

# ORDINARY MINUTES

**COUNCIL MEETING** 

**Tuesday 13 December 2016** 

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Minutes of the ordinary meeting of the Meander Valley Council held at the Council Chambers Meeting Room, 26 Lyall Street, Westbury, on Tuesday 13 December 2016 at 1.34pm.

**PRESENT:** Mayor Craig Perkins, Deputy Mayor Michael Kelly,

Councillors Andrew Connor, Tanya King, Ian Mackenzie, Bob Richardson, Rodney Synfield,

John Temple and Deborah White.

**APOLOGIES:** Nil

**IN ATTENDANCE:** Martin Gill, General Manager

Merrilyn Young, Personal Assistant

Malcolm Salter, Director Corporate Services

Rick Dunn, Director Economic Development & Sustainability

Matthew Millwood, Director Works

Dino De Paoli, Director Infrastructure Services

Patrick Gambles, Acting Director Governance & Community Services

Krista Palfreyman, Acting Director Development Services

Kris Eade, Property Management Officer

Craig Plaisted, Economic Development Project Officer

Jo Oliver, Senior Town Planner

Heather McLaughlin, Creditors Clerk

Rob Little, Asset Management Co-Ordinator

Natasha Whiteley, Town Planner

Natasha Szczyglowska, Technical Officer

#### 251/2016 CONFIRMATION OF MINUTES:

Councillor Mackenzie moved and Councillor Kelly seconded, "that the minutes of the Ordinary meeting of Council held on Tuesday 15 November, 2016, be received and confirmed."

The motion was declared <u>CARRIED</u> with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, Temple and White voting for the motion.



# 252/2016 COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING:

Date :	Items discussed:
29 November 2016	<ul> <li>Infrastructure Discussion</li> <li>Deloraine &amp; Districts Recreation Precinct Presentation</li> <li>Development Services Review – Groupwork Presentation</li> <li>Conservation Covenants Policy</li> <li>Councillors Expense Entitlements</li> <li>2017 Council Meeting Dates</li> <li>Process for Notice of Motions</li> <li>Planning Update</li> <li>Workshop item request process</li> <li>Strategic planning for out of session workshops</li> </ul>

#### **253/2016 ANNOUNCEMENTS BY THE MAYOR:**

#### **Saturday 19 November**

2016 Deloraine Show Presidents Lunch

#### Monday 21 November 2016

Tasmanian Flood Recovery Statewide Meeting

#### **Thursday 24 November 2016**

Great Western Tiers Visitor Centre Volunteers thank you

#### Friday 25 November 2016

Hadspen Cricket Club Champions lunch

#### Monday 28 November 2016

'Roses from the Heart' Memorial bonnet project, Entally Country Club Tasmania, end of year function

#### **Tuesday 29 November 2016**

Council Workshop

#### Wednesday 30 November 2016

Launch of Greater Launceston Salinity Strategy

#### Friday 2 December 2016

NTD Local Government Committee



#### Sunday 4 December 2016

Dairy Plains Hall Committee Christmas Party

#### Monday 5 December 2016

Launch of 2017 Volunteer Tasmania Awards

#### **Tuesday 6 December 2016**

Council Strategic Planning Workshop

#### Wednesday 7 December 2016

Gallipoli Rose Garden Workshop dedication, Westbury

#### **Thursday 8 December 2016**

Launch of 'Life Portraits Exhibition' LGH
Presentation Evening - Westbury Primary School

#### Friday 12 December 2016

Launceston City Deal Consultation

#### 254/2016 DECLARATIONS OF INTEREST:

Nil

#### **255/2016 TABLING OF PETITIONS:**

Nil

#### **256/2016 PUBLIC QUESTION TIME**

#### 1. QUESTIONS TAKEN ON NOTICE – NOVEMBER 2016

Nil

#### 2. QUESTIONS WITH NOTICE – DECEMBER 2016

#### 2.1 Meander Area Residents & Ratepayers Association Inc

The audio recording of Council meetings is standard practice in many local government councils in Australia. MARRA understand this practice has been previously considered and agreed to by the Meander Valley Council. MARRA strongly supports the audio recording of all Council meetings in the interest of all parties, and would like to know when Council plans to implement the practice.



Response by Martin Gill, General Manager

In the 2014–2015 Capital Works Budget Council included a capital project to install audio equipment in the Council Chambers. This equipment has been installed.

The matter of recording and streaming Ordinary Council meetings has been discussed by Councillors, however, Council has made no formal decision to make an audio recording of Ordinary Council meetings.

#### 3. QUESTIONS WITHOUT NOTICE – DECEMBER 2016

Nil

#### **257/2016 COUNCILLOR QUESTION TIME**

#### 1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – NOVEMBER 2016

- 1.1 Cr Deborah White
- (a) Re Question No 2.1(a) Who is the Executive Assistant at present?

Response by Martin Gill, General Manager

Merrilyn Young is the person referred to as Executive Assistant. Her formal title is Personal Assistant.

What determines whether correspondence is distributed via the Briefing Reports or by email?

#### Response by Martin Gill, General Manager

The General Manager in liaison with the Personal Assistant determines how correspondence is distributed. We have recently changed the process because the monthly distribution of correspondence meant that Councillors were sometimes receiving information or invitations after the related event.

At the moment I am generally using email to distribute correspondence received by email, or correspondence that has some priority that I think the Councillors should be aware of.

Merrilyn is distributing all other correspondence and Council responses to correspondence in a weekly correspondence briefing report.

Could we have a process that provides consistency?



Response by Martin Gill, General Manager

If Councillors would prefer to receive correspondence in a consistent format I would suggest that we limit distribution to the weekly correspondence briefing report.

(c) Re the October Briefing Report 2.1 – "Council has contributed \$3,000 toward the (10 Days on the Island) festival – when, how and by whom was this decision made?

Response by Patrick Gambles, Acting Director Governance & Community Services Council has made the following funding contributions to biennial Ten Days on the Island Festivals (TDOTI):

- **2007** \$3,500
- **2009** \$3,000
- **2011** \$3.000

Council provided venue support only to the 2013 and 2015 TDOTI Festivals. All contributions were made through the operating budget for Community Development (special events funding) within the Governance & Community Services Department budget.

With regard to the 2017 Festival, Council Officers met with the CEO of TDOTI in January 2016 to provide feedback on previous Festival experiences. A request was then received from TDOTI for a \$3,000 commitment to support the 2017 program. This funding request was then included in the annual allocation for special events funding within Council's 2016-17 Operating Budget.

#### 1.2 Cr Bob Richardson

(a) Cat Management/Control

When the Liberal State Government said that regulations/legislation would be ready early on the New Year did they mean early 2016 (which we all thought they meant) or 2017, or even 2018?

Could Council officers advise just what has become of Cat Management/Control since the issue disappeared down the black hole (which is called "Hobart")?

When things go south, they usually do go south!!

#### Response by Martin Gill, General Manager

Council Officers understand that following the consultation of the draft State Cat Management Plan which closed on 30 June 2016 the Tasmanian Cat Management Reference Group has done the following:

collated and reviewed the 102 submissions



- prepared a minute for the Minister for Primary Industries and Water, Jeremy Rockliff MP with a number of recommendations for changes to the legislation
- updated the draft plan in response to submissions

#### The minute is now with the Minister.

In addition, the Invasive Species branch of the Department of Primary Industries, Parks, Water and Environment has submitted a budget initiative for a person to be put into each region to coordinate the various aspects of cat management.

(b) Question re TasWater
Where are the homes (ie home towns) of each of the TasWater Board
members?

#### Response by Martin Gill, General Manager

Page 38 of the TasWater 2015 – 2016 Annual Report provides a short biography of each board member who served during the reporting period and it does not include that level of private detail.

- (c) "Centre of Meander Valley Municipality
  Could Council advise the demographic centre of
  - (i) the whole of the Meander Valley Municipality; and
  - (ii) "Part B" of the municipality (ie Hadspen westwards)?

#### Response by Martin Gill, General Manager

Following a recent meeting between Councillors, the General Manager has integrated this question into a broader investigation of demographic data, Council investment and level of services for places in the Meander Valley.

As the data is reviewed a map indicating various demographic trends and population distribution will produced and provided to the Councillors.

(d) Re-commencement of Forestry operations
The State Government has announced that forestry operations are to recommence in nearly 400,000 hectares of native forests understood to be
protected until at least 2020.

Could Council advise whether any of this logging under "supervision" of (un) Sustainable Forestry Tasmania is within the Meander Valley precinct (specifically in the Great Western Tiers area)?

Further, has (un)Sustainable Forestry Tasmania discussed the matter with Council and if so what contribution is this Government business intending to



make to Meander Valley Council for maintenance/damage to ratepayers roads?

#### Response by Martin Gill, General Manager

I have written to Sustainable Forestry Tasmania to pose the questions and am waiting a response at the time of writing. A response will be provided to Councillors when it is received.

#### 1.3 Cr John Temple

In recognition of Donald J Trump being soon to adopt the mantle of Leader of the Free World, and he is likely to be the greatest agent of change this century, will Meander Valley Council rename the Westbury Cricket Ground DONALD J TRUMP PARK in his honour and wish him well for his term of leadership.

#### Response by Mayor Craig Perkins

This would be a matter for resolution through a formal decision of Council and would require a Councillor to initiate the decision through a formal notice of motion consistent with the process outlined in the Local Government Act (Meeting Procedures) 2015.

#### 3.5 Cr Tanya King

Further to my Questions from last meeting of Council with regard to a Code of Conduct complaint against myself lodged by Mr Bronte Booth, and letters to Council, received from Bleyer Lawyers on behalf of the Meander Area Residents and Ratepayers Association, it seems the false allegations, and demands made by their legal representation have cost Council, and in turn ratepayers in the vicinity of \$6,500.

Many constituents have asked will Mr Booth, and the MARRA group, be made accountable for the costs incurred by the ratepayers, for their behaviour?

Is it possible that Mr Booth, and representatives from the MARRA group could perhaps do some Community Service work, in order to make right their time and money wasting antics?

I have had constituents indicate that they would be interested in purchasing tickets to view said people conducting community work, which could be another way to recover the wasted funds. In the event that such community service work eventuates, could Council please advise if it would be feasible to sell such tickets?

#### Response by Martin Gill, General Manager



Section 28V of the Local Government Act 1993 provides for a person to make a code of conduct complaint against a councillor, if the chairperson of the Code of Conduct Panel determines that the complaint is to be investigated there is no cost incurred by the complainant unless they commissioned advice for their case.

#### Question 1

This is a matter for Mr Booth and MARRA.

Question 2

No

#### 2. COUNCILLOR QUESTIONS WITH NOTICE – DECEMBER 2016

Nil

#### 3. COUNCILLOR QUESTIONS WITHOUT NOTICE – DECEMBER 2016

#### 3.1 Cr Bob Richardson

#### 1. Rural Health Issues

At the November 2016 meeting of Council a motion was passed unanimously expressing concern that three pivotal primary healthier positions, together with a range of health-related programs were to be axed. A letter was to be written to the Federal (Liberal) Minister, under the Mayors signature.

- (a) Could Council confirm that that letter was written within days of the meeting"? Has the Minister, Hon Sussan Ley (Liberal) responded to that letter?
- (b) Following the meeting, Council, including the Mayor, lobbied politicians. Several Green, Labor and Independent Federal politicians concurred with Council's criticism of the Primary Health. Are Councillors aware that a motion supporting our cause was moved (and passed) in the Senate (that motion was jointly moved by Senators Whish-Wilson (Greens), Anne Urguhart (Labor) and Jacqui Lambie (Independent).

Responses by Martin Gill, General Manager (or was it Craig)

- (a) Yes Council did write the letter. No Council hasn't received a reponse.
- (b) Yes Council are aware.



#### 2. Roadside Spraying

Meander Valley Council has a "No-Spray Register" which residents can apply to join. However, criticism has arisen that State Government does not have a similar provision to that of Meander Valley to enable residents with State Roads frontage to have similar "right".

Could Council officers investigate how such a State roads no-spray register may be instituted?

#### Response by Martin Gill, General Manager Yes we can

#### 3. Macquarie Point

The front page of yesterdays (Hobart) Mercury carried a story that the Macquarie Point redevelopment proposal was costed at around \$2,000,000,000. There was clear expectation that this cost was to be met, substantially, by Federal funds. The funding would be from the State Government which has, effectively, axed 3 primary health workers with the associated programs. The cost of those workers is estimated at about \$350,000 pa.

(a) Is Council aware that the proposed funding for Macquarie Point could fund the Meander Valley Primary Health programs for 6000 years?

### Response by Mayor Craig Perkins We are now.

- (b) In today's (Hobart) Mercury another story supporting the Macquarie Point proposal indicated that the highest priority was to shift the sewerage treatment plant.
  - i. Could Council ascertain the state of the current Macquarie Point sewerage treatment work? For example, in TasWater's priority list for upgrades and replacements/installations how would it (Macquarie Point) rate against Launceston's need, or Bracknell?

#### Response by Martin Gill, General Manager

The relocation of the Macquarie Point Sewerage Treatment Plant is not identified in the TasWater 20 year capital expenditure program.

The Launceston Sewer Improvement Plan is a high priority.

The provision of reticulated sewer in Bracknell will fall into the category of Service Introduction. Service Introduction has not been considered by TasWater in the 10 year Financial Plan.



ii. It would seem that the only need for shifting the Macquarie Point works is aesthetics and a wish of Macquarie Point developers. Would it no be preferable for TasWater to be geographically remote with its administration so that the Hobart "heavies" would be less influence?

#### Response by Martin Gill, General Manager This is a matter for TasWater to determine.

#### 3.2 Cr John Temple

Will the Meander Valley Council consider writing to the Nomenclature Board suggesting that as Australian Governments: Federal, State and Territory, all support Australians divesting themselves of land and infrastructure in favour of foreign ownership and as the Chinese at this time are very willing astute buyers that these purchases be known collectively as "New China" in honour of their new owners?

#### **Question taken on Notice**

#### 3.3 Cr Andrew Connor

Given that 40+% of Meander Valley Ratepayers live in what many consider to be the greater Launceston area, that is Prospect Vale, Hadspen, Blackstone Heights and Travellers Rest, what involvement has Meander Valley Council had in the negotiation and implementation of the "Launceston City Deal" with the Federal Government?

#### Response by Mayor Craig Perkins

I was invited to attend a meeting with the Assistant Minister for Cities, Hon. Angus Taylor and representatives from the Department of Prime Minister and Cabinet on the 12th December at the Launceston City Council, along with Mayors Downie, Holmdahl and Archer. Discussions included the role of advanced manufacturing, agriculture, tourism, health of the Tamar River, Northern Tasmania Development Corporation and education on the growing northern regions economy. I have also suggested a broader forum inviting elected members from all northern councils would be advantageous.

#### 258/2016 DEPUTATIONS BY MEMBERS OF THE PUBLIC

Nil

#### **259/2016 NOTICE OF MOTIONS BY COUNCILLORS**

262/2016 LOCAL ANTI-LITTERING CAMPAIGN – CR DEBORAH WHITE



#### **260/2016 2017 COUNCIL MEETING DATES**

#### 1) Introduction

The purpose of this report is for Council to approve dates for Council ordinary meetings for 2017.

#### 2) Recommendation

It is recommended that Council approve the following schedule of ordinary meetings for 2017:

**Tuesday 17 January 2017** 

Tuesday 14 February 2017

Tuesday 14 March 2017

Tuesday 11 April 2017

Tuesday 9 May 2017

Tuesday 13 June 2017

Tuesday 11 July 2017

Tuesday 8 August 2017

**Tuesday 12 September 2017** 

Tuesday 10 October 2017

**Tuesday 14 November 2017** 

**Tuesday 12 December 2017** 

#### **DECISION:**

Cr White moved and Cr Mackenzie seconded "that Council approve the following schedule of ordinary meetings for 2017:

Tuesday 17 January 2017

Tuesday 14 February 2017

Tuesday 14 March 2017

Tuesday 11 April 2017

Tuesday 9 May 2017

Tuesday 13 June 2017

Tuesday 11 July 2017

Tuesday 8 August 2017

Tuesday 12 September 2017

Tuesday 10 October 2017

**Tuesday 14 November 2017** 

**Tuesday 12 December 2017** 



As an amendment Cr Connor moved and Cr Richardson seconded "that the February meeting of Council be held in Hadspen."

The amendment was declared <u>LOST</u> with Councillors Connor, Richardson, White and Temple voting for the amendment and Councillors Kelly, King, Mackenzie, Perkins and Synfield voting against the amendment.

The motion was declared <u>CARRIED</u> with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, Temple and White voting for the motion.



# 261/2016 POLICY REVIEW NO. 24 – COUNCILLOR EXPENSE ENTITLEMENTS, ATTENDANCE AT CONFERENCES AND TRAINING

#### 1) Introduction

The purpose of this report is for Council to review existing policy Number 24 – Councillor Expense Entitlements, Attendance at Conferences and Training.

#### 2) Recommendation

It is recommended that Council confirm the continuation of Policy No.24 - Councillor Expense Entitlements, Attendance at Conferences and Training with amendments as follows:-

#### **POLICY MANUAL**

Policy Number: 24 Councillor Expense Entitlements, Attendance at

**Conferences and Training** 

**Purpose:** To provide guidelines for the reimbursement of

Councillors expenses incurred in carrying out their

duties.

**Department:** Governance & Community Services

Author: David Pyke, Director Patrick Gambles, Acting

Director

Council Meeting Date: 12<sup>th</sup> November 2013 13 December 2016

Minute Number: 195/2013

Next Review Date: November 2016 2020

#### **POLICY**

#### 1. **Definitions**

Nil.

#### 2. Objective

To ensure Councillors are adequately compensated for expenses incurred in carrying out their duties including professional development and training. so that electors are not deterred by cost from seeking a position on Council.



#### 3. Scope

This policy applies to all elected members of Meander Valley Council.

#### 4. Policy

#### **Remuneration and Allowances**

The allowances for Councillors are as outlined in the Local Government (General) Regulations 2005 and are paid monthly by direct deposit into the Councillor's nominated bank account.

#### Travelling/Child Care Carer Expenses

Councillors are entitled to reimbursement of travelling and/or child care carer expenses in the following situations:-

- To attend meetings of Council, or meetings of any committee of the Council, any other meeting where the Councillor has been delegated or authorised by Council to attend.
- Upon inspections or business within the Council area, provided such inspections or business is undertaken in compliance with resolutions of the Council.
- To attend to business of the Council, outside the Council area, in compliance with a resolution of Council.
- Attendance at the Annual Conference of the Local Government Association of Tasmania or any meeting of a regional organisation committee which Council sends a delegate.
- Attend any seminar/conference in compliance with a resolution or policy of Council.
- Upon inspections or business as arranged by the General Manager or Departmental Managers Directors.
- The travelling allowance for Councillors shall be paid in accordance with the rates prescribed for the Tasmanian Public Service as for an "occasional user" category, with the Mayor being paid as for a "required user" but for all kilometres claimed.
- A vehicle may be provided for use by the Mayor for the purposes of discharging his or her functions and duties of office if more cost effective for Council than paying a travelling allowance.

#### **Telephones**

Council will reimburse Councillors for the cost of telephone rentals and calls. Claims need to provide sufficient information to show that it relates to the carrying out of the duties of office.

#### **Communication Equipment**

For each term of office, Council will provide each councillor with



(i) a <u>capital cost allowance</u> up to a maximum of \$3,000 for purchase of a mobile phone, a <del>fax/</del>printer/scanner, a computer (loaded with an appropriate operating system and <del>Microsoft</del> office suite) and a filing cabinet to assist them in performing his/her duties,

Or

(ii) an <u>annual lease allowance</u> up to \$625 per annum to offset the usage of existing personal communication equipment as listed above.

And

(iii) An annual support allowance up to \$375 \$900 p.a. towards maintenance and Internet Service Provider (ISP) costs for home and mobile devices.

The <u>capital cost allowance</u> will be paid upon evidence of the purchase of equipment.

The <u>annual lease allowance</u> will be paid on the following pro-rata basis:

\$375 per annum for computer usage

\$100 per annum for printer/scanner/fax

- \$ 75 per annum for mobile phone
- \$ 75 per annum for filing cabinet

\$625 per annum

when a Councillor provides personal communication equipment, which has not been funded previously by Council, for Council use.

The <u>annual support allowance</u> will be paid upon evidence of maintenance and <u>ISP</u> internet costs incurred.

Should a Councillor resign or the term of office be terminated prior to the normal four year term, then a pro-rata refund of the <u>capital cost allowance</u> may be payable by that Councillor (this shall be in the form of a cash refund or an equivalent deduction from any allowance payable to the Councillor as outlined in the Local Government (General) Regulations 2005 2015.

#### **Secretarial Assistance**

Council will provide a reasonable level of word processing assistance to enable elected members to carry out their official duties. The General Manager will have discretion in determining the extent of assistance which can be provided.

#### Stationery

Council, shall upon request, provide Councillors with standard stationery held or obtained generally for the organisation's requirements.

Stationery may include but not necessarily limited to paper, business cards, writing implements, diaries, writing pads, computer disks, facsimile paper, envelopes and the like.

Requests for stationery will be by the way of the completion of a requisition presented to the General Manager.



#### **Conferences, Seminars and Training**

The following guidelines apply to conference, seminars and training:

- Council will provide an annual allocation for conference, seminar and training expenses for Councillors.
- The Council and General Manager are to ensure that there is equity between Councillors in relation to attendance at conferences, seminars and training courses.
- The Council is to ensure that conferences, seminars and training courses are relevant to the current activities of Council and the training and professional development needs of Councillors.
- Councillors attending a conference must submit a written report to the General Manager within 4 weeks of returning from the conference. This report should outline the conference program and benefits gained.
- Councillors attending a training course or seminar shall provide any course notes or hand outs to the General Manager for distribution to other Councillors.
- Councillors who wish to attend a conference, seminar or training program must lodge a Training Registration Form with the General Manager. Details of the conference, seminar or training program must be attached to the Training Registration Form.

Where the total cost of registration, travel and expenses is likely to exceed \$1,500 \$2,500, the General Manager will refer the application to Council for consideration and approval.

Where the total cost of registration, travel and expenses is less than \$\frac{\\$1,500}{\$2,500}\$, then the General Manager will have delegated authority to consider and approve the application.

If the General Manager refuses an application, a Councillor may submit an application in writing for consideration at a meeting of Council.

The Mayor and Deputy Mayor are Council's designated delegates to the LGAT Annual Conference. Other Councillors may attend by using the Councillor Training Registration Form.

#### **Other Expenditure**

Any expenditure not specified above as expenditure for which a Councillor is entitled to be reimbursed or paid by the Council shall be the responsibility of the Councillor, except where Council resolves otherwise.

#### **General Provisions**

The following general provisions apply to this policy wherever appropriate to determine the amount of out of pocket expenses that will be reimbursed to Councillors:

- Travel must be undertaken by the shortest route possible.
- Any time occupied in authorised Council business is not to be included in the calculation of any expenses to be paid.



- Wherever possible and practicable a Councillor should seek prior Council approval before attending an activity for the purpose of making payments in relation to any expenses incurred.
- Where travel is by flight the standard form of travel will be economy class.
- Travelling expenses, childcare carer expenses and out of pocket expenses will, unless there are exceptional circumstances, be paid in arrears.

#### 5. Legislation

This policy is complementary to the Local Government Act 1993 and Local Government (General) Regulations 2005 2015.

#### 6. Responsibility

Responsibility for the operation of this policy rests with the General Manager.

#### **DECISION:**

Cr Connor moved and Cr White seconded "that Council confirm the continuation of Policy No.24 - Councillor Expense Entitlements, Attendance at Conferences and Training with amendments as follows:-

#### **POLICY MANUAL**

Policy Number: 24 Councillor Expense Entitlements, Attendance at

**Conferences and Training** 

**Purpose:** To provide guidelines for the reimbursement of

Councillors expenses incurred in carrying out their

duties.

**Department:** Governance & Community Services **Author:** Patrick Gambles, Acting Director

**Council Meeting Date:** 13 December 2016

Minute Number: 261/2016

Next Review Date: November 2020

#### **POLICY**

#### 1. Definitions

Nil.



#### 2. Objective

To ensure Councillors are adequately compensated for expenses incurred in carrying out their duties including professional development and training.

#### 3. Scope

This policy applies to all elected members of Meander Valley Council.

#### 4. Policy

#### **Remuneration and Allowances**

The allowances for Councillors are as outlined in the Local Government (General) Regulations 2015 and are paid monthly by direct deposit into the Councillor's nominated bank account.

#### **Travelling/Carer Expenses**

Councillors are entitled to reimbursement of travelling and/or carer expenses in the following situations:-

- To attend meetings of Council, or meetings of any committee of the Council, any other meeting where the Councillor has been delegated or authorised by Council to attend.
- Upon inspections or business within the Council area, provided such inspections or business is undertaken in compliance with resolutions of the Council.
- To attend to business of the Council, outside the Council area, in compliance with a resolution of Council.
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- Attend any seminar/conference in compliance with a resolution or policy of Council.
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- The travelling allowance for Councillors shall be paid in accordance with the rates prescribed for the Tasmanian Public Service as for an "occasional user" category, with the Mayor being paid as for a "required user" but for all kilometres claimed.
- A vehicle may be provided for use by the Mayor for the purposes of discharging his or her functions and duties of office if more cost effective for Council than paying a travelling allowance.

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Or

(iv) an <u>annual lease allowance</u> up to \$625 per annum to offset the usage of existing personal communication equipment as listed above.

And

(v) An annual support allowance up to \$900 p.a. towards Internet costs for home and mobile devices.

The <u>capital cost allowance</u> will be paid upon evidence of the purchase of equipment.

The <u>annual lease allowance</u> will be paid on the following pro-rata basis:

\$375 per annum for computer usage

\$100 per annum for printer/scanner/fax

\$ 75 per annum for mobile phone

\$ 75 per annum for filing cabinet

\$625 per annum

when a Councillor provides personal communication equipment, which has not been funded previously by Council, for Council use.

The <u>annual support allowance</u> will be paid upon evidence of maintenance and internet costs incurred.

Should a Councillor resign or the term of office be terminated prior to the normal four year term, then a pro-rata refund of the <u>capital cost allowance</u> may be payable by that Councillor (this shall be in the form of a cash refund or an equivalent deduction from any allowance payable to the Councillor as outlined in the Local Government (General) Regulations 2015.

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Council will provide a reasonable level of word processing assistance to enable elected members to carry out their official duties. The General Manager will have discretion in determining the extent of assistance which can be provided.

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- The Council is to ensure that conferences, seminars and training courses are relevant to the current activities of Council and the training and professional development needs of Councillors.
- Councillors attending a conference must submit a written report to the General Manager within 4 weeks of returning from the conference. This report should outline the conference program and benefits gained.
- Councillors attending a training course or seminar shall provide any course notes or hand outs to the General Manager for distribution to other Councillors.
- Councillors who wish to attend a conference, seminar or training program must lodge a Training Registration Form with the General Manager. Details of the conference, seminar or training program must be attached to the Training Registration Form.

Where the total cost of registration, travel and expenses is likely to exceed \$2,500, the General Manager will refer the application to Council for consideration and approval.

Where the total cost of registration, travel and expenses is less than \$2,500, then the General Manager will have delegated authority to consider and approve the application.

If the General Manager refuses an application, a Councillor may submit an application in writing for consideration at a meeting of Council.

The Mayor and Deputy Mayor are Council's designated delegates to the LGAT Annual Conference. Other Councillors may attend by using the Councillor Training Registration Form.

#### **Other Expenditure**

Any expenditure not specified above as expenditure for which a Councillor is entitled to be reimbursed or paid by the Council shall be the responsibility of the Councillor, except where Council resolves otherwise.

#### **General Provisions**

The following general provisions apply to this policy wherever appropriate to determine the amount of out of pocket expenses that will be reimbursed to Councillors:

• Travel must be undertaken by the shortest route possible.



- Any time occupied in authorised Council business is not to be included in the calculation of any expenses to be paid.
- Wherever possible and practicable a Councillor should seek prior Council approval before attending an activity for the purpose of making payments in relation to any expenses incurred.
- Where travel is by flight the standard form of travel will be economy class.
- Travelling expenses, carer expenses and out of pocket expenses will, unless there are exceptional circumstances, be paid in arrears.

#### 5. Legislation

Local Government Act 1993 Local Government (General) Regulations 2015

#### 6. Responsibility

Responsibility for the operation of this policy rests with the General Manager.

The motion was declared <u>CARRIED</u> with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, Temple and White voting for the motion.



# 262/2016 NOTICE OF MOTION - LOCAL ANTI-LITTERING CAMPAIGN - CR DEBORAH WHITE

#### 1) Introduction (Cr Deborah White)

The purpose of this report is to consider a Notice of Motion from Councillor Deborah White concerning a proposal for Council to encourage community groups to participate in the 20th Anniversary of Clean Up Australia Day (CUAD) on March 5, 2017.

#### 2) Recommendation (Cr Deborah White)

#### It is recommended that Council:

- 1. liaises with the Special Committees of Council to engage local communities in local CUAD roadside clean-ups
- 2. supports community groups according to CUAD guidelines
- 3. publicises the event in social and print media
- 4. complements the effort with anti-littering signage appropriate to the demographic of the litterers, as determined by the composition of the rubbish currently littering our roadsides, erected on Council roads.

#### **DECISION:**

Cr White moved and Cr Connor seconded "that Council:-

- 1. liaises with the Special Committees of Council to engage local communities in local CUAD roadside clean-ups
- 2. supports community groups according to CUAD guidelines
- 3. publicises the event in social and print media
- 4. complements the effort with anti-littering signage appropriate to the demographic of the litterers, as determined by the composition of the rubbish currently littering our roadsides, erected on Council roads.

The motion was declared <u>CARRIED</u> with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, Temple and White voting for the motion.



# 263/2016 FEASIBILITY STUDY DELORAINE & DISTRICTS RECREATIONAL PRECINCT

#### 1) Introduction

The purpose of this report is for Council to consider preparing a brief and commissioning a feasibility study for a Deloraine & District Recreation Precinct.

#### 2) Recommendation

It is recommended that Council work with Deloraine & Districts Community Bank Branch to prepare a brief and commission a feasibility study for the development of a recreation precinct at the Deloraine Community Complex site.

#### **DECISION:**

Cr Mackenzie moved and Cr Kelly seconded "that Council work with Deloraine & Districts Community Bank Branch to prepare a brief and commission a feasibility study for the development of a recreation precinct at the Deloraine Community Complex site."

Cr Synfield foreshadowed an alternate motion.

The meeting adjourned at 2.10pm The meeting resumed at 2.25pm

As an amendment Cr Synfield moved and Cr Connor seconded "that Council

- (1) supports the rationalisation of sporting facilities in the Deloraine District, by further development of the recreational precinct at the Deloraine Community Complex site.
- (2) partners with the Deloraine & Districts Community Bank Branch to produce a report, addressing the following;
  - The potential future use by sporting clubs in the district.
  - The potential to host regional or state events.
  - The whole of life cost to the community.
  - Financing and ongoing funding options.



- Determine a reasonable level of capital investment in the context of projected population growth in Deloraine and districts.
- The role of a Deloraine precinct in relation to Westbury, Hadspen and Prospect Vale Park recreational infrastructure.
- The potential and extent to which partnership may be made with the Deloraine Primary and High Schools, regarding codevelopment and usage of facilities.
- Design options for the precinct, including staging of development and connections to the broader urban pattern of Deloraine and surrounds."

The amendment was declared <u>LOST</u> with Councillors Mackenzie, Perkins and Synfield voting for the amendment and Councillors Connor, Kelly, King, Richardson, Temple and White voting against the amendment.

Cr Richardson foreshadowed an amendment to the original motion.

As an amendment Cr Richardson moved and Cr Connor seconded "that Council work with Deloraine & Districts Community Bank Branch to prepare a brief and commission a feasibility study for the development of a recreation precinct, or precincts in the Meander Valley Municipality."

The amendment was declared <u>LOST</u> with Councillors Richardson and Temple voting for the motion and Councillors Connor, Kelly, King, Mackenzie, Perkins, Synfield and White voting against the motion.

The motion was declared <u>CARRIED</u> with Councillors Connor, Kelly, King, Mackenzie, Perkins, Synfield, Temple and White voting for the motion and Cr Richardson voting against the motion.

#### Comment by Cr Bob Richardson

Regrettably, Council has chosen to support a (small) community over an objective study for the whole Meander Valley community.

In the interests of fairness and equity, the motion passed has the potential to distort development of facilities by increasing the divide between the levels of service/facilities across similarly-sized population centres.

That is, not to oppose the lobby group from Deloraine, but more to effect a more equitable and fair distributions of funds across the entire Municipality.



#### ITEMS FOR CLOSED SECTION OF THE MEETING:

Councillor White moved and Councillor Mackenzie seconded "that Council move into Closed Session to discuss the following items."

The motion was declared <u>CARRIED</u> with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, Temple and White voting for the motion.

The meeting moved into Closed Session at 3.08pm Cr White left the meeting at 3.08pm

# 264/2016 CONFIRMATION OF MINUTES OF THE CLOSED SESSION OF THE ORDINARY COUNCIL MEETING HELD ON 15 NOVEMBER, 2016.

#### 265/2016 LEAVE OF ABSENCE

(Reference Part 2 Regulation 15(2)(h) Local Government (Meeting Procedures) Regulations 2015)

#### 266/2016 2017 AUSTRALIA DAY NOMINATIONS

(Reference Part 2 Regulation 15(2)(g) Local Government (Meeting Procedures) Regulations 2015

## 267/2016 LANSDOWNE PLACE – EAST BARRACK STREET INTERSECTION IMPROVEMENTS

(Reference Part 2 Regulation 15(2)d) Local Government (Meeting Procedures) Regulations 2015)

Cr White moved and Cr Connor seconded "that Council move out of Closed Session and endorse those decisions taken while in Closed Session."

The motion was declared <u>CARRIED</u> with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, Temple and White voting for the motion.

The meeting re-opened to the public at 3.41pm



Cr Richardson moved and Cr Connor seconded "that the following decision taken by Council in Closed Session are to be released for the public's information –

that Council award the contract for intersection improvements at Lansdowne Place and East Barrack Street, Deloraine, and car parking work in East Barrack Street, to Crossroads Civil Contracting."

The motion was declared <u>CARRIED</u> with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, Temple and White voting for the motion.

The meeting closed at 3.41pm		
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CRAIG PERKINS (MAYOR)		

