron?

General Manager's Response: The matter will be investigated.

PUBLICATIONS/REPORTS TABLED FOR COUNCIL INFORMATION

Nil

REPORTS TO BE RECEIVED

Nil

COUNCILLORS' REPORTS

Nil

MAYOR'S REPORT:

ACTION	Information
PROPONENT	Mayor Carol Cox
FILE REFERENCE	COU/0600
ASSOCIATED PAPERS	<i>Nil</i>

REPORT:

ACTIVITIES:

15/12/13	Community Christmas Carols
16/12/13	Flinders Island District School End of Year Assembly
19/12/13	Municipal Emergency Management Committee Meeting
19/12/13	Council Meeting
20/12/13	Council Christmas Celebration
24/12/13	Works Department Christmas Breakup
28/12/13	Afternoon Tea for Tony and Martha Tymms
04/01/14	Emita Sports

Community Events:

The community is thriving at the moment with varying community events and the Council run School Holiday Program all being well attended. The volunteer Hall Committee Members are to be congratulated on the success of their respective events. The Spring into Spring Festival at Holloway Park and the return of the Emita Sports all adding to the social fabric of this small community.

A special thank you to Jo Klug and Christine Wheatley for initiating and organising the Christmas decorations that adorned Whitemark over the festive season and to the community members for supporting the initiative.

Thank you also to Kathleen Ives-Heap and Maria LaGrue for the open events for us to appreciate the work their students have achieved throughout the year. Seeing the growth achieved in the young students' musical and artistic abilities is both enlightening and enjoyable.

With an event occurring every weekend in January this is a vibrant and alive community and as a Councillor I am appreciative of the community participation that makes the island such a friendly and inviting place to live.

CORRESPONDENCE IN:

Flinders Island District High School	Invitation to 2013 End of Year Assembly
Department of Primary Industries, Parks, Water and Environment (DPIPWE)	Historic Cultural Amendment Bill 2012 passed - intent to proclaim on 1/3/2014
Local Government Managers Australia (LGMA)	Invite to 2014 LGMA National Congress & Business Expo, Melbourne, 30/4/2014 - 2/5/2014
Premier Lara Giddings MP	Invite to Australia Day Address & Cocktail Party - 18/1/2014
Hon Bryan Green MP	Planning Directive No 4.1- Standards for Development in the General Residential Zone
TasWater - Mr Miles Hampton	Thank you and confirmation of Headworks Charges, Bluff Road
Tasmanian Audit Office	Reports to Parliament
Tas Fire Service	Building for Bush Fire
Hon Bryan Green MP	Aboriginal & Dual Naming Policy - Announcement of Names
Hon Bryan Green MP	Modification of Planning Directives No 1 - The Format and Structure of Planning Schemes

CORRESPONDENCE OUT:

20/12/2013	Hon Premier of Tasmania Lara Giddings MP	Flinders Council submission in response to Draft Ministerial Orders
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PUBLICATIONS:

Tasmanian Symphony Orchestra (TSO)	Overtures, Dec 2013
Glamorgan Spring Bay Council	Annual Report 2012-13
Hydro Tasmania	Annual Report 2012-13 - a snapshot
University of Tasmania (UTAS)	Research to Reality, Edition 17
NRM (Natural Resource Management) North	Northern Exposure, Spring 2013
Keep Australia Beautiful	Sustainable Communities, Tas 2013
University Department Of Rural Health	Bulletin, December 2013
Federal Group	Inform, Edition 35 2013

VOTING REQUIREMENTS:

Simple Majority

RECOMMENDATION:

That the Mayor's report be received and accepted.

DECISION:

719.01.2014 Moved: Cr M Cobham **Seconded:** Deputy Mayor D Williams

That the Mayor's report be received and accepted.

CARRIED UNANIMOUSLY (7-0)

For: Mayor Carol Cox, Deputy Mayor David Williams, Cr Marc Cobham, Cr Peter Rhodes, Cr Mary-Anne Roberts, Cr Gerald Willis and Cr Ronald Wise.

A. NOTICE OF MOTIONS

Item A1: Notice of Motion from Cr Marc Cobham - Ventilation options/quotes for the Flinders Art and Entertainment Centre

ACTION	Decision
PROPONENT	Cr Marc Cobham
OFFICER	Raoul Harper, General Manager
FILE REFERENCE	AME/0506
ASSOCIATED PAPERS	<i>Nil</i>

NOTICE OF MOTION:

That Council directs staff to investigate the various options available, together with costing's, for the provision of summer cooling / ventilation and air extraction in the Flinders Arts and Entertainment Centre (FAEC), Whitemark. This information is to be available in time for upcoming budget workshops and if approved the remedial work to be undertaken prior to next summer (i.e. 2014/15). Additionally that costings be done for the provision of "block-out" blinds in the main hall and that these be installed as soon as possible.

COUNCILLOR'S REPORT:

A recent evening concert held mid-December in the FAEC once again highlighted the urgent need for Flinders Council to address the issues of making the venue comfortable for attendees during the warmer summer months. Many complaints were made on the night and on subsequent days. Whilst the venue can be adequately heated during the cooler months the building's designers seemingly made no provision for the warmer months.

The issues that urgently need addressing include, but are not limited to, ways to:

- extract hot air;
- cool and/or ventilate the venue; and
- installation of flyscreens on doors so they can be left open to facilitate ventilation.

Ideally any air extraction system should be silent and with the capacity to remove a large quantity of hot air in a short period of time (i.e. prior to an event), this would help to rapidly cool the venue. Whilst I am not suggesting that air-conditioning is required, a number of large, efficient ceiling fans, together with the ability to keep doors and windows open would make a significant difference to the habitability of the venue. Ideally the high level fixed windows should be replaced with opening windows and flyscreens. It would also be a good idea to install long overdue "black-out" blinds to the main hall windows.

The venue is a fantastic community asset that is used throughout the year. Addressing the above issues will enable users to comfortably use it at all times of the year.

PREVIOUS COUNCIL CONSIDERATION:

Nil

OFFICER'S REPORT:

Council Staff are well aware of the issues with the cooling and ventilation of the FAEC. Improvement to ventilation and cooling were considered during the redevelopment of the building but funding was not sufficient to implement any considered solution at that time.

Council does have funds allocated this financial year to install block-out blinds for the main area in the FAEC. This task will be completed by the end of the financial year.

If Council so direct, staff can conduct some preliminary work and gain advice from experts in the field as to how a cost effective solution to cooling and ventilation in the hall can be achieved and then present options to Council as they come to hand.

STATUTORY REQUIREMENTS:

Nil

POLICY/STRATEGIC IMPLICATIONS:

2.2 Optimise infrastructure to support existing settlements and enhance sustainable development opportunities and remove impediments to growth.

2.2.1 Identify, research, design and implement key infrastructure projects and programs to meet the economic and environmental needs of Council and the community.

BUDGET AND FINANCIAL IMPLICATIONS:

Investigating options poses minimal implications financially.

RISK/LIABILITY:

Low

VOTING REQUIREMENTS:

Simple Majority

OFFICER'S RECOMMENDATION:

That Council directs staff to investigate the various options available, together with costings, for the provision of summer cooling / ventilation in the Flinders Arts and Entertainment Centre (FAEC), Whitemark. This information is to be

provided for Council consideration as part of the 2014/2015 budget deliberations.

DECISION:

720.01.2014 Moved: Cr M Cobham **Seconded:** Deputy Mayor D Williams
That Council directs staff to investigate the various options available, together with costings, for the provision of summer cooling / ventilation in the Flinders Arts and Entertainment Centre (FAEC), Whitemark. This information is to be provided for Council consideration as part of the 2014/2015 budget deliberations.

CARRIED UNANIMOUSLY (7-0)

For: Mayor Carol Cox, Deputy Mayor David Williams, Cr Marc Cobham, Cr Peter Rhodes, Cr Mary-Anne Roberts, Cr Gerald Willis and Cr Ronald Wise.

B. GOVERNANCE DEPARTMENT

Item B1: Rescind Private Tenancy Policy

ACTION	Decision
PROPONENT	Council Officer
OFFICER	Raoul Harper, General Manager
FILE REFERENCE	AME/0900, ADM/0900
ASSOCIATED PAPERS	<i>Annexure 1: Private Tenancy Policy</i>

INTRODUCTION:

Council's Policy Manual is an important document of Council as it provides direction to Staff, Management and Councillors. Many of the policies are required by, or relate to, legislation and in most instances help manage Council's exposure to risk.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 20 th May 2004	248.05.04
Amended 23 rd September 2010	286.09.10
21 st November 2013	694.11.2013 (reviewed to rescind)

OFFICER'S REPORT:

The Private Tenancy Policy has been in place since 2004 and was last reviewed in 2010. While the concept of supporting the provision of housing in the first instance to Council workers is reasonable it does create an issue around the flexible use of Council houses for other, potentially more important uses/needs such as Doctor's accommodation if required.

While the intention of the policy would still be supported and considered if and when decisions on tenancy are made, the existing policy does not allow for operational flexibility and hence the General Manager requests the policy be rescinded.

The Private Tenancy Policy has laid on the table for public comment for the required 28 days and no submissions have been received.

STATUTORY REQUIREMENT:

Nil

POLICY/STRATEGIC IMPLICATIONS:

- 5.0 Corporate, Governance and Intergovernmental Relations
 - 5.1 Support the capacity and productivity of our organisation and a culture of professionalism, compliance, innovation and service.
 - 5.1.3 Achieve a sustainable balance of income, investment and recurrent expenditure.

RISK/LIABILITY:

Low

VOTING REQUIREMENTS:

Absolute Majority

OFFICER'S RECOMMENDATION:

That Council rescinds the Private Tenancy Policy.

DECISION:

721.01.2014 Moved: Cr M Cobham **Seconded:** Deputy Mayor D Williams
That Council rescinds the Private Tenancy Policy.

CARRIED (6-1)

For: Mayor Carol Cox, Deputy Mayor David Williams, Cr Marc Cobham, Cr Mary-Anne Roberts, Cr Gerald Willis and Cr Ronald Wise.

Against: Cr Peter Rhodes.

Item B2: Amending the Employee Recruitment Policy

ACTION	Decision
PROPONENT	Council Officer
OFFICER	Raoul Harper, General Manager
FILE REFERENCE	PER/0602, ADM/0900
ASSOCIATED PAPERS	<i>Annexure 2: Employee Recruitment and Selection Policy (old version)</i> <i>Annexure 3: Employee Recruitment Policy (amended version)</i>

INTRODUCTION:

Council's Policy Manual is an important document of Council as it provides direction to Staff, Management and Councillors. Many of the policies are required by, or relate to, legislation and in most instances help manage Council's exposure to risk.

PREVIOUS COUNCIL CONSIDERATION:

16th July 2009

256.07.2009

OFFICER'S REPORT:

The Employee Recruitment and Selection Policy was developed in 2009 and deals with the basic principles and process for recruitment of staff. The policy forms part of the Council's Policy Manual and is due for a full review.

The main change to the policy relates to articulating the various ways in which an appointment can be made within the overarching principles of merit, compliance and cost effectiveness. Historically the policy was a one size fits all process for any selection decision. The proposed amendments allow for different processes depending on the circumstances present and are far more reflective of the flexibility required within a small organisation.

What follows is a summary of the proposed changes:

- Name changed to Employee Recruitment Policy from Employee Recruitment and Selection Policy.
- Updated 'Introduction' to include merit and cost effectiveness and changed legislative commitment to risk reduction of claim.
- Updated 'Objectives' to reflect merit.
- Updated 'Position Role and Review' to focus on determining position requirements, employment mode and workload (hours).
- Updated 'Position Descriptions' to remove KPIs as this is a separate process and document and also to remove the headers included in a position description as this is not relevant to the Policy.
- Updated what was called 'Advertising a Vacancy' to 'Filling a Vacancy' and re-wrote the content. Now it focusses on the different ways a role

can be filled based on the nature of the role and applicants, instead of the past one size fits all model which created unnecessary costs and work.

- Added in the ability for direct appointments to be made in specific circumstances.
- Removed 'Selection Panel' as this is now covered succinctly in 'Filling a Vacancy'.
- Combined 'Conviction' and 'Pre-Employment Medical' into 'Pre-Employment Check'.
- Removed 'Offer' as this is included under 'Filling a Vacancy'.
- Removed 'Probation' as this is covered in legislation and if applicable will be covered in the letter of offer. The only aspect which should be policy related is the probation process and that should form part of the performance policy or a probation policy on its own, as it relates to post recruitment and selection.
- Removed 'Casual and Temporary Employees' as this is covered appropriately in 'Position Role and Review' and in the Enterprise Agreement.
- Updated 'Related Legislation, Regulations and Policies' to include the correct safety and employment Acts.
- Updated 'Responsibilities' to change the terminology to Hiring Manager and that the Corporate Services Manager (or Corporate Services Coordinator) can support the Hiring Manager as the overall responsible Manager for human resource matters.

STATUTORY REQUIREMENT:

Nil

POLICY/STRATEGIC IMPLICATIONS:

5.0 Corporate, Governance and Intergovernmental Relations

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

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

RISK/LIABILITY:

Low

VOTING REQUIREMENTS:

Absolute Majority

OFFICER'S RECOMMENDATION:

That Council adopts the amended Employee Recruitment Policy and allows it to lay on the table for 28 days for public comment.

DECISION:

722.01.2014 Moved: Cr M Cobham **Seconded:** Cr R Wise

That Council adopts the amended Employee Recruitment Policy and allows it to lay on the table for 28 days for public comment.

CARRIED UNANIMOUSLY (7-0)

For: Mayor Carol Cox, Deputy Mayor David Williams, Cr Marc Cobham, Cr Peter Rhodes, Cr Mary-Anne Roberts, Cr Gerald Willis and Cr Ronald Wise.

Item B3: Councillor Resolution Report

ACTION	Information
PROPONENT	Council Officer
OFFICER	Raoul Harper, General Manager
FILE REFERENCE	COU/0600
ASSOCIATED PAPERS	<i>Annexure 4: Councillor Resolution Report January 2014</i>

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

The report is presented on a monthly basis.

OFFICER'S REPORT:

Please read Annexure 4 – Councillor Resolution Report January 2014.

VOTING REQUIREMENTS:

Simple Majority

OFFICER'S RECOMMENDATION:

That the Councillor Resolution Report January 2014 be noted.

DECISION:

723.01.2014 Moved: Cr M Cobham **Seconded:** Cr P Rhodes

That the Councillor Resolution Report January 2014 be noted.

CARRIED UNANIMOUSLY (7-0)

For: Mayor Carol Cox, Deputy Mayor David Williams, Cr Marc Cobham, Cr Peter Rhodes, Cr Mary-Anne Roberts, Cr Gerald Willis and Cr Ronald Wise.

As there were no members of the public present, the meeting was closed.

Meeting Closed 1.18pm