

**George Town Council  
COUNCIL MEETING – 18<sup>TH</sup> OCTOBER 2017  
CONFIRMED MINUTES**

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**Confirmed Minutes of Meeting of Council held on the 18<sup>th</sup> October 2017  
Meeting commenced at 1.00 pm**

**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).

In accordance with the requirements of Council’s Audio Recording of Council Meetings Policy No. 40, members of the public are not permitted to make audio recordings of Council meetings.

**1. PRESENT**

Mayor Bridget Archer  
Cr Tim Harris (Deputy Mayor)  
Cr Heather Barwick JP  
Cr Greg Dawson  
Cr John Glisson  
Cr Tim Parish  
Cr Peter Parkes

**1.1 APOLOGIES**

Cr Chris Ashley

**1.2 IN ATTENDANCE**

General Manager  
Acting Team Leader – Corporate and Finance  
Executive Officer (Governance)  
Executive Assistant (Governance)

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**2. CONFIRMATION OF MINUTES**

**272/17 2.1 - ORDINARY COUNCIL MEETING HELD 20<sup>TH</sup> SEPTEMBER 2017**

**DECISION**

Moved: Cr Dawson  
Seconded: Cr Parkes

That the Minutes of Council's Ordinary meeting held on the 20<sup>th</sup> September, 2017 numbered 247/17 to 267/17 and 271/17 as previously circulated to Elected Members be received and confirmed as a true record of proceedings with an amendment on Page 91 to correctly identify that Cr Parish voted against the motion.

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

**CARRIED**

*Cr Barwick on behalf of Council and the community congratulated Rhonda O'Sign for all the work that Rhonda did pulling a memorable Seniors Concert together.*

*Rhonda's rendition of Priscilla Queen of the Desert song and dance "I Will Survive" with 2 Bee Bop students along with George Town's many talented artists made this a memorable Seniors Day Concert.*

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**3. PUBLIC QUESTION TIME**

**3.1 PUBLIC QUESTION TIME PROCEDURE**

*[Refer to Minute No. 243/16. The period set aside for public question time will be at least 15 minutes. Questions given on notice will be addressed first. Once questions on notice have been addressed, persons who have registered their interest to ask a question will be called to do so in the order in which they have registered. Persons attending Council meetings will have the opportunity to register their interest to ask a question without notice prior to the commencement of the meeting. Council staff will be on hand to assist with this process.]*

*Participants cannot ask more than 2 questions in a row with a maximum of 2 minutes per question. If a person has more than (2) questions, they will be placed at the 'end of the queue' and may, if time permits, ask their further questions once all other persons have had an opportunity to ask questions. Persons who have not registered their interest to ask a question will be given an opportunity to do so following all those who have registered. All questions must be directed to the Chairperson.*

*For further information on Council's Public Question Time Rules and Procedure, please refer to George Town Council Public Question Time Policy No. 18.]*

*Questions asked and answers provided may be summarised in the minutes of the meeting.*

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**3.2 PUBLIC QUESTIONS ON NOTICE**

Nil.

**3.3 PUBLIC QUESTION TIME**

Commenced: 1.06 pm

Concluded: 1.36 pm

**Mrs Rainbow, George Town**

- Q1. Mrs Rainbow asked if Council could consider the placement of “no smoking” signs outside the HUB and other public buildings to deter people from smoking in these areas.

*The Chairperson advised Mrs Rainbow that her question would be followed up. In response to Mrs Rainbow’s other concerns she had raised these would be taken up and a letter would also be sent to the owners of vehicles parking on the grass in the vicinity of Regent Square.*

**Mrs Austin, George Town**

- Q2. Mrs Austin asked why the tree on the reserve opposite “Belle’s Café” was cut down.

*The Chairperson advised that the tree was damaged and the arborist’s report indicated that it was dangerous and could not be save, therefore it was removed.*

**Mrs Rainbow, George Town**

- Q2. Mrs Rainbow referred to the Draft Establishment of Special Committee’s Policy in the Agenda and asked if it related too special Committees of Council only or did it relate to public Committees as well.

*The Chairperson advised that the Policy only related to Section 24 Special Committees not public committees.*

**Mr O’Doherty, George Town**

- Q1. Mr O’Doherty referred to the Community Grants Assistance Policy and asked if this policy would cover all community events and assistance, grants, major and minor events, and the like.

*The Chairperson advised that this Policy only covers the smaller types of applications for community grants and assistance under \$2,000; Council has a separate policy that covers major event types of sponsorship.*

Mr O’Doherty asked if Council intended to review the other Policy.

*The Chairperson advised that this Policy was also under review.*

*Cr Parkes left the meeting at 1.11 pm.*

*Cr Parkes returned to the meeting at 1.13 pm.*

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**3.3 PUBLIC QUESTION TIME (CONT.)**

- Q2. Mr O'Doherty referred to publicity some months ago in relation to Council's approach to the West Tamar Council in respect to the possibility of amalgamation and asked if the Mayor or General Manager had any further information available to the public in respect to the potential amalgamation.

*The Chairperson responded that the pre-feasibility study has been underway and since the appointment of the current General Manager there has been a number of items happening within Council including the organisational review and restructure and these will materially have an impact on the pre-feasibility study as the data that was used to inform that study may change. The Chairperson also advised that it was reasonable to state on that basis that the pre-feasibility study is on hold until the new data becomes available to ensure the information fed into that is current, accurate and real time at the time of the report. Once the changes at Council are untaken and that data is able to be relayed back, then that will form part of that report.*

*The Chairperson advised that it was her understanding that the intention was that the study will come back to Council and will be available to the community. The Chairperson also stated that she anticipated that the community would be offered an opportunity to comment after that time.*

*Through the Chair, the General Manager advised that she planned to have that information to the November Council meeting which will actually form a reviewed budget taking into account some cost saving measures and the organisational review. The General Manager advised that once that has been endorsed by Council that information will then be provided back to KPMG who can then continue on with their work with that new data in terms of collating the figures which can then be presented back to Council for comment.*

*The Chairperson further advised by way of example if the data that is currently available in terms of the budget that Council adopted for this year was fed into that report, then Council would be looking at a \$1.1m potential deficit. Council knew at the time when that budget was passed that it would be entering into a review process to not realise that deficit. The General Manager is bringing forward a budget next month which will obviously materially affect the information that is fed into that report. It is important that Council waits until that time so the information that goes into that report accurately reflects the current position of the Council.*

Mr O'Doherty sought clarification as to whether it had been put on hold.

*The Chairperson responded that it was on hold until the new data is available which she anticipated would be next month.*

**Mr Austin, George Town**

- Q1. Mr Austin asked if there was some mechanism where Council could advise the electorate in respect to any changes to the positions of senior staff members.

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**3.3 PUBLIC QUESTION TIME (CONT.)**

Mr Austin stated that in his position he had received comments from some members of the community who are aware that changes have been made in Council and that he had also received favourable comments towards the new General Manager. Mr Austin stated that the people of the town recognise that Council is well over budget and with a reorganisation of staff he felt this would have a rather large bearing on the budget. Mr Austin also stated that people would like to know who is who amongst the senior staff.

*The Chairperson responded advising Mr Austin that whilst she acknowledged his comments she felt it was important to note that there is currently a restructure process underway that involves consultation with the staff and other processes. The Chairperson stated that it would be pre-emptive to discuss the specifics of particular staff however at such time that the organisation review is conducted and if substantial changes occur as a result of that then the organisational chart would be updated to reflect those changes. The Chairperson also stated she felt it important to recognise that it is a small community and a reasonably small organisation and we are talking about individuals and their employment circumstances and we have to give some sensitivity to that as well.*

Q2. Mr Austin stated that he had mentioned at a previous Council meeting about people not picking up after their dogs and he was hoping that when the rate notices were sent out there would also be a notice reminding people of their obligations however there was no notice.

*The Chairperson stated that it was very frustrating and agreed with Mr Austin's comments and acknowledged that there was also an issue with litter. The Chairperson further stated that the facilities are there however getting people to use them is another challenge and that she would look into Council doing more around education on these issues.*

**Mrs Rainbow, George Town**

Q3. Mrs Rainbow asked if Council would consider holding a "Clean up George Town Day".

*The Chairperson responded that Council does coordinate a clean-up in conjunction with "Clean up Australia Day" every March and each year there is a struggle to get participation from within the community. The Chairperson advised that if there were groups within the community that would like to be involved then discussions could be held between Council and these groups in respect to the disposal of the rubbish at the waste transfer station. The Chairperson stated that she would like to see people getting involved and taking pride in their own community as well.*

**Mr O'Doherty, George Town**

Q3. Mr O'Doherty referred to his question taken on notice at the Council meeting held in Hillwood in September last year and his concerns in relation to the report on Franklin Street and advised that he is yet to receive a response.

*The Chairperson responded advising that it was fair to say that all elected members shared his concern and frustration in regard to Franklin Street. Council is yet to see the report however it was expected that the proposed solution for Franklin Street would form part of the budget considerations and hoped to have further information available next month and would be able to respond to Mr O'Doherty's question at that time.*



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**3.3 PUBLIC QUESTION TIME (CONT.)**

Mr O'Doherty referred to the report regarding Glenorchy Council and felt it was a good reminder for this Council and other councils regarding their tendering processes.

*The General Manager advised that all councils have been through an audit process and the Auditors did pick up an issue with this Council; certainly nothing to the extent of the case that Mr O'Doherty had mentioned, highlighting some actions that Council needs to take in the very short term to rectify and make Council's processes more robust. The General Manager further advised that work has already commenced on this.*

**Mrs Wootton, Low Head**

Q1. Mrs Wootton referred to the weeds along Low Head Road and other areas and asked who was responsible for the management of weeds.

*The Chairperson referred the question to the Deputy Mayor who advised that he had been liaising with Tamar NRM who would be visiting the area together with a Green Army to undertake a weed management exercise along the foreshore during low tide on the November 9<sup>th</sup>. The Deputy Mayor stated that this was a start and he had also held discussions with the Mayor in this regard and the possible inclusion of funding for a Weeds Officer in Council's budget.*

*The Chairperson advised that Council itself actively has weed management processes in place however a lot of the weed issues are on Crown land. Council has a good relationship with Tamar NRM and the East Tamar Landcare Group as well. The Chairperson suggested that community groups could also become involved in the events run by these groups.*

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**3.4 QUESTIONS ON NOTICE FROM COUNCILLORS**

Nil.

**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.”)*

Nil.

**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 or experience, that person has obtained and taken into account in that person's general advice, the advice from an appropriately qualified or experienced person.



**Justine Brooks-Bedelph  
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.

**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.

**7. PLANNING AND DEVELOPMENT**

Nil.

**8. INFRASTRUCTURE AND ENGINEERING SERVICES**

**273/17 8.1 - GEORGE TOWN COMMUNITY SAFETY COMMITTEE – ONE-WAY TRAFFIC FLOW, WEYMOUTH**

**REPORT AUTHOR:** Contract Support Officer - Infrastructure and Engineering

**REPORT DATE:** 5<sup>th</sup> October 2017

**FILE NO:** 66.25, 66.202, 66.96

**ATTACHMENT:** Nil.

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**SUMMARY**

A recent request by the Weymouth Community Representative Group to adopt a one-way traffic flow system at Campbell Street and Ralph Street, Weymouth has been reviewed by a Traffic Engineer.

This report provides the outcome of the review and a recommendation for Council consideration and discussion.

**BACKGROUND**

At the Ordinary Council meeting dated 20<sup>th</sup> September 2017, Cr Barwick requested that a report be included in the October Ordinary Council meeting regarding a recommendation from the George Town Community Safety Committee meeting to Council that a permanent mandatory one way traffic movement system be implemented at Campbell Street and Ralph Street Weymouth rather than the advisory system currently in place.

In August 2017, the Acting Infrastructure Manager, engaged Terry Eaton (Traffic Management Engineer), to review the proposal and who has advised the following:

*“Preliminary assessment of this proposal suggests that a standard one way system applicable to all motorists would be most inconvenient to the residents fronting the two streets to either enter or leave their properties, particularly for those residents located close to Smith Street.*

*A one way system limited to “users of the boat ramp” would be difficult to police other than at the western junction of the two streets, with the requirement for such a control likely to be seen as questionable by motorists in general.*

*Support of such a proposal is seen as requiring information in support of the change in regard to perceived disadvantages with the present advisory directional sign and indicative safety hazards if some motorists from the boat ramp exit via Campbell St.*

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**273/17 8.1 - GEORGE TOWN COMMUNITY SAFETY COMMITTEE – ONE-WAY  
TRAFFIC FLOW, WEYMOUTH (CONT.)**

*Prior to seeking a Tasmania Police view on the proposal it would seem appropriate to seek the views of residents of both Campbell and Ralph Street with regard to the installation of a one way loop and perceived hazards by vehicle with boat trailers travelling south on Campbell St.”*

**STRATEGIC PLAN**

**Goal 4**

Strengthen the vibrancy of our towns and enhance the benefits of living in a rural setting and living close to the river and coast.

**Key objective 1**

To identify and respond to changing needs for infrastructure and facilities.

**Key priority 1**

Review and manage the assets and infrastructure Council currently owns in line with community needs.

**RISK CONSIDERATIONS**

Not Applicable.

**FINANCIAL IMPLICATIONS**

Nil.

**OFFICER’S COMMENTS**

The views of residents of both Campbell and Ralph Streets with regard to the installation of a one-way loop and comments related to the perceived hazards by vehicle with boat trailers travelling south on Campbell Street need to be ascertained before a decision is made by Council to implement a change to traffic flow.

**OFFICER’S RECOMMENDATION**

It is recommended that Council seek the views of residents of both Campbell and Ralph Streets with regard to the installation of a one-way loop and comments related to the perceived hazards by vehicle with boat trailers travelling south on Campbell Street.

**DECISION**

Moved: Cr Glisson  
Seconded: Cr Barwick

It is recommended that Council seek the views of residents of both Campbell and Ralph Streets with regard to the installation of a one-way loop and comments related to the perceived hazards by vehicle with boat trailers travelling south on Campbell Street.

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**273/17 8.1 - GEORGE TOWN COMMUNITY SAFETY COMMITTEE – ONE-WAY TRAFFIC FLOW, WEYMOUTH (CONT.)**

**PROCEDURAL MOTION**

Moved: Cr Dawson  
Seconded: Cr Parkes

That this item be deferred to the next Council workshop.

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

**MOTION LOST**

Moved: Cr Glisson  
Seconded: Cr Barwick

It is recommended that Council seek the views of residents of both Campbell and Ralph Streets with regard to the installation of a one-way loop and comments related to the perceived hazards by vehicle with boat trailers travelling south on Campbell Street.

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

**CARRIED**

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**9. CORPORATE SERVICES**

*The Acting Team Leader – Corporate and Finance joined the meeting to answer any questions regarding Agenda Items 9.1 and 9.2.*

**274/17 9.1 - AGENDA RATIONALISATION – FINANCIAL REPORTS**

**REPORT AUTHOR:** General Manager  
Assistant Accountant

**REPORT DATE:** 10<sup>th</sup> October 2017

**FILE NO:** 14.5

**ATTACHMENT:** Nil.

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**SUMMARY**

To submit to Council information in respect to the future reporting of financial reports to Council and a proposed review of the structure and content of future ordinary meeting Council agendas and minutes.

**BACKGROUND**

In accordance with Regulations 8(1) and (2) of the Local Government (Meeting Procedures) Regulations 2015, the General Manager is to prepare an agenda for each Council meeting and Council committee meeting and the agenda of an ordinary Council meeting is to provide for, but is not limited to, the following items:

- Attendance and apologies
- Confirmation of minutes
- The date and purpose of any Council workshop
- Applications for leave of absence
- Declarations of any pecuniary interest of a councillor or close associate
- Public question time
- Any reports to be received
- Any matter to be discussed at the meeting

The General Manager at the time submitted information to Councillors at the Council workshops held in August 2015 and September 2015 in respect to the rationalisation of Council Agendas.

It was recognised that many of the reports submitted to Council at that time were operational in nature, did not require Council resolution or were matters that were not in the public's interest and took up an inordinate amount of time and cost to prepare.

Councillors were provided with workshop brief which outlined those reports that were considered to be of an information only nature and would in future not be included in the Agenda but would be made available to Councillors via the Councillors Intranet on a monthly basis. These included:



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**274/17 9.1 - AGENDA RATIONALISATION – FINANCIAL REPORTS (CONT.)**

- Information Update – Planning Department Matters;
- Permit Approvals;
- Waste Transfer Station Report;
- Works Depot Activity Report;
- Customer Requests;
- Delegations, staff levels, accident / incident reports, use of Council seal and Right to Information requests;
- Outstanding Rates; and
- Sundry Debtors.

These reports are uploaded onto the Councillors Intranet on or about the 20<sup>th</sup> of each month. Printed copies are made available to Councillors upon request.

More recently Council resolved that the Cash Position report also be reported to Councillors as part of the Corporate Services information report each month (res. 162/17 – June 2017).

**STRATEGIC PLAN**

**Goal 05**

Ensure Council listens to and understands community needs and continues to make responsible decisions on behalf of the community.

**Key Objective 4**

Consistently achieve a high standard of internal financial and governance arrangements.

**FINANCIAL IMPLICATIONS**

No financial implications are recognised.

**RISK CONSIDERATIONS**

No risks are identified.

**OFFICER'S COMMENTS**

Currently the following financial reports are submitted to Council on a monthly basis:

- Financial Report Operating Budget
- Active Capital Projects Report

Due to recent inconsistencies in the formatting and accuracy of the content contained therein these reports have not been included in this month's agenda.

It is intended that these reports will be reviewed in conjunction with the General Manager's proposed further rationalisation of Council's agenda and minutes, particularly in respect to limiting reports to those which require Council decision. A review will also be undertaken of existing financial reporting periods and the structure of Agendas and Minutes. The review will be discussed in detail at the November 2017 workshop with the revised Agenda reporting structure introduced at the November 2017 Council meeting.

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**274/17 9.1 - AGENDA RATIONALISATION – FINANCIAL REPORTS (CONT.)**

**OFFICER’S RECOMMENDATION**

That Council receives and notes the information above.

**DECISION**

Moved: Cr Barwick  
Seconded: Cr Dawson

That Council receives and notes the information above.

*Cr Harris left the meeting at 1.58 pm.*

*Cr Barwick called a Point of Order at 1.59 pm against Cr Parish LG(MP) R 23(1)(a) a councillor speaking raises an issue that is irrelevant to the motion being discussed.*

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

**CARRIED**

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**275/17 9.2 - CERTIFIED FINANCIAL STATEMENTS – 2016-2017**

**REPORT AUTHOR:** Assistant Accountant

**REPORT DATE:** 1<sup>st</sup> October 2017

**FILE NO:** 32.1

**ATTACHMENT:** (A) Report on the Audit of the Financial Report - Independent Auditor's Report  
(B) Certified Financial Statements 2016-2017

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**SUMMARY**

Tabling of the Certified Financial Statements in accordance with s.84 (4) of the Local Government Act 1993 and the Tasmanian Audit Office Report on the George Town Council Financial Report for the year ended 30<sup>th</sup> June 2017.

**STATUTORY REQUIREMENTS**

Local Government Act 1993 section 84 sub section 4.

**STRATEGIC PLAN**

**Goal 05**

Ensure Council listens to and understands community needs and continues to make responsible decisions on behalf of the community.

**Key Objective 4**

Consistently achieve a high standard of internal financial and governance arrangements.

**OFFICER'S COMMENT**

*"Auditor's Opinion*

*In my opinion Council's financial report:*

- (a) presents fairly, in all material respects, its financial position as at 30 June 2017 and financial performance, cash flows and changes in equity for the year then ended.*
- (b) is in accordance with the Local Government Act 1993 and Australian Accounting Standards".*

The certified financial statements are tabled as required by the Local Government Act 1993. There are a number of variances to budget and variances to the prior year which will be the subject of an analysis and explanation to Council at a future workshop. A copy of the Annual Financial Statement of Account also forms part of Council's Annual Report for 2016/17 for the Annual General Meeting.

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**275/17 9.2 - CERTIFIED FINANCIAL STATEMENTS – 2016-2017 (CONT.)**

The result from continuing operations reported on the Statement of Profit and Loss and Other Comprehensive Income is a surplus of \$635,148 after capital income items have been taken into account. The total comprehensive result reported on the Statement of Profit and Loss and Other Comprehensive Income is a deficit of \$2,131,149 after taking into account the asset revaluation decrement of \$2,891,417 and the revaluation increment on Council's investment in the water corporation of \$125,120. The downwards revaluation of asset values, resulted from the measurement of the replacement cost of council's drainage assets when measured at the current cost of replacement.

When considering long term financial sustainability the movement of the capital values is excluded to determine an underlying surplus. The underlying surplus and other important indicators of long term financial sustainability are reported at Note 2.5a of the financial statements "Management Indicators". The underlying surplus/deficit reported for the 2016/2017 year is a deficit of \$1,112,862 or negative 10.5%. As has been reported within note 2.5a reasons for the underlying deficit include an increase in depreciation expense as a result of asset revaluations, and increasing operational costs with a stable revenue base.

A trend of underlying deficit is of significant concern with a further underlying deficit budgeted for the 2017/2018 (current) financial year. Council is currently undertaking organisational and budgetary reviews to address this trend, and return to a financially sustainable position.

**OFFICER'S RECOMMENDATION**

That the 2016/2017 certified financial statements as tabled be received and noted in accordance with the requirements of the Local Government Act 1993 s.84(4).

**DECISION**

Moved: Cr Parkes  
Seconded: Cr Dawson

That the 2016/2017 certified financial statements as tabled be received and noted in accordance with the requirements of the Local Government Act 1993 s.84(4).

*Cr Harris returned to the meeting at 2.01 pm.*

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

**CARRIED**

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**10. COMMUNITY SERVICES**

**276/17 10.1 - COMMUNITY GRANTS / ASSISTANCE**

**REPORT AUTHOR:** Community Events Officer

**REPORT DATE:** 9<sup>th</sup> October 2017

**FILE NO:** 23.2

**ATTACHMENT:** (A) Grant Application (Services) George Town RSL Sub Branch  
(B) Grant Application (Projects) George Town Skating Committee  
(C) Grant Application (Services) George Town Little Athletics Club

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**SUMMARY**

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

**STRATEGIC PLAN 2016 – 2026**

**Goal 02:**

*Support an active, vibrant and culturally diverse community life that enjoys liveable and amenity rich neighbourhoods.*

**Key Objective 1**

Support and advocate for organisations and community groups to grow community capacity.

**FINANCES**

The 2017 / 2018 budget allocation for Community Grants is \$12,000.

This allocation has been divided into two categories :

- Community Grants \$7,000
- Fee Remission \$5,000

<b>COMMUNITY GRANTS</b>			
<b>Organisation</b>	<b>Grant Category</b>	<b>Amount \$</b>	<b>Minute #</b>
Hannah Lenthall	Achiever Grant	200.00	231/17
George Town Scouts Club	Community Grant	950.00	231/17
James Hawes	Achiever Grant	200.00	254/17
<b>TOTAL</b>		<b>\$1,350</b>	
<b>GRANT FUNDING REMAINING</b>		<b>\$5,650</b>	

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**276/17 10.1 - COMMUNITY GRANTS / ASSISTANCE (CONT.)**

<b>FEE REMISSION</b>			
<b>Organisation</b>	<b>Grant Category</b>	<b>Amount \$</b>	<b>Minute #</b>
George Town Ladies Darts Association	Community Grant – Services	410.00	231/17
George Town Garden Club	Community Grant – Services	311.05	231/17
Lighthouse Regional Arts	Community Grant – Services	200.00	254/17
George Town Neighbourhood House	Community Grant – Services	128.00	254/17
<b>TOTAL</b>		<b>1049.05</b>	
<b>GRANT FUNDING REMAINING</b>		<b>3,950.95</b>	

**1. George Town RSL Sub Branch**

A Community Grant application (Services) has been received from the George Town RSL Sub Branch for a grant to cover costs associated with Depot staff time required to assist with the setting up for the 2017 Remembrance Day Service road closures, and the Examiner advertising of the associated road closures.

**OFFICER'S COMMENT**

The completed Grant Application forms an attachment to this report.

On Saturday November 11<sup>th</sup> 2017, the George Town RSL Sub Branch will be holding a Remembrance Day Service. Approximately 100 people are expected to attend the service which will be held in the Max Harris Memorial Reserve. Anzac Parade, between Main Road and Friend Street will be closed to through traffic from 10.00am to 12.30pm.

A community grant (services) of \$920 is sought to cover costs associated with Council's Depot staff time for the delivery and return of chairs, supply & co-ordination of traffic management barriers, and advertising of road closure for the event.

**RISK ASSESSMENT**

Risk in relation to this item is considered minimal.

**2. George Town Skating**

A Community Grant application (Project) has been received from Fay Clark, co-ordinator for the George Town Skating Committee, for a grant to cover the purchase cost of helmets for use by participants.

**OFFICER'S COMMENT**

George Town skating provides an activity for the youth of George Town. Held on a Friday night at the community centre, the average number of participants each week is 30.

Skating is run totally by volunteers who give up their time to co-ordinate the weekly event, run a canteen and supervise during the evening.

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**276/17 10.1 - COMMUNITY GRANTS / ASSISTANCE (CONT.)**

The committee has recently been informed that they are legally obligated to provide helmets for the participants, and that these must meet Australian Standards.

A total of 40 helmets is required to meet insurance and legal obligations, and whilst the cost of these is not high (\$7.00 each), it would put a huge impost on the organising committee financially.

The Skating committee is seeking a grant of \$280 for the purchase of 40 helmets.

**RISK ASSESSMENT**

Risk in relation to this item is considered minimal.

**3. George Town Little Athletics Club**

Council has received a Community Grant (Council Services) application from the George Town Little Athletics Club for fees associated with the hire of Council facilities.

**OFFICER'S COMMENT**

The completed Grant Application (Council Services) forms an attachment to this report.

George Town Little Athletics Club are holding a Garage Sale and Car wash on Sunday 22<sup>nd</sup> October 2017. This date coincides with the National Garage Sale Trail weekend. The garage sale will be held within the Graham Fairless Centres, with a car wash being held at the rear of the Memorial Hall complex.

All proceeds from the garage sale and car wash will be retained by the George Town Little Athletics Club to assist with the purchase of equipment for the Club.

A community grant (Council Services) is sought for the amount of \$155. \$135 being the cost of hire for the Graham Fairless Centre, and \$20 being a water usage charge.

**RISK ASSESSMENT**

Risk in relation to this item is considered minimal.

**OFFICER'S RECOMMENDATION**

That Council:

1. Provides a Community Grant (Services) of \$920 to the George Town RSL Sub Branch for costs associated with road closure and hire of chairs for the 2017 Remembrance Day Memorial Service being held on the 11<sup>th</sup> November 2017.
2. Provides a Community Grant (Project) of \$280 to the George Town Skating Committee for the purchase of 40 helmets for use by participants at indoor skating.
3. Provides a Community Grant (Services) of \$155 to the George Town Little Athletics Club to cover the cost of hire of the Graham Fairless Centre and water usage for their garage sale & car wash fundraising event, to be held on Sunday 22<sup>nd</sup> October 2017.

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**276/17 10.1 - COMMUNITY GRANTS / ASSISTANCE – GEORGE TOWN SKATING COMMITTEE**

Moved: Cr Harris  
Seconded: Cr Parish

That Council:

1. Provides a Community Grant (Services) of \$920 to the George Town RSL Sub Branch for costs associated with road closure and hire of chairs for the 2017 Remembrance Day Memorial Service being held on the 11<sup>th</sup> November 2017.
2. Provides a Community Grant (Project) of \$280 to the George Town Skating Committee for the purchase of 40 helmets for use by participants at indoor skating.
3. Provides a Community Grant (Services) of \$155 to the George Town Little Athletics Club to cover the cost of hire of the Graham Fairless Centre and water usage for their garage sale & car wash fundraising event, to be held on Sunday 22<sup>nd</sup> October 2017.

**PROCEDURAL MOTION**

Moved: Cr Parkes  
Seconded: Cr Glisson

That Item 2 be deferred.

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

**CARRIED**

**277/17 10.1 - COMMUNITY GRANTS / ASSISTANCE – GEORGE TOWN RSL SUB BRANCH**

Moved: Cr Dawson  
Seconded: Cr Parish

That Council provide a Community Grant (Services) of \$920 to the George Town RSL Sub Branch for costs associated with road closure and hire of chairs for the 2017 Remembrance Day Memorial Service being held on the 11<sup>th</sup> November 2017.

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

**CARRIED**



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**278/17 10.1 - COMMUNITY GRANTS / ASSISTANCE – GEORGE TOWN LITTLE ATHLETICS CLUB**

Moved: Cr Parish  
Seconded: Cr Dawson

That Council provide a Community Grant (Services) of \$155 to the George Town Little Athletics Club to cover the cost of hire of the Graham Fairless Centre and water usage for their garage sale & car wash fundraising event, to be held on Sunday 22<sup>nd</sup> October 2017.

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

**CARRIED**

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**279/17 10.2 - REVIEW OF COUNCIL POLICY NO 10 - COMMUNITY  
GRANTS/ASSISTANCE POLICY**

**REPORT AUTHOR:** Manager Community Development

**REPORT DATE:** 4<sup>th</sup> October 2017

**FILE NO:** 23.2

**ATTACHMENT:** (A) Community Grants/Assistance Policy No 10  
(B) Draft Community Assistance Policy 2017

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**SUMMARY**

The current Community Grants/Assistance Policy was last reviewed in 2014. A review of the policy was commenced in 2016 and a draft policy has been considered at five workshops. This report is provided to Council to assist with the completion of the review process and adoption of a revised policy.

**BACKGROUND**

Whilst legislation doesn't require Council to have a grants policy, best practice financial administration requires a grants policy framework that promotes transparent, accountable and cost-effective grants administration that delivers equitable distribution of public monies in line with objectives of the organisation.

A foundation document in the development of a sound framework is a policy which addresses these strategic objectives and administrative principles.

Council's existing Grants Policy was last reviewed in 2014.

The Grants Policy was scheduled to be reviewed in 2015. A draft revised policy was presented to Council at workshops during 2016, and in August and October 2017

The current draft is in response to Councillor input at those workshops.

**STRATEGIC PLAN**

**Goal 02**

Support an active, vibrant and culturally diverse community life that enjoys liveable and amenity rich neighbourhoods

**LEGISLATION**

There is no legislative requirement to meet in relation to the Grants Policy, however the Local Government Act 1993 s77 empowers Council to make grants, and grants must be reported in the Annual Report.

**FINANCIAL IMPLICATIONS**

The policy provides for Council to make an annual allocation for a community grants program.

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**279/17 10.2 - REVIEW OF COUNCIL POLICY NO 10 – COMMUNITY  
GRANTS/ASSISTANCE POLICY (CONT.)**

**RISK ASSESSMENT**

No significant risk has been identified in relation to the policy and its implementation.

One purpose of the policy is to minimise risk to Council in exercising its function as provider of funds to support community activities and initiatives. Inasmuch as the policy addresses strategic objectives and formalises process, the policy achieves this.

**OFFICER'S COMMENTS**

The framework within which the Grants Policy is being reviewed was presented to Council at an initial workshop discussion, and has been provided again during further workshop discussion.

Recommendations made by Councillors at workshops have been incorporated into the revised draft policy.

Because of the change in policy template, it is difficult to provide a 'marked up' copy of the current policy showing the changes so a standalone draft version and the current policy are provided.

The key changes in substance to the existing policy are:

- Links to the Strategic Plan have been updated in line with Council's new Strategic Plan
- The policy statement explicitly states the overarching objective of the policy and the broad assistance parameters which will guide Council in its decision making
- The General Manager is able to use delegated authority to approve applications for straight forward assistance for individuals and fee remission assistance, at present up to \$500.
- Applications for fee remission for Council venue hire and/or Council services over \$500 will need to be made as a Community Assistance Grant and submitted via that process.
- Community Assistance Grants will be offered in two competitive rounds each year. The first round will be open to receive applications from the first Monday in August until 4.30pm on the last Friday in August. The second round of Community Assistance grants will be open from the first Monday in February until 4.30pm on the last Friday in February.
- The grant round application dates will be advertised in the community.
- Community Assistance Grants will be assessed by a Community Assistance Grants Review Panel comprised of two (2) councillors, appointed by Council for a term of one year, along with a proxy, the General Manager and the Manager Community Development or equivalent.

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**279/17 10.2 - REVIEW OF COUNCIL POLICY NO 10 – COMMUNITY GRANTS/ASSISTANCE POLICY (CONT.)**

- The Review Panel will assess the applications against an Assessment Criteria Matrix provided in Community Assistance Program Information and Guidelines and make a recommendation to Council. Council will consider the recommendations and make a determination at the next ordinary meeting of Council.
- The maximum amount for which a single application can be made to the Community Grants/Community Assistance fund is \$2000.
- Clearer language has been used.
- A reference to guidelines, which include the Assessment Criteria and matrix for assessment, has been included. These will provide clear, detailed information about process, what will be considered during the assessment process and eligibility. The guidelines can be updated as required, to ensure the processes meet community and Council need.
- Application forms no longer form part of the policy (as a schedule) and can be updated and revised as an administrative process.
- A report will be submitted to Council regularly to report on grants approved by the General Manager.

**OFFICER’S RECOMMENDATION**

That Council adopt the revised Community Assistance Policy, to be effective from 1<sup>st</sup> January 2018.

Moved: Cr Dawson  
Seconded: Cr Parkes

That Council adopt the revised Community Assistance Policy, to be effective from 1<sup>st</sup> January 2018.

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

*Cr Burt arrived at the meeting at 2.28 pm.*

**CARRIED**

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**11. MAYOR**

**280/17 11.1 - MATTERS OF INVOLVEMENT – MAYOR**

**FILE NO.:** 14.11

**REPORT DATE:** 11<sup>th</sup> October 2017

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<b>Mayor Bridget Archer</b>		
<i>September</i>	20	Chaired Ordinary Council meeting
	20	Attended the launch of Angels Hope anti-bullying website
	22	Attended morning tea at Ainslie Nursing Home
	25	Attended Elected Members Training Session
	26	Presented an award at the Waste Not Awards 2017 ceremony
	27	Welcomed the Connected Communities, Neighbourhood Houses Tasmania conference to George Town.
<i>October</i>	2	Met with President of George Town Chamber of Commerce
	4	Met with the Hon. Ivan Dean
	4	Attended Council Workshop
	9	Attended a tour of Timberlink
	11	Attended Audit Panel meeting
	17	Attended Seniors' Variety Concert

**OFFICER'S RECOMMENDATION**

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

**DECISION**

Moved: Cr Barwick

Seconded: Cr Parish

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

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

**CARRIED**

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**12. GENERAL MANAGER**

**281/17 12.1 - COUNCILLOR MOTION UPDATE**

**REPORT AUTHOR:** General Manager

**REPORT DATE:** 10<sup>th</sup> October, 2017

**FILE NO:** 14.12

**ATTACHMENT:** Nil.

PLANNING AND DEVELOPMENT			
Min No.	Date	Motion	Action
250/17	20/09/17	<b>Application for Adhesion Order – 201 Old Aerodrome Road, Low Head</b> That Council approves the adhesion of land comprised of the Register being Lot 101 and Lot 102 (previously of Volume 51090 Folio 1) and Volume 168063 Folio 3, and agrees to sign and seal the instrument.	Completed.
251/17	20/09/17	<b>Application for Adhesion Order – 6 Clarke Street and 21 Davies Street, Weymouth</b> That Council approves the adhesion of land comprised of the Register being Volume 128668 Folio 2 and Volume 128668 Folio 10, and agrees to sign and seal the instrument.	Completed.
INFRASTRUCTURE AND ENGINEERING SERVICES			
Min No.	Date	Motion	Action
057/17	15/03/17	<b>Lulworth Community Association Concern – Hurst Street Speeding</b> 1. Receive and note the report and proceed with action as per Section 31 of the <i>Local Government (Highways) Act 1982</i> 'Obstructions for prohibition or restriction of vehicular traffic' and advertise in two separate issues of the local newspaper, a notice of intention to make application to the Transport Commission with 28 days from the date of first publication provided for the public to make written representations and allocate funding in the 2017/18 capital works budget should approval be granted by the Transport Commission. 2. That concurrent to that process that Council liaise further with the Lulworth community to identify the specific nature of the problem and that Council formulate some alternative treatments for consideration as well.	In progress.  Letter sent to Transports Commission dated 4 <sup>th</sup> July 2017.
069/17	15/03/17	<b>Notice of Motion – Tip Voucher for Ratepayers</b> A) That Council provide all ratepayers in the municipality with 1 free tip voucher per quarter (to be used within the relevant quarter but at any day/time) in the 2017/18 financial year instead of conducting hard waste and green waste collection. The voucher to apply to loads not exceeding that of a ute with trailer and be limited by Council's normal conditions in relation to allowable material.  B) That this be done on a trial basis for the 2017/18 year and data be collected on the usage and cost of providing the vouchers and compared with the 2016/17 costs of providing hard/green waste collection to inform future decision making.	Completed.  In progress.
070/17	15/03/17	<b>Notice of Motion – Depot Plant and Equipment</b> A) That Council conduct an audit of all (depot) plant and equipment	In progress.

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		<p>to assess whether it is redundant, fit for purpose, safe and represents ongoing value for money and that a report be prepared for elected members with a view to disposing of excess or useless plant and equipment and developing a plan for future replacement of retained plant and equipment.</p> <p>B) That Council develop a policy in relation to the purchase/procurement of plant and machinery giving specific regard to ensuring that plant and equipment is fit for purpose, safe and represents good value. The policy should provide specific guidance in relation to the acquisition of second hand plant and equipment, and promote direct consultation with the workforce prior to purchase/procurement.</p>	
084/17	19/04/17	<p><b>Dalrymple Road Speed Limit</b></p> <ol style="list-style-type: none"> <li>1. That council reconstructs Dalrymple Road from East Arm Road to Industry Road to a rural collector standard desirable design speed 100km/h by continuing the recent upgrade works by stages.</li> <li>2. That Council again contacts the Department of State Growth to request an 80 km/h speed limit be introduced for the road length north of East Arm Road with commencement of the 80 km/h limit relocated to the north as upgrade works are progressed.</li> <li>3. Consider redesigning the Dalrymple Road/Industry Road junction to provide continuity to Industry Road post the Industry Road upgrade.</li> <li>4. Install the curve warning signage as listed.</li> </ol> <p>Advance the bridge upgrade works to facilitate upgrading the 15 tonne load limit to 25 tonnes.</p>	<p>In progress.</p> <p>Curve warning signage has been installed.</p>
136/17	17/05/17	<p><b>Accessible Car Parking</b></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>a) Receives the report from the Manager of Infrastructure and Engineering and notes the report information; and</li> <li>b) Undertakes an audit of Council's existing accessible car parking infrastructure within the George Town boundary to determine compliance with regulations; and</li> <li>c) Develops a priority list with a view to progressively upgrading these assets, according to available funding, resources and needs.</li> </ol>	In progress.
<b>CORPORATE</b>			
019/15	21/01/15	<p><b>Council Facilities Future Use and Development – Strategic Development</b></p> <p>That</p> <ol style="list-style-type: none"> <li>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</li> <li>b) Council is presented with updated report progress at workshops, with a view to further consideration of timelines at future Council meetings.</li> </ol>	<p>Completed.</p> <p>Further investigations underway regarding options.</p>
249/15	15/07/15	<p><b>Internal Audit Function</b></p> <p>That Council receives and endorses the Audit Panel Committee's Recommendation; and</p> <ol style="list-style-type: none"> <li>(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</li> <li>(b) That progress reports regarding internal audit, findings and any recommendations are reported to the Audit Panel for consideration</li> </ol>	A schedule of internal audit programs has been determined and will be progressed subject to resourcing.

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		at each meeting of the Audit Panel.	
068/17	15/03/17	<p><b>Notice of Motion – Rate Modelling</b></p> <p>a) That Council requests the General Manager to arrange to undertake further modelling to be reported to Council at the next available workshop on rating scenario's that would assist the Council to consider alternative rating methodologies that do not concentrate the rating burden on specific categories of ratepayer to one that is more evenly distributed. This should consider possible rate capping, fixed charges and timeframes over which the introduction of any alternative rating methodology may be achieved.</p> <p>b) in order to reassure the ratepayers no change to the current rating model be introduced without full public consultation and public meetings held.</p>	<p>Papers prepared and provided.</p> <p>Council to note.</p>
088/17	19/04/17	(a) That due to the announcement of a pre-feasibility study to assess the potential for a merger between George Town Council and West Tamar Council and in the interests of potentially expending funds on duplicated services or assets, that no new long term contracts, agreements or projects are entered into without the approval of Council and further that the long term is defined as 2 years.	In progress.
134/17	17/05/17	<p><b>Northern Economic Stimulus Package Proposed Borrowing</b></p> <p>(a) That Council advises Treasury that it no longer wishes to borrow the funds approved under the Northern Economic Stimulus; and</p> <p>(b) That once design work and community consultation are completed in 2017/2018 Council consider funding the following recreation projects as part of its 2018/2019 budget or via grant funding opportunities as they become available;</p> <ul style="list-style-type: none"> <li>• Regent Square playground area, stage two, children's play equipment, landscaping, recreation facilities and landscaping and infrastructure works.</li> <li>• Windmill Point upgrade and associated works. Hillwood walking track and recreation area upgrade (Recreation/park area to Hillwood Recreation Ground; Stage one.</li> <li>• York Cove beautification and upgrade area works.</li> </ul> <p>and</p> <p>(c) Council requests further information from the relevant Manager in respect to the following projects including scoping, design, costings and risk:</p> <ul style="list-style-type: none"> <li>• Goulburn Street - cul de sac;</li> <li>• Weymouth – cul de sac/recreation area;</li> <li>• Lulworth - stormwater/drainage; and</li> <li>• Bellingham - stage two.</li> </ul>	<p>Completed.</p> <p>In progress.</p> <p>In progress.</p>
194/17	19/07/17	<p><b>Financial Report Operating Budget</b></p> <p>(a) The Financial Report from the Director Corporate Services be received and the information noted.</p> <p>(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 and that this requirement be rigorously applied to future project/initiatives proposed.</p>	Ongoing – to be noted.



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		(c) That \$11,000 be transferred from WO1184 Infants Wading Pool Renewal as these funds are no longer required for that project and that they be transferred to WO1398 CCTV camera installation to cover the additional costs of the fifth pole and cameras and the more complex works required for the power supply.	Completed.
202/17	19/07/17	<p><b>Conservation Covenants – Rate Rebates</b>  That the report on Conservation Covenants – Rates Rebate from the Director of Corporate Services be received; and that Council:</p> <p>a) Continue the rate rebate scheme for conservation covenants, including private forest reserves, established under the Nature Conservation Act 2002 for a further three years, and</p> <p>b) Sets the rate rebate at \$5 per hectare per annum for covenanted land with a minimum of \$50 and a maximum of \$500 per property, and</p> <p>c) Caps the total annual rebate at \$4,000 per annum for the duration of this three year period.</p>	In progress.
203/17	19/07/17	<p><b>Potential Council Land Sales</b>  That Council:</p> <p>(a) Authorises the Acting General Manager to apply the processes determined by sections 177 through to 178A of the Local Government Act 1993 (where relevant to the land) to land identified as PID 1931747, 6450301, 1723024, 7888524, 1737346, 2048374.</p> <p>(b) Authorises the Acting General Manager to apply to the holder of the Caveat C774447 and the Land Titles Office for the removal of the Caveat on land identified as PID 6447460 and if the Caveat C774447 is removed, to apply the processes determined by sections 177 through to 178A of the Local Government Act 1993 (where relevant to the land) on the land identified as PID 6447460.</p> <p>(c) Authorises the Acting General Manager to apply the processes determined by sections 177 through to 178A of the Local Government Act 1993 (where relevant to the land) to apply to transfer the land identified as PID 2526022 back to Housing Tasmania under reservation C627696.</p> <p>(d) Authorises the Acting General Manager to apply to Taswater to facilitate the placement of an easement on the land identified as PID 6457933 and at the completion of the easement, apply the processes determined by sections 177 through to 178A of the Local Government Act 1993 (where relevant to the land).</p> <p>(e) Authorises the General Manager to obtain a flora and fauna report for the land identified as PID 2721418.</p>	In progress.
<b>COMMUNITY</b>			
262/16	19/10/16	<p><b>George Town Community Safety Committee – Pedestrian Crossing at the Eastern End of Macquarie Street</b>  That Council requests an investigation be undertaken into the provision of a pedestrian crossing at the eastern end of Macquarie Street in preparation for capital works proposals for the next financial year.</p>	Approved in 2017/2018 budget WO1477.
263/16	19/10/16	<p><b>Lease from Crown Land Services – Land at Hillwood</b>  That Council resolves to apply to Crown Land Services for a lease over the land bounded by Craighburn Rd, Hillwood Jetty Rd and Egg Island Creek.</p>	In progress.

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101/17	19/04/17	<b>Community Consultation Policy</b> That Council review its <u>Community Consultation Policy</u> at the next available workshop.	To be Workshopped.
103/17	19/04/17	<b>George Town Community Safety Group Committee Meeting held 4<sup>th</sup> April 2017</b> a) That a report be brought to the next Council meeting in respect to a recommendation from the George Town Community Safety Group being: <i>“that the George Town Community Safety Committee recommends to Council that a review of existing disability car parking spaces within the town boundary be undertaken to assess compliance with regulations.”</i>	To be undertaken.
167/17	21/06/17	<b>George Town Community Safety Committee – Use of Community Notice Board for Community Messaging</b> That this item be deferred to a workshop.	Completed.
168/17	21/06/17	<b>George Town Community Safety Committee – Wheelie Bin Safe Speed Reminder Sticker Campaign</b> That Council agrees to formally review and consider the project once a detailed project plan, including a proposed budget has been finalised by the George Town Community Safety Committee.	Completed.
206/17	19/07/17	<b>Council Policy – Draft Events and Activities Sponsorship Policy</b> To defer to a workshop.	To be workshopped.
232/17	16/08/17	<b>Review of Council Policy No. 10 – Community Grants/Assistance Policy</b> That this item be deferred to a workshop.	Completed.
254/17	20/09/17	<b>Community Grants/Assistance</b> That Council:  1. Provides a community grant (Achievers) of \$200 to James Hawes to assist with costs associated with his selection as a member of the Under 14 Tasmanian Soccer Team to compete in the National Youth Football (Soccer) Championships being held in Coffs Harbour in September 2017.  2. Provides a community grant (Fee Remission) of \$128 to George Town Neighbourhood House to cover the cost of hiring of the George Town Memorial Hall for the purpose of holding a Trivia Night fundraiser.  3. Provides a community grant (Fee Remission) of \$200 to Lighthouse Regional Arts to cover the cost of hiring the Jim Mooney Gallery for their art exhibition “Going Green”.	Completed.
255/17	20/09/17	<b>Minor Community Events Program &amp; Projects Sponsorship Fund</b> That the report of the Community Services Events Officer be received and that Council:  1. Provides sponsorship of \$5,500.00 (exclusive of GST) to GTR Events to assist with the costs associated with hosting of Stage One of the 2017 Spirit of Tasmania Cycling Tour; being held on Tuesday 7 <sup>th</sup> November 2017. This sponsorship will provide \$5,000 cash for costs associated with running the 2017 Cycling Tour, and \$500 for Council Services.	Completed.
256/17	20/09/17	<b>George Town Community Safety Committee – Wheelie Bin Safe Speed Reminder Sticker Campaign</b>	Completed.

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		<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Receive the project report of the George Town Community Safety Committee;</li> <li>2. Approve the use of wheelie bins for speed reminder stickers; and</li> <li>3. Support the Committee in progressing the project in line with the project report.</li> </ol>	
<b>GENERAL MANAGER</b>			
350/12	19/12/12	<p><b>Landscape Management Plan Regent Square</b></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>	In progress.
339/14	15/10/14	<p><b>Notice of Motion – Council Layout</b></p> <p>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>	Report to Council when plans are designed. Proposed plans presented at 6 <sup>th</sup> July 2016 workshop.
071/15	18/02/15	<p><b>Light Industrial Subdivision</b></p> <p>That the facilitation of an extended Light Industrial Subdivision be investigated by Council Officers and a brief presented to an elected members workshop.</p>	In Progress. Included in the Bell Bay Structure Plan.
072/15	18/02/15	<p><b>Extension of South Street</b></p> <p>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><b>Economic Development</b></p> <ol style="list-style-type: none"> <li>1. That Council receive and acknowledge the information contained in this report.</li> <li>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.</li> <li>3. That Council progress these discussions with our political representatives and their agencies, private enterprises and our local community organisations.</li> </ol>	Completed. Ongoing. Ongoing.
319/15	19/08/15	<p><b>Local Government Reform</b></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1) Receive and note the information presented in this report; and</li> <li>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</li> <li>3) Authorise the Mayor and General Manager to participate in these investigations and projects as outlined and in accordance with Council's resolutions; and</li> <li>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.</li> </ol>	Completed. In progress.  In progress.  Completed.

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157/16	15/06/16	<p><b>Notice of Motion – Policy No. 17 Disability Access Policy</b> That General Manager bring to the next workshop of Council, Council Policy No. 17 disability access policy, and that this policy be workshopped with the staff on a whiteboard before going to the Council table for adoption by council.</p>	In progress.
331/16	21/12/16	<p><b>Rate Modelling</b> That council requests the General Manager to make arrangements for rate modelling to be conducted, to review possible alternatives (as allowed for under the Local Government Act 1993), in rating methodology, for council consideration and to report the findings at the next available workshop.</p>	In Progress.
142/17	17/05/17	<p><b>Memorandum of Understanding (MOU) and Terms of Reference – Feasibility Study into Voluntary Amalgamation: George Town and West Tamar Councils</b> That Council resolves:</p> <p>a) That the Mayor be authorised to sign the MOU between the Tasmanian State Government, the West Tamar Council and the George Town Council; and</p> <p>b) The George Town Council authorises a variation to the conditions contained in Council resolution 187/15 and authorises the General Manager to utilise funds allocated to local government reform in the Governance department budget (FY2017) to fund a maximum of 25% of the total project cost to deliver a feasibility study in to a voluntary amalgamation between the George Town Council and West Tamar Council.</p>	Completed.  In progress.
260/17	20.09.17	<p><b>Public Interest Disclosures Act 2002 – Model Procedures to be Followed by Public Bodies</b> That Council:</p> <p>(a) receives the report on the Public Interest Disclosures Act 2002 – Model Procedures to be followed by Public Bodies from the General Manager and Executive Officer – Governance; and</p> <p>(b) endorses the George Town Council Public Interest Disclosures Act 2002 – Model Procedures to be followed by Public Bodies as approved by the Ombudsman on the 11<sup>th</sup> August 2017; and</p> <p>(c) thereafter submits its Model Procedures to the Ombudsman for approval once in each 3-year period following their initial approval as required under Section 60(3) of the Public Interest Disclosures Act 2002.</p>	Completed.
261/17	20.09.17	<p><b>Revised Code for Tenders and Contracts</b> That Council:</p> <p>(a) endorses the changes as outlined above and within the Code for Tenders and Contracts Policy No. 27 Version 06; and</p> <p>(b) adopts the revised Code for Tenders and Contracts Policy No. 27 Version 06 effective 20<sup>th</sup> September 2017.</p>	Completed.
262/17	20.09.17	<p><b>NRM North – Tamar Estuary and Esk Rivers Program (TEER) Partnership Agreement Funding – 2017 – 2020</b></p> <p>1. Endorses the signed NRM North Tamar Estuary and Esk Rivers Program Partnership Agreement Version 1.0 dated 17<sup>th</sup> July 2017; and</p> <p>2. Endorses the signed NRM North Tamar Estuary and Esk Rivers Program Partnership Agreement Version 2.0 agreeing</p>	Completed.

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		<p>to the amendment outlined above, however advises NRM North that it does not commit to a further two year financial contribution for years two and three of the Partnership Agreement; and</p> <p>3. Advises NRM North that further discussion will be held with NRM North in 2018 in respect to Council's continued financial support for years two and three of the Partnership Agreement.</p>	
263/17	20.09.17	<p><b>Local Government Reform – Northern Region Shared Services</b> That Council:</p> <ol style="list-style-type: none"> <li>1. Receive the Northern Tasmanian Councils – Shared Services Study Report prepared by KPMG;</li> <li>2. That Council agrees to participate in the establishment of governance arrangements to the agreed outcomes of the Report;</li> <li>3. Where financially and practically able, consider participation in the Shared Services Study Implementation plan process and undertake shared initiatives at a whole-of-region or sub-regional level; and</li> <li>4. Notify the Minister for Local Government of Council's consideration of the study.</li> </ol>	In progress.
264/17	20.09.17	<p><b>Review of Delegations Register – Heavy Vehicle National Law (Tasmania) Act 2013</b> That the Council:</p> <ol style="list-style-type: none"> <li>(a) Receives the report; and</li> <li>(b) Make the following delegations to the General Manager, pursuant to sections 16(b), 156, 158, 159, 160, 161, 162, 167, 169, 170, 172, 173, 174, 176 and 178 of the <i>Heavy Vehicle National Law (Tasmania Act) 2013</i>; and</li> <li>(c) pursuant to Section 64(b) of the <i>Local Government Act 1993</i>, authorise the General Manager to delegate those functions and powers to suitably qualified staff.</li> </ol>	Completed.

**OFFICER'S RECOMMENDATION**

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

**DECISION**

Moved: Cr Barwick  
Seconded: Cr Parish

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

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

**CARRIED**

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**281/17 12.1 - COUNCILLOR MOTION UPDATE (CONT.)**

*Cr Glisson requested confirmation of the costs for the pre-feasibility study on the potential merger between George Town Council and West Tamar Council. The General Manager took the question on notice.*

*Cr Harris requested a status update of the Land Sales. The General Manager took the question on notice.*

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**282/17 12.2 - COUNCIL WORKSHOPS – OCTOBER 2017**

**REPORT AUTHOR:** General Manager

**REPORT DATE:** 9 October 2017

**FILE NO:** 14.10

**ATTACHMENT/S:** Nil

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**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 HELD**

**Wednesday 4<sup>th</sup> October 2017**

- Kerbside Collection Tender
- Community Notice Board
- Review of Community Grants/Assistance Policy
- Competitive Neutrality Complaints Strategy
- Application of the Principle of Competitive Neutrality Strategy
- Draft 2016/2017 Final Report against the Annual Plan
- Draft Unconfirmed Minutes of Council Meeting held on the 20<sup>th</sup> September 2017
- Availability of Unconfirmed Minutes – Current Council Resolution 385/13
- Upgraded Waste Transfer Station Operating Costs
- Governance Matters

**Present:** Mayor Bridget Archer, Cr Chris Ashley, Cr Heather Barwick, Cr Doug Burt, Cr Greg Dawson, Cr John Glisson, Cr Tim Parish, Cr Peter Parkes

**Apologies:** Deputy Mayor Tim Harris

**In Attendance:** General Manager  
Manager Community Development  
Contract Support Officer - Infrastructure & Engineering  
Contractor (WTS Project)  
Engineering Assistant – GIS  
Executive Officer - Governance

**OFFICER'S RECOMMENDATION**

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

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**282/17 12.2 - COUNCIL WORKSHOPS – OCTOBER 2017 (CONT.)**

**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 Dawson	✓	
Cr Harris	✓		Cr Glisson	✓	
Cr Ashley			Cr Parish	✓	
Cr Barwick	✓		Cr Parkes	✓	
Cr Burt	✓				

**CARRIED**



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**283/17 12.3 - RECOMMENDATION TO RESCIND – GEORGE TOWN COUNCIL -  
APPLICATION OF THE PRINCIPLE OF COMPETITIVE NEUTRALITY –  
STRATEGY NO. 4**

<b>REPORT AUTHOR:</b>	General Manager Executive Officer – Governance
<b>REPORT DATE:</b>	11 <sup>th</sup> October 2017
<b>FILE NO:</b>	29.6
<b>ATTACHMENT:</b>	George Town Council - Existing Application of the Principle of Competitive Neutrality - Strategy No. 4

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### **SUMMARY**

To present and recommend to Council that the existing Competitive Neutrality Complaints Strategy No. 4 (the Strategy) be rescinded.

### **BACKGROUND**

In addition to the current review of Council policies, Council's existing strategies are also being reviewed to determine their validity and purpose and relationship with existing Council policy and direction, if applicable.

A number of Council's existing strategies are considered to be guidelines and procedures rather than strategic documents. As such, these Strategies will be presented to Council for review and consideration over the coming months.

This matter was submitted to a Council workshop on the 4<sup>th</sup> October 2017 for discussion and referred to the Audit Panel meeting on the 11<sup>th</sup> October 2017 whereby the Panel supported the rescinding of the Application of the Principle of Competitive Neutrality – Strategy No. 4 to Council.

### **STRATEGIC PLAN**

#### **Goal 05**

Ensure Council listens to and understands community needs and continues to make responsible decisions on behalf of the community.

#### **Key Objective 1**

Consistently achieve a high standard of internal financial and governance arrangements.

### **GEORGE TOWN COUNCIL POLICY/STRATEGY**

- Policy Development, Approval and Review Policy No. 9
- Risk Management Policy No. 33

### **LEGISLATION**

- Tasmania Economic Regulator Act 2009
- Local Government Act 1993
- National Competition Policy Agreements

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**283/17 12.3 - RECOMMENDATION TO RESCIND – GEORGE TOWN COUNCIL -  
APPLICATION OF THE PRINCIPLE OF COMPETITIVE NEUTRALITY –  
STRATEGY NO. 4 (CONT.)**

**FINANCIAL IMPLICATIONS**

No financial implications are recognised in reviewing the need to retain this Strategy.

**RISK CONSIDERATIONS**

The existing Strategy is outdated and refers to Government Prices Oversight Commission which was vested with the Tasmanian Economic Regulator under the Economic Regulator Act 2009 on the 1<sup>st</sup> June 2010 and therefore does not accurately reflect current day information.

Council is directed by the Act in respect to the application of the principle of Competitive Neutrality and its reporting obligations and therefore any risk associated with the rescinding of the Strategy is considered minimal.

**OFFICER'S COMMENTS**

In November 2010 the then Chairman of the Tasmanian Economic Regulator wrote to all Tasmanian Councils to advise Councils of the Tasmanian Economic Regulator's role in the review of competitive neutrality complaints.

At that time the Regulator had received a number of inquiries from caravan park operators around Tasmania concerned with their local council's provision of cheap or free services for recreational vehicles (overnight parking) and campers (camp sites). These complaints were used as a reminder to all local government agencies that they are responsible for adherence to the Competition Principles Agreement and the Competitive Neutrality Principles.

As a result the existing Strategy was developed and adopted by Council in May 2011, the purpose of which was to provide information and guidance to Council and staff in determining whether a service or business activity was a significant business activity for the purposes of competitive neutrality. It also outlines Council's reporting obligations in this regard.

A Strategy is considered to be a plan or method for achieving a goal; Council's goal would be to comply with the requirements of the National Competition Policy Agreements.

The Strategy does not provide sufficient scope in respect to Council's commitment to meeting its obligations under the principles of competitive neutrality and it is also outdated in that it refers to the Government Prices Oversight Commission (GPOC). The GPOC was vested with the Tasmanian Economic Regulator under the Economic Regulator Act 2009 on the 1<sup>st</sup> June 2010.

In determining whether a service or business activity is a significant business activity, Council would be directed by the Agreements and the Tasmanian Economic Regulator Act in respect to the application of the principle of Competitive Neutrality and it is therefore considered that the Strategy is unnecessary.

Due to the preceding it is recommended to Council that the Application of the Principle of Competitive Neutrality Strategy No. 4 be rescinded.

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**283/17 12.3 - RECOMMENDATION TO RESCIND – GEORGE TOWN COUNCIL -  
APPLICATION OF THE PRINCIPLE OF COMPETITIVE NEUTRALITY -  
STRATEGY NO. 4 (CONT.)**

**OFFICER’S RECOMMENDATION**

That Council rescinds the existing Application of the Principle of Competitive Neutrality Strategy No. 4 effective immediately.

**DECISION**

Moved: Cr Parish  
Seconded: Cr Dawson

That Council rescinds the existing Application of the Principle of Competitive Neutrality Strategy No. 4 effective immediately.

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

**CARRIED**

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**284/17 12.4 - RECOMMENDATION TO RESCIND – GEORGE TOWN COUNCIL –  
COMPETITIVE NEUTRALITY COMPLAINTS STRATEGY – NO. 5**

<b>REPORT AUTHOR:</b>	General Manager Executive Officer (Governance)
<b>REPORT DATE:</b>	11 <sup>th</sup> October 2017
<b>FILE NO:</b>	29.6
<b>ATTACHMENT:</b>	(A) Competitive Neutrality Complaints Strategy No. 5 (B) Draft Proposed Competitive Neutrality Complaints - Procedures

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### **SUMMARY**

To present and recommend to Council that the existing Competitive Neutrality Complaints Strategy No. 5 (the Strategy) be rescinded and replaced with the proposed Competitive Neutrality Complaints – Procedures as attached to this report.

### **BACKGROUND**

In addition to the current review of Council policies, Council's existing strategies are also being reviewed to determine their validity and purpose and relationship with existing Council policy and direction, if applicable.

A number of Council's existing strategies are considered to be guidelines and procedures rather than strategic documents. As such, these Strategies will be presented to Council for review and consideration over the coming months.

This matter was submitted to the Elected Members workshop on the 4<sup>th</sup> October 2017 and referred to the Audit Panel meeting on the 11<sup>th</sup> October 2017 whereby the Panel supported the rescinding of the Competitive Neutrality Complaints Strategy No. 5 to Council to be replaced by the proposed Competitive Neutrality Complaints Procedures.

### **STRATEGIC PLAN**

#### **Goal 05**

Ensure Council listens to and understands community needs and continues to make responsible decisions on behalf of the community.

#### **Key Objective 1**

Consistently achieve a high standard of internal financial and governance arrangements.

### **GEORGE TOWN COUNCIL POLICY**

- Policy Development, Approval and Review Policy No. 9
- Risk Management Policy No. 33

### **LEGISLATION**

- Tasmania Economic Regulator Act 2009
- Local Government Act 1993
- National Competition Policy Agreements

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**284/17 12.4 - RECOMMENDATION TO RESCIND – GEORGE TOWN COUNCIL –  
COMPETITIVE NEUTRALITY COMPLAINTS STRATEGY – NO. 5 (CONT.)**

**FINANCIAL IMPLICATIONS**

No financial implications are recognised in reviewing the need to retain this Strategy.

**RISK CONSIDERATIONS**

The existing strategy is outdated and refers to Government Prices Oversight Commission which was vested with the Tasmanian Economic Regulator under the Economic Regulator Act 2009 on the 1<sup>st</sup> June 2010 and therefore does not accurately reflect current day information.

The proposed Procedures clearly outline the steps to be undertaken where a member of the public suspects that Council has not met its requirements relating to the principles of competitive neutrality. By rescinding the existing strategy and adopting the proposed Procedures, Council is minimising any risk in respect to making current and correct information available to the public in respect to its obligations in this regard.

**OFFICER'S COMMENTS**

In November 2010 the then Chairman of the Tasmanian Economic Regulator wrote to all Tasmanian Councils to advise Councils of the Tasmanian Economic Regulator's role in the review of competitive neutrality complaints.

At that time the Regulator had received a number of inquiries from caravan park operators around Tasmania concerned with their local council's provision of cheap or free services for recreational vehicles (overnight parking) and campers (camp sites). These complaints were used as a reminder to all local government agencies that they are responsible for adherence to the Competition Principles Agreement and the Competitive Neutrality Principles.

As a result Council's existing Application of the Principle of Competitive Neutrality Strategy and the Competitive Neutrality Complaints Strategy were developed and adopted by Council in May 2011.

The Competitive Neutrality Complaints Strategy (refer attachment (A)) does not provide sufficient scope in respect to Council's commitment to meeting its obligations under the Competitive Neutrality Principles and it is outdated in that it refers to the Government Prices Oversight Commission (GPOC) throughout the document. The GPOC was vested with the Tasmanian Economic Regulator under the Economic Regulator Act 2009 on the 1<sup>st</sup> June 2010.

Whilst it is not legislated that Council must have such a policy or strategy in place to deal with Competitive Neutrality Complaints, the Department of Treasury and Finance recommends that *Councils and other Local Government bodies are required to establish their own internal procedures for dealing with competitive neutrality complaints as the complainant must first discuss the issues in question with the Local Government body before a formal complaint may be lodged with the Regulator* [National Competition Policy: Applying the Principles to Local Government in Tasmania, December 2013].

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**284/17 12.4 - RECOMMENDATION TO RESCIND – GEORGE TOWN COUNCIL –  
COMPETITIVE NEUTRALITY COMPLAINTS STRATEGY – NO. 5 (CONT.)**

As opposed to the existing Strategy to deal with Competitive Neutrality Complaints a set of procedures has been developed (refer attachment (B)). These procedures provide information as to how Council will deal with complaints that Council has not met its requirements relating to the principles of competitive neutrality, a copy of which will be made publicly available via Council's website.

*“Potential complainants are required under section 48 of the Economic Regulator Act 2009 to discuss concerns relating to the application of the competitive neutrality principles with the government body providing the business activity in question. Some complaints may be resolved informally by the complainant obtaining further information about the costing structure and regulatory environment of the government body business activity.*

*However, where the complainant considers that the complaint remains unresolved the complainant may wish to take the matter further by lodging a formal complaint with the Regulator concerning the manner in which a business activity is undertaken by a government body.” [Office of the Tasmanian Economic Regulator – Competitive Neutrality Complaints Mechanism Guideline – Version 2, July 2015]*

Due to the preceding it is recommended to Council that its existing Competitive Neutrality Complaints Strategy No. 5 be rescinded and replaced with the proposed Competitive Neutrality Complaints – Procedures.

**OFFICER’S RECOMMENDATION**

That the existing Competitive Neutrality Complaints Strategy – No. 5 be rescinded and replaced with the Competitive Neutrality Complaints - Procedures effective immediately.

**DECISION**

Moved: Cr Parkes  
Seconded: Cr Harris

That the existing Competitive Neutrality Complaints Strategy – No. 5 be rescinded and replaced with the Competitive Neutrality Complaints - Procedures effective immediately.

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

**CARRIED**

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**285/17 12.5 - REVIEW OF SPECIAL COMMITTEES POLICY NO. 7**

**REPORT AUTHOR:** General Manager

**REPORT DATE:** 5<sup>th</sup> October 2017

**FILE NO:** 14.13

**ATTACHMENT:** (A) Existing Special Committees Policy No. 7 Version 01  
(B) Proposed DRAFT Establishment of Special Committees Policy No. 7 Version 02

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**SUMMARY**

To submit the proposed revised Draft Establishment of Special Committees Policy No. 7 Version 02 (the proposed Policy) to Council for review and adoption.

**BACKGROUND**

It is intended that all Council's existing policies will be reviewed in relation to their purpose; objective and alignment not only with current legislation but also their alignment with Council's newly adopted Strategic Plan and in accordance with the requirements of Council's Policy Development, Approval and Review Policy No. 09.

The review is also in accordance with Council's recently adopted 2016-2017 Annual Plan.

This Policy was adopted by Council in 2006. A revised Policy was submitted to the Council meeting held on the 16<sup>th</sup> April 2014 whereby it was resolved that the policy lay on the table for discussion at the next workshop. The Policy was referred to the next workshop, however was not progressed.

The proposed Policy was discussed at the June 2017 Council workshop.

**STRATEGIC PLAN**

**Goal 05**

Ensure Council listens to and understands community needs and continues to make responsible decisions on behalf of the community.

**Key Objective 4**

Consistently achieve a high standard of internal financial and governance arrangements.

**GEORGE TOWN COUNCIL POLICY**

- Policy Development, Approval and Review Policy No. 9
- Risk Management Policy No. 33

**LEGISLATION**

- Local Government Act 1993 – s.24

**285/17 12.5 - REVIEW OF SPECIAL COMMITTEES POLICY NO. 7 (CONT.)**

**TYPE OF POLICY & APPROVAL AUTHORITY**

In the review of this Policy, it is recognised as a “Council Governance” Policy in that it requires endorsement by Council and provides specific direction in relation to governance practices in accordance with the requirements of Section 24 of the Local Government Act 1993.

**FINANCIAL IMPLICATIONS**

No financial implications are recognised in reviewing this Policy.

**RISK CONSIDERATIONS**

No risks are identified in reviewing this Policy.

**OFFICER’S COMMENTS**

It is considered that the proposed Policy provides a more consistent and structured approach for Council when considering and identifying the need for and the establishment of a Section 24 Special Committee or to review an existing Special Committee.

The Terms of Reference Template has also been updated to include meetings and meeting procedures, reporting requirements and the review of any of Special Committee established by Council in accordance with the requirements of the proposed Policy.

The proposed Policy also reflects Council’s current Strategic Plan, the Local Government (Meeting Procedures) Regulations 2015 and the George Town Council Policy Development, Approval and Review Policy No. 9.

As a “Council Governance” Policy its aim is to provide guidance to Council in the need for and establishment of a Section 24 Special Committee in accordance with the requirements of the Local Government Act 1993.

It should be noted that the proposed Policy, as does the existing “Special Committees Policy” requires that:

*“A review of existing Special Committees of Council will be conducted upon adoption of the Policy, and thereafter all reviews will be conducted in or as near as possible to December of each year.”*

Council currently has two Special Committee, being the George Town Community Safety Group Committee and the George Town Sports Complex Advisory Committee.

Accordingly, upon the formal adoption of the “Establishment of Special Committees Policy No. 7 – Version 02” a review of all Council Special Committees should be undertaken.

It is suggested that any public input in regard to the proposed Policy would have little influence on its intent and it is therefore considered unnecessary to advertise the proposed Policy for public comment



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**285/17 12.5 - REVIEW OF SPECIAL COMMITTEES POLICY NO. 7 (CONT.)**

**OFFICER’S RECOMMENDATION**

That the existing Special Committees Policy No. 7 Version 01 be rescinded and replaced with the proposed Establishment of Special Committees Policy No. 7 Version 02 effective immediately.

**DECISION**

Moved: Cr Glisson  
Seconded: Cr Barwick

That this item be referred to the next available Council workshop.

**FORESHADOWED MOTION**

Moved: Cr Parkes

That the existing Special Committees Policy No. 7 Version 01 be rescinded and replaced with the proposed Establishment of Special Committees Policy No. 7 Version 02 effective immediately.

Moved: Cr Glisson  
Seconded: Cr Barwick

That this item be referred to the next available Council workshop.

*The Chairperson called a Point of Order against Councillors at 2.55 pm LG(MP)R 23(1)(b) a councillor speaking is being interrupted or distracted.*

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

**MOTION LOST**

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**285/17 12.5 - REVIEW OF SPECIAL COMMITTEES POLICY NO. 7 (CONT.)**

**SUBSTANTIVE MOTION**

Moved: Cr Parkes  
Seconded: Cr Dawson

That the existing Special Committees Policy No. 7 Version 01 be rescinded and replaced with the proposed Establishment of Special Committees Policy No. 7 Version 02 effective immediately.

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

**CARRIED**

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**286/17 12.6 - GEORGE TOWN SPORTS COMPLEX ADVISORY COMMITTEE -**  
**PROPOSED RECESS OF COMMITTEE**

**REPORT AUTHOR:** General Manager  
Executive Officer (Governance)

**REPORT DATE:** 9<sup>th</sup> October 2017

**FILE NO:** 29.7

**ATTACHMENT:** Nil

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**SUMMARY**

This report provides information to enable Council to respond to the George Town Sports Complex Advisory Committee (the Committee) resolution requesting Council's approval to place the Committee into recess until December 2017.

**BACKGROUND**

The George Town Sports Complex Advisory Committee is a section 24 Special Committee of Council formed in accordance with the requirements of the Local Government Act.

**24. Special Committees**

- (1) *A council may establish, on such terms and for such purposes as it thinks fit, special committees.*
- (2) *A special committee consists of such persons appointed by the council as the council thinks appropriate.*
- (3) *The council is to determine the procedures relating to meetings of a special committee.*

According to the Committee's Terms of Reference, the role of the Advisory 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.*

**STRATEGIC PLAN**

**Goal 02**

Support an active, vibrant and culturally diverse community life that enjoys liveable and amenity rich neighbourhoods.

**Key Objective 1**

Support and advocate for organisations and community groups to grow community capacity.

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**286/17 12.6 - GEORGE TOWN SPORTS COMPLEX ADVISORY COMMITTEE –  
PROPOSED RECESS OF COMMITTEE (CONT.)**

**Key Objective 5**

Support the sport and recreation, work opportunities, health and education services for young people.

**GEORGE TOWN COUNCIL POLICY/STRATEGY**

- Special Committees Policy No. 7

**FINANCIAL IMPLICATIONS**

No financial implications are recognised.

**RISK CONSIDERATIONS**

No risk considerations are recognised.

**OFFICER'S COMMENTS**

At the Committee meeting on the 4<sup>th</sup> September 2017 discussion was held in respect to the future of the Committee. In recent months attendance at the meetings has been down quite considerably and it was felt that the Committee was not achieving the purpose for which it was established. It was also suggested that the meetings tended to focus on maintenance issues rather bigger picture plans for the complex and for the benefit of users.

Rather than continuing on as a section 24 Special Committee, there was support for the group to be broadened to include all sports and recreational groups within the municipality. By broadening membership, the group could be known as the "Recreational User Group." The group then becomes community driven, encourages networking amongst the users and would be more reflective of the community's needs.

At the meeting of the Committee held on the 2<sup>nd</sup> October 2017 it was resolved (res 9/17):

*"That the Sports Complex Advisory Committee be placed into recess until the end of the year pending consideration of the formation of a recreational user group rather than a Section 24 Special Committee of Council and that a report be submitted to Council advising of the Committee's intention."*

Current Committee members proposed that an invitation be sent out to all sports and recreational groups within the municipality inviting a representative from each group to attend a meeting in December this year to discuss the potential for the formation of a group to be known as the "Recreational User Group".

It was agreed that as the proposed group would not be a Special Committee of Council, any Council support would be limited in respect to the group's functions. It would seem appropriate however that Council continues to offer the group meeting space.

As outlined above, this Committee is currently a Section 24 Special Committee of Council with two Elected Members appointed as Council representatives; Cr Dawson as Chair and Cr Parkes as Proxy.

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**286/17 12.6 - GEORGE TOWN SPORTS COMPLEX ADVISORY COMMITTEE –  
PROPOSED RECESS OF COMMITTEE (CONT.)**

Should the Committee eventually be dissolved rather than re-adjourned with the possible formation of a user group, it would seem appropriate that nominated Elected Members could still be involved in any meetings of the group thereby providing a conduit between the group and Council albeit in a less formal capacity.

Council's Special Committee Policy No. 7 is currently under review and is reported separately in this Agenda. The Policy requires that upon review/adoption that all Section 24 Special Committees of Council are reviewed.

Due to the preceding it is recommended that Council supports the Committee's recommendation that the George Town Sports Complex Advisory Committee be placed into recess pending the outcome of further discussions with sports and recreational groups to determine whether a Committee or user group would best represent their requirements.

**OFFICER'S RECOMMENDATION**

That Council agrees to place the George Town Sports Complex Committee into recess until December 2017 and considers further the future of the Committee at that time.

**DECISION**

Moved: Cr Dawson  
Seconded: Cr Parkes

That Council agrees to place the George Town Sports Complex Committee into recess until December 2017 and considers further the future of the Committee at that time.

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

**CARRIED**

**13. PETITIONS**

Nil.

**14. NOTICES OF MOTIONS**

Nil.

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**15. COUNCILLORS QUESTIONS WITHOUT NOTICE TAKEN ON NOTICE FROM PREVIOUS ORDINARY COUNCIL MEETING**

*[Refer to Minute No. 362/15 which states "At any Ordinary Meeting of Council when a 'without notice' question from a councillor is accepted, and when this question is taken on notice',*

- a) The General Manager is to record in the minutes of that meeting the 'question', and that the question was 'taken on notice'.*
- b) Provide the answer to the question 'taken on notice, at the next Ordinary Meeting of Council, in writing."]*

**Cr Barwick**

*Cr Barwick requested a copy of the airport insurance policy and information on E6 General Manager's expenditure.*

Response

Documents were provided to Cr Barwick.

*Cr Barwick requested information on E9 Regional Development expenditure.*

Response

Expenditure for the Regional Development is largely normal salary allocations with the exception of the \$25,000 for the Bell Bay Manufacturing Precinct project.

*Cr Barwick questioned if Council grant proposal included the acquiring of land for the proposed construction of the 2-lane bridge at Weymouth. The Chairperson took Cr Barwick's question on notice.*

Response

There is no requirement for land acquisition under the funding application and the new structure will fit into the existing road reserve. The requirement will be for Council to gain land owner permission for the construction of temporary road during the erection of the bridge.

*Cr Barwick requested that Corporate Services information report be provided to Councillors for their information.*

Response

Information reports are provided to Elected Members via the Councillor Intranet on a monthly basis on or about the 20<sup>th</sup> of each month. A printed copy is also provided upon request to Elected Members.

*Cr Barwick requested that a report be included in the October Ordinary Council Meeting regarding a recommendation from the George Town Community Safety Committee meeting to Council that a permanent mandatory one way traffic movement system be implemented at Campbell Street and Ralph Street Weymouth rather than the advisory system currently in place.*

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**15. COUNCILLORS QUESTIONS WITHOUT NOTICE TAKEN ON NOTICE FROM PREVIOUS ORDINARY COUNCIL MEETING (CONT.)**

Response

See report this agenda.

**Cr Glisson**

*Cr Glisson requested an explanation on why the annual budget for employee costs as reported in the Income Statement and employee oncosts budget figures are different.*

Response

The reporting and allocation of employee oncosts are currently being reviewed. Further details will be presented to Elected Members at the November workshop.

*Cr Glisson requested an explanation on why employee termination costs was allocated to Halls & Community Centres Expenditure.*

Response

Allocation of termination costs – the EBA allows for a percentage of unused sick leave to be paid out for employees with 5 or more years' service on termination. Historically this payment has been costed to the employees standard salary costings therefore an amount has in this case, been applied to halls and Community. This is to be looked at to ensure the most appropriate costing allocation is used going forward.

*Cr Glisson 019/15 requested an updated on the Council Facilities Future Use and Development – Strategic Development and requested that it be workshopped for discussion.*

Response

In 2016, two reports were prepared for Council by consultants; the Sports Complex Redevelopment Master Plan Review and a Condition Assessment of Council's other community recreation facilities. Together these reports provided sufficient information to prepare a preliminary report for Council to begin to address redevelopment of the Sports Complex, future demand and sustainable asset management of community recreation facilities.

This project will be reviewed and progressed once the organisational, operational budget and Annual Plan reviews have been approved by Council.

*Cr Glisson's question was taken on notice in regards to correspondence sent to the Tasmanian Innovations Health Grant supporting the drug education network to establish tobacco free community project in George Town. Cr Glisson requested details on the project.*

Response

An outline of the project has been forwarded to Cr Glisson.



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**15. COUNCILLORS QUESTIONS WITHOUT NOTICE TAKEN ON NOTICE FROM  
PREVIOUS ORDINARY COUNCIL MEETING (CONT.)**

*Cr Glisson thanked Council for providing the information on the Tobacco-Free Communities project. Cr Glisson stated that the document asked for each community to have a Tobacco-Free Communities Project team, comprising local community representatives (e.g. from council, community centre, health centres etc.). Cr Glisson asked as Council supports the project, would Council or Council Officers be nominating individuals?*

*Through the Chairperson, the General Manager took the question on notice.*

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**16. COUNCIL COMMITTEE REPORTS**

**287/17 16.1 - GEORGE TOWN SPORTS COMPLEX ADVISORY COMMITTEE MEETING  
HELD 2<sup>ND</sup> OCTOBER, 2017**

**REPORT AUTHOR:** Executive Officer - Governance

**REPORT DATE:** 6<sup>th</sup> October 2017

**FILE NO:** 29.7

**ATTACHMENT/S:** (A) George Town Sports Complex Advisory Committee Confirmed Minutes – 4<sup>th</sup> September 2017  
(B) George Town Sports Complex Advisory Committee Agenda – 2<sup>nd</sup> October, 2017  
(C) George Town Sports Complex Advisory Committee Unconfirmed Minutes – 2<sup>nd</sup> October, 2017

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**DECISION**

Moved: Cr Parkes  
Seconded: Cr Dawson

That the confirmed minutes of the George Town Sports Complex Advisory Committee meeting held 4<sup>th</sup> September, 2017; the agenda and unconfirmed minutes of the George Town Sports Complex Advisory Committee meeting held on 2<sup>nd</sup> October, 2017 as attached to this report be received.

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

**CARRIED**

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**288/17 16.2 - GEORGE TOWN COMMUNITY SAFETY GROUP COMMITTEE MEETING  
HELD 3<sup>RD</sup> OCTOBER 2017**

**REPORT AUTHOR:** Manager Community Development

**REPORT DATE:** 6<sup>th</sup> October 2017

**FILE NO:** 22.24

**ATTACHMENT/S:** (A) George Town Community Safety Group Committee Confirmed Minutes – 5<sup>th</sup> September 2017  
(B) George Town Community Safety Group Committee Unconfirmed Minutes – 3<sup>rd</sup> October 2017

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**DECISION**

Moved: Cr Barwick  
Seconded: Cr Parish

That the confirmed minutes of the George Town Community Safety Group Committee meeting held 5<sup>th</sup> September 2017; and unconfirmed minutes of the George Town Community Safety Group Committee meeting held on 3<sup>rd</sup> October 2017 as attached to this report be received.

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

**CARRIED**

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**17. CLOSED MEETING**

**289/17 17.1 - INTO CLOSED MEETING**

**DECISION**

Moved: Cr Barwick

Seconded: Cr Parkes

That Council move into closed meeting at 3.29 pm to discuss the following items:

Item No. 1 Confirmation of Confidential Minutes of Council's Ordinary meeting held on the 20<sup>th</sup> September 2017 LG(MP)R 15(2)(g) and LG(MP)R 34(6)

Item No. 2 Legal Expenditure LG(MP)R 15(2) (a); (b); (d); (e)(i)(ii); (f); (g); (i); and (j)

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

**CARRIED**

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**292/17 17.5 - OUT OF CLOSED MEETING**

**DECISION**

Moved: Cr Barwick  
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.

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

**CARRIED**

There being no further business, the meeting closed at 3.43 pm.

**Cr Bridget Archer  
MAYOR**