

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
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**Confirmed Minutes of Meeting of Council held on the 17th February 2016
Meeting Commenced at 10.00 am**

AUDIO RECORDING OF COUNCIL MEETINGS

The public is advised that it is **Council Policy** to record the proceedings of meetings of Council on digital media to assist in the preparation of minutes, and to clarify any queries relating to the Minutes that is raised during a subsequent meeting under the section “Confirmation of Minutes”.

The recording does not replace the written minutes and a transcript of the recording will not be prepared.

All meetings of the Council shall be digitally recorded as provided for by Regulation 33 of the Local Government (Meeting Procedures) Regulations 2015 except for the proceedings of meetings or parts of meetings closed to the public in accordance with Regulation 15(2).

1. PRESENT

Cr Bridget Archer (Mayor) Chairperson
Cr Tim Harris (Deputy Mayor)
Cr Heather Barwick
Cr Doug Burt
Cr Greg Dawson
Cr John Glisson
Cr Richard Nicholls
Cr Tim Parish
Cr Peter Parkes

1.1 APOLOGIES

Nil.

1.2 IN ATTENDANCE

Mr John Martin	General Manager
Mrs Justine Brooks-Bedelph	Manager Development Services
Mrs Anne Cameron	Manager Community Development
Mr Paul O’Grady	Manager Infrastructure & Engineering
Ms Josie Higgins	Executive Officer – Governance
Ms Louise Dickenson	Executive Assistant – Governance

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2. CONFIRMATION OF MINUTES

023/16 2.1 - ORDINARY COUNCIL MEETING HELD 20TH JANUARY, 2016

DECISION

Moved: Cr Harris
Seconded: Cr Dawson

That the Minutes of Council's Ordinary meeting held on the 20th January, 2016 numbered 001/16 to 019/16, and 022/16 be confirmed.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson		✓
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick		✓	Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

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3. PUBLIC QUESTION TIME

3.1 PUBLIC QUESTION TIME PROCEDURE

[Refer to Minute No. 349/13 which states “At least 30 minutes of each ordinary meeting of Council is made available for questions by members of the public. The Chairperson shall provide equal opportunity for all members of the public to ask questions by limiting the number of questions to 3 per person and time to 2 minutes per question. Questions asked and answers provided may be summarised in the minutes of the meeting. The provisions of the Local Government (Meeting Procedures) Regulations 2015 shall apply.”]

3.2 PUBLIC QUESTIONS ON NOTICE

Nil.

3.3 PUBLIC QUESTION TIME

Commenced: 10.03 am

Concluded: 10.27 am

Mr Austin, George Town

Q1. Mr Austin referred to his question raised at the last meeting about the east side of the Memorial Hall and the barriers that are in place. Mr Austin stated he did not receive an answer to his question being when did Council or management pass a motion that that it be blocked off. Mr Austin advised that Council's Manager Infrastructure & Engineering had advised that it was in the interest of safety. Mr Austin stated that response was not satisfactory. Mr Austin asked when did Council or Council management decide that that be blocked off? Mr Austin stated that he noticed whilst the caravaners were here it was open again for the five days that they were here. Mr Austin commented it was “safety when it suits”.

The Chairperson responded that there were a couple of questions raised by Mr Austin. Firstly there is no requirement as far as the Chairperson understood for there to be a Council resolution to enable that area to be blocked off or otherwise. That would be a judgement that is made by officers in regard to the risk assessment of that site. The Chairperson further advised that it is up to Council Officers as to whether it is appropriate for the access way to be opened for a specific event under specific circumstances. The Chairperson advised that sometimes it is open for events such as the Christmas Parade if access to the back of the hall is required for a specific. The intention is not to have it open all the time.

Mr Austin asked the Chairperson if she would agree that it was “safety when it suits”.

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3.3 PUBLIC QUESTION TIME (CONT.)

The Chairperson responded that she did not agree with Mr Austin's comments and stated that when there is a specific event which requires access to the back of the hall then a judgement is made as to whether that is appropriate. There would also be risk mitigation strategies that would be in place for those types of events such as traffic management or risk management. The Chairperson advised that the intention is to avoid it just being used as a common access way which is why it hasn't been formally made one.

Mr O'Doherty, George Town

Q1. Mr O'Doherty referred to the minutes of the January meeting and public question time and a question asked by Mrs Christine Atwell Director Tamar Valley Folk Festival and himself regarding the same subject. Mr O'Doherty stated that there was a discrepancy with the CD and the minutes and if Council is going to homogenise the minutes, it should use the terminology used regarding the subject. Mr O'Doherty stated that the people that came to the meeting to put in a complaint should get a fair hearing under the principles of natural justice. Mr O'Doherty stated that these people came to the meeting expecting their complaint to go on the public record. Mr O'Doherty asked, why Council appears to be selective in regard to transcribing from the CD's to the minutes.

The Chairperson stated that she did not agree with some of Mr O'Doherty's statements and there were a number of issues that he had raised. The Chairperson stated that as she had previously advised today the minutes are not intended to be a transcript of the meeting. The preparation of the minutes and how that occurs is a matter for the General Manager to decide. The General Manager has decided not to transcribe word by word every item that is said here whether it is in public question time or at another point in the Agenda of each meeting. The Chairperson advised that in regard to specifics at the last meeting, she found it interesting that Mr O'Doherty in his question suggested that people came to public question time to put something on the public record. The Chairperson stated that she thought people ought to come to public question time to receive an answer to a question.

Mr O'Doherty commented "and to get it on the public record?"

The Chairperson stated that Council's interest in public question time is to answer questions that are raised; it is not necessarily a forum for people to grandstand or for Council to verbatim record that within the minutes.

Mr O'Doherty called the Chairperson to order stating that she was misrepresenting what he was saying.

The Chairperson responded advising Mr O'Doherty that he did not call the Chair to order and that she was not having a debate, she was answering Mr O'Doherty's question.

Mr O'Doherty asked "when are you going to start doing it properly"?

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3.3 PUBLIC QUESTION TIME (CONT.)

Mrs Webb, George Town

Q1. Mrs Webb referred to the parking area near the cafe at Hillwood stating that the parking has been delineated lately and asked what all the sand bags are for?

The Chairperson referred the question to the Manager Infrastructure & Engineering. The Manager advised that a temporary island had been put in place with the sandbags. The Manager advised that Council have formulated some parking to the east area of the toilets and the post box. The intent was for Council to trial the design to protect pedestrians coming out of the toilets and those using the post box and the telephone. This was the reason for the temporary sandbags. The Manager advised that once it is established that pedestrians can use that intersection safely it will be made more of a permanent structure.

Mr Austin, George Town

Q2. Mr Austin stated that at the last two meetings, the General Manager had offered no support for motions put forward by Councillors and asked in the interest of transparency and openness, why he would do that?

The Chairperson responded advising that the role of the General Manager is to provide Councillors with qualified advice. Those responses are the General Manager's judgement and his advice in regard to those matters. The Chairperson stated that what Council decides with any item in the agenda, regardless of what the officer's comments may be, is a matter for Councillors to decide.

Mr Austin asked does Council take everything the General Manager says as gospel?

The Chairperson responded advising that Council employs the General Manager to provide Council with qualified advice. Council may choose or not choose to take that advice however it is expected that any advice be given without favour.

Mr O'Doherty, George Town

Q2. Mr O'Doherty referred to page 75 of the Agenda, Item 12.2 Council workshop February 16 where it refers to sale of council land. Mr O'Doherty asked what land that is and why that was a subject at the workshop?

The Chairperson responded that Council officers have been working on an audit of all vacant land owned by Council and examining what purpose that land was set aside for originally and whether or not it may have strategic value for Council going forward. The Chairperson advised that she anticipated that it was something that will come forward to Council to further consider as to whether it takes action or not. At this stage it was really just compiling a list of all Council owned land.

Mr O'Doherty asked if that was over the whole municipality?

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3.3 PUBLIC QUESTION TIME (CONT.)

The Chairperson responded yes and advised at this stage it is not further advanced and it aligns with the same type of audit that is occurring with Council's halls, etc. It does not necessarily mean that any or all that land may at some point be for sale; it was to give consideration as to whether any of the land is no longer required strategically going forward. The Chairperson further responded that if that was to occur there is a very extensive legislative process for the sale of public land including a public consultation process amongst other things.

Mr O'Doherty asked when would that be completed?

The Chairperson responded in the next few months.

Mrs Wootton, Low Head

Q1. Mrs Wootton referred to Council's Strategic Priority Projects document and stated that with most community consultation that has occurred in the past few years, one of the items that always comes up is the improvement, drainage and plans for Regent Square. Mrs Wootton asked why Regent Square was included in those priority projects?

The Chairperson referred Mrs Wootton to a recent "Your Region" article that referenced the document and advised it is a working document which can be added to at any point. The Chairperson stated that Council still has existing plans underway to undertake the landscape management plan for Regent Square and anticipated that that would need to be conducted before Regent Square could be put into the strategic document. The Chairperson advised that some of the projects within the document have been broken down into smaller sections with costings, etc. The Chairperson also advised that there was no reason why Regent Square could not be included in the document, however there is some other work that needs to be done first.

Mrs Wootton stated that she expected that with the preliminary work and the planning which has been ongoing since 2012 it would have been part of an overall plan to improve Regent Square and it should have had more priority than some of those she had not heard of.

The Chairperson stated that Council already had a budget allocation for the landscape management plan for Regent Square whereas the items that are in that strategic document are un-funded. The document was initially in part put together as a response to the Government to have some projects to take forward coming up to election time. The Chairperson again advised the document is a work in progress.

Mr Austin, George Town

Q3. Mr Austin asked when can we expect to see the development at Windmill Point finished, referring to the stonework adjoining the path?

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3.3 PUBLIC QUESTION TIME (CONT.)

The Chairperson referred the question to Council's Manager Infrastructure & Engineering. The Manager advised that there was some further work being done at Windmill Point at the moment, in respect to putting some posts in that area. As stated previously the Manager advised that he had spoken to Council's Parks Supervisor who was satisfied at the time it was left in a safe condition until staff were able to get back to do further works in the area of planting, etc. in the Autumn.

Mr O'Doherty, George Town

Q3. Mr O'Doherty referred to item 9.6 on the Agenda, Review of Loan Borrowing Strategy 15/16 and also referred to page 55 of the Agenda and the projects listed, Regent Square, skate park precinct, public toilets, Windmill Point, Lefroy playground and the waste transfer station. Mr O'Doherty referred to the Officer's recommendation and stated that Council already had a budget set and asked is Council now resetting the budget?

The Chairperson advised that when Council set the budget for the current financial year there was an allowance there to borrow predominantly to fund the redevelopment of the Waste Transfer Station and there were also some other projects. After the budget was set Council has achieved a Federal grant of \$350,000 to go towards the Waste Transfer Station. The Chairperson further advised that the report that is before Council today provides Council the opportunity to consider continuing to borrow the budgeted amount, but for that to be used for some additional projects instead. The alternative would be to borrow less and not do those additional projects at this time and that is the decision that Council has before it today. The projects identified in the report are new; they are additional to what was budgeted for because Council achieved grant funding that wasn't expected.

Mr O'Doherty asked if any of the several projects listed had any money allocated in the budget and would you expect any unexpended amounts to be carried over to the 2016/17 budget capital works consideration?

The Chairperson responded that some may have had partial funding, Windmill Point for example and if that work was not expected to be completed, it would be carried over to the next financial year.

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3.4 QUESTIONS ON NOTICE FROM COUNCILLORS

Cr Nicholls

- 1) What is the total revenue collected by the George Town Council from the application of conditions to Development Applications in the Hillwood area, since the declaration of the George Town Interim Planning Scheme 2013. (with the 'condition*' applied being a payment in lieu of the provision of public amenity space; by means of a payment of 5% value of the unimproved lots created through subdivision and/or planning permits granted)

Response:

The total revenue collected to date = \$7,500.

- 2) How many times has this 'condition*' been applied to Planning Permits, in the rural resource or rural living zones, since the declaration of the George Town Interim Planning Scheme 2013, within the Hillwood Area.

Response:

The condition has been applied on two occasions.

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3.5 RESPONSE TO QUESTIONS FROM PREVIOUS PUBLIC QUESTION TIME

(Refer to Minute No. 425/00, which states in part, “that a copy of all written replies to questions from the Public Gallery be included in the following Council Agenda.”)

Mrs Wootton

(20th January, 2016 Ordinary Council Meeting)

4th February, 2016

Mrs L. Wootton

Dear Mrs Wootton,

RE: PUBLIC QUESTION TIME – 20TH JANUARY 2016 ORDINARY COUNCIL MEETING

Thank you for your question to Council at the ordinary meeting of Council on 20th January 2016, asking whether there is any reason that all community events were not included in an A4 flyer thereby maximising benefit from the cost of the letter drop and advertising all upcoming events to the public.

Community events are significant in building community capacity and increasing inclusiveness.

Council maintains a Community Events Calendar on its website. The calendar is updated regularly with Council managed events, and community events when information is available. News items about upcoming events are also published on the Council’s Latest News page.

From time to time, particularly when Council is hosting significant civic and community events, functions, forums and information sessions, a flyer is produced and printed by Council officers, and distributed to every household by contract delivery services. When such a mail-out is being planned, every effort is made to maximise the information in the flyers, and where space permits, details of community events, if known, are included.

In relation to the flyer to which you refer, I advise the following. Several aspects of the Outdoor Cinema evening were not able to be confirmed by the screen providers until early January. As a result there was limited time in which to publicise the event. An A5 flyer was produced for distribution to businesses around George Town, in addition to website and poster promotion.

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3.5 RESPONSE TO QUESTIONS FROM PREVIOUS PUBLIC QUESTION TIME (CONT.)

The event generated an enormous amount of enthusiasm in a very short time, and members of the community approached Council offering to hand deliver flyers in various areas around George Town, to make sure as many people as possible had the information. Council officers were grateful for the support, and as a result, despite the cold, the event was successful and received approbation from almost all patrons.

Once again, thank you for your question. If you have any further queries in relation to this matter, please contact Council's Manager Community Development, Ms Anne Cameron by email, annec@georgetown.tas.gov.au or phone, 63828800.

Yours sincerely,

John Martin
General Manager

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4. DECLARATIONS OF INTEREST

Nil.

5. GENERAL MANAGER'S DECLARATION

I certify that with respect to all advice, information or recommendations provided to Council with this Agenda:

- 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
- where any advice is given directly to Council by a person who does not have the required qualifications of experience, that person has obtained and taken into account in that person's general advice, the advice from an appropriately qualified or experienced person.



**John Martin
GENERAL MANAGER**

LOCAL GOVERNMENT ACT 1993 – SECTION 65

65. Qualified persons

- (1) A general manager must 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.
- (2) A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless the general manager certifies in writing that such advice was obtained and taken into account in providing general advice to the council or council committee.
- (3) The Minister by order may determine the qualifications and experience required by a person to be a qualified person.
- (4) If the Minister does not make an order under subsection (3), the general manager may determine the qualifications and experience required by a person to be a qualified person.

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6. PLANNING AUTHORITY

The Council will act as a planning authority under the provisions of the *Land Use Planning and Approvals Act 1993* in respect of any items included in this section of the agenda.

Local Government (Meeting Procedures) Regulations 2015

25. Acting as a planning authority

- (1) If a council or council committee intends to act at a meeting as a planning authority under the Land Use Planning and Approvals Act 1993, the chairperson is to advise the meeting accordingly.*
- (2) The general manager is to ensure that the reasons for a decision by a council or council committee acting as a planning authority are recorded in the minutes of the meeting.*

Nil.

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7. PLANNING AND DEVELOPMENT

Mrs Brooks-Bedelph (Manager Development Services) was in attendance to answer questions of Council in respect of Agenda Item 7.1.

024/16 7.1 - HILLWOOD STRUCTURE PLAN

REPORT AUTHOR: Manager Development Services – Mrs Justine Brooks-Bedelph

REPORT DATE: 4th February 2016

FILE NO: 7.1

ATTACHMENTS: Nil.

PURPOSE OF REPORT

The purpose of this report is to finalise the period of public consultation that has commenced for the Hillwood Structure Plan (the plan). The report also sets out the actions Council officers propose to take in order to ensure that as many land owners as possible are notified about the plan and given opportunity to seek clarification about what the plan may mean for them personally.

All submissions received in writing will be collated and assessed on their merits resulting in further modifications made to the plan.

The amended draft version of the structure plan, and all submissions received, will then be presented to the Council for further consideration at the May 2016 Council meeting.

STRATEGIC PLAN

Goal 1: Organisational Accountability

Aim: Developing and implementing policies to achieve the overall objectives of the Council.

Goal 3: Community and Wellbeing

Actively engaging with our community.

Goal 5: Our Built Environment

Aim: Achieving well planned, developed and maintained infrastructure;
Achieving a high quality built environment;
Improving pedestrian and cycleway linkages within our municipal area.

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024/16 7.1 - HILLWOOD STRUCTURE PLAN (CONT.)

BACKGROUND AND PREVIOUS DECISIONS BY COUNCIL

In response to a request from the Tasmanian Planning Commission (TPC), the Council approved funding for officers to carry out coordinated strategic analysis of the existing and proposed land use zoning in Hillwood Region. The requirement to carry out this work was triggered by a number of applications from land owners who sought to rezone their land from Rural Resource to Rural Living.

The TPC are able to make a determination on applications where the applicant was able to demonstrate that the request met the standards set in the Regional Land Use Strategy – Northern Region (RLUS) for the Rural Living zone. In the absence of sufficient strategic justification, the TPC provided the Council and the land owner with two options: a) to refuse the application, or b) to provide the applicant and/or the Council with the opportunity to collate sufficient information that would facilitate an informed determination.

Council officers deemed this to be a positive outcome which provided the opportunity to carry out much needed strategic work in the Hillwood region and approached the Council for permission and funding to complete the work. Permission was granted on the 15th of April, 2015 at the regular Council meeting.

Council officers then presented copies of those reports at the Council meeting held on the 15th of July 2015 where Council made the following resolution:

That Council resolve to support further strategic work to be carried out, utilising the information gathered, in the form of a Development Plan and/ or Structure Plan for the Hillwood Region.

Council officers commenced preparing the Hillwood Structure Plan in August 2015, with a completion target of the 1st of December. This date aligned with the statutory time frame required by the TPC. A copy of the draft plan was provided to the TPC on the 30th of November 2015.

The draft plan was then presented to Council at the December 16 ordinary meeting with the following recommendation:

That Council resolve to initiate a 28 day period of community consultation through the advertisement of the Hillwood structure plan within the Examiner Newspaper on Saturday 19th of December 2015 and via Council's website and notice boards.

The recommendation was modified to the following:

- a) Council notes the draft Hillwood Area Structure Plan;
- b) Invites public representations for a period of at least 40 days commencing 19th December 2015;

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024/16 7.1 - HILLWOOD STRUCTURE PLAN (CONT.)

- c) *Advertises the public consultation process in the Examiner and notice boards;*
- d) *Presents the draft Hillwood Area Structure Plan to the Community at a public forum, to be held in Hillwood at least two weeks prior to the close of the public consultation period; and*
- e) *All representations be considered further by Councillors, prior to the formulation of a final structure plan and its endorsement by Council.*

As per the resolution, Council officers placed an advertisement in the Examiner on Saturday 19th of December 2015 inviting written submissions until the close of business on the 29th of January 2016. In addition, Council officers conducted a community meeting on the 14th of January at the Hillwood hall which was attended by approximately 40 people.

It is noted however that the modified resolution did not specify an exact date for the conclusion of the public consultation period.

OFFICER'S COMMENTS

The feedback received at the community meeting indicated that the advertisement may not have been seen by a large proportion of residents and that the time the community meeting was held, commencing at 5pm, did not suit all residents.

In light of this, Council officers determined that an extension to the public consultation period was warranted and that further attempts to make residents aware of the plan could be undertaken. It was also decided that another community forum be held which spanned a larger number of hours in order to suit the availability of more land owners.

Additional suggestions by Elected Members included utilising members of the Progress Association / Hillwood Rates Association to disseminate the information as well as placing the flyers in strategic locations and on various notice boards. Council officers will include these suggested actions in the public consultation process.

COMMUNITY CONSULTATION STRATEGY

Council officers believe the revised community consultation strategy has taken into consideration the feedback received by the Hillwood residents and expands the reach of consultation in an attempt to provide the information to as many land owners as possible.

1. **Information leaflet drop** to all rate payers located within the Hillwood Study Plan Area using Council's rates database for the most accurate postal address information.

It is proposed to use Australia Post to deliver the information leaflet in order to ensure the notice is delivered on the same day as well as providing Council with an official delivery record.

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024/16 7.1 - HILLWOOD STRUCTURE PLAN (CONT.)

The information leaflet will show a current map and a map of the structure plan which includes the proposed zoning and road network. Land owners will be able to identify from these maps whether their property will be affected by any of the proposed changes.

The leaflet will also contain details of where a copy of the Hillwood Structure Plan can be downloaded from, information about the Community Forum and contact details for Council's Planning Staff. The leaflet will invite those who cannot make it to the forum to contact Council officers directly if they would like to better understand the detail contained within the plan.

The cost to Council for the letter drop will be approximately \$800 inclusive of Australia Post charges, Council stationary and Council officers time preparing the leaflet and letters for posting.

2. A **Community Forum** to be held at least two weeks prior to the closing of submissions. The forum is proposed to be run from 4pm to 8pm, in a flexible 'drop-in' manner where residents can come along and seek information about individual matters.
3. **Council's website** will continue to display the Draft Structure Plan and be the main point of access for land owners wishing to download a copy. Council officers can also provide copies of the plan on individual memory sticks and email PDF copies upon request.
4. The **Hillwood Progress Association / Rates Association** will be emailed directly to request assistance with the distribution of the leaflet on various notice boards and places of prominence throughout the Hillwood Community.
5. The **Conclusion of Public Consultation** is proposed to occur on the 31st of March, which provides the Hillwood land owners with just over a month after the leaflet drop to obtain a copy of the plan, seek clarification from Council Officers and prepare a submission.

OFFICER'S RECOMMENDATION

That Council:

- a) Approve an information letter drop to be carried out by the end of February 2016, via Australia Post, to the residents located within the Hillwood Study Area;
- b) Conduct a forum to be held at the Hillwood Hall across a span of hours that would suit both non-working and working residents at least two weeks prior to the close of public consultation; and
- c) Resolve to conclude the period of public consultation for the Hillwood Structure Plan on Thursday, 31st of March.

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024/16 7.1 - HILLWOOD STRUCTURE PLAN (CONT.)

DECISION

Moved: Cr Barwick
Seconded: Cr Nicholls

That Council:

- a) Approve an information letter drop to be carried out by the end of February 2016, via Australia Post, to the residents located within the Hillwood Study Area;
- b) Conduct a forum to be held at the Hillwood Hall across a span of hours that would suit both non-working and working residents at least two weeks prior to the close of public consultation with a public notice in The Examiner; and
- c) Resolve to conclude the period of public consultation for the Hillwood Structure Plan on Thursday, 31st of March, 2016.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES

8. INFRASTRUCTURE AND ENGINEERING SERVICES

Mr O’Grady (Manager Infrastructure and Engineering) was in attendance to answer questions of Council in respect of Agenda Item 8.2.

025/16 8.1 - ANNUAL HARD WASTE COLLECTION

REPORT AUTHOR: Manager Infrastructure & Engineering – Mr Paul O’Grady

REPORT DATE: 8th February 2016

FILE NO: 73.19

ATTACHMENT/S: Nil.

SUMMARY

This report is to provide Council with information regarding the Annual Hard Waste Collection to assist in considering Hard Waste Collection Services recommendations.

BACKGROUND

Historically, Council has undertaken an Annual Hard Waste Collection in the week following the Easter long weekend. Residents are requested to place hard waste neatly on their nature strip for collection by 6am on the Monday the collection commences, but not more than seven days prior to the collection. Council then collects the waste in the week/fortnight following the long weekend. The collection areas covered in 2015 were Weymouth, Lulworth, Bellingham, Bellbuoy Beach, Beechford, Hillwood, Low Head and George Town.

Last year Council received calls from several residents who live outside of the collection areas (e.g. along Dalrymple Road), noting their disappointment that although they pay rates, they were not receiving the hard waste collection service. It was noted to these residents the collection only occurs in the township areas as logistics to collect from the more remote areas incurs additional expense (e.g. additional staff time and vehicle fuel costs etc). It was also noted that these concerns would be taken into consideration with the aim of making future services more equitable for all residents.

Council also received feedback regarding the “untidy look” of the municipality in the week leading up to the collection and subsequent week/fortnight during the collection period. The collection of rubbish along the streets and roads was considered an extremely bad image for our towns.

These matters were discussed with Councillors at workshops and during budget discussion where it appeared there was consensus that this service should be discontinued, due to issues raised by Councillors and the community including the prohibitive costs, and that possible alternative operational services could be considered.

George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES

025/16 8.1 - ANNUAL HARD WASTE COLLECTION (CONT.)

It is also noted that some negative feedback was received regarding the new format for the green waste collection; which in 2015 was undertaken as a free drop off at the Waste Transfer Station over two Sundays in November. Some residents expressed their concerns that they were not able to utilise the free drop off initiative as they did not have access to a vehicle or trailer with capacity to transport their green waste.

STRATEGIC PLAN

Goal 4: Our Natural Environment and Heritage

Aim: To manage and enhance our heritage and natural environment by minimising waste to landfill and maximising resource recovery.

FINANCIAL IMPLICATIONS

The 2015 collection involved 12 staff, 5 trucks, a backhoe and a bobcat and was undertaken over an eight day period. The table below provides a comparison of the allocated budget against actual costs incurred from 2013 to 2016.

Budget 2013	Actual 2013	Budget 2014	Actual 2014	Budget 2015	Actual 2015	Budget 2016
\$6,383	\$18,194	\$12,801	\$24,529	\$16,000	\$26,454	\$33,044

It should be noted that the actual cost to the council has risen from \$18,194 in 2013 to \$26,454 in 2015, with potential collection in the same format in 2016 estimated to cost approximately \$33,044. The increase from 2013 to 2015 equates to an increase of approximately 45%, partly related to increasing costs generally but more significantly related to the operational difficulties and the logistics of the service provision. This level of increase is not considered to be financially sustainable into the future.

As the current service is funded from the general rate with the service only provided to some residential ratepayers a more appropriate mechanism to fund the service into the future is to apply a service charge in accordance with section 94 of the Local Government Act 1993. An inclusion of a service charge is foreshadowed in the rates resolution for the 2016/2017 financial year should council wish to continue to provide the service in the future. This option would require a registration process to be implemented with the service charge being applied to those ratepayers who register and are subsequently provided with the service. The service charge cannot be implemented for the current financial year as council has already resolved and adopted the rates resolution.

OFFICER'S COMMENTS

It is difficult to pre-program levels of manpower and machinery to undertake the collection as the amount of waste is unknown until crews physically visit the collection locations. Although information is posted on Council's website and disseminated (via Australia Post) to residents on what can and cannot be left out for collection, many items on the 'not for collection' list are still deposited on the nature strip. The collection therefore can be very time and resource consuming.

George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES

025/16 8.1 - ANNUAL HARD WASTE COLLECTION (CONT.)

As noted, some residents expressed their concerns that they were not able to utilize the 2015 free green waste drop off initiative as they did not have access to a vehicle or trailer with capacity to transport their waste.

Taking the above into consideration it is recommended Council implement a similar initiative as that implemented in 2015 for green waste collection; whereby the Waste Transfer Station is opened over two Sundays to allow residents free 'drop off' of their hard waste (within set category guidelines). This would be followed by a collection service for those who do not have access to a vehicle/trailer, with residents required to register with Council and with the waste collection limit set at 2m³ per household.

OFFICER'S RECOMMENDATION

That Council:

- (a) offer the 'free drop off' of hard waste (within set category guidelines) at the Waste Transfer Station over two Sundays (to be determined by the General Manager) and following this provide a collection service for those who do not have access to a vehicle/trailer (with a waste limit of 2m³ per household) and requiring residents to register for the service as administratively determined by the General Manager; and
- (b) inform ratepayers as determined by the General Manager of Council's decision and its administrative arrangements in advance so that registrations can occur for the service.
- (c) acknowledges that should items be left out for collection that are outside the set category guidelines (as determined by the Manager Infrastructure and Engineering Services) that they will not be collected and remain the responsibility of the ratepayer to dispose of; and
- (d) acknowledges that the hard waste collection service will require further review and consideration as part of the development of a more complete waste management strategy and budget deliberations for the 2016/2017 financial year, with consideration given to implementing a more regular 'free drop off' day for both green waste and hard waste at the Waste Transfer Station.

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

025/16 8.1 - ANNUAL HARD WASTE COLLECTION (CONT.)

DECISION

Moved: Cr Parish

Seconded: Cr Burt

That Council:

- (a) offer the 'free drop off' of hard waste (within set category guidelines) at the Waste Transfer Station over two Sundays (to be determined by the General Manager) and following this provide a collection service for those who do not have access to a vehicle/trailer (with a waste limit of 2m³ per household) and requiring residents to register for the service as administratively determined by the General Manager; and
- (b) inform ratepayers as determined by the General Manager of Council's decision and its administrative arrangements in advance so that registrations can occur for the service.
- (c) acknowledges that should items be left out for collection that are outside the set category guidelines (as determined by the Manager Infrastructure and Engineering Services) that they will not be collected and remain the responsibility of the ratepayer to dispose of; and
- (d) acknowledges that the hard waste collection service will require further review and consideration as part of the development of a more complete waste management strategy and budget deliberations for the 2016/2017 financial year, with consideration given to implementing a more regular 'free drop off' day for both green waste and hard waste at the Waste Transfer Station.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES

026/16 8.2 - STRUCTURE AND MEMBERSHIP OF GEORGE TOWN SPORTS COMPLEX
ADVISORY COMMITTEE

REPORT AUTHOR: Manager Infrastructure and Engineering – Paul O’Grady

REPORT DATE: 8th February 2016

FILE NO: 29.7

ATTACHMENT/S: Nil

SUMMARY

To review Councillors representation on the George Town Sports Complex Advisory Committee.

BACKGROUND

The George Town Sports Complex Advisory Committee was formed in December 2002 and meetings are normally held on the first Monday of the month commencing at 5.00pm held at the Council Office.

The role of the committee is to:

Provide direction and advice on opportunities for the George Town Community to progress ideas for the management, future development and activity at the George Town Sports Complex.

Membership comprises of a Chairperson, Deputy Chairperson, Council officers (usually the Manager of Infrastructure and Engineering and administrative support) and community members.

The Committee Terms of Reference state Council shall determine committee membership every twelve months.

The Terms of Reference were discussed at the recent Sports Complex Advisory Committee meeting held Monday 1st February and have been placed on the March Committee meeting agenda for further discussion. The matter was also briefly discussed by Councillors at the workshop held Wednesday 3rd February.

OFFICER’S COMMENTS

Council resolved, at its 12th November 2014 Ordinary Council Meeting:

That Council appoints Cr Glisson as Chairperson of the George Town Sports Complex Advisory Committee and appoints Cr Dawson as Deputy Chairperson and appoints persons nominated by sporting organisations as members of the Committee in accordance with Section 24 of the Local Government Act 1993.

George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES

026/16 8.2 - STRUCTURE AND MEMBERSHIP OF GEORGE TOWN SPORTS COMPLEX ADVISORY COMMITTEE (CONT.)

Therefore Council is required to review the appointment of representatives for this committee.

OFFICER'S RECOMMENDATION

That Council appoints:

- a Chairperson of the George Town Sports Complex Advisory Committee; and
- a Deputy Chairperson of the George Town Sports Complex Advisory Committee; and
- persons nominated by sporting organisations as members of the Committee in accordance with Section 24 of the Local Government Act 1993.

DECISION

Moved: Cr Dawson

Seconded: Cr Harris

That Council appoints:

- Cr Dawson as Chairperson of the George Town Sports Complex Advisory Committee; and
- Cr Parkes as Deputy Chairperson of the George Town Sports Complex Advisory Committee; and
- persons nominated by sporting organisations as members of the Committee in accordance with Section 24 of the Local Government Act 1993.

NO VOTING TOOK PLACE

FORESHADOWED MOTION

Moved: Cr Glisson

That Council appoints:

- a) That council appoint Cr Dawson as Chairperson of the George Town Sports Complex Advisory Committee.
- b) Call for nominations from user groups and interest persons from the community
- c) Review both the Special Committee Policy No. 7 and the terms of reference of the George Town Sports Advisory Committee.

NO VOTING TOOK PLACE

George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES

026/16 8.2 - STRUCTURE AND MEMBERSHIP OF GEORGE TOWN SPORTS COMPLEX ADVISORY COMMITTEE (CONT.)

AMENDMENT

Moved: Cr Burt
Seconded: Cr Parkes

That Council nominates:

- Cr Dawson as Chairperson of the George Town Sports Complex Advisory Committee; and
- Cr Parkes as proxy of the George Town Sports Complex Advisory Committee; and
- persons nominated by sporting and recreational organisations as members of the Committee in accordance with Section 24 of the Local Government Act 1993.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls		✓
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

AMENDMENT

Moved: Cr Glisson
Seconded: Cr Parish

That Council nominates:

- Cr Dawson as Chairperson of the George Town Sports Complex Advisory Committee; and
- Cr Parkes as proxy of the George Town Sports Complex Advisory Committee; and
- persons nominated from user groups and interested persons from the community as members of the Committee in accordance with Section 24 of the Local Government Act 1993.

NO VOTING TOOK PLACE

Mayor Archer vacated the Chair and requested Cr Harris to take the Chair at 11.05 am

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

**026/16 8.2 - STRUCTURE AND MEMBERSHIP OF GEORGE TOWN SPORTS COMPLEX
ADVISORY COMMITTEE (CONT.)**

PROCEDURAL MOTION

Moved: Cr Archer

Seconded: Cr Burt

That this item be deferred.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson		✓
Cr Harris	✓		Cr Nicholls		✓
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

Mayor Archer resumed the Chair at 11.06 am

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

9. CORPORATE SERVICES

027/16 9.1 - CASH POSITION

REPORT AUTHOR: Director Corporate Services – Mr Kim Barker

REPORT DATE: 31 January 2016

FILE NO: 32.1

ATTACHMENTS: Nil.

SUMMARY

Cash position of Council as at 31 January 2016.

BACKGROUND

Council at its meeting of 17 November 1998 resolved that the Cash Position form part of the Agenda, this information is presented as part of the net cash reserves summary.

STATUTORY REQUIREMENTS

Part 8 of the Local Government Act 1993 deals with the Financial Management of Councils. There are no specific provisions in relation to monthly cash transaction reporting.

STRATEGIC PLAN

Key Area 1 - Organisational Accountability

Aim: to be a responsible, accountable local government by – maintaining financial viability, transparency and accountability in budgeting and administration.

Cash & Reserves		
As at 31 January 2016		
	<u>2014/2015</u>	<u>2015/2016</u>
CASH AT BANK		
Cash at Bank	442,689	803,588
Less : Un-presented Cheques	57,625	161,865
Add: Outstanding Deposits	35,510	68,597
	420,574	710,320

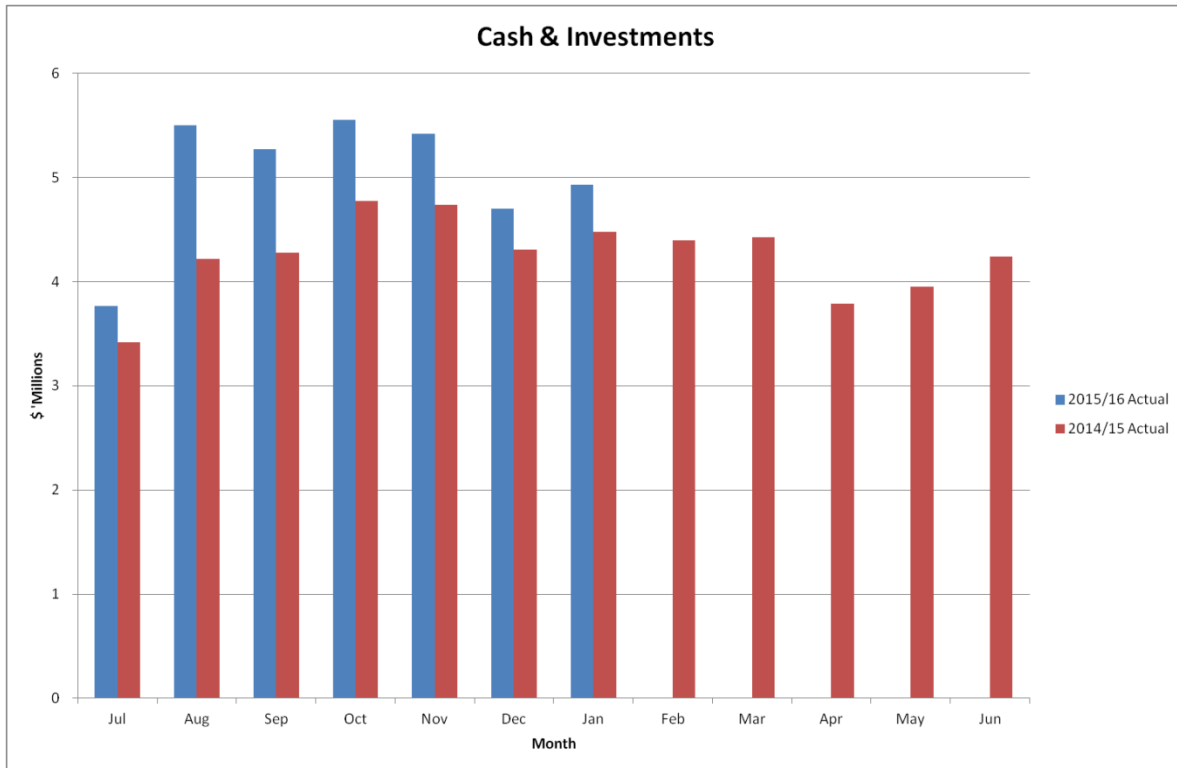
**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

027/16 9.1 - CASH POSITION (CONT.)

	<u>2014/2015</u>	<u>2015/2016</u>
ANZ Term Deposit @3.56% - 62 days	1,500,000	1,536,654
Investments-Tascorp CGA	2,168,254	1,200,869
Investments-Tascorp GTMC (at call)	385,495	1,482,628
	4,053,749	4,220,151
Cash available to meet Reserves, Provisions and Council Budget items	4,474,323	4,930,471
RESERVES & PROVISIONS		
Deposits & Trust funds	360,176	363,116
Annual Leave Provision (Total)	295,557	345,213
Long Service Leave Provision (Current)	186,408	177,703
Personal Leave Provision (Current)	60,368	68,718
Plant Replacement Reserve	178,627	123,479
Public Open Space Reserve	7,125	19,287
Airport Maintenance Reserve	113,253	113,253
Private Works Reserve	11,519	11,519
Bus Shelter & Bus Parking reserve	10,771	-
Loan Reduction Reserve	80,000	80,000
Waste Site Rehabilitation Reserve	81,270	147,151
Working Capital Reserve	443,000	384,264
	1,828,074	1,833,703
Surplus/(Deficit) after funding Reserves & Provisions - to meet Council Budget items	2,646,249	3,096,768

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

027/16 9.1 - CASH POSITION (CONT.)



OFFICER'S COMMENT

Cash balance is higher than same time last year by \$456,148

Major cash movements for this month:

Receipts:

- Receipt of rates \$883,914
- Interest received Tascorp Term Deposits \$5,054
- Tas Water dividend received \$7,172

Payments :

- Creditors payments \$ 400,779
- Payroll (inc Super) \$ 223,286
- Loan Repayment \$ 46,882

Major movement in Reserves for this month:

- Annual, Long Service and Personal Leave provisions are updated on a monthly basis to reflect movements in staff leave.

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

027/16 9.1 - CASH POSITION (CONT.)

PERFORMANCE MEASURES (adopted as part of Council's financial strategy)

Performance measure:	Cash Balance
Performance calculation	Cash held excluding unspent specific purpose grant funds
Aim	Positive balance
Target:	Cash balance > Current liabilities
Outcome	\$ 4,930,471 > \$1,162,582 = 424.10%

Performance measure	Current ratio
Performance calculation	Current assets/current liabilities
Aim	100%
Target	101%
Outcome	\$7,115,945 / \$1,162,582 = 612.08%

RISK CONSIDERATIONS

No significant risk with this matter is identified.

CONCLUSION

The balance of cash after funding reserves and provisions is that balance of cash remaining to fund Councils operating and capital budgets. It is not to be interpreted as uncommitted cash as it is committed to the extent that it is needed to fund the remaining expenditure required to fund Council's approved budget.

Projects considered outside the approved budget will require additional external funding or reallocation of the existing budget commitments following due consideration by Council.

OFFICER'S RECOMMENDATION

That the report of Council's cash position from the Director Corporate Services be received and the information noted.

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

027/16 9.1 - CASH POSITION (CONT.)

DECISION

Moved: Cr Burt
Seconded: Cr Harris

That the report of Council's cash position from the Director Corporate Services be received and the information noted.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES

028/16 9.2 - OUTSTANDING RATES

REPORT AUTHOR: Director Corporate Services – Mr Kim Barker

REPORT DATE: 31 January 2016

FILE NO: 32.1

SUMMARY

This report is provided to update the Council on the progress of rates recovery as at 31 January 2016

BACKGROUND

The Council has been provided with regular reports on the progress of the recovery of rates arrears, since a request at its meeting of 16 October 1996.

STATUTORY REQUIREMENTS

Part 9 of the Local Government Act specifies the provisions in regard to rating.

STRATEGIC PLAN

Key Area 1 - Organisational Accountability

Aim: to be a responsible, accountable local government by – maintaining financial viability, transparency and accountability in budgeting and administration

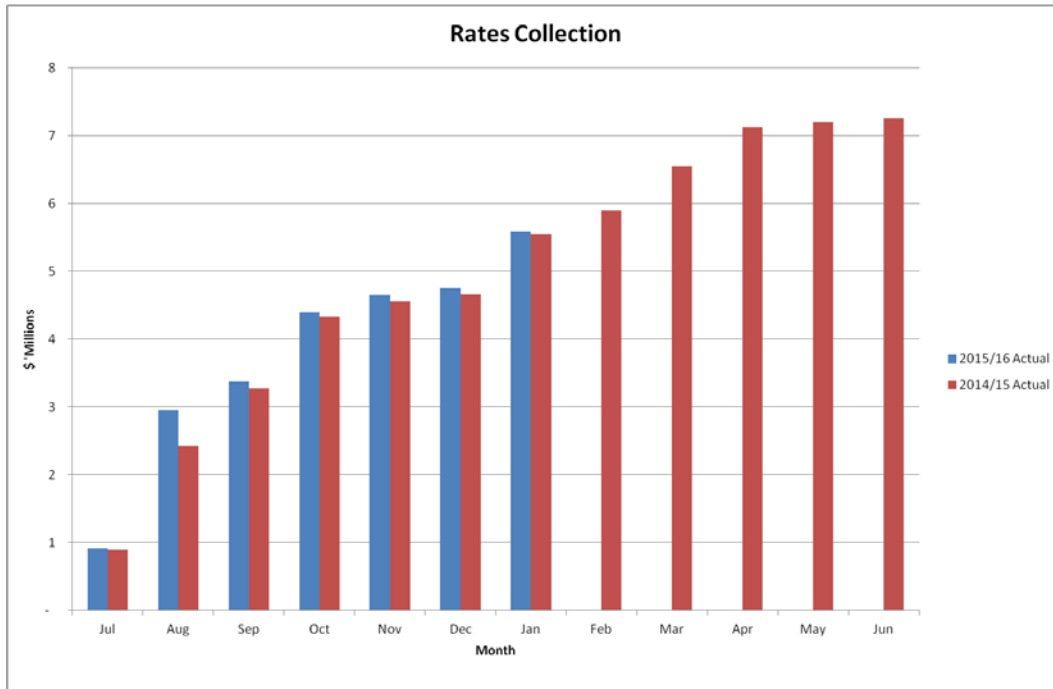
FINANCES

Rates Analysis		
For the period ended 31 January 2016		
	<u>2014/2015</u>	<u>2015/2016</u>
Rates Arrears - 1 st July	59,448	72,490
Annual Rates Levy - CURRENT	7,195,449	7,463,341
Supplementaries & Adjustments	4,122	(1,665)
Penalty & Interest	25,881	26,821
Total Rates Payable	7,284,900	7,560,987
Payments & Remissions	(5,544,174)	(5,585,875)
Total Rates Outstanding	1,740,726	1,975,112

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

028/16 9.2 - OUTSTANDING RATES (CONT.)

	<u>2014/2015</u>	<u>2015/2016</u>
Percentage Collected	76.1%	73.9%
<i>Ratepayers in Credit</i>	110,269	107,986
<i>Rates Overdue</i>	153,787	245,769



OFFICER’S COMMENT

Total rates collected at 73.9% (\$5,585,875) for 2015-2016 is \$41,701 higher than (\$5,544,174) for 2014 - 2015.

Officers are continuing to follow up outstanding rates, including taking collection action, as appropriate. It is not considered that there is any cause of concern regarding outstanding rates collections.

No change is expected to be made in current practices and processes used for rates collection.

RISK CONSIDERATIONS

No significant risk with this matter is identified.

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

028/16 9.2 - OUTSTANDING RATES (CONT.)

OFFICER'S RECOMMENDATION

That the report of Council's outstanding rates from the Director Corporate Services be received and the information noted.

DECISION

Moved: Cr Harris
Seconded: Cr Dawson

That the report of Council's outstanding rates from the Director Corporate Services be received and the information noted.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES

029/16 9.3 - FINANCIAL REPORT

REPORT AUTHOR: Director of Corporate Services – Mr Kim Barker

REPORT DATE: 31 January 2016

FILE NO: 32.1

SUMMARY

This report is provided to update Council on the progress of actual income and expenditure against budget on a year to date basis. Comments are provided for significant variances.

BACKGROUND

The Council has been provided with regular monthly financial reports in the previous format, since May 1999. The Local Government Review Board, suggested as part of its recommendations in the October 2005 review that Council consider changing its internal monthly management reporting to align more closely with the format of accounts as they are presented for audit and appear in the annual report. Council subsequently adopted the present format of reporting in November 2005. At the Council meeting held on the 18 December 2013 Council made a decision (minute 370/13) to further amend monthly financial reporting in order to reflect the underlying operating surplus/deficit to highlight Councils financial position in terms of long term financial sustainability.

STATUTORY REQUIREMENTS

There is no requirement under the Local Government Act that specifies monthly financial reporting format or content.

STRATEGIC PLAN

Key Area 1 - Organisational Accountability

Aim: to be a responsible, accountable local government by – maintaining financial viability, transparency and accountability in budgeting and administration

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

029/16 9.3 - FINANCIAL REPORT (CONT.)

INCOME STATEMENT

Statement of Comprehensive Income - to 31 January 2016

	<i>Annual Budget</i>	<i>January YTD Actual</i>	<i>YTD Variance</i>	<i>% of Budget</i>
Income				
Rates-General	6,387,681	6,265,264	122,417	98.1%
Rates-Waste Management	849,226	851,854	- 2,628	100.3%
State Government Fire Levy	222,808	235,268	- 12,460	105.6%
Total Rates & Charges	7,459,715	7,352,387	107,328	98.6%
Operational Grants	2,006,102	445,128	1,560,975	22.2%
Statutory Charges & User Charges	415,952	218,612	197,340	52.6%
Reimbursement - Other	120,222	71,504	48,718	59.5%
Reimbursement - Common Service Provision	24,000	19,710	4,290	82.1%
Interest	90,279	55,723	34,556	61.7%
Dividends	339,000	84,419	254,581	24.9%
Other Revenue	62,306	30,071	32,235	48.3%
Total Income	10,517,576	8,277,554	2,240,022	78.7%
Expenses				
Total Employee Cost	3,913,912	2,171,573	1,742,339	55.5%
Materials & Contracts	2,630,745	1,255,231	1,375,514	47.7%
Depreciation	2,301,811	1,835,739	466,072	79.8%
Allowance for Impairment	10,815	-	10,815	0.0%
Finance Costs	157,276	68,003	89,273	43.2%
Other Expenses	1,481,584	929,441	552,143	62.7%
Total Operating Expenses	10,496,143	6,259,987	4,236,156	59.6%
Operating Surplus/(Deficit)	21,433	2,017,566	- 1,996,134	
Financial assistance Grant - advanced	-	-	-	

George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES

029/16 9.3 - FINANCIAL REPORT (CONT.)

	<i>Annual Budget</i>	<i>January YTD Actual</i>	<i>YTD Variance</i>	<i>% of Budget</i>
<i>Underlying Operating Surplus/(Deficit)</i>	<i>21,433</i>	<i>2,017,566</i>	<i>- 1,996,134</i>	
<i>Underlying Surplus Ratio</i>	<i>0.2038%</i>	<i>24.3739%</i>	<i>24.1702%</i>	

Statement by operating function - to 31 January 2016

Note	Annual Budget	January 2016 Actual	YTD Variance	% of Budget
R Revenue				
Common Service provision	24,000	19,710	4,290	82.1%
2 Contributions	13,000	21,414	(8,414)	164.7%
Grants & Subsidies Recurrent	2,006,102	445,128	1,560,975	22.2%
Interest & Investment Income	90,279	55,723	34,556	61.7%
Other Income	389,336	92,516	296,820	23.8%
1 Rates & Charges	7,459,715	7,352,387	107,328	98.6%
Reimbursements-Other	108,262	64,454	43,808	59.5%
Reimbursements-Private Works	0	0	0	0.0%
Rights To Information (RTI) Fees	0	34	(34)	100.0%
Statutory Fees & Charges	237,587	128,342	109,245	54.0%
User Fees & Charges	177,335	90,795	86,540	51.2%
Vehicle leaseback Contribution	11,960	7,050	4,910	58.9%
<u>Total Revenue</u>	<u>10,517,576</u>	<u>8,277,554</u>	<u>2,240,022</u>	<u>78.7%</u>
E Expenses				
Association Membership	70,330	70,726	(396)	100.6%
Bad Debts	10,815	0	10,815	0.0%
Bank Charges	19,273	8,448	10,825	43.8%
Beach & Foreshore Maintenance				0.0%
Bike Track Maintenance	2,612	1,610	1,002	61.6%
Bridge & Culvert Maintenance	16,851	7,432	9,419	44.1%
Building Maintenance	193,153	79,722	113,431	41.3%
Cemetery Burial	32,316	5,113	27,203	15.8%
Cemetery Maintenance	27,451	9,210	18,241	33.6%
1 Chemicals	3,000	4,509	(1,509)	150.3%
Civic Functions & Ceremonies	500	7	493	1.4%
Cleaning	208,584	91,116	117,468	43.7%
Community Consultation	50,088	30,970	19,118	61.8%
Community Programs & Events	29,590	15,434	14,156	52.2%
Computer / IT Costs	213,388	138,453	74,935	64.9%
2 Depreciation	2,301,811	1,835,739	466,072	79.8%
Development Incentives	5,680	5,895	(215)	103.8%
3 Election	3,035	2,839	196	93.5%

George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES

029/16 9.3 - FINANCIAL REPORT (CONT.)

Note	Annual Budget	January 2016 Actual	YTD Variance	% of Budget
	26,581	9,862	16,719	37.1%
	2,526,086	1,465,749	1,060,337	58.0%
	80,336	28,043	52,293	34.9%
4	4,051	11,063	(7,012)	273.1%
	127,526	5,289	122,237	4.1%
	39,364	32,600	6,764	82.8%
	18,801	1,878	16,923	10.0%
	480,366	357,565	122,801	74.4%
	33,044	0	33,044	0.0%
	147,008	132,484	14,524	90.1%
	45,232	0	45,232	0.0%
	198,988	78,581	120,407	39.5%
	308,271	123,428	184,843	40.0%
	17,687	3,644	14,043	20.6%
	157,276	68,003	89,273	43.2%
	191,275	100,357	90,918	52.5%
	31,328	2,308	29,020	7.4%
	183,241	98,487	84,754	53.7%
	16,337	5,111	11,226	31.3%
5	718	715	3	99.6%
6	13,455	13,059	396	97.1%
	140	0	140	0.0%
	3,918	0	3,918	0.0%
	(760,000)	-481,296	(278,704)	63.3%
	531,587	323,953	207,634	60.9%
	0	0	0	0.0%
7	0	773	(773)	100.0%
	450,106	136,469	313,637	30.3%
8	1,699	1,766	(67)	104.0%
	873,383	576,217	297,166	66.0%
	44,977	25,689	19,288	57.1%
	5,568	4,320	1,248	77.6%
				0.0%
	41,322	25,843	15,479	62.5%
	89,349	50,354	38,995	56.4%
	11,922	4,754	7,168	39.9%
	295,540	169,953	125,587	57.5%
	131,142	75,463	55,679	57.5%
	7,000	5,951	1,049	85.0%
	8,824	4,369	4,455	49.5%
	353,678	186,803	166,875	52.8%
	102,374	63,120	39,254	61.7%
	3,000	0	3,000	0.0%
	294,419	152,464	141,955	51.8%
	138,071	58,891	79,180	42.7%
	30,676	24,749	5,927	80.7%

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
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029/16 9.3 - FINANCIAL REPORT (CONT.)

Note	Annual Budget	January 2016 Actual	YTD Variance	% of Budget
9 Workplace Health & Safety- Preventative	2,000	3,931	(1,931)	196.6%
<u>Total Expenses</u>	10,496,143	6,259,987	4,236,156	59.6%
<u>Operating Surplus/(Deficit)</u>	21,433	2,017,567	1,996,134	
O Other non-operational items				
Capital Grants Received	537,678	13,275	(524,403)	2.5%
Physical Resources Received Free			0	100.0%
Profit on Sale of Assets	0	6,730	6,730	0.0%
Loss on Sale of Assets				
<u>Net Surplus/(Deficit)</u>	559,111	2,037,572	1,478,461	

OFFICER'S COMMENT

Overall Comment

Operating income to 31 January 2016 is \$8,277,554 (78.7% of Budget).

Rates are recognised as income at the beginning of the financial year.

Operating expenditure is \$6,259,987 (59.6% of Budget).

Explanations are provided below for operating accounts with significant variances either over or approaching 100% of the annual budget allocation or where there is concern that this may occur.

The line item "Professional Services", in the Statement by Operating Function includes legal fees as well as other professional fees incurred. The amount of legal fees for which invoices have been received is \$28,259.31 less recovered legal expenses of \$12,000 making net legal fees \$16,259.31.

Performance Measures (adopted as part of Council's financial strategy)

Performance measure	Underlying surplus ratio
Performance calculation	Underlying surplus or deficit/total operating revenue
Aim	>0%
Target	>0.5%
Outcome Year to Date this month	\$2,017,567 / \$8,277,554 = 24.37% above target however the measurement at June 2016 year end is more relevant.

George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
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029/16 9.3 - FINANCIAL REPORT (CONT.)

Note

Income

R.1 Rates & Charges

Rates and charges for the year are recognized as income in July. The variance relates to rate charges that are expected to be paid in advance in the coming months.

R.2 Contributions

Development Applications and Roads Construction Levy received which are in excess of budget expectations.

Expenses

E.1 Chemicals

Pool chemicals purchased for the summer season.

E.2 Depreciation

A budget variance will arise due to higher charges resulting from a significant infrastructure asset revaluation.

E.3 Election

Annual electoral roll and administration charges higher than budget estimates.

E.4 Fringe Benefit Provided

Staff contractual entitlements – budget underestimated

E.5 Parking Area Maintenance

Rates payable offset to parking costs

E.6 Plant and Pest Control

Tamar Region NRM – Subscription paid

E.7 Private Works

Costs incurred for private works. Income is expected to be received once work is completed which will be reported in the reimbursement area of income.

E.8 Public Amenities Maintenance

Archery Club maintenance required

E.9 Workplace Health and Safety-Preventative

GP retainer and Staff Medicals in excess of budget anticipations.

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
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029/16 9.3 - FINANCIAL REPORT (CONT.)

RISK CONSIDERATIONS

Underlying surplus is a key indicator of the risk associated with of long term financial sustainability. The budget predicts an underlying surplus of \$21,433 at June 2016 however this will be further impacted by increased depreciation charges based on a significant asset revaluation. As a result the budgeted underlying surplus of \$21, 433 is unlikely to be achieved.

OFFICER’S RECOMMENDATION

- (a) That the report on Council’s operating statement from the Director Corporate Services be received and the information noted.
- (b) That no new initiatives or projects are authorised or undertaken without a review and report of available funding and the impact on the underlying surplus being presented to Council.

DECISION

Moved: Cr Parkes
Seconded: Cr Dawson

- (a) That the report on Council’s operating statement from the Director Corporate Services be received and the information noted.
- (b) That no new initiatives or projects are authorised or undertaken without a review and report of available funding and the impact on the underlying surplus being presented to Council.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

- Q. *Cr Nicholls’s asked if it is possible in the reporting of the Financial Report to include the previous financial year’s (2015) Year to Date Actual figure which would give a better understanding of how the financial report is tracking for the same point in each year. The question was taken on notice.*
- Q. *Cr Barwick’s questioned the line item “Workplace Health and Safety Preventative” over expenditure and was this in relation to staff turnover. The question was taken on notice.*

George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
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029/16 9.3 - FINANCIAL REPORT (CONT.)

- Q. *Cr Glisson requested an explanation on the over expenditure on the line item “Fringe Benefit Provided”. The question was taken on notice.*

- Q. *Cr Nicholls asked if Council pays the Fringe Benefit tax on those fringe benefits or if the recipient of the fringe benefits tax pays the fringe benefits tax.*

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

030/16 9.4 - SUNDRY DEBTORS

REPORT AUTHOR: Director of Corporate Services – Mr Kim Barker

REPORT DATE: 31 January 2016

FILE NO: 32.1

SUMMARY

This report is provided to update Council on the progress of sundry debtor collections on a year to date basis.

BACKGROUND

The Council has been provided with regular monthly financial reports, in this format since May 1999 and recently request further details of actions taken on debts in the over 90 days category should the balance of these debts be more than \$10 000.

STATUTORY REQUIREMENTS

There is no requirement under the Local Government Act that specifies monthly reporting format on sundry debtor balances.

STRATEGIC PLAN

Key Area 1 - Organisational Accountability

Aim: to be a responsible, accountable local government by – maintaining financial viability, transparency and accountability in budgeting and administration

SUNDRY DEBTOR AGED BALANCES AS AT 31 January 2016

Current	30 Days	60 Days	90+ Days	Total Due
\$3,191	\$632	\$1,602	\$1,875	\$7,300

RISK CONSIDERATIONS

Excessive levels of sundry debtor aged debt will influence Council's long term financial sustainability however the low levels of aged and the careful management of the balances above indicate that there is no significant risk associated with this matter.

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
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030/16 9.4 - SUNDRY DEBTORS (CONT.)

OFFICER'S COMMENT

90-day report – balances over \$10,000:

Nil

OFFICER'S RECOMMENDATION

That no change is required to the current systems and procedures in place for the collection and recovery of sundry debtor balances.

DECISION

Moved: Cr Glisson

Seconded: Cr Parish

That no change is required to the current systems and procedures in place for the collection and recovery of sundry debtor balances.

	For	Against		For	Against
Cr Archer	✓		Cr Nicholls	✓	
Cr Harris	✓		Cr Glisson	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES

031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT

REPORT AUTHOR: Director Corporate Services – Mr Kim Barker

REPORT DATE: 31 January 2016

FILE NO: 32.1

SUMMARY

This report is provided to update Council on the progress of actual expenditure against budget on a year to date basis at a project account level for projects currently undertaken. Comments are also provided for the status of each project.

BACKGROUND

This report is provided to update Council on the progress of actual expenditure against budget on a year to date basis at a project account level for projects currently undertaken. Comments are also provided for the status of each project.

Progress Reports on Capital Projects

The Council has been provided with regular monthly project expenditure reports on capital items, in a similar format since May 1999.

Capital Projects Approval Process

Council's capital works budget is itemised and discussed by council as part of council workshops and approved as part of the Council resolution in setting the budget on an annual basis.

Policy Application

Council management undertake capital works projects in accordance with relevant council policies (e.g. Council's tendering and contracts policy), accounting requirements and any associated legislative and regulatory requirements.

Capital Project Scheduling

Council's Manager Infrastructure and Works/Engineering undertakes extensive internal operational and managerial discussions and reviews as to the programming, scheduling, timing and arrangements as to the commencement and completion of capital works projects with consideration to the operational service requirements of council. These arrangements are quite often subject to change for many reasons, e.g. availability of contractors and works personnel, weather, changing circumstances and priorities of council works and services, unexpected events, unexpected works that arise from the council/community, additional unexpected resources for certain projects, unexpected Council resolutions.

031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT (CONT.)

Capital Project Funding Reallocations

Major changes to unexpended/reallocated amounts/changing priorities/ deferred/cancelled/new projects of council capital works are made by Council resolutions during the year. This includes a report to council including the reasoning behind any such recommendations (refer to the Budget Transfers heading of this and prior reports for any recommendations made of this nature or to separate detailed reports for more complex reallocations). Council also makes resolutions to reallocate unused capital works funds as part of their agendas occasionally during the year.

Capital Funding Carried Forward

Capital works projects unexpended during the year are carried forward to the next financial year and included in the capital works item that council considers and resolves to approve as part of the budget approval process.

Capital Project Selection Criteria

There are multi criteria for the selection of capital projects within the capital works program. Of significance for the 2015/2016 financial year capital program were the following criteria:

Strategic, economic and social development

In developing the operating and capital budgets priority consideration has been given to projects and or initiatives that support and further enhance the strategic, economic and social development of the George Town Council local government area.

Community safety

In developing the operating and capital budgets priority consideration has also been given to those projects and or initiatives that support and further enhance community safety and the safety of those maintaining community facilities.

Capital Project Overheads

Capital projects generally consist of the following project phases, planning, build up, implementation (in progress) and close out/finalisation. The planning and build up phases occur prior to the actual implementation of the project. Any construction works of the project will be obvious during the implementation/in progress phase of the project. Project costs are incurred over the life of the project and are generally allocated as administrative/engineering overheads (including indirect labour), direct labour and direct costs (including contractor costs and direct expenses where applicable).

Indirect labour costs are allocated to projects as overheads so that the labour costs involved in the scoping of requirements, determination of relevant specifications, preparation of tender documents, review and selection of tenders (where relevant), budget determination and ongoing project supervision and administration are captured.

George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES

031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT (CONT.)

Capital Borrowings

The 2015/2016 budget approved borrowing of loans of up to \$993,925 to fund the waste transfer redevelopment and a number of other projects. Successful grant applications for Capital Works projects may also affect budgeted Capital borrowings eg. Waste Transfer Station Project \$350,000. It is expected that a borrowing application will be progressed early in 2016.

COMMUNITY CONSULTATION

Officers of the Council wrote to a number of community organisations in an attempt to determine community priorities especially in relation to the construction of the estimated capital works program and community facilities generally. This consultation was further enhanced by additional community consultation that was conducted as part of the strategic plan development conducted over the 2014/2015 and 2015/2016 year periods and a customer survey conducted in June 2015. In addition officers have been in consultation with community groups and members on a number of matters and input from Councillors was received as part of the workshops held for budget discussion (Budget 2015/16).

STATUTORY REQUIREMENTS

There is no requirement under the Local Government Act that specifies monthly financial reporting format or content.

STRATEGIC PLAN

Key Area 1 - Organisational Accountability

Aim: to be a responsible, accountable local government by – maintaining financial viability, transparency and accountability in budgeting and administration

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT (CONT.)

WO No	Project Description	Total Project Expenditure to Date	Total Project Budget	Under/Over Spend	Funds Available	% of Budget	Project Status	Comments
	Projects carried forward from 2014/2015							
836	Macquarie Street - Concrete Footpath Kerb Ramp Renewal	\$14,236	\$15,000	\$764	\$764	94.91%	Complete	
977	Marguerite St-Traffic Calming	\$16,896	\$10,000	-\$6,896	-\$6,896	168.96%	Complete	
1018	York Cove Shared Recreational Trail Upgrade-Completion of paving and safety fencing	\$42,532	\$43,000	\$468	\$468	98.91%	Complete	
1046	Dalrymple Road Widening and Shoulder Reconstruction	\$79,739	\$100,000	\$20,261	\$20,261	79.74%	In progress	
1077	YMCA/Community Centre-Building Compliance Renewal Works	\$1,408	\$10,000	\$8,592	\$8,592	14.08%	In progress	
1081	Beechford Public BBQ Facility	\$0	\$10,000	\$10,000	\$10,000	0.00%	Planning/design/scoping stage	
1089	George Town 10 Year Tree Planting Plan-Replacement and New Stock	\$31,706	\$32,000	\$294	\$294	99.08%	Complete	

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT (CONT.)

WO No	Project Description	Total Project Expenditure to Date	Total Project Budget	Under/Over Spend	Funds Available	% of Budget	Project Status	Comments
1133	Dalrymple Road Widening and Shoulder Reconstruction-Stage 2	\$88,306	\$90,000	\$1,694	\$1,694	98.12%	Complete	
1135	Major Pavement Maintenance-Collector Roads	\$116,525	\$126,000	\$9,475	\$9,475	92.48%	In progress	
1136	Hillwood Main Road Upgrade to 6m seal north of Leam Road intersection(approx. 200m)	\$14,403	\$88,000	\$73,597	\$73,597	16.37%	Complete	
1138	Gravel Resheeting Program	\$237,559	\$230,000	-\$7,559	-\$7,559	103.29 %	Complete	
1152	Concrete Footpath Program-Elizabeth St-RHS path from Cimitiere to Arthur St	\$27,656	\$51,597	\$23,941	\$23,941	53.60%	In progress	
1154	Concrete Footpath Program-Wellington St-LHS path from Cimitiere to Macquarie St	\$0	\$50,164	\$50,164	\$50,164	0.00%	Planning/design/scoping stage	
1155	Concrete Footpath Program-Wellington St-RHS path at nos. 12 & 14	\$4,115	\$8,580	\$4,465	\$4,465	47.96%	In progress	

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT (CONT.)

WO No	Project Description	Total Project Expenditure to Date	Total Project Budget	Under/Over Spend	Funds Available	% of Budget	Project Status	Comments
1156	Kanamaluka Trail-gravel resheet 1.25km (Esplanade Nth to North St)	\$33,716	\$26,250	-\$7,466	-\$7,466	128.44 %	Complete	
1166	Mandurama Reserve (Swimming Pool)- New Stormwater Pipe	\$0	\$15,000	\$15,000	\$15,000	0.00%	Planning/design/scoping stage	
1168	Private Power Poles-Renewal	\$13,253	\$20,000	\$6,747	\$6,747	66.27%	On hold	Awaiting advice Tas Networks re condemned power poles
1171	Council Office- Repair to cracking and painting	\$0	\$23,000	\$23,000	\$23,000	0.00%	On hold	Refer WO 1219
1172	Council Chamber- hallway carpet replacement	\$0	\$10,000	\$10,000	\$10,000	0.00%	On hold	Refer WO 1219
1173	Hillwood Hall- Painting hall exterior (50:50 contribution)	\$5,736	\$6,023	\$287	\$287	95.24%	Complete	
1174	Lulworth-BBQ and shelter (50:50 contribution)	\$5,949	\$10,000	\$4,051	\$4,051	59.49%	In progress	

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
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031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT (CONT.)

WO No	Project Description	Total Project Expenditure to Date	Total Project Budget	Under/Over Spend	Funds Available	% of Budget	Project Status	Comments
1178	Windmill Point Recreation Area Development (subject to grant approval-\$100k)	\$1,622	\$100,000	\$98,378	\$98,378	1.62%	On hold	Grant Funds not available until 2016/2017 FY
1182	George Town Tree Planting Program 2015	\$10,836	\$11,000	\$164	\$164	98.51%	Complete	
1184	Infants Wading Pool Renewal	\$0	\$11,000	\$11,000	\$11,000	0.00%	On hold	With Pool Contractor
1186	Investigation, scoping, design and costing for future capital works projects	\$61,708	\$70,000	\$8,292	\$8,292	88.15%	In progress	
1203	Footpath Grinding Program - George Town area	\$55,538	\$57,000	\$1,462	\$1,462	97.44%	In progress	
1208	Bell Bay Road Intersection Upgrade	\$283,388	\$315,000	\$31,612	\$31,612	89.96%	Complete	
1303	(41) Davies Street - Sorrell to Goulburn	\$0	\$7,124	\$7,124	\$7,124	0.00%	Planning/design/scoping stage	Artwork being finalised
1304	Directional Signage - Anne Street and Watch House	\$0	\$5,858	\$5,858	\$5,858	0.00%	Planning/design/scoping stage	Artwork being finalised
	Sub Total Carried Forward Projects	\$1,146,828	\$1,551,596	\$404,768	\$404,768	73.91%		

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT (CONT.)

WO No	Project Description	Total Project Expenditure to Date	Total Project Budget	Under/Over Spend	Funds Available	% of Budget	Project Status	Comments
	<u>2015 2016 Capital Projects</u>							
Program	Sealed Roads Program	\$411,170	\$1,941,450	\$1,530,280	\$1,530,280	21.18%	In progress	Reseal tender to recommendation to Feb Meeting
1257	Waste Transfer Site upgrade	\$24,162	\$700,000	\$675,838	\$675,838	3.45%	Planning/design/scoping stage	
Program	Footpaths Renewal Program	\$121,546	\$187,249	\$65,703	\$65,703	64.91%	In progress	
1219	Upgrade to Council Offices	\$3,717	\$100,000	\$96,283	\$96,283	3.72%	In progress	In consultation phase. EOI process complete.
Program	Plant, equipment, fleet	\$85,843	\$116,700	\$30,857	\$30,857	73.56%	In progress	
Program	Stormwater Drainage Renewal Program	\$34,716	\$80,000	\$45,284	\$45,284	43.40%	In progress	
Program	Kerb & gutter renewal program	\$0	\$17,373	\$17,373	\$17,373	0.00%	Planning/design/scoping stage	
Software	Software upgrades/replacements	\$103,593	\$104,000	\$408	\$408	99.61%	In progress	

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT (CONT.)

WO No	Project Description	Total Project Expenditure to Date	Total Project Budget	Under/Over Spend	Funds Available	% of Budget	Project Status	Comments
Program	Culverts Renewal Program	\$0	\$24,965	\$24,965	\$24,965	0.00%	Planning/design/scoping stage	
1216	Hillwood Pontoon - Renew deck and bearers. Grist blast and repaint ladder, and all other steel work	\$1,257	\$33,825	\$32,568	\$32,568	3.72%	In progress	
1217	York Cove Pontoon -Renew deck and bearers	\$2,457	\$33,825	\$31,368	\$31,368	7.26%	In progress	
1218	Hillwood Pontoon - inspection and replacement of anchor chains	\$6,543	\$68,400	\$61,857	\$61,857	9.57%	In progress	
1220	York Cove Centre - Installation of fire resistant vertical drapes	\$1,818	\$2,000	\$182	\$182	90.91%	Complete	
1222	Memorial Hall Roof Anchor Points	\$1,386	\$2,200	\$814	\$814	63.01%	Complete	
1223	Weymouth - Upgrade Power to Hall	\$5,517	\$6,675	\$1,158	\$1,158	82.65%	Complete	
1224	York Cove Centre - Fence line	\$2,455	\$3,300	\$845	\$845	74.38%	In progress	
1225	Bellingham Shelter Shed - replace roof and water tank	\$3,727	\$8,850	\$5,123	\$5,123	42.12%	In progress	

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
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031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT (CONT.)

WO No	Project Description	Total Project Expenditure to Date	Total Project Budget	Under/Over Spend	Funds Available	% of Budget	Project Status	Comments
1226	Hillwood Hall upgrades includes - Airconditioner/heat pump (3 units for Hall and Supper Room), bar sink requires upgrade, acoustic abatement	\$12,210	\$15,400	\$3,190	\$3,190	79.29%	Nearing completion	Acoustic abatement - funds permitting
1227	Bellingham Hall upgrades	\$1,650	\$40,000	\$38,350	\$38,350	4.12%	In progress	
1231	Capital costs for Land Transfers	\$1,073	\$5,000	\$3,927	\$3,927	21.46%	In progress	
1232	Improve streetscape between Anne and Elizabeth Streets Part of Anne Street between Sorell and Bathurst Streets to be backfilled and landscaped	\$818	\$22,000	\$21,182	\$21,182	3.72%	Planning/design/scoping stage	
1238	Secure Exercise areas for dogs at pound to meet RSPCA specs	\$668	\$4,400	\$3,732	\$3,732	15.19%	Planning/design/scoping stage	
1239	Weymouth - Upgrade of toilet	\$3,494	\$30,000	\$26,506	\$26,506	11.65%	Planning/design/scoping stage	

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
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031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT (CONT.)

WO No	Project Description	Total Project Expenditure to Date	Total Project Budget	Under/Over Spend	Funds Available	% of Budget	Project Status	Comments
1240	Lulworth - Upgrade of toilet	\$1,115	\$30,000	\$28,885	\$28,885	3.72%	Planning/design/scoping stage	
1241	Hillwood - Upgrade of toilet	\$1,115	\$30,000	\$28,885	\$28,885	3.72%	In progress	
1242	The Glen Road, advisory signage, installation of additional speed advisory signage	\$7,088	\$12,000	\$4,912	\$4,912	59.06%	In progress	
1243	Guard rail renewal, East Arm Road	\$743	\$20,000	\$19,257	\$19,257	3.72%	Planning/design/scoping stage	
1244	Franklin Street traffic calming, installation of traffic islands	\$2,219	\$35,000	\$32,781	\$32,781	6.34%	In progress	
1245	Archery - Armoury request - brick in caged area.	\$2,660	\$5,000	\$2,340	\$2,340	53.20%	In progress	
1246	George Town Football Club-Capital maintenance	\$409	\$11,000	\$10,591	\$10,591	3.72%	Planning/design/scoping stage	
1247	Hillwood -Complete Drainage System on Recreation Ground	\$20,861	\$22,000	\$1,139	\$1,139	94.82%	Complete	

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
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031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT (CONT.)

WO No	Project Description	Total Project Expenditure to Date	Total Project Budget	Under/Over Spend	Funds Available	% of Budget	Project Status	Comments
1248	George Town Top Dress and core cricket/football ground	\$16,830	\$27,500	\$10,670	\$10,670	61.20%	In progress	
1249	Rebuild of existing toilet block at The GT Sports Complex to include a unisex disabled toilet	\$3,315	\$30,000	\$26,685	\$26,685	11.05%	In progress	
1250	Replacement of play ground equipment	\$28,820	\$36,725	\$7,905	\$7,905	78.48%	In progress	
1251	Drainage issues Beach Road , Lulworth	\$4,406	\$11,000	\$6,594	\$6,594	40.06%	In progress	
1252	Private Power Poles - Renewal	\$3,714	\$10,000	\$6,286	\$6,286	37.14%	In progress	
1253	Shade cloth for paddling pool	\$2,923	\$3,000	\$77	\$77	97.44%	Complete	
1254	Swimming Pool Breathing apparatus re pool chemicals to meet compliance requirements	\$0	\$5,000	\$5,000	\$5,000	0.00%	In progress	
1255	Swimming Pool Lane Rope Rollers	\$10,357	\$12,000	\$1,643	\$1,643	86.31%	Complete	

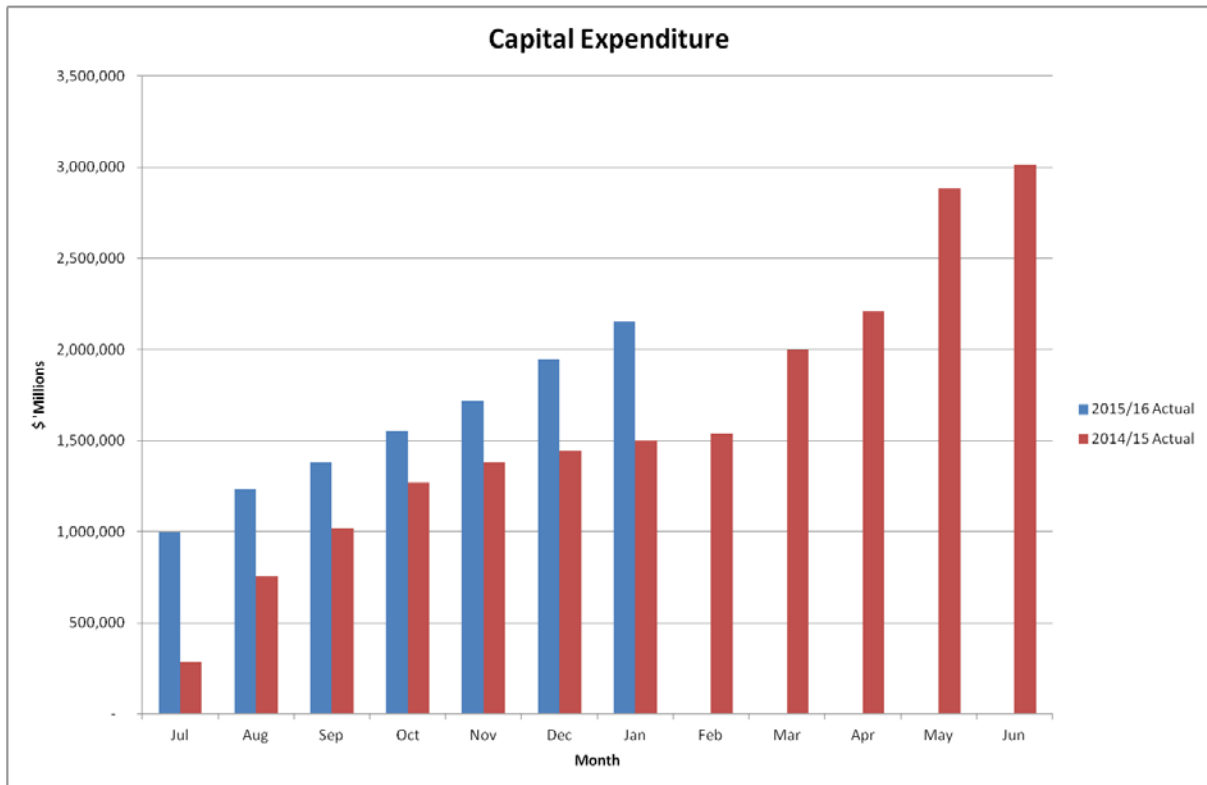
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031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT (CONT.)

WO No	Project Description	Total Project Expenditure to Date	Total Project Budget	Under/Over Spend	Funds Available	% of Budget	Project Status	Comments
1256	Swimming Pool Chemicals holding tank, Dosing pump, Brick containment wall around holding tank	\$520	\$14,000	\$13,480	\$13,480	3.72%	In progress	
1258	Works Depot security, safety and WHS upgrades	\$41,829	\$53,000	\$11,171	\$11,171	78.92%	In progress	
1306	Repair Leaking Pool Compressor	\$9,795	\$5,236	-\$4,559	-\$4,559	187.07%	In progress	Shaft seal and gas replacement required. Not identified at time of budget preparation.
1307	Solar Lighting - Low Head Boat Ramp	\$7,850	\$8,069	\$219	\$219	97.29%	In progress	Solar light ordered.
1308	Truck	\$52,203	\$52,203	\$0	\$0	100.00%	Complete	
1316	Lagoon Beach Playground Equipment - Stronger Communities Programme Funding	\$3,775	\$26,550	\$22,775	\$22,775	14.22%	In progress	Works complete. Invoices to be received.
1318	Regent Square-Skate Park	\$48,035	\$0	-\$48,035	-\$48,035	-100.00%	In progress	
	Total 2015_2016 Projects	\$1,100,403	\$4,006,895	\$2,906,492	\$2,906,492	27.46%		
	Total all projects	\$2,247,231	\$5,558,491	\$3,311,260	\$3,311,260	40.43%		

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031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT (CONT.)



OFFICER'S COMMENTS

WO 977 Marguerite Street – Traffic Calming - 168.96%

This project was carried forward from 2013/2014 which resulted in the reapplication of permits from the Department of State Growth. The cost of the project was initially estimated on a road width of 6½ metres for the speed humps, whereas Marguerite Street is 8 metres wide. No allowance was made for the required advertisements and the reapplication for permits.

WO 1156 Kanamaluka Trail – gravel resheet 1.25Km (Esplanade Nth to North St) - 128.44%

This carried forward project was underestimated due to insufficient investigation on the conditions of the trail prior to the commencement of the project. The original resheeting method was not suitable and the alternative method took longer and was more expensive to complete to a satisfactory standard.

BUDGET SAVINGS TRANSFER REQUEST

A significant saving has been identified with Work Order 1136 Hillwood Main Road upgrade. This project was for design works only with the construction works to be recommended as part

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031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT (CONT.)

of the 2016/2017 capital budget program. The estimated cost of the design works is approximately \$18,000. This creates a budget saving of \$70,000. It is recommended that the \$70,000 be transferred to a new work order to allow investigation, scoping, design and costing works to be undertaken during the current financial year to allow much more accurate and detailed cost estimates to be made available to the Council for projects considered for the 2016/2017 budget. This approach was taken in the 2014/2015 year with Work Order 1186 however most of the funds were utilised for the Waste Transfer Station project and the extensive investigations, scoping, design and costing required for that project.

BUDGET ALLOCATION REQUEST

A funding application is to be submitted to the Federal government's Safer Streets Program for the installation of a CCTV system in the CBD, near the skate park precinct and potentially at Windmill Point. Should the application be successful, an allocation of Council funds will be required to support the project. The application is for the purchase and installation of cameras. The project will require electrical works and some infrastructure (eg poles). The final design of the project will be subject to achieving the best communication between cameras and 'home base', and an accurate quote cannot be obtained until the final design has been approved, but an estimate of the works is \$10,000.

OFFICER'S RECOMMENDATION

- (a) That the report on council's active capital projects from the Director Corporate Services and Manager Infrastructure and Engineering be received and the information noted.
- (b) That \$70,000 be transferred from WO1136 to a new Work Order to be utilised for investigation, scoping, design and costing works to be undertaken for the capital program for the 2016/2017 budget.
- (c) That \$10,000 be transferred as council's contribution to the Safer Streets Program from council reserves subject to the grant application being successful.

DECISION

Moved: Cr Parish
Seconded: Cr Dawson

- (a) That the report on council's active capital projects from the Director Corporate Services and Manager Infrastructure and Engineering be received and the information noted.
- (b) That \$70,000 be transferred from WO1136 to a new Work Order to be utilised for investigation, scoping, design and costing works to be undertaken for the capital program for the 2016/2017 budget.

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031/16 9.5 - ACTIVE CAPITAL PROJECTS REPORT (CONT.)

(c) That \$10,000 be transferred as council’s contribution to the Safer Streets Program from council reserves subject to the grant application being successful.

NO VOTING TOOK PLACE

AMENDMENT

Moved: Cr Barwick

Seconded: Cr Nicholls

(a) That the report on council’s active capital projects from the Director Corporate Services and Manager Infrastructure and Engineering be received and the information noted.

(b) That \$10,000 be transferred as council’s contribution to the Safer Streets Program from council reserves subject to the grant application being successful.

NO VOTING TOOK PLACE

PROCEDURAL MOTION

Moved: Cr Nicholls

Seconded: Cr Glisson

That this item be deferred to the next Council workshop.

	For	Against		For	Against
Cr Archer		✓	Cr Nicholls	✓	
Cr Harris	✓		Cr Glisson	✓	
Cr Barwick	✓		Cr Parish		✓
Cr Burt	✓		Cr Parkes		✓
Cr Dawson		✓			

CARRIED

George Town Council
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032/16 9.6 - REVIEW OF LOAN BORROWING STRATEGY FOR 2015/2016

REPORT AUTHOR: General Manager – Mr John Martin
Director Corporate Services – Mr Kim Barker

REPORT DATE: February 2016

FILE NO: 32.12

ATTACHMENT/S: Nil

SUMMARY

To review the borrowing strategy adopted for the 2015/2016 financial year following the successful application for a grant for the Waste Transfer Station of \$350,000.

BACKGROUND

Loan borrowings to partially fund the capital program for 2015/2016 were considered as part of the budget deliberations for that year which included the following points noted under the application of the financial strategy regarding the funding of infrastructure and debt levels.

Now that Council has received advice that it has been successful with a grant application for \$350,000 to assist with funding for the redevelopment of the waste transfer station, an opportunity presents itself for Council to maintain the borrowing at the level approved as part of the adopted budget for 2015/2016 and complete additional projects without incurring any additional financial risk.

Application of financial strategy, (funding infrastructure)

Council's financial strategy includes the following specific strategies in relation to funding infrastructure;

- Review the need to renew assets based on community demand (community consultation and engagement required),
- Continue to improve the rate base,
- Continue to improve asset management practices with a high priority being to have adequate asset condition and fit for purpose assets to enable reasonable long term capital renewal forecasts which can be directly linked to long term financial planning and annual budgets,
- Implement funding plans that meet the renewal and new funding requirements over the life of asset management plans,
- Asset management plans are updated for all classes of Council's assets with a focus on ensuring assets are fit for purpose and provide the desired level of service to the community,

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032/16 9.6 - REVIEW OF LOAN BORROWING STRATEGY FOR 2015/2016 (CONT.)

- Asset rationalisation and review of growth strategies,
- Carrying out cost benefit analysis on the services being provided including the use of whole of life costing for proposed projects.

As part of a continued improvement in asset management practices, long term financial modelling was performed as a basis for the development of the capital works program. The financial modelling was based on asset condition and fit for purpose reviews of assets. The long term financial modelling will be utilised to update the long term asset management plan and the long term financial plan which are both currently under review.

The operating budget contains a budget allowance for a facilities review to assist in the determination of whether Council facilities are fit for purpose and provide the desired level of service to the community, this review will also consider any recommended asset rationalisation of facilities.

The largest project under consideration is the further development of the waste transfer station. A report has been commissioned which provides a cost benefit analysis on these services and includes consideration of whole of life costing for the project.

The annual plan also provides for continued asset condition inspections and fit for purpose reviews.

Both the operating and capital budgets contain funding allocations to support strategic, economic development and social development in the municipal area, these are outlined under the strategic and economic development heading at point 4 and 5 preceding.

Application of Council's financial strategy, (debt levels)

Council's adopted financial management strategy document includes the following specific strategies that relate to debt levels;

- Consider borrowing for new capital projects only when surplus operating results are being achieved in the operating statement,
- Balance of any surplus funds used to retire debt or minimise the use of new debt,
- Any new loan borrowings are to be used to fund intergenerational capital investments where community benefits are long term and other sources of funding are not available,
- Council will remain a modest debt user by maintaining a net financial liabilities ratio of between zero and negative 50,
- Council borrows funds for capital projects that provide intergenerational equity,
- Council will only use debt to fund capital (not operating) expenditure,
- The term of any debt shall not exceed the life of the asset it is used to fund.

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032/16 9.6 - REVIEW OF LOAN BORROWING STRATEGY FOR 2015/2016 (CONT.)

Council has maintained a program of repayment of the existing loans, which were taken up in 2007 to fund the redevelopment of the Memorial Hall complex. A new loan is proposed for \$993,925 with \$650,000 of this amount required to fund the further development of the waste transfer station. The remainder of the funds are for a number of smaller building upgrade projects throughout the municipality. The upgrades include bringing some public toilets into compliance with disability access, ramp access and fit out upgrades to some public halls.

The assets for which the loan proceeds are to be utilised are long term assets, that will provide a benefit to the community over the long term. It is estimated that the net financial liabilities ratio that is determined by calculating liquid assets less total liabilities/total operating revenue will be approximately 20% for the year ended 30 June 2016. Council's adopted financial strategy lists a target of 25% for the net financial liabilities ratio.

Treasury approval for the new borrowing has been received and the borrowing will be within the Local Government Act 1993 Section 80 requirement.

A loan of \$993,925 borrowed at an indicative interest rate of 4.11% fixed for 10 years will require interest and principal repayments of \$57,950.46 per annum, to service. At the 10 year period the remaining balance is subject to review and renegotiation. This will allow the Council to take the following actions should it wish to do so, repay any amounts without penalty, renegotiate the term, renegotiate the interest rate depending on market conditions and/or repay the loan in full. It is considered important that the Council retain flexibility within its loan portfolio to allow the Council of the day to pursue the financial objectives that it determines as most appropriate for the community.

STATUTORY CONSIDERATIONS

Local Government Act 1993 Sections 78 and 80.

78.Borrowings

(1) A council, for the purpose of raising a loan or obtaining any form of financial accommodation, may decide by an absolute majority to provide any of the following forms of security:

(a) debentures;

(b) bills of sale, mortgages or other charges;

(c) inscribed stock;

(d) guarantees;

(e) any other document evidencing indebtedness other than bearer instruments.

(2) A council may not raise a loan in any financial year exceeding any amount the Treasurer determines for that financial year.

(3) In this section, loan includes any financing arrangement as determined by the Treasurer.

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032/16 9.6 - REVIEW OF LOAN BORROWING STRATEGY FOR 2015/2016 (CONT.)

80.Limit on borrowing

(1) Except with the approval of the Minister, a council may not borrow additional money for any purpose if the annual payments required to service the total borrowings would exceed 30% of its revenue of the preceding financial year.

(2) Grants made to a council for specific purposes are to be excluded in calculating 30% of revenue of the council.

RISK CONSIDERATIONS

The key risk to consider in relation to the proposal within this document is that of financial sustainability.

The assessment of financial sustainability is based on a review of four key ratios. The key ratios being the underlying surplus ratio, the net financial liabilities ratio, the asset consumption ratio and the asset renewal funding ratio. The financial risk related to loan borrowings was considered as part of budget deliberations for the 2015/2016 financial year and found to be within the parameters adopted within the Council's financial strategy, (based on those recommended by the Tasmanian Audit Office). There is no additional financial risk to be considered as the original borrowing level approved as part of Council's 2015/2016 approved budget estimates decision will not be exceeded.

There are no guarantees that any forgone loan allocations for 2015/16 would be approved, if requested, for 2016/17.

STRATEGIC PLAN

Goal 2 Business and Economic Development

Aim – To develop a strong and diverse local economy that meets the needs of the community

COMMUNITY CONSULTATION

Further community consultation will be and in some cases is in progress in order to finalise concept plans for some of the projects noted in the table for consideration.

OPTIONS FOR COUNCIL TO CONSIDER

The Council could consider reducing the approved borrowing amount to take into account the successful grant application of \$350,000, either partially or taking into account the full amount of the grant. In this case it is expected that the projects under consideration will either form part of a recommendation to be included in next year's proposed capital program or that additional funding requests will be recommended to Council for projects included in this year's capital program.

**George Town Council
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032/16 9.6 - REVIEW OF LOAN BORROWING STRATEGY FOR 2015/2016 (CONT.)

OFFICER'S COMMENTS

Now that Council has received advice that it has been successful with a grant application for \$350,000 to assist with funding for the redevelopment of the waste transfer station, an opportunity presents itself for Council to maintain the borrowing at the level already approved by the Council as part of the adopted budget for 2015/2016.

This will allow Council to,

- bring forward a number of projects that provide significant community benefit and,
- provide funding for the completion of the skate park project that will otherwise require funding from Council reserves and,
- provide additional funding for projects included in the 2015/2016 capital program whereby analysis to date (but not yet completed) indicates additional funding will be required.

The following table indicates a number of projects that are proposed as part of consideration for this proposal. The total sum indicated within the table is \$375,000 are estimated amounts only, however it is therefore clear that the loan funds can be well utilised with any remaining balance in required funds to be funded from the 2016/2017 capital program subject to council deliberations and decisions for the 2016/2017 budget.

Project	Funding Comment	Potential Sum	Other Comment
Regent Square skate park completion	Provide funding, project works already completed	\$50,000	Council approval already provided for works.
Skate Park Precinct Further development of the skate park precinct to develop a family friendly park area	Bring forward project for Council consideration. Funding will provide initial scoping/concept design/costing and preliminary capital works.	\$150,000	Community consultation to be undertaken. Council approval on final design to be sought.
Lefroy Playground Development	Bring forward project for Council consideration.	\$25,000	Some community consultation underway has been undertaken. Equipment and design to be finalised.
Public toilet redevelopments, Weymouth, Lulworth, Sports Complex, Hillwood.	Additional funding for capital works is an estimate only.	\$50,000	Community consultation underway or to be undertaken. Projects to be scoped and designed.

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032/16 9.6 - REVIEW OF LOAN BORROWING STRATEGY FOR 2015/2016 (CONT.)

Project	Funding Comment	Potential Sum	Other Comment
Windmill Point Redevelopment	Additional funding to compliment government grant allocation of \$100,000.	\$50,000	Community consultation underway or to be undertaken. Includes scoping and design.
Waste Transfer Redevelopment	Additional capital works funding if required.	\$50,000	Final design work in progress.
Total Sum		\$375,000	

Council officers consider these recommendations meet the requirements of Council's financial management strategies and are in accordance with Council's newly developed Strategic Plan 2016 – 2026.

Council officers also consider this decision will provide Councillors with more flexibility for Council services in Budget considerations for 2016/17.

OFFICER'S RECOMMENDATION

- (a) That Council acknowledge the estimated funding requirements for the projects noted in the table above and as nominated in this report and endorses the already approved borrowing of \$993,925.
- (b) That Council acknowledges that community consultation and further information will be provided to the Council in relation to the projects nominated.
- (c) That the projects nominated be included in the Capital Works program for 2015/16 with any unexpended amounts to be carried forward for 2016/17 Budget Capital Works consideration.

DECISION

Moved: Cr Dawson

Seconded: Cr Harris

- (a) That Council acknowledge the estimated funding requirements for the projects noted in the table above and as nominated in this report and endorses the already approved borrowing of \$993,925.
- (b) That Council acknowledges that community consultation and further information will be provided to the Council in relation to the projects nominated.
- (c) That the projects nominated be included in the Capital Works program for 2015/16 with any unexpended amounts to be carried forward for 2016/17 Budget Capital Works consideration.

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032/16 9.6 - REVIEW OF LOAN BORROWING STRATEGY FOR 2015/2016 (CONT.)

Cr Parkes left the meeting at 11.30 am

Cr Parkes returned to the meeting at 11.31 am

The Chairperson called a Point of Order at 11.47am as a councillor speaking was being interrupted or distracted LG(MP)R 23 (1)(b).

	For	Against		For	Against
Cr Archer	✓		Cr Nicholls		✓
Cr Harris	✓		Cr Glisson		✓
Cr Barwick		✓	Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

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10. COMMUNITY SERVICES

033/16 10.1 - COMMUNITY GRANTS/ASSISTANCE

REPORT AUTHOR: Manager Community Development – Mrs Anne Cameron

REPORT DATE: February 2016

FILE NO: 23.2

ATTACHMENT: (A) Grant Application – (Services) Ladies Leisure Centre
(B) Grant Application – (Services) Ainslie Complex Auxiliary
(C) Grant Application – (Young Achiever) Shelby Miller
(D) Grant Application – (Young Achiever) Isabella Crack

SUMMARY

This report provides a summary and recommendations related to requests for community grants or assistance.

STRATEGIC PLAN

Key Item 3 – Community and Wellbeing

Goal: *To foster wellbeing and a sense of belonging for our community by:*

- Providing and promoting a range of social, cultural and community events
- Supporting youth initiatives
- Actively engaging with our community

Strategy 3.4: Support Community Groups

Provide a grants program for community groups and individuals.

FINANCES

The 2015 / 2016 budget allocation for Community Grants is \$11,000.

The following allocations for the financial year 2015 / 2016 have been made:

Organisation	Grant Category	Amount \$	Minute #
Aimee Hawes	Young Achiever	\$200	257/15
James Hawes	Young Achiever	\$200	257/15

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033/16 10.1 - COMMUNITY GRANTS/ASSISTANCE (CONT.)

Organisation	Grant Category	Amount \$	Minute #
Joshua Geeves	Young Achiever	\$200	257/15
Leah Renton	Young Achiever	\$200	335/15
Myra Donnelly	Young Achiever	\$200	354/15
Rotary Club of George Town	Community Grant	\$103	257/15
Low Head Progress & Heritage Association Inc	Community Grant	\$1,000	302/15
Gordon Square Childhood Services	Community Grant	\$600	300/15
George Town Volunteer Ambulance Service	Community Grant - Services	\$546	257/15
Dalrymple Drifters Chapter	Community Grant – Services	\$750	258/15
LINC Tasmania	Community Grant – Services	\$83	335/15
George Town Hospital Auxiliary	Community Grant – Services	\$140	335/15
Lighthouse Regional Arts	Community Grant – Services	\$182	335/15
Doing Life Together Group	Community Grant – Services	\$950	354/15
George Town RSL Sub Branch	Community Grant – Services	\$450	354/15
George Town Scouts	Community Grant - Services	\$90	380/15
Launceston Triathlon Club	Community Grant – Event	\$800	335/15
South George Town Primary School Parents Association	Community Grant – Event	\$990	354/15
George Town Rotary Club	Community Grant	\$1,000	9/16
George Town Lions Club	Community Grant – Event	\$950	9/16
George Town Fire Brigade Social Club	Community Grant – Event	\$300	9/16
Hillwood Fire Brigade	Community Grant – Event	\$150	9/16
TOTAL		\$10,084	
GRANT FUNDING REMAINING		\$916	

1. Ladies Leisure Centre

On the 6th May 2016, the Ladies Leisure Centre will host a Cancer Council Biggest Morning Tea, as a fundraising event for the Cancer Council of Tasmania. The Centre is seeking a Council Grant (Services) to cover costs associated with hire of the Graham Fairless Centre and Kitchen.

OFFICER'S COMMENT

The completed Grant Application and Event Application form attachments to this report.

The request conforms to Council's Community Grants / Assistance Policy in the Council Service Fees and Charges Assistance.

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033/16 10.1 - COMMUNITY GRANTS/ASSISTANCE (CONT.)

The Ladies Leisure Centre is a local community organisation. The Centre, along with several other local organisations, will be working together to hold a community Cancer Council Biggest Morning Tea. The Event will be held on Friday 6th May and will incorporate a morning tea, guest speaker from the Cancer Council, and entertainment from local identities.

All proceeds from the Morning Tea will go to the Cancer Council of Tasmania.

RISK ASSESSMENT

No risk is identified.

2. Ainslie Complex Auxiliary

A Community Grant application has been received from the Ainslie Complex Auxiliary to cover costs associated with hire of the Memorial Hall for their annual fundraising morning tea.

OFFICER'S COMMENT

The completed Grant Application and Event Application form attachments to this report.

The request conforms to Council's Community Grants/Assistance Policy in the Council Service Fees and Charges Assistance.

The Ainslie Complex Auxiliary will be holding their annual fundraising morning tea on the 2nd September 2016.

The Ainslie Complex Auxiliary is an organisation of volunteers who continually fundraise to provide equipment, services and new activity projects which have created a feeling of well-being for the residents of Ainslie.

All money raised at the morning tea will go directly to benefit the residents of Ainslie.

3. Shelby Miller

Council has received a Young Achiever grant application from Shelby Miller. Shelby has been selected to represent Tasmania as a member of the Under 19 State Netball Team.

OFFICER'S COMMENT

The completed grant application forms an attachment to this report.

Shelby is from Hillwood and has been selected to represent Tasmania as a member of the Under 19 State Netball Team.

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033/16 10.1 - COMMUNITY GRANTS/ASSISTANCE (CONT.)

Shelby is recognised as a valued team member, having gained selection in State Netball Teams on several occasions over the past years. Her commitment to her chosen sport is unquestionable and she works very hard to achieve her goals.

The team will travel to Perth on the 12th April and will be competing in the National Netball Championships.

RISK ASSESSMENT

No risk identified

4. Isabella Crack

Council has received a Young Achiever grant application from Isabella Crack. Isabella has been selected to represent Tasmania as a member of the Little Athletics Tasmania International Children's Games, and will travel to Taiwan in July 2016.

OFFICER'S COMMENT

The completed grant application forms an attachment to this report.

Isabella is from Pipers River and has been selected to represent Tasmania as a member of the Little Athletics Tasmania, International Children's Game team.

Isabella's selection is a testament to her dedication to her chosen sport of track and field; she has been competing in Little Athletics since she was five years old.

The International Children's Games (ICG) is the largest multi-sport youth games in the world and is a recognised member of the International Olympic Committee. Approximately 3,000 athletes between 12 and 15 years of age participate in this prestigious event each year. Athletes will be representing over 30 countries and 70 cities from around the world.

The Games' aim is to enable, develop and advance the meeting, understanding and friendship of students from different countries around the World and promote the Olympic ideal.

The team will travel to Taipei City, Taiwan on the 10th July, with competition commencing on the 12th July 2016.

RISK ASSESSMENT

No risk identified

George Town Council
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033/16 10.1 - COMMUNITY GRANTS/ASSISTANCE (CONT.)

OFFICER'S RECOMMENDATION

That the report of the Community Services Events officer be received and that Council:

1. Provides a Community Grant of \$100 to the Ladies Leisure Centre to cover the hall hire fees for the Graham Fairless Centre and Kitchen, associated with holding a Cancer Council Biggest Morning Tea;
2. Provides a Community Grant of \$100 to the Ainslie Complex Auxiliary to cover the hall hire fees for the Memorial Hall, associated with their fundraising morning tea;
3. Approves an Achievement Grant of \$200 to Shelby Miller to assist with costs associated with her selection as a member of the Tasmanian Under 19 Netball Team which will compete at the National Netball Championships in Perth during April 2016; and
4. Approves an Achievement Grant of \$200 to Isabella Crack to assist with costs associated with her selection as a member of Little Athletics Tasmania International Children's Games Team which will travel to Taiwan in July 2016.

DECISION

Moved: Cr Burt
Seconded: Cr Nicholls

Cr Dawson left the meeting at 11.54 am
Cr Dawson returned to the meeting 11.56 am

That the report of the Community Services Events officer be received and that Council:

1. Provides a Community Grant of \$100 to the Ladies Leisure Centre to cover the hall hire fees for the Graham Fairless Centre and Kitchen, associated with holding a Cancer Council Biggest Morning Tea;
2. Provides a Community Grant of \$100 to the Ainslie Complex Auxiliary to cover the hall hire fees for the Memorial Hall, associated with their fundraising morning tea;
3. Approves an Achievement Grant of \$200 to Shelby Miller to assist with costs associated with her selection as a member of the Tasmanian Under 19 Netball Team which will compete at the National Netball Championships in Perth during April 2016; and
4. Approves an Achievement Grant of \$200 to Isabella Crack to assist with costs associated with her selection as a member of Little Athletics Tasmania International Children's Games Team which will travel to Taiwan in July 2016.

**George Town Council
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033/16 10.1 - COMMUNITY GRANTS/ASSISTANCE (CONT.)

	For	Against		For	Against
Cr Archer	✓		Cr Nicholls	✓	
Cr Harris	✓		Cr Glisson	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

George Town Council
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034/16 10.2 - GEORGE TOWN COMMUNITY SAFETY COMMITTEE – DRAFT COMMUNITY SAFETY PLAN 2016

REPORT AUTHOR: Manager Community Development – Anne Cameron

REPORT DATE: 3rd February 2016

FILE NO: 22.24

ATTACHMENT: Draft George Town Community Safety Plan 2016-19

SUMMARY

This report is provided to Council to progress Council's process to adopt the draft George Town Community Safety Plan 2016-19 as recommended by the George Town Community Safety Committee

BACKGROUND

The George Town Community Safety Committee (the Committee) is a Special Committee of Council created pursuant to s.24 of the Local Government Act 1993.

In August 2015 Council resolved to:

‘endorse the development of a Community Safety Plan using the draft 2006 Community Safety Plan, the City of Launceston Safe Winter in Launceston handbook and the George Town Community Safety Committee Terms of Reference’ (Resolution 309/15)

The 2006 Draft Community Safety Plan was reviewed by Crs Barwick and Glisson, a new draft Community Safety Plan was developed and presented to Council at the December ordinary meeting of Council.

Council resolved (413/15)

‘That Council endorses the George Town Community Safety Committee resolution and that the Draft George Town Community Safety Plan 2016-19 lay on the table for a month and that community comment be invited. That the Council acknowledges the work of Andrew Taylor.’

STRATEGIC PLAN

Key area 3 – Community and Wellbeing

Aim: to foster wellbeing and a sense of belonging for our community by:

- *Creating a community in which people feel safe and included*

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**034/16 10.2 - GEORGE TOWN COMMUNITY SAFETY COMMITTEE – DRAFT
COMMUNITY SAFETY PLAN 2016 (CONT.)**

FINANCIAL IMPLICATIONS

The Committee has no budget to implement programs, activities or projects. The Committee is resourced by Council with administrative support for meetings only.

Application will need to be made to Council, or other funding sources identified, for any actions arising from the draft George Town Community Safety Plan 2016- 19 which require funding.

RISK ASSESSMENT

No risk assessment in relation to the Committee's request has been undertaken.

OFFICER'S COMMENTS

The Draft Community Safety Plan 2016-19 was placed on the Council website. Community comment was invited.

No submissions have been received from Councillors or the community.

OFFICER'S RECOMMENDATION

That Council adopts the draft George Town Community Safety Plan 2016-19.

DECISION

Moved: Cr Barwick

Seconded: Cr Parish

That Council adopts the draft George Town Community Safety Plan 2016-19.

Cr Barwick called a Point of Order at 11.58 am against Cr Parish as the councillor speaking raises an issue that is irrelevant to the motion being discussed LG(MP)R 23 (1)(a)

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

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11. MAYOR

035/16 11.1 - MATTERS OF INVOLVEMENT – MAYOR

FILE NO.: 14.11

REPORT DATE: February 2016

Mayor Bridget Archer		
<i>January</i>	20	Chaired Ordinary Council meeting
	22	Attended a morning tea at the Star of the Sea College to meet new principal
	22	Held a meeting with representatives from RAW (Rural Alive and Well)
	22	Met with Environex re Proposed Project
	25	Attended Chilli Skyfire on behalf of Council
	26	Conducted Australia Day ceremony and attended breakfast and activities
	27	Met with Federal Labour Candidate re Priority Projects
<i>February</i>	2	Discussion held with Councillor and Council Staff re Draft Strategic Priority Projects Plan
	2	Attended George Town Community Safety Group meeting
	3	Attended Council workshop
	4	Attended Workshop Introduction to Emergency Management for Emergency Management Stakeholders
	4	Met with CEO Infrastructure Tasmania and Minister for Infrastructure
	4	Officiated opening of the Tasmanian Combined Chapters Rally
	5	Attended TasWater Owners Representative quarterly briefing for the northern region
	9	Attended George Town Chamber of Commerce AGM
	11	Met with resident re livestock issues
	11	Met with RSL Sub Branch re Anzac Day 2016
	12	Attended LGAT General Meeting
	12	Attended Review of Regional Organisations – LGAT

OFFICER'S RECOMMENDATION

That the information report from the Mayor on Matters of Involvement be received and the information noted.

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035/16 11.1 - MATTERS OF INVOLVEMENT – MAYOR (CONT.)

DECISION

Moved: Cr Parkes
Seconded: Cr Nicholls

That the information report from the Mayor on Matters of Involvement be received and the information noted.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

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12. GENERAL MANAGER

036/16 12.1 - COUNCILLOR MOTION UPDATE

REPORT AUTHOR: General Manager – Mr John Martin

REPORT DATE: February 2016

FILE NO: 14.12

ATTACHMENT: Nil.

PLANNING AND DEVELOPMENT			
Min No.	Date	Motion	Action
368/14	12/11/14	<p>Application for Dispensation from a Local Provision of the George Town Interim Planning Scheme 2013 – Lot 1 East Tamar Highway, Mount Direction</p> <p>That the Council notify the Tasmanian Planning Commission that no representations were received during the public exhibition period and that no modification is required to the application for dispensation for Lot 1, East Tamar Highway, Mount Direction.</p>	Decision pending additional information from applicant, Council and State Growth.
346/15	21/10/15	<p>Proposed Urgent Amendments (Section 30IA of LUPAA) to the George Town Interim Planning Scheme 2013</p> <p>That, in relation to the proposed urgent amendment, Council supports the application made under Section 30IA of the <i>Land Use Planning and Approvals Act 1993</i>, to rezone the areas from Rural Resource to Rural Living as outlined in this report.</p>	Decision pending by TPC.
371/15	18/11/15	<p>Section 39 Report on Representations - DA2015/40 & A6/2016 Combined Application for Rezoning and 11 Lot Subdivision at 4 Ridge Street & Craighburn Road, Hillwood</p> <p>That the Planning Authority resolves that this report be received and that:</p> <ol style="list-style-type: none"> 1. The Council advise the Tasmanian Planning Commission that three (3) representations were received in accordance with section 39(2) of the <i>Land Use Planning and Approvals Act 1993</i>; and 2. A copy of this report, being the Council's assessment of the merit of each representation, is forwarded to the Tasmanian Planning Commission, in order to satisfy Section 39(2)(b); and 3. The Tasmanian Planning Commission be advised that Council recommends that no modification to draft amendment A6-2015 is required; and 4. The Tasmanian Planning Commission be advised that Council recommends that no modification to draft permit DA2015/49 is required. 	Decision pending.

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400/15	16/12/15	<p>Hillwood Structure Plan</p> <p>a. Council notes the draft Hillwood Area Structure plan.</p> <p>b. Invites public representations for a period of at least 40 days commencing 19th December 2015.</p> <p>c. Advertises the public consultation process in the Examiner and notice boards.</p> <p>d. Presents the draft Hillwood Area Structure Plan to the community at a public forum, to be held in Hillwood at least two weeks prior to the close of the public consultation period.</p> <p>e. All representations be considered further by councillors, prior to the formulation of a final structure plan and its endorsement by Council.</p>	<p>Noted. Completed.</p> <p>Completed.</p> <p>Completed.</p> <p>In progress. Report to February meeting for final date for submissions.</p>
002/16	20/01/16	<p>Five (5) Lot Subdivision at 4A South Street</p> <p>That the application for a 5 Lot Subdivision for land at 4A South Street, George Town, CT 15014/1 be APPROVED subject to the following conditions:</p> <p><i>In accordance with conditions 1 – 18 and Permit Notes A - E</i></p>	Completed.
INFRASTRUCTURE AND DEVELOPMENT			
029/15	21/01/15	<p>Water Tower Mural</p> <p>That Council resolves as an adjustment to its maintenance program investigates the cleaning of our water tower mural on our Agnes Street, Arnold Street reserve.</p>	Site visit by Contractor by mid-November. Report following inspection.
292/15	19/08/15	<p>Review of Lease of Public Reserve, Beechford – PID 6549605</p> <p>That Council:</p> <p>a) pursue a modified lease over the area outlined in BLUE and subsequently enter into a tripartite agreement signed by George Town Council, Parks and Wildlife Services and Crown Land Services to include the tennis court site, the sportsground and the playground area; and</p> <p>b) authorises the General Manager finalise the lease arrangements accordingly.</p>	Completed.
003/16	20/01/16	<p>George Town Sports Complex Advisory Committee – Recommendation to Investigate Replacement of the Front Entrance Gate Signage at the Sports Complex</p> <p>That Council:</p> <p>a) Considers the information provided in this report; and</p> <p>b) Considers the recommendation as part of a new plan for the Sports Complex.</p>	In progress.

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CORPORATE			
019/15	21/01/15	<p>Council Facilities Future Use and Development – Strategic Development That</p> <p>a) Council approves an extension to the final facilities report completion date sought in minuted resolution 336/14 to reflect Council's intention to review the Strategic Plan 2012-17, and adopt the revised Plan, and</p> <p>b) Council is presented with updated report progress at workshops, with a view to further consideration of timelines at future Council meetings.</p>	<p>Completed.</p> <p>In progress.</p>
249/15	15/07/15	<p>Internal Audit Function That Council receives and endorses the Audit Panel Committee's Recommendation; and</p> <p>(a) Authorises the General Manager to make arrangements with other Council's participating in the Internal Audit Project for the exchange of trained internal audit officers to undertake an internal audit program; and</p> <p>(b) That progress reports regarding internal audit, findings and any recommendations are reported to the Audit Panel for consideration at each meeting of the Audit Panel.</p>	<p>Audit plan being developed.</p>
250/15	15/07/15	<p>Risk Management That Council receives and endorses the Audit Panel Committee's Recommendation that:</p> <p>(a) Risk management progress reports are submitted to Council on a 6 monthly basis.</p> <p>(b) Council's internal working group continue to update the risk register and risk treatment processes on a regular basis.</p> <p>(c) That an audit of risk management skills and knowledge is conducted initially involving all managers and supervisors.</p> <p>(d) Should any gaps be determined in risk management skills and training from the audit in (c) that training be sourced and provided to the relevant individuals.</p> <p>(e) That a risk analysis is performed and documented prior to any project being undertaken by Council.</p>	<p>Report to be provided to the Audit Panel meeting February 2016.</p>
37915	18/11/15	<p>Street Light Replacement Program That Council support working with other councils in the northern region to accelerate the replacement of existing minor road lights with LEDs and consider alternative funding arrangements other than roads to recovery funding in the 2016/2017 budget considerations.</p>	<p>Budget allocation to be considered for 2016/2017 budget.</p>
407/15	16/12/15	<p>Adoption of Revised Code for Tenders and Contracts That this matter be referred to a Council Workshop.</p>	<p>Report to be submitted to Council following receipt of legal advice.</p>

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COMMUNITY			
263/15	15/07/15	<p>Targa Sponsorship 2016 for Stage 1 – George Town That Council:</p> <p>(a) Agrees to sponsor the George Town Street Stage of Targa Tasmania by entering into a sponsorship agreement with Targa Australia in 2016; and</p> <p>(b) Provides for this expenditure in the 2015-16 operating budget; and</p> <p>(c) Pursues opportunities to partner with other businesses to meet the sponsorship commitment.</p>	<p>Completed.</p> <p>Completed.</p> <p>In progress.</p>
265/15	15/07/15	<p>George Town Community Safety Committee – Motion to Council That Council:</p> <p>1. Receives the information provided by Council's Manager Community Development and Manager Infrastructure and Works; and</p> <p>2. Request a traffic engineer's audit of Dalrymple Road to confirm areas of high risk so that the budgeted funds can be applied to remedy areas identified as high risk by the audit; and</p> <p>3. Advise the George Town Safety Committee of the Officer's comment above, noting the actions being taken to address driver safety concerns.</p>	<p>Noted.</p> <p>Commenced.</p> <p>Completed.</p>
308/15	19/08/15	<p>George Town Community Safety Committee – Request for LGAT Support That the issue of traffic management authority of emergency service workers in attendance at an incident be discussed at a Council workshop and advice be sought from the George Town Emergency Management Committee and the George Town Branch of the State Emergency Service in relation to the issue.</p>	<p>To be discussed at a Council Workshop upon the Emergency Management Coordinator's return from leave.</p>
382/15	18/11/15	<p>George Town Community Safety Committee – Pedestrian Crossing Safety Measures That Council recommends to the George Town Community Safety Committee that the Manager Infrastructure & Engineering be invited to the next meeting of the Committee to discuss pedestrian and driver safety at the Macquarie Street pedestrian crossings.</p>	<p>In progress.</p>
412/15	16/12/15	<p>George Town Community Safety Committee – No Smoking Zone at Port Dalrymple School Crossing That Council endorses the George Town Community Safety Committee resolution that the Environmental Health Officer undertake investigation, take appropriate action and report back to the Community Safety Committee, about options to create public no smoking zones around all school crossings as a response to Port Dalrymple School student leaders' request.</p>	<p>Completed.</p>

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413/15	16/12/15	<p>George Town Community Safety Committee – Draft Community Safety Plan 2016</p> <p>That Council endorses the George Town Community Safety Committee resolution and that the Draft George Town Community Safety Plan 2016-19 lay on the table for a month and that community comment be invited. That the Council acknowledges the work of Andrew Taylor.</p>	See report this agenda.
414/15	16/12/15	<p>George Town Community Safety Committee – Lulworth Community Association Concern – Hurst Street Speeding</p> <p>That Council requests the Manager Infrastructure and Engineering or his representative be invited to the next George Town Community Safety Committee in February to discuss the issue raised by the Lulworth Community Association.</p>	In progress.
009/16	20/01/16	<p>Community Grant/Assistance</p> <p>That Council endorses the payment of the grants of \$1,000 to Rotary Club of George Town and \$950 to George Town Lions Club as recommended in the Minutes of the Ordinary Council meeting held 16th December 2015.</p>	Completed.
GENERAL MANAGER			
350/12	19/12/12	<p>Landscape Management Plan Regent Square</p> <p>That Council recognises the sentiment of the motion and resolves to consult with the whole community in developing and adopting a landscape management plan for Regent Square that promotes the heritage values in harmony with the visual and environmental values and the cultural public use aspects of the Square.</p>	To be developed.
246/13	14/08/13	<p>Lease Proposal – TS York Australian Naval Cadets – Graham Fairless Centre (PID 2733160)</p> <p>That Council receives the report on the lease proposal – TS York Australian Naval Cadets – Graham Fairless Centre from the General Manager and Executive Officer (Governance) and enters into the 5 year lease agreement accordingly.</p>	Draft lease being considered by Defence legal reps.
395/13	18/12/13	<p>Rates Recovery – Outstandings over 3 years – Lefroy Unknown Owner Address</p>	Signage of notices being prepared for placement.
142/14	21/05/14	<p>Crown Licence – Low Head Boat Ramp, Car Park & Access Road – Low Head Conservation Area</p> <p>That Council receives the report on the Crown Licence – Low Head Boat Ramp, Car Park and Access Road – Low Head Conservation Area from the Acting General Manager; and</p> <p>a) accepts responsibility for the ramp and associated infrastructure once the upgrade is completed; and</p> <p>a) confirms its intention to enter into a five year licence with the Department of Primary Industries, Parks, Water and Environment for the Low Head boat ramp, car park, access road and pontoon – Low Head Conservation area and signs and seals the required license documentation.</p>	Pending response from Parks and Wildlife Services.

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339/14	15/10/14	<p>Notice of Motion – Council Layout Any changes to the operation and or layout of the Council Offices and Council Chambers be submitted to and approved by Council prior to implementation</p>	Noted. Report to Council when plans are designed.
072/15	18/02/15	<p>Extension of South Street That a report on the extension of South Street eastward to Old Bell Bay Road adjacent to the Council Depot and Thompson Avenue precinct be investigated and a brief presented to an elected members workshop.</p>	In Progress. Included in the Bell Bay Structure Plan.
110/15	18/03/15	<p>Economic Development</p> <ol style="list-style-type: none"> 1. That Council receive and acknowledge the information contained in this report. 2. That Council continue their efforts to facilitate and participate with key stakeholders towards furthering an economic prospectus initiative to outline the opportunities for economic, social and liveability development investment in this scenic and beautiful area of Tasmania. 3. That Council progress these discussions with our political representatives and their agencies, private enterprises and our local community organisations. 	Completed. Ongoing. Ongoing.
187/15	20/05/15	<p>Local Government Reform – Resource Sharing, Shared Services, Benchmarking & Voluntary Amalgamation That Council:</p> <ol style="list-style-type: none"> 1. Agrees to collaborate with West Tamar Council, Meander Valley Council and the Northern Midlands Council in a benchmarking exercise of financial and other service delivery measures utilising the services of an independent consultant. 2. Authorises the General Manager to engage a project consultant with local government experience. 3. Writes to the Minister for Planning and Local Government the Hon. Peter Gutwein MP and outlines the George Town Council's intentions in regards to participating with the West Tamar Council, Meander Valley Council and the Northern Midlands Council in undertaking this benchmarking and service delivery review project. 4. That the George Town Council also inform the Minister for Local Government that they indicate their willingness to participate in exploring options of feasibility studies for voluntary amalgamation/shared services models/standalone Councils with their adjacent neighbouring Councils, ie. Dorset, Flinders, Launceston City Council and West Tamar Council, subject to the following: <ol style="list-style-type: none"> (i) Informing and requesting support from the State Government of the staged benchmarking and shared services modelling being undertaken by George Town Council, Meander Valley Council, West Tamar Council and Northern Midlands Council. (ii) That neighbouring Councils agree to participating in other feasibility studies; (iii) That the State Government fund the costs of other feasibility studies/modelling that is undertaken including any facilitation and community consultation 	In progress. In progress. Completed. Completed.

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		<p>costs that occur;</p> <p>(iv) That Council's contribution be of an "in-kind" nature through their officers participation and associated expenses.</p> <p>(v) That Council and participating Councils, prior to any other feasibility studies/modelling taking place, agree to any protocols and Terms of Reference;</p> <p>(vi) That consideration of employee related issues be considered and referenced in any protocols and Terms of Reference.</p> <p>5. That Motion 341/14 (15th October 2014) as follows, be rescinded: "Resource Sharing</p> <ul style="list-style-type: none"> • That no further discussions take place or meetings are held with any parties with regard to resource sharing or potential for amalgamations until such times as the Council is provided with the following information: <ol style="list-style-type: none"> 1. the objectives of the discussion or meeting 2. the parties to the discussion 3. the expected impact on service levels to the community 4. the potential estimated costs 5. the potential estimated savings 6. the expected impact on the Councils employment levels, and 7. a community consultation plan relevant to associated issues <p style="margin-left: 40px;">And Council approves the meeting or discussions and the community consultation plan</p> • That this motion be read in conjunction with 241/14." 	Completed.
273/15	15/07/15	<p>Capital Works Program for the 2015/2016 Year That:</p> <p>(a) the Capital Works Program for 2015/2016 as presented, be approved and adopted; and</p> <p>(b) that Council authorises the General Manager to seek loan funding of up to \$993,925 in order to fund the capital works program.</p>	<p>a) Completed.</p> <p>b) report to be submitted to February workshop.</p>
319/15	19/08/15	<p>Local Government Reform That Council:</p> <p>1) Receive and note the information presented in this report; and</p> <p>2) Agree to collaborate with participating Northern Councils to undertake a benchmarking process involving Councils in northern Tasmania which establishes a standardised evidence base providing data on both quantitative and qualitative aspects of operations and which additionally identifies from the data areas of potential for resource sharing and other collaboration between the Councils; and</p> <p>3) Authorise the Mayor and General Manager to participate in these investigations and projects as outlined and in accordance with Council's resolutions; and</p>	Ongoing.

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		4) That George Town Council will continue to participate in the benchmarking/shared services investigation project with the four panel members as outlined or an expanded panel as agreed with the State Government and participating Councils.	
358/15	21/10/15	<p>George Town Skate Park</p> <p>1. That the General Manager be authorised to undertake all necessary works to finalise the George Town Skate Park for opening, including information presented in this report.</p> <p>2. That the General Manager follows up on any outstanding matters associated with the project to date.</p> <p>3. That the opening of the project be at an agreed date by the George Town Council, the State Government and the Wattle Group.</p> <p>4. The funding for the finalisation of the project be expended from Council's current reserves with finalisation of final financial determinations to be resolved by Council before the end of the 2015/2016 financial year.</p>	<p>Completed.</p> <p>Completed.</p> <p>Completed.</p> <p>In progress.</p>
389/15	18/11/15	<p>Draft 2016-2026 Strategic Plan</p> <p>That Council:</p> <p>a) advertises and presents its Draft 2016-2026 Strategic Plan inviting submissions on the Plan closing mid January 2016; and</p> <p>b) the Draft 2016-2026 Strategic Plan be presented via a community forum to be held early December 2015; and</p> <p>c) considers any submissions received prior to the final adoption of the Plan.</p>	<p>Completed.</p> <p>Completed.</p> <p>See report this agenda.</p>
418/15	16/12/15	<p>Draft Policy Development, Approval and Review Policy</p> <p>That Council:</p> <p>(a) Receives the report; and</p> <p>(b) Adopts the Draft Policy Development, Approval and Review Policy No. 09 Version 01 effective the 16th December 2015.</p>	Completed.
419/15	16/12/15	<p>Motion 1 From the Annual General Meeting 10th December 2015 – Inclusion of Pie Chart in Annual Report</p> <p>That the motion be referred to the next available Council workshop for discussion prior to consideration by Council.</p>	Completed.
420/15	16/12/15	<p>Motion 2 From the Annual General Meeting 10th December 2015 – Remuneration of Senior Staff</p> <p>That the motion be referred to the next available Council workshop for discussion prior to consideration by Council.</p>	Completed.
422/15	16/12/15	<p>Motion 4 From the Annual General Meeting 10th December 2015 – Professional Services Reporting</p> <p>That the motion be referred to the next available Council workshop for discussion prior to consideration by Council.</p>	Completed.
423/15	16/12/15	<p>Motion 5 From the Annual General Meeting 10th December 2015 – Recording of Council's Cost Saving Measures</p> <p>That the motion be referred to the next available Council workshop for discussion prior to consideration by Council.</p>	Completed.
013/16	20/01/16	<p>Asian Engagement Strategy Development</p> <p>That Council allocates up to \$3,500 to fund participation in the project to deliver an Asian Engagement Strategy for Northern Tasmania subject to confirmation of the Department of State Growth's contribution.</p>	<p>Completed.</p> <p>To be included in 16/17 budget.</p>

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014/16	20/01/16	Motion 1 From the Annual General Meeting 10th December 2015 – Inclusion of Pie Chart in Annual Report That the information be received and noted and that the inclusion of pie charts and other visual representations as suggested be considered in future Annual Reports.	Completed.
015/16	20/01/16	Motion 2 From the Annual General Meeting 10th December 2015 – Remuneration of Senior Staff That the information be received and noted and that Council and the General Manager continue efforts to minimise the labour expenditure of Council whilst still maintaining the required level of services to the George Town community.	Completed.
016/16	20/01/16	Motion 4 From the Annual General Meeting 10th December 2015 – Professional Services Reporting That Council receive and note the information provided and continue to provide and review a high level of financial reporting to Council and the community.	Completed.
017/16	20/01/16	Motion 5 From the Annual General Meeting 10th December 2015 – Recording of Council's Cost Saving Measures That the motion be deferred to the next Council workshop.	Completed. See report this agenda.

OFFICER'S RECOMMENDATION

That Council receives the report from the General Manager and notes the information provided.

DECISION

Moved: Cr Barwick
 Seconded: Cr Dawson

That Council receives the report from the General Manager and notes the information provided.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

- Q. *Cr Glisson's questioned when the Landscape Management Plan for Regent Square will take place. This question was taken on notice.*
- Q. *Cr Glisson requested an update on the status of the Rates Recovery – Outstandings Over 3 years – Lefroy unknown owner address. This question was taken on notice.*

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037/16 12.2 - COUNCIL WORKSHOP – FEBRUARY 2016

REPORT AUTHOR: General Manager – Mr John Martin

REPORT DATE: 8th February 2016

FILE NO: 14.10

ATTACHMENT/S: Nil

SUMMARY

The purpose of this report is to provide a record of workshops held in accordance with the requirements of section 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*.

DATE AND PURPOSE OF WORKSHOP/S HELD

Wednesday 3rd February 2016

- Sale of Council Land
- Presentation by Bell Bay Aluminium – Bell Bay Precinct – Economic Development
- Presentation by Tamar Lake Inc. – Results of the 3D sedimentation modelling of the Tamar Lake concept
- Hillwood Structure Plan
- Draft Notice of Motion – Cr Dawson
- Draft Notice of Motion – Cr Parkes
- Draft Strategic Plan, Submissions and Process
- Draft Strategic Priority Projects
- Draft Six Monthly Report against the 2015/2016 Annual Plan
- Motion 5 from the Annual General Meeting 10th December 2015 – Recording of Council's cost saving measures
- Draft Code for Tenders and Contracts
- Application for Grant Funding
- Skate Park Precinct Project
- Hard Waste Collection
- User Pays

Present: Mayor Bridget Archer, Cr Heather Barwick, Cr Doug Burt, Cr Greg Dawson, Cr John Glisson, Cr Richard Nicholls, Cr Tim Parish, Cr Peter Parkes

Apologies: Deputy Mayor, Cr Tim Harris

In Attendance: General Manager – Mr John Martin
Director Corporate Services - Mr Kim Barker
Manager Development Services – Mrs Justine Brooks-Bedelph

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037/16 12.2 - COUNCIL WORKSHOP – FEBRUARY 2016 (CONT.)

Manager Infrastructure and Engineering – Mr Paul O’Grady
Ms Josie Higgins – Executive Officer (Governance)

OFFICER’S RECOMMENDATION

That Council receives the report from the General Manager and notes the information.

DECISION

Moved: Cr Parkes

Seconded: Cr Burt

That Council receives the report from the General Manager and notes the information.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

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038/16 12.3 - DRAFT GEORGE TOWN COUNCIL - 2016-2026 STRATEGIC PLAN

REPORT AUTHOR: John Martin - General Manager

REPORT DATE: 5th February 2016

FILE NO: 15.29

ATTACHMENT: (A) Draft George Town Council 2016-2026 Strategic Plan
(B) Summary of Submissions Received and Consultant's responses
(C) Strategic Plan Review – Processes to Date

SUMMARY

This report provides a summary of the submissions received on the Draft George Town 2016-2026 Strategic Plan (the Plan) and provides information for Council to consider in adopting this Plan. The Plan and submissions received are attached to this report (see Attachments A and B). A summary of the consultation/review processes to date is attached as Attachment C.

BACKGROUND

Council at its meeting held on the 15th October 2014 resolved (336/14) that the General Manager adopts as the Council's strategic high priority objectives for the next three months a schedule for the revision of Council's Strategic Plan 2012 – 2017, including level and method of community consultation proposed and a timeframe for its implementation, for the Council's consideration.

At the ordinary Council meeting held on the 17th December 2014 Council resolved to call for Expressions of Interest from consultants to provide an evaluation of Council's options and processes to be undertaken in reviewing its Strategic Plan.

SGS Economics & Planning were engaged to undertake Council's Strategic Plan Review Process.

In May 2015 a number of community forums were held within the municipality. These forums were undertaken with a range of community members of all ages which included a session at the LINC/Hub specifically aimed at those with young families and visits to the local schools and talking to student representatives.

A separate forum was held with industry, business, education and health professionals to ensure a wide range of viewpoints were captured.

Written submissions were also received and considered throughout the review process.

The Draft Plan was presented to a facilitated community forum held on the 2nd December 2015 with written submissions on the Plan closing mid January 2016.

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038/16 12.3 - DRAFT GEORGE TOWN COUNCIL - 2016-2026 STRATEGIC PLAN (CONT.)

At the close of the submission period, four submissions had been received and these were forwarded to Council's consultant, SGS Economics & Planning for review. An outline of all submissions received throughout the Plan's review and development process together with the consultant's responses to those submissions is attached to this report (Attachment B).

STATUTORY REQUIREMENTS

Division 2 - Plans and report of Part 7 of the Local Government Act 1993 deals with the requirements for the preparation of a Strategic Plan and the required consultation and advertising.

66. Strategic plan

- (1) A council is to prepare a strategic plan for the municipal area.*
- (2) A strategic plan is to be in respect of at least a 5 year period and updated as required.*
- (3) In preparing a proposed strategic plan or updating an existing strategic plan, a council is to consult with the community in its municipal area and any authorities and bodies it considers appropriate.*
- (4) The general manager is to make a copy of a proposed strategic plan or updated strategic plan available for public inspection at the public office during ordinary office hours.*

68. Proposed strategic plan

After preparing a proposed strategic plan or updating an existing strategic plan, a council is to –

- (a) invite submissions in respect of the plan; and*
- (b) consider the submissions before adopting or updating the plan.*

69. Public inspection of strategic plan

As soon as a council adopts a strategic plan or amendments to a strategic plan, the general manager is to–

- (a) make a copy of the strategic plan available for public inspection at the public office during ordinary office hours; and*
- (b) provide the Director with a copy of the strategic plan.*

70E. Review of plans, strategies and policies

- (1) A council, at least every 4 years, is to review its -*
 - (a) strategic plan.*

038/16 12.3 - DRAFT GEORGE TOWN COUNCIL - 2016-2026 STRATEGIC PLAN (CONT.)

2012-2017 STRATEGIC PLAN

Key Area 1 – Organisational Accountability

Aim: To be a responsible, accountable local government

Objective: Maintaining financial viability, transparency and accountability in budgeting and administration

FINANCIAL IMPLICATIONS

Financial expenses for the development of Council's Strategic Plan are approximately \$60,000 - \$65,000, including consultancy, administration, advertising, officer costs and associated expenses.

RISK CONSIDERATIONS

There are no recognised risk implications associated with the Plan.

COMMUNITY CONSULTATION

Refer to Attachment C (Strategic Plan Review – Processes to Date).

OFFICER'S COMMENTS

Through the development of the Draft Plan, Council has undertaken extensive internal and external consultation.

Development and review processes of the Strategic Plan have been workshopped with Councillors throughout the past 12 months with the most recent being the 3rd February 2016. This workshop included information and requests for further extensions of time for submissions. The Plan is now considered to be at a stage where it provides a clear reflection of the community's and Council's shared vision, goals, objectives and priorities for the next 10 years.

The Strategic Plan identifies five (5) key goal areas that will be addressed by the George Town Council over the life of the Plan. The strategies for each goal provide more details about what is to be achieved, including key objectives and priorities. The Goal areas identified are as follows:

- Business and economic development;
- Community and wellbeing;
- Natural environment and heritage;
- Built environment; and
- Organisational accountability.

The most significant change to the Plan has been moving from a number of loosely defined goals and strategies to more specific and defined goals, outcomes, key objectives and priorities.

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038/16 12.3 - DRAFT GEORGE TOWN COUNCIL - 2016-2026 STRATEGIC PLAN (CONT.)

The inclusion of these objectives and priorities will provide a clear and transparent mechanism by which Council's progress towards its strategic outcomes can be measured.

Upon its implementation the Plan has a life of ten years however in accordance with Section 70E(1)(a) of the Local Government Act 1993, Council is to review its strategic plan every four years.

The new Strategic Plan will be adopted for the 2016/2017 Budget, Annual Plan and Annual Report. Council's current 2015/2016 Annual Plan and Budget will continue to be implemented in accordance with the 2012-2017 Strategic Plan.

Based on the preceding, it is recommended that Council proceeds with the formal adoption of the George Town 2016-2026 Strategic Plan as presented effective 17th February 2016.

OFFICER'S RECOMMENDATION

That:

- a) Council adopts the George Town Council 2016 – 2026 Strategic Plan as presented effective 17th February 2016; and
- b) Those persons who attended the community forums and who made submissions be thanked for their input.

DECISION

Moved: Cr Burt
Seconded: Cr Harris

That:

- a) Council adopts the George Town Council 2016 – 2026 Strategic Plan as presented effective 17th February 2016; and
- b) Those persons who attended the community forums and who made submissions be thanked for their input.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson		✓
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

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That the Chairperson adjourned the meeting at 12.41pm for lunch and will recommence at 1.30pm.

The Chairperson reconvened the meeting at 1.34pm.

039/16 2015/2016 ANNUAL PLAN PROGRESS REPORT: JULY 2015 – DECEMBER 2015

REPORT AUTHOR: General Manager - John Martin

REPORT DATE: 5th February 2016

FILE NO: 15.29

ATTACHMENT: 2015/2016 Annual Plan Progress Report: July 2015 – December 2015

SUMMARY

The purpose of this report is to provide Council with the six monthly progress report against the key actions of Council's 2015/2016 Annual Plan for the period July 2015 – December 2015.

BACKGROUND

In accordance with the S71 of the Local Government Act 1993 (the Act):

71. Annual Plan

- (1) *A council is to prepare an annual plan for the municipal area for each financial year.*
- (2) *An annual plan is to –*
 - (a) *be consistent with the strategic plan; and*
 - (b) *include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan; and*
 - (c) *include a summary of the estimates adopted under section 82 (Estimates); and*
 - (d) *include a summary of the major strategies to be used in relation to the council's public health goals and objectives.*
- (3) *As soon as practicable after a council adopts an annual plan, the general manager is to –*
 - (a) *make a copy of the annual plan available for public inspection at the public office during ordinary business hours; and*
 - (b) *provide the Director and the Director of Public Health with a copy of the annual plan.*

In accordance with the requirements of the Local Government (Audit Panels) Order 2014 in particular Section 4 **Functions of audit panel** Sub-sections (1) & (2):

- (1) In this clause –
Part 7 plan means a strategic plan, an annual plan, a long-term financial management plan or a long-term strategic asset management plan of a council prepared under Division 2 of Part 7 of the Act.

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039/16 12.4 - 2015/2016 ANNUAL PLAN PROGRESS REPORT: JULY 2015 – DECEMBER 2015 (CONT.)

- (2) For the purposes of Section 85A(1)(d) of the Act, the following matters are specified as the matter that an audit panel is to consider in a review of the relevant council's performance:
- (a) whether the annual financial statements of the council accurately represent the state of affairs of the council;
 - (b) whether and how the Part 7 plans are integrated and the processes by which, and assumptions under which, those plans were prepared.

The provision of this progress report is a requirement of the Council's Audit Panels Work Plan.

STRATEGIC PLAN

Key Area 1 – Organisational Accountability

Aim: To be a responsible, accountable local government

Objective: Maintaining financial viability, transparency and accountability in budgeting and administration

OFFICER'S COMMENTS

Council adopted its 2015/2016 Annual Plan in July 2015. Whilst there is no requirement under the Local Government Act 1993 to report to Council on the Annual Plan during the year, it is considered good governance (transparency and accountability) and practice for Council to report on the performance of the organisation against its current Annual Plan.

In accordance with Section 4 of the Local Government (Audit Panels) Order 2014 Statutory Rules 2014 and the Audit Panel's Work Plan schedule, the Progress Report will also be submitted to the February Audit Panel meeting for review.

The attached Draft Annual Plan Progress Report has been developed around each of the five key areas as identified in the 2015/2016 Annual Plan. It reports on the status of projects/initiatives, highlights and service achievements within each of the key areas during the six month period July 2015 – December 2015.

A Progress report will continue to be provided to Council on a six monthly basis with the next report to be issued in July 2016.

Key reporting areas will also to be reported in Council's 2015/2016 Annual Report based on the content of these six monthly progress reports.

OFFICER'S RECOMMENDATION

That the officer's report be received and the information noted.

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039/16 12.4 - 2015/2016 ANNUAL PLAN PROGRESS REPORT: JULY 2015 – DECEMBER 2015 (CONT.)

DECISION

Moved: Cr Harris
Seconded: Cr Parish

That the officer's report be received and the information noted.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls		✓
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

George Town Council
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040/16 12.5 - MOTION 5 FROM THE ANNUAL GENERAL MEETING 10TH DECEMBER 2015 – RECORDING OF COUNCIL'S COST SAVING MEASURES

REPORT AUTHOR: General Manager – Mr John Martin

REPORT DATE: 5th February 2016

FILE NO.: 14.12

ATTACHMENT/S: Nil.

SUMMARY

To resubmit Motion 5 from the 2015 Annual General Meeting to Council for review and consideration.

BACKGROUND

At the 2015 Annual General Meeting the following Motion Not on Notice was moved:

MOTION 5

Moved: Mr Neilsen

Seconded: Mr Austin

That in presenting future budgets Council records proposed cost saving measures and details in the following AGM report, achieved or non-achieved targets.

CARRIED

The motion was subsequently presented to the Council meeting held on the 16th December 2015 whereby Council resolved that Motion 5 from the 2015 Annual General Meeting be referred to the next available Council workshop for discussion prior to consideration by Council.

In accordance with Council resolution 423/15, the matter was presented to Elected Members at the Council workshop held on the 6th January 2016.

GENERAL MANAGER'S COMMENTS

- Cost savings are considered as part of the budget process and built into the budget estimates where there is some confidence that they may be achieved.
- In addition during the year cost savings are considered in an ongoing manner as opportunities arise. For instance the recent renegotiation of the IT support contract generated cost savings of \$2,000 per month however this will be reflected in the 2015/2016 results. Discussion on the potential for cost savings is part of most, if not all, decisions considered internally and with any recommendation made to Council.

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040/16 12.5 - MOTION 5 FROM THE ANNUAL GENERAL MEETING 10TH DECEMBER 2015 – RECORDING OF COUNCIL'S COST SAVING MEASURES (CONT.)

- Cost savings need to be considered in light of the inflationary and cost index pressures faced by Local Government generally. For the last financial year the Local Government cost index factor was 2.48%. Expense items that increase at less than this factor can be considered as efficiencies and cost savings in that costs have been at less than the index factor with no reduction in services. By reference to note 17 “Other Expenses” of the 2014/2015 financial statements it can be seen that insurance expenses increased by only \$539 or 0.38% on the prior year. This is partially impacted by a competitive insurance market but considerable work was also done by officers that resulted in the very minimal increase. Another example can be noted in relation to road and infrastructure maintenance where there was a minor reduction in costs compared to the previous year of \$89.
- Costs savings can be diluted by the impact of any number of events and influences that are beyond the control of Council. For instance the recent bushfire required additional hours to be worked especially by the outside workforce which translates to additional and unplanned overtime which therefore increases the employee benefits costs overall. Other events and influences may include increases in costs related to legislative charges e.g. fire levy, councillor allowances, increases in costs particularly affected by international markets e.g. fuel prices or increases in costs due to the lack of competitive tenders e.g. swimming pool operations where only one tender was received.
- The measurement of cost savings is evident when the annual financial statements are produced and reported. Comparisons to last year can indicate cost savings against the previous year's results. By reference to note 13 “Materials and Services” of the 2014/2015 financial statements the following savings can be noted: Grounds maintenance a reduction of \$22,522 on the prior year's cost, office administration a reduction of \$12,850 on the prior year's cost, professional services a reduction of \$40,160 on the prior year's costs. By reference to note 17 “Other Expenses” of the 2014/2015 financial statements the following savings can be noted: Utilities and land tax a reduction of \$16,974 on the prior year's cost. These savings are offset by increases in costs in other expenses items however it should be recognised that considerable effort to control costs has been expended by officers to achieve the indicated cost savings.
- As is evidenced by the preceding cost savings are made on an ongoing basis, are difficult to predict and are quite open to fluctuations due to a variety of factors in any given year. Where significant savings are made, as with significant additional expenditure, they are reported to Council on an ongoing basis and are part of normal budgetary and financial reporting processes.
- It is considered that any additional administrative effort being suggested could be counterproductive and costly to the intent of what is being proposed, but that it may be useful, depending on resources and information available, to consider some highlights in next year's budgetary and annual reporting processes.

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040/16 12.5 - MOTION 5 FROM THE ANNUAL GENERAL MEETING 10TH DECEMBER 2015 – RECORDING OF COUNCIL’S COST SAVING MEASURES (CONT.)

- It is also worth noting that Council’s Annual Report for 2015/16 outlines in considerable detail positive actions and achievements around works and services provided for the community under the headings of Organisational Accountability; Business and Economic Development; Community and Well Being; Our Natural Environment and Heritage and Our Built Environment (P.36 – 61).
- Additional commentary provided on the Financial Statements and associated financial ratios are also indicative of good financial performance over a sustained period of time. This is regarded as an indicator in itself of overall organisational financial performance including overall cost savings and achievements.
- The wording of the motion is also considered to be unclear in some respects.
- It is also considered that these matters are largely operational and financially administrative in nature and specific directive resolutions around these matters are not required.

OFFICER’S RECOMMENDATION

That Council receive and note the information and continue to actively achieve, highlight and review cost saving measures appropriately in future Council documents including the Budget and Annual Report.

DECISION

Moved: Cr Nicholls
Seconded: Cr Dawson

That Council receive and note the information and continue to actively achieve, highlight and review cost saving measures appropriately in future Council documents including the Budget and Annual Report.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

**George Town Council
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13. PETITIONS

Nil.

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14. NOTICES OF MOTIONS

041/16 14.1 - NOTICE OF MOTION - ALTERNATIVE VENUES FOR TWO ORDINARY COUNCIL MEETINGS

Moved: Cr Parkes
Seconded: Cr Dawson

That Council hold one ordinary meeting at Weymouth on the 20th of April 2016 commencing at 10.00 am and one ordinary meeting at Hillwood on the 21st of September 2016 commencing at 6.00 pm.

Reason: To encourage members of the public to attend Council meetings. Section 28(1)(c) of the Local Government Act 1993, to facilitate communication by the council with the community.

GENERAL MANAGER'S COMMENTS

At its ordinary meeting held on the 18th November 2015 Council adopted its 2016 ordinary Council meeting schedule.

In accordance with the requirements of the Local Government (Meeting Procedures) Regulations 2015 (the Regs) Regulation 7 at least once in each year, the General Manager is to publish in a daily newspaper, or in a prescribed newspaper, circulating in the relevant municipal area a notice containing:

- (2)(a) the times and places of the ordinary council meetings for the next 12 months.
- (3) the General Manager also is to ensure that the notice referred to in subregulation (2) is made available to the public on the website of the Council for the period to which the notice applies.
- (4) if there is any change in the time or place of an ordinary council meeting as published under subregulation (2), the General Manager is to:
 - (a) publish a notice of the change in a daily newspaper, or in a prescribed newspaper, circulating in the relevant municipal area; and
 - (b) ensure that the notice of the times and places for such meetings published on the website of the Council is updated accordingly.

In accordance with the above Council resolution and requirements of the Regs, an advertisement was placed in the Examiner newspaper on the 13th January 2016, listing the venue, dates and times of the 2016 ordinary Council meetings schedule.

Whilst there are no restrictions in regard to changing meetings venues, provided notice is given in accordance with Regulation 7(4)(a)&(b) of the Regs, there are some comments that merit further consideration, these being the:

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041/16 14.1 - NOTICE OF MOTION - ALTERNATIVE VENUES FOR 2 ORDINARY COUNCIL MEETINGS (CONT.)

- Suitability, availability and layout of venues at Hillwood and Weymouth;
- Lack of visual and audio equipment (possible inability to record meetings);
- Lack of sound system;
- Commencement time of the meeting;
- Public attendance, access and travel;
- Costs; and
- Risks.

These are some logistical issues and other matters including those outlined, that Council would need to be aware of which will be addressed should Council resolve a change of venue.

This matter was discussed at the Elected Members workshop held on the 3rd February 2016.

DECISION

Moved: Cr Parkes

Seconded: Cr Dawson

That Council hold one ordinary meeting at Weymouth on the 20th of April 2016 commencing at 10.00 am and one ordinary meeting at Hillwood on the 21st of September 2016 commencing at 6.00 pm.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

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042/16 14.2 - NOTICE OF MOTION - 2016-2017 BUDGET CONSIDERATION FOR AVERAGE AREA RATED PROPERTIES

Moved: Cr Barwick

Seconded:

That Council directs the General Manager to present the 2016-2017 budget with consideration for no increase other than \$5.00 for every average area rated property.

Reason: No reason provided.

GENERAL MANAGER'S COMMENTS

Local Government (Meeting Procedures) Regulations 2015 Regulation 16(5) stipulates: “A councillor may give to the general manager, at least 7 days before a meeting, written notice of a motion, together with supporting information and reasons, to be included on the agenda of that meeting.”

It is understood that the intent of Cr Barwick's motion may be seeking to mitigate the impact of any proposed rate increase on ratepayers during the current variable economic climate. While this may be completely understandable and is ultimately a decision for Council, section 82 of the Local Government Act 1993, requires consideration of estimated revenue, estimated expenditure, estimated borrowings and estimated capital works and associated matters. To make a decision on one component of the estimates in isolation of all others (or the potential impact on them) may lead Council into making an uninformed decision with impacts that it was not aware of. This is not consistent with the Council's past decision making process whereby on many other matters, Council has been consistent in having all the necessary information before making their decision. A decision that involves approximately \$10 to \$11 million annually in budget turnover is one of the most critical decisions that Council makes in the annual business cycle and should be made with all the information relevant to the decision at hand.

It should also be noted that by adopting a decision on revenue estimates, Council may be acting in contravention of the Act section 3 (c) (see below) whereby the estimates must not be adopted more than one month before the start of the financial year. In effect this means that the budget estimates must not be adopted before the 1 June 2016, as the start of the financial year is the 1 July 2016. Should the Council wish to adopt revenue estimates prior to the 1 June 2016 it is recommended that a legal opinion be sought.

82. Estimates

- (1) The general manager must prepare estimates of the council's revenue and expenditure for each financial year.
- (2) Estimates are to contain details of the following:
 - (a) the estimated revenue of the council;
 - (b) the estimated expenditure of the council;
 - (c) the estimated borrowings by the council;

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**042/16 14.2 - NOTICE OF MOTION - 2016-2017 BUDGET CONSIDERATION FOR
AVERAGE AREA RATED PROPERTIES (CONT.)**

- (d) the estimated capital works of the council;
 - (e) any other detail required by the Minister.
- (3) Estimates for a financial year must –
 - (a) be adopted by the council, with or without alteration, by absolute majority; and
 - (b) be adopted before 31 August in that financial year; and
 - (c) not be adopted more than one month before the start of that financial year.
- (4) A council may alter by absolute majority any estimate referred to in subsection (2) during the financial year.
- (5) A council may make adjustments to individual items within any estimate referred to in subsection (2) by a simple majority so long as the total amount of the estimate is not altered.
- (6) A council, by absolute majority, may authorise the general manager to make minor adjustments up to specified amounts to individual items within any estimate referred to in subsection (2) so long as the total amount of the estimate is not altered.
- (7) The general manager is to report any adjustment and an explanation of the adjustment at the first ordinary meeting of the council following the adjustment.

Due to the preceding, the General Manager does not support the Notice of Motion.

DECISION

Moved: Cr Barwick
Seconded: Cr Nicholls

That Council directs the General Manager to prepare the 2016-2017 budget to include consideration for limiting the overall rate increase to Hobart CPI and limiting the increase for each average area rated property to Hobart CPI.

NO VOTING TOOK PLACE

PROCEDURAL MOTION

Cr Parkes
Cr Dawson

That this item be deferred.

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**042/16 14.2 - NOTICE OF MOTION - 2016-2017 BUDGET CONSIDERATION FOR
AVERAGE AREA RATED PROPERTIES (CONT.)**

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick		✓	Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

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14.3 NOTICE OF MOTION - REQUEST FOR LEGAL ADVICE

Moved: Cr Glisson

Seconded:

That the General Manager be directed to supply to council a copy of;

- a) the legal advice that he referred to when he told council that he has legal advice which confirm that decisions of the previous council are not binding on the current council; and
- b) a copy of the request for that advice when it was sought from the legal adviser.

Reason: The General Manager has informed council on a number of occasions that decisions of previous councils are not binding on the current council. The General Manager informed council that he had sought, and now has, legal advice confirming this position. In order for elected members to understand how this can be when every council meeting we look at progress on previous councils motions and act on them without needing to endorse them or confirm our acceptance of them.

I interpret the Act differently to the advice provided and need a copy of the advice to read and better comprehend.

GENERAL MANAGERS' COMMENTS

Cr Glisson seeks a resolution from Council requiring the General Manager to produce legal advice supplied to the General Manager together with the General Manager's request for that information. Note: The relevant advice was not requested by the Council – it was requested by the General Manager.

The original request for that advice was back in March of 2015, when Council were considering rescinding motions of the previous Council on Resource Sharing where the General Manager reported to the 18th March Council meeting that:

“Legal advice provided to Council indicates that Council is not obligated to rescind previous Council motions prior to the election where circumstances have altered or additional information and consideration is required by Council in relation to matters raised in this agenda item.”

The General Manager has since referred to this advice generally to Councillors on a number of occasions.

Cr Glisson's Notice of Motion is a request for information from the General Manager. Section 28A of the Local Government Act 1993 (the Act) is the appropriate vehicle for Councillors to use when they wish to request information from their General Manager.

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14.3 NOTICE OF MOTION - REQUEST FOR LEGAL ADVICE (CONT.)

Section 28A Local Government Act 1993 Information and documents relating to functions

- (1) *A councillor, in writing, may request the general manager to make available any information or document or a copy of any information or document in the possession of the council that may be required for the purpose of performing any of the councillor's functions.*
- (2) *A councillor who makes a request under subsection (1) is to –*
 - (a) *state in writing the relevance of the information or document to any of the councillor's functions; and*
 - (b) *declare that he or she would not have, or would be unlikely to have, any pecuniary interest in the matter to which the information or document relates if the matter were to be an item on the agenda of a meeting of the council or a council committee.*
- (3) *The general manager may refuse the request of a councillor if –*
 - (a) *the general manager believes that the request would unreasonably extend the resources of the council; or*
 - (b) *the councillor has declared an interest under section 48; or*
 - (c) *the councillor has failed or refused to make a declaration under subsection (2)(b); or*
 - (d) *the general manager considers that the information or document requested is not required for the purpose of performing any of the councillor's functions.*
- (4) *If the general manager refuses the request the general manager is to advise the councillor in writing, stating the reasons for the refusal.*
- (5) *The general manager is to make any information or document made available to a councillor under this section available to any other councillor on request.*

In the event that a S28A application is declined, the Councillor who made the application can seek a decision of Council requiring the relevant information to be produced (S28B of the Act). Cr Glisson's Notice of Motion has the effect of avoiding S28A of the Act and proceeding to seek a decision of Council. It follows that Cr Glisson's Notice of Motion is inconsistent with the process in S28A of the Act.

Cr Glisson has been invited by the General Manager to make application under S28A of the Act in relation to this request for legal information before the Notice of Motion is considered further by Council.

Cr Glisson, subsequent to the production of this agenda has made application (15th February 2016) to the General Manager under Section 28A of the Local Government Act 1993. The General Manager has responded by saying that he will respond in seven (7) days, ie. by close of business 22nd February 2016.

Due to the preceding, the General Manager does not support the Notice of Motion by Cr Glisson.

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14.3 NOTICE OF MOTION - REQUEST FOR LEGAL ADVICE (CONT.)

DECISION

Moved: Cr Glisson
Seconded: Cr Nicholls

That the General Manager be directed to supply to council a copy of;

- a) the legal advice that he referred to when he told council that he has legal advice which confirm that decisions of the previous council are not binding on the current council; and
- b) a copy of the request for that advice when it was sought from the legal adviser.

	For	Against		For	Against
Cr Archer		✓	Cr Glisson	✓	
Cr Harris		✓	Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish		✓
Cr Burt		✓	Cr Parkes		✓
Cr Dawson		✓			

MOTION LOST

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15. COUNCILLORS QUESTIONS WITHOUT NOTICE TAKEN ON NOTICE

Q. *Cr Nicholls queried if the Volunteer Support funding could assist in increasing the George Town Watch House operating hours. Through the Chair, Manager Community Development took this question on notice.*

Response:

Council's Volunteer Support funding is a provision for the National Volunteer Week Volunteer Acknowledgement function held in National Volunteer Week (May) and funded and organised by Council annually.

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16. COUNCIL COMMITTEE REPORTS

**043/16 16.1 - GEORGE TOWN SPORTS COMPLEX ADVISORY COMMITTEE MEETING
HELD 1ST FEBRUARY 2016**

REPORT AUTHOR: Executive Assistant – Infrastructure (Projects) – Trischelle Lowry

REPORT DATE: 5th February 2016

FILE NO: 29.7

ATTACHMENT/S: (A) George Town Sports Complex Advisory Committee Confirmed Minutes – 7th December, 2015
(B) George Town Sports Complex Advisory Committee Agenda – 1st February 2016
(C) George Town Sports Complex Advisory Committee Unconfirmed Minutes – 1st February 2016

Moved: Cr Burt

Seconded: Cr Dawson

That the confirmed minutes of the George Town Sports Complex Advisory Committee meeting held 7th December, 2015; and agenda and unconfirmed minutes of the George Town Sports Complex Advisory Committee meeting held on 1st February, 2016 as attached to this report be received subject to the amendment to the unconfirmed minutes of the 1st February, 2016 to delete Mr John Glisson from apologies.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

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**044/16 16.2 - GEORGE TOWN COMMUNITY SAFETY GROUP COMMITTEE MEETING
HELD 2ND FEBRUARY 2016**

REPORT AUTHOR: Manager Community Development – Mrs Anne Cameron

REPORT DATE: 3rd February 2016

FILE NO: 29.7

ATTACHMENT/S: (A) George Town Community Safety Group Committee Confirmed Minutes – 3rd December 2015
 (B) George Town Community Safety Group Committee Unconfirmed Minutes – 2nd February 2016

DECISION

Moved: Cr Barwick
Seconded: Cr Glisson

That the confirmed minutes of the George Town Community Safety Group Committee Meeting held 3rd December, 2016 and unconfirmed minutes of the George Town Community Safety Group Committee meeting held 2nd February, 2016 as attached to this report be received.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

**George Town Council
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17. CLOSED MEETING

045/16 17.1 - INTO CLOSED MEETING

Moved: Cr Burt
Seconded: Cr Nicholls

That Council move into closed meeting at 2.19 pm to discuss the following items:

- Item No. 1 Confirmation of Confidential Minutes of Council's Ordinary meeting held on the 20th January, 2016 LG(MP)R 15(2)(g) and LG(MP)R 34(6).
- Item No. 2 Legal Expenditure LG(MP)R 15(2)(i).
- Item No. 3 Resealing of Roads 2015/16 – Tender No. 01/16 LG(MP)R 15(2) (d).

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

**George Town Council
COUNCIL MEETING – 17TH FEBRUARY 2016
CONFIRMED MINUTES**

049/16 17.5 - OUT OF CLOSED MEETING

DECISION

Moved: Cr Nicholls
Seconded: Cr Dawson

That Council moves out of the Closed Meeting and endorse those decisions taken while in Closed Meeting and the information remains Confidential except to release the information around the successful Resealing of Roads 2015/2016 tenderer.

	For	Against		For	Against
Cr Archer	✓		Cr Glisson	✓	
Cr Harris	✓		Cr Nicholls	✓	
Cr Barwick	✓		Cr Parish	✓	
Cr Burt	✓		Cr Parkes	✓	
Cr Dawson	✓				

CARRIED

There being no further business, the meeting closed at 2.45 pm.

**Cr Bridget Archer
MAYOR**