



MINUTES

Ordinary Council Meeting 4 August 2021

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**MINUTES OF NORFOLK ISLAND REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE RAWSON HALL SUPPER ROOM
ON WEDNESDAY, 4 AUGUST 2021 AT 2:00PM**

PRESENT: Mike Colreavy (Interim Administrator) Online via Microsoft Teams due to COVID-19 restrictions.

IN ATTENDANCE: Andrew Roach (General Manager)
Meliam Plant (Media & Executive Assistant)

1 WELCOME

The General Manager welcomed Officers and the community to the meeting of the Norfolk Island Regional Council and opened the meeting at 2:00pm. The Interim Administrator apologised for attending remotely due to COVID-19 restrictions preventing travel to the island.

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 Administrator 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

The Interim Administrator recorded the passing of:

- Mera Patricia Edith MARTIN – 8 July 2021

As a mark of respect to her memory, those in attendance stood and observed a moment in silence.

4 DISCLOSURE OF INTEREST

Nil

5 CONFIRMATION OF MINUTES**5.1 MINUTES OF THE COUNCIL MEETING HELD ON 7 JULY 2021****RESOLUTION 2021/100**

The Interim Administrator Resolved the following:

That the Minutes of the Council Meeting held on 7 July 2021 be confirmed.

CARRIED

5.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 16 JULY 2021**RESOLUTION 2021/101**

The Interim Administrator Resolved the following:

That the Minutes of the Extraordinary Council Meeting held on 16 July 2021 be confirmed.

CARRIED

6 PUBLIC ACCESS

Nil

7 ADMINISTRATOR'S MINUTE

Noting that an Acknowledgment of Service matter regarding a Council Employee, Mr. Bruce Taylor, was listed in the Confidential Section of this meeting, however, this will be dealt with as Item 19.1 in open Council.

8 STATUS REPORTS

Nil

9 REPORTS FROM COMMITTEES

Nil

10 REPORTS FROM GENERAL MANAGER**10.1 INVITATION TO NIRC TO HAVE A SISTER COMMUNITY RELATIONSHIP WITH BUNDABERG REGIONAL COUNCIL****SUMMARY**

This report is to acknowledge, table and make a recommendation on a letter of invitation received from Mayor Jack Dempsey of Bundaberg Regional Council for a Sister Community Relationship between the Norfolk Island Regional Council (NIRC) and Bundaberg Regional Council.

RESOLUTION 2021/102

The Interim Administrator Resolved the following:

1. That Council write to thank Mayor Dempsey and Bundaberg Regional Council for his invitation and advise that given NIRC is currently under Interim Administration the matter has been referred to it's Advisory Committee process to generate strong community support for this relationship.
2. That the matter be listed as a priority for the Business Innovation and Tourism Advisory Committee's (BITAC) first meeting once formed and to provide Council with a recommendation on the Bundaberg Regional Council's invitation.

CARRIED

11 REPORTS FROM MANAGER PEOPLE AND CULTURE

Nil

12 REPORTS FROM MANAGER CORPORATE AND FINANCE**12.1 WORKERS COMPENSATION SCHEME UPDATE - [EAF 113]****SUMMARY**

This report is to provide an update on the reconciliation and determination of the financial position of the Norfolk Island Workers Compensation Scheme following the administrative handover to a third party provider.

RESOLUTION 2021/103

The Interim Administrator Resolved the following:

That Council note receipt of the update on the reconciliation and determination of the Norfolk Island Workers Compensation Scheme financial position.

CARRIED**12.2 INVESTMENT REPORT - JUNE 2021****SUMMARY**

The purpose of this report is for Council to note the investments held and to provide an overview of Council's cash position as at 30 June 2021.

RESOLUTION 2021/104

The Interim Administrator Resolved the following:

That Council notes the Investment Report for June 2021.

CARRIED

13 REPORTS FROM MANAGER ECONOMIC DEVELOPMENT**13.1 ECONOMIC DEVELOPMENT SECTION UPDATE****SUMMARY**

The following provides a summary of economic development activities the for the June and end of financial year 2020/21 reporting period. It includes the key outputs of airport, fire services, KAVHA/museums, tourism, liquor bond, cemetery.

RESOLUTION 2021/105

The Interim Administrator Resolved the following:

That Council notes the information provided in the report.

CARRIED**14 REPORTS FROM MANAGER SERVICES****14.1 SERVICES UPDATE****SUMMARY**

The purpose of this report is to provide an update on work in the Services Department in July 2021.

RESOLUTION 2021/106

The Interim Administrator Resolved the following:

That Council notes the information provided in the report.

CARRIED

15 REPORTS FROM MANAGER PLANNING AND ENVIRONMENT

15.1 DEVELOPMENT AND BUILDING APPLICATION DA.BA 11/2021

SUMMARY

Under Section 44 of the *Planning Act 2002 (NI)* (the Act) development applications for 'permissible (with consent) use or development' are to be referred to the Council together with a copy of any submissions and a report and recommendation on the application. After the application and recommendation has been referred to Council, Council makes a recommendation on the application and refers that recommendation to the Minister.

Accordingly, application DA.BA 11/2021 is referred to Council for consideration and a recommendation under section 44 of the *Planning Act 2002 (NI)*:

DA.BA 11/2021

- Applicant: B Tomlinson
- Subject Land: Portion 32c3 Stockyard Road
- Proposed Use or Development: *General Purpose Shed (encroaching into minimum boundary setback)*

It is recommended that Council recommends to the Minister's delegate that the development application is approved subject to conditions in the Notice of Decision.

The Application and Assessment Report have been viewed by the Council and the Application is available for viewing by the public at the Planning Office. The Assessment Report may be viewed by the public after a decision is made (section 48 c) under the *Planning Act 2002 (NI)*.

RESOLUTION 2021/107

The Interim Administrator Resolved the following:

That

- i) The Norfolk Island Regional Council, pursuant to section 44(2) of the *Planning Act 2002 (NI)*, in accordance with the statutory requirements of that Act and in accordance with the recommended Notice of Decision; makes a recommendation to approve DA.BA 11/2021 described as:

- Applicant: B Tomlinson
- Subject Land: Portion 32c3 Stockyard Road
- Proposed Use or Development: *General Purpose Shed (encroaching into minimum boundary setback)*

and

- ii) The Norfolk Island Regional Council, pursuant to section 44(4) of the *Planning Act 2002 (NI)*, refers DA.BA 11/2021 to the Minister's delegate with Council's recommendations on the application.

CARRIED

15.2 DEVELOPMENT AND BUILDING APPLICATION DA.BA 17/2021**SUMMARY**

Under Section 44 of the *Planning Act 2002 (NI)* (the Act) development applications for 'permissible (with consent) use or development' are to be referred to the Council together with a copy of any submissions and a report and recommendation on the application. After the application and recommendation has been referred to Council, Council makes a recommendation on the application and refers that recommendation to the Minister.

Accordingly, application DA.BA 17/2021 is referred to Council for consideration and a recommendation under section 44 of the *Planning Act 2002 (NI)*:

DA.BA 17/2021

- Applicant: R Ford
- Subject Land: Portion 23a7 Poverty Row
- Proposed Use or Development: *Shed ancillary to existing rural industry (encroaching into minimum boundary setback)*

It is recommended that Council recommends to the Minister's delegate that the development application is approved subject to conditions in the Notice of Decision.

The Application and Assessment Report have been viewed by the Council and the Application is available for viewing by the public at the Planning Office. The Assessment Report may be viewed by the public after a decision is made (section 48 c) under the *Planning Act 2002 (NI)*.

RESOLUTION 2021/108

The Interim Administrator Resolved the following:

That

- i) The Norfolk Island Regional Council, pursuant to section 44(2) of the *Planning Act 2002 (NI)*, in accordance with the statutory requirements of that Act and in accordance with the recommended Notice of Decision; makes a recommendation to approve DA.BA 17/2021 described as:

- Applicant: R Ford
- Subject Land: Portion 23a7 Poverty Row
- Proposed Use or Development: *Shed ancillary to existing rural industry (encroaching into minimum boundary setback)*

and

- ii) The Norfolk Island Regional Council, pursuant to section 44(4) of the *Planning Act 2002 (NI)*, refers DA.BA 17/2021 to the Minister's delegate with Council's recommendations on the application.

CARRIED

15.3 PLANNING AND ENVIRONMENT UPDATE**SUMMARY**

The following provides a summary of planning and environment activities for the reporting period. This includes planning and building approvals, waste and environment, public health, and environmental protection and reserves.

RESOLUTION 2021/109

The Interim Administrator Resolved the following:

That Council notes the information provided in the report.

CARRIED**16 REPORTS FROM MANAGER CUSTOMER SERVICE**

Nil

17 NOTICES OF MOTION

Nil

18 URGENT BUSINESS WITHOUT NOTICE

Nil

19 CONFIDENTIAL MATTERS FOR CONSIDERATION**19.1 ACKNOWLEDGEMENT OF SERVICE - MR BRUCE TAYLOR**

In the 18 ½ years that Bruce Taylor has served in the Norfolk Island public service he has held many positions and seen many changes in people, governance, systems, processes and legislation.

Bruce's career has spanned a large number of portfolios across the Administration of Norfolk Island (ANI) and the Norfolk Island Regional Council (NIRC), many at an Executive level. In fact, there aren't too many areas of either organisation that he is has not been involved with at some point which has culminated in an incredible amount of corporate knowledge.

It is with sadness that we advise that Bruce will be retiring from the Council and will finish on 20 August 2021.

Bruce qualified with a Bachelor of Commerce from the University of NSW (1977) and registered as a certified CPA of Australia in the following year. After an illustrious career in the private sector with organisations such as Rothmans and BHP he relocated to Norfolk Island as a restaurateur.

Bruce began his public service career with the ANI in the position of Expenditure Accountant on 24 March 2003. Ever the over achiever he regularly acted in higher duties and performed the role of Assistant Finance Manager (as well as his substantive role) until the end of 2007.

In January 2008 Bruce was appointed to the first of his government executive roles as Executive Director Corporate and Community Services, a position he held until 30 December 2010. During

this time Bruce often acted in the role of the Chief Executive Officer and held many legislative delegations including, Acting Site Manager KAVHA.

In early 2011 Bruce accepted the role of Acting Deputy CEO and was successfully recruited to the position in March of the same year. In October of 2011 he began the first of longer-term stints as Acting CEO and lead the ANI until the appointment of a new CEO in June 2012. For the remainder of ANI's term in June 2016 Bruce remained as Deputy CEO (and often Acting CEO) assisting the organisation in transitioning to a new governance model through difficult circumstances.

On 1 July 2016 Bruce began his tenure with the newly formed Norfolk Island Regional Council (NIRC) as Group Manager Services.

For the last five years Bruce has been an integral part of the executive team; his wealth of corporate knowledge and diplomatic leadership style has been vital in building good relationships, forming partnerships, as well as facilitating change, where required.

During Ms Jackson's time as General Manager and, certainly in my time as General Manager, Bruce has taken on the role of Acting General Manager on many occasions, his longest stint being the period between General Managers. He is to be commended for taking on more responsibility, often under trying circumstances, this is a testament to his character.

Bruce has for a long time provided support and encouragement to staff, Managers, and Councillors in more recent times. He has been a consistent sounding board and source of knowledge - and logic - to many both inside, and outside, of the Council.

I would like to acknowledge Bruce for his long service and thank him for his dedication to the public service in the last 18 ½ years; he will be greatly missed.

ANDREW ROACH
GENERAL MANAGER

RESOLUTION 2021/110

The Interim Administrator Resolved the following:

That Council acknowledges the outstanding eighteen and a half years of service Mr Bruce Taylor has provided both the Administration of Norfolk Island (ANI) and Norfolk Island Regional Council (NIRC) and wishes him well in his retirement.

CARRIED

20 QUESTIONS FOR THE NEXT MEETING

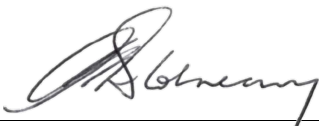
Nil

The next Ordinary Meeting of Council will take place on Wednesday 1 September 2021 to be held at the Rawson Hall Supper Room, commencing at 2:00pm.

There being no further business the Administrator declared the meeting closed at 2:50pm.

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 4 August 2021.

Submitted to the Ordinary Meeting of Council held on Wednesday 1 September 2021.



NIRC Interim Administrator

Mr. Mike Colreavy

1 September 2021

Date

o

NIRC General Manager

Mr. Andrew Roach

1 September 2021

Date