



# MINUTES

## Ordinary Council Meeting 16 August 2017

*Menets*

*f daa Ordeneri Kaunsl Miiten  
orn 16 Orgas 2017*

**MINUTES OF NORFOLK ISLAND REGIONAL COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE NORFOLK ISLAND REGIONAL COUNCIL CHAMBERS  
ON WEDNESDAY, 16 AUGUST 2017 AT 2:00PM**

**PRESENT:**

Cr Robin Adams (Mayor)

Cr John McCoy (Deputy Mayor)

Cr Rod Buffett (Councillor)

Cr David Porter (Councillor)

Cr Lisle Snell (Councillor)

**IN ATTENDANCE:**

Lotta Jackson (General Manager)

Bruce Taylor (Group Manager Services)

Joy Walker (Executive Manager Governance and Human Resources)

Shane Nankivell (Acting Group Manager Corporate / Chief Financial Officer)

**1 WELCOME**

The Mayor welcomed Councillors, Officers and the community to the meeting of the Norfolk Island Regional Council and opened the meeting at 2:00pm.

**2 STATEMENT OF RESPECT**

*The Norfolk Island Regional Council promotes a climate of respect for all. We will endeavour to inspire in our community shared civic pride by valuing and protecting our unique culture and environment, both natural and built, for the current and future generations. We, the elected members and staff of the Norfolk Island Regional Council undertake to act with honesty and integrity, to conduct ourselves in a way that engenders trust and confidence in the decisions we make, and the actions we take on behalf of the Norfolk Island community. We acknowledge the Norfolk Island people, the traditional custodians of this Island.*

**3 APOLOGIES**

Nil

**CONDOLENCES**

Cr Adams recorded the passing of:

- Vanessa Elizabeth Magri
- Cheryl Swift née Hemus

As a mark of respect to the memory of the deceased all Councillors stood in silence.

**4 DISCLOSURE OF INTEREST**

Councillor	Agenda Item	Type	Nature of Interest
Cr Robin Adams	13.1 Electricity Capital Requirements - Generators	Less than Significant Non Pecuniary Interest	Both sons work in the Electrical Department at the Norfolk Island Regional Council.
Cr John McCoy	16.1 Tanalith Plant Expression of Interest 06/17	Pecuniary Interest	Employed by potential contractor.
Cr David Porter	16.1 Tanalith Plant Expression of Interest 06/17	Pecuniary Interest	Have contracted to the business in question and have engaged them in a contract.

**5 PUBLIC ACCESS**

Nil

**6 CONFIRMATION OF MINUTES****5.1 MINUTES OF THE COUNCIL MEETING HELD ON 19 JULY 2017****RESOLUTION 2017/121**

Moved: Cr Lisle Snell

Seconded: Cr John McCoy

1. That the Minutes of the Council Meeting held on 19 July 2017 be confirmed.

**CARRIED**

**7 MAYORAL MINUTE**

Nil

**8 STATUS REPORTS****8.1 WASTE AND ENVIRONMENT**

Noted

**8.2 CHANGE TO FINANCE STRUCTURE**

Noted

**9 REPORTS FROM COMMITTEES****9.1 MINUTES OF THE TOURISM ADVISORY COMMITTEE MEETING HELD ON 1 AUGUST 2017****RESOLUTION 2017/122**

Moved: Cr Robin Adams

Seconded: Cr Rod Buffett

1. That the Minutes of the Tourism Advisory Committee Meeting held on 1 August 2017 be noted.
2. That the Report from the Team Leader Tourism and Economic Development be noted.
3. That an online Tourism Newsletter be compiled by Norfolk Island Tourism and regularly distributed to all island based industry stakeholders.

Recorded against: Cr John McCoy

**CARRIED**

Cr Lisle Snell noted correction in the minutes attendance list which listed himself as the Chair.

Correction: Mayor, Chair

**10 REPORTS FROM GENERAL MANAGER****10.1 QUARTERLY REVIEW OF ACTIVITIES - OPERATIONAL PLAN 2016-2017**

The purpose of this report is for Council to note the progress in the Operational Plan 2016-2017 for the period April to June 2017.

**RESOLUTION 2017/123**

Moved: Cr John McCoy

Seconded: Cr David Porter

That Council notes the progress of activities in the Operational Plan 2016-2017 for the quarter April to June 2017, as can be viewed in the Attachment to this report.

**CARRIED**

**10.2 COUNCIL MEETING RESOLUTION REVIEW APRIL 2017 TO JUNE 2017**

The purpose of this report is to inform Council and the community of the progress of the tasks adopted by resolution of Council, during the fourth quarter April 2017 to June 2017.

**RESOLUTION 2017/124**

Moved: Cr David Porter

Seconded: Cr Rod Buffett

That Council notes the progress of tasks from resolutions adopted by Council for the fourth quarter April to June 2017.

**CARRIED**

**11 REPORTS FROM EXECUTIVE MANAGER GOVERNANCE AND HUMAN RESOURCES****11.1 POLICY: COUNCIL SEAL POLICY**

The purpose of this report is for Council to consider the adoption of a Council Seal Policy.

**RESOLUTION 2017/125**

Moved: Cr David Porter

Seconded: Cr John McCoy

That Council adopts the Council Seal Policy.

**CARRIED**

**11.2 POLICY: POLICY TO BE MADE OBSOLETE**

The purpose of this report is to make a transitioned policy obsolete.

**MOTION**

Moved: Cr John McCoy

Seconded: Cr David Porter

That the below transitioned policy from the Administration of Norfolk Island be made obsolete:

1. 2014/11 Management and Use of the ANI Facebook Page

**AMENDMENT**

Moved: Cr Robin Adams

Seconded: Cr Lisle Snell

That the proposed recommendation be adjourned to allow for further consideration of the benefits, or otherwise, of Council having a Facebook page as was the case for the Administration of Norfolk Island (ANI).

**CARRIED**

**RESOLUTION 2017/126**

Moved: Cr John McCoy

Seconded: Cr David Porter

That the proposed recommendation be adjourned to allow for further consideration of the benefits, or otherwise, of Council having a Facebook page as was the case for the Administration of Norfolk Island (ANI).

Recorded against: Cr John McCoy

**CARRIED**

**12 REPORTS FROM GROUP MANAGER CORPORATE / CHIEF FINANCIAL OFFICER****12.1 POLICY: INFORMATION TECHNOLOGY POLICY**

The purpose of this report is for Council to review and consider the adoption of an overarching Information Technology (IT) Policy.

**RESOLUTION 2017/127**

Moved: Cr David Porter

Seconded: Cr Rod Buffett

That Council:

1. Adopt the Information Technology Policy;
2. In the near future, the Administration of Norfolk Island transitioned Information Technology policies will be reviewed and amended to become procedures which reference this overarching policy.

**CARRIED**

**12.2 INVESTMENT REPORT JULY 2017**

The purpose of this report is to report to Council the balance of investments held as at 31 July 2017.

**RESOLUTION 2017/128**

Moved: Cr Rod Buffett

Seconded: Cr John McCoy

That the investment report be received and noted, with the Interest accrued on investments during the month of June 2017 being \$24,405 and the total deposits held being \$12,453,507.

**CARRIED**

**13 REPORTS FROM GROUP MANAGER SERVICES****13.1 ELECTRICITY CAPITAL REQUIREMENTS - GENERATORS**

The purpose of this report is to seek Council's approval of additional capital expenditure for 2017-2018 in the electricity area for the purchase of three 1,000kVA generators to replace the three Cummins generators which are 25 years old.

**MOTION**

Moved: Cr John McCoy

Seconded: Cr David Porter

That Council approves additional capital expenditure for 2017-2018 of \$1.25 million for the purchase, transport and installation of three 1,000kVA generators.

**AMENDMENT**

Moved: Cr Robin Adams

Seconded: Cr John McCoy

That the following words be added to motion after '1,000kVA generators' – 'and requests that the General Manager explore with the Commonwealth the possibility of their providing airfreight opportunity to transport the generators in preference to their being brought by sea'.

**CARRIED**

**RESOLUTION 2017/129**

Moved: Cr John McCoy

Seconded: Cr David Porter

That Council approves additional capital expenditure for 2017-2018 of \$1.25 million for the purchase, transport and installation of three 1,000kVA generators and requests that the General Manager explore with the Commonwealth the possibility of their providing airfreight opportunity to transport the generators in preference to their being brought by sea.

**CARRIED**



**14 NOTICES OF MOTION****14.1 NOTICE OF MOTION - WASTE MANAGEMENT CENTRE PLAN**

I, Councillor John McCoy, give notice that at the next Ordinary Meeting of Council be held on 16 August 2017, I intend to move the following motion:-

**RESOLUTION 2017/130**

Moved: Cr John McCoy

Seconded: Cr Lisle Snell

That the General Manager prepare and present at the Ordinary Council meeting of 20 September 2017 a layout plan for the Waste Management Centre showing buildings, driveways and intended siting of:

- a) Composting;
- b) Stockpiling of recyclable waste;
- c) Stockpiling of non-recyclable waste;
- d) Potential landfill;
- e) Incinerator.

**CARRIED**

**14.2 NOTICE OF MOTION - RESERVES NATIONAL PARK BOUNDARY ADJUSTMENT**

I, Councillor John McCoy, give notice that at the next Ordinary Meeting of Council be held on 16 August 2017, I intend to move the following motion:-

**RESOLUTION 2017/131**

Moved: Cr John McCoy

Seconded: Cr Lisle Snell

That the Mayor:

1. Enter into discussion with Parks Australia to indicate
  - a. Councils acceptance of management of all reserves on Norfolk Island; and
  - b. Council does not endorse the proposed amendment of the boundaries of the Norfolk Island National Park to add the following areas to the Park:
    - i. the islets occurring along the northern coastline of the Mount Pitt Section of Norfolk Island National Park including Moo-oo Stone, Green Pool Stone, Cathedral Rock and Bird Rock – excluding the marine waters within the boxed area;
    - ii. the northern portion of the existing Selwyn Reserve;
    - iii. Nepean Island; and
    - iv. the Norfolk Island Botanic Garden;
2. Enter into discussion with Senator the Hon Fiona Nash re the transfer to Norfolk Island Regional Council of all outstanding roads and reserves including but not limited to Queen Elizabeth Avenue, Cascade Reserve, Selwyn Reserve and Nepean Island.

Recorded against: Cr Rod Buffett and Cr David Porter

**CARRIED**

**14.3 NOTICE OF MOTION - REINSTATEMENT OF PASSPORTS**

I, Councillor Robin Adams, give notice that at the next Ordinary Meeting of Council be held on 16 August 2017, I intend to move the following motion:-

**RESOLUTION 2017/132**

Moved: Cr Robin Adams

Seconded: Cr John McCoy

In acknowledgement that:

- A robust tourism industry on Norfolk Island is of critical importance to the Norfolk Island economy and the welfare of the Norfolk Island people;
- The comfort and wellbeing of visitors to the Island is of paramount importance to the viability of this industry;
- Visitors to Norfolk Island are frequently being denied travel by airlines at check in unless they are able to produce a current passport as proof of their identity;
- When an airline travelling to Norfolk Island is diverted to a country other than Australia passengers are unable to go through border control (on arrival) if they are not in possession of a valid passport.

Council requests the Mayor enter into communication with the Commonwealth to request:

1. Re-instatement of the requirement that passengers travelling to Norfolk Island are required to hold a current passport; and
2. That pending re-instatement the Commonwealth implement a requirement that all passengers travelling to Norfolk Island are officially notified of the risks of not having a passport when travelling to Norfolk Island.

**CARRIED**

**14.4 NOTICE OF MOTION - UNUSED VEHICLES**

I, Councillor John McCoy, give notice that at the next Ordinary Meeting of Council be held on 16 August 2017, I intend to move the following motion:-

**MOTION**

Moved: Cr John McCoy  
Seconded: Cr Robin Adams

That the General Manager prepare and present at the Ordinary Council meeting of 20 September 2017 an application to the Commonwealth Environmental Protection Agency, for the controlled sea dumping of unused vehicles for the formation of an artificial sub-marine reef.

**AMENDMENT**

Moved: Cr John McCoy  
Seconded: Cr Lisle Snell

That these words be added to motion after 'sub-marine reef' – 'to the east of Cascade Bay'.

**CARRIED**

**RESOLUTION 2017/133**

Moved: Cr John McCoy  
Seconded: Cr Robin Adams

That the General Manager prepare and present at the Ordinary Council meeting of 20 September 2017 an application to the Commonwealth Environmental Protection Agency, for the controlled sea dumping of unused vehicles for the formation of an artificial sub-marine reef to the east of Cascade Bay.

**CARRIED**

**14.5 NOTICE OF MOTION - COMMUNITY MEETING ON WASTE MANAGEMENT**

I, Councillor Robin Adams, give notice that at the next Ordinary Meeting of Council be held on 16 August 2017, I intend to move the following motion:-

**RESOLUTION 2017/134**

Moved: Cr Robin Adams

Seconded: Cr John McCoy

In acknowledgement that:

1. In the Community Strategic Plan 2016-2026:
  - a) the community said they wanted infrastructure to improve waste management and that waste infrastructure was rated as the third most important issue to be addressed in the future; and
  - b) the community agreed to accept greater responsibility to reduce, reuse and recover waste and end disposal of waste into the sea;
2. The Council was unsuccessful in the first round of the Commonwealth Building Better Regions Fund to secure grant funding for infrastructure urgently needed at the Waste Management Centre to achieve the foregoing goals in the Community Strategic Plan 2016-2026; and
3. Council in its Community Engagement Strategy promised to engage the community *'in an open and transparent and equitable way to make sure it understands the views and feelings of all community segments before it makes planning, funding or strategic decisions'*.

Council agrees that the Mayor and Councillors hold an open community meeting to discuss Council's Waste Management Strategy for the future.

**CARRIED**

**15 URGENT BUSINESS WITHOUT NOTICE**

Nil

**16 CONFIDENTIAL MATTERS FOR CONSIDERATION****RESOLUTION 2017/135**

Moved: Cr Lisle Snell

Seconded: Cr Rod Buffett

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

**16.1 Tanalith Plant Expression of Interest 06/17**

This matter is considered to be confidential under Section 10A(2) - di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

The meeting was closed to the public at 3:40pm with members of the Gallery vacating the Chamber and Broadcasting being suspended.

**CARRIED**

Cr John McCoy and Cr David Porter left the meeting at 3:40pm.

**16.1 TANALITH PLANT EXPRESSION OF INTEREST 06/17**

The purpose of this report is for Council to approve the future method of operation of the Tanalith Plant, the recommendation being to lease the plant to a private operator.

**MOTION**

Moved: Cr Lisle Snell

Seconded: Cr Rod Buffett

That Council approve the entering of a three-year lease agreement, with annual options, of the Tanalith Plant with Timber on the Move.

**AMENDMENT**

Moved: Cr Lisle Snell

Seconded: Cr Rod Buffett

That these words be added to motion after 'on the Move' – 'subject to an Operational Plan, Site Management Plan, Environmental Plan and Lease being provided to and agreed by Council'.

**RESOLUTION 2017/136**

Moved: Cr Lisle Snell  
Seconded: Cr Rod Buffett

That Council approve the entering of a three-year lease agreement, with annual options, of the Tanalith Plant with Timber on the Move subject to an Operational Plan, Site Management Plan, Environmental Plan and Lease being provided to and agreed by Council.

**CARRIED****RESOLUTION 2017/137**

Moved: Cr Lisle Snell  
Seconded: Cr Rod Buffett

That Council moves out of Closed Session at 4:12pm and resumes the Ordinary Council meeting. The Gallery was opened to the public with Broadcasting continuing.

**CARRIED**

Cr John McCoy and Cr David Porter returned to the meeting at 4:12pm.

**17 QUESTIONS FOR THE NEXT MEETING**

Nil.

The next Ordinary Meeting of Council will take place on Wednesday 20 September 2017 held at the Norfolk Island Regional Council Chambers commencing at 2:00pm.

There being no further business the Mayor declared the meeting closed at 4:12pm.

---

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Ordinary Meeting of Council held on Wednesday 16 August 2017.

Submitted to the Ordinary Meeting of Council held on Wednesday 20 September 2017.

---

Mayor Robin Adams

---

Date