AGENDA

Annual General Meeting No. 19

Monday, 29th October 2012

Notice is hereby given that the Annual General Meeting of the Kingborough Council will be held at the Kingborough Civic Centre, 15 Channel Highway, Kingston on Monday, 29th October 2012 at 5.30p.m.

Paul West
GENERAL MANAGER
Agenda of the Annual General Meeting of the Kingborough Council held at the Kingborough Civic Centre Monday, 29th October 2012 at 5.30p.m.

PRESENT:

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<tr>
<th>Mayor</th>
<th>Councillor Dr G Bury</th>
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<tr>
<td>Deputy Mayor</td>
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1. IN ATTENDANCE

2. APOLOGIES

3. CONFIRMATION OF MINUTES – ANNUAL GENERAL MEETING 5 DECEMBER 2011

MOVED CR SECONDED CR

That the Minutes of the Annual General Meeting of Kingborough Council held at the Civic Centre on Monday 5 December 2011, copies of which have been circulated be confirmed as a true record.
4. **2011 / 2012 ANNUAL REPORT** *(as previously circulated under separate cover)*

**Introduction**

Mayor Graham Bury – Introduction and summary of the year in review

**MOVED CR**

**SECONDED CR**

*That the Annual Report of the Kingborough Council for the year ended 30 June 2012 be received and adopted.*

5. **Section 23 Committees**

During the 2011/2012 financial year the following Section 23 Committees established under the provisions of the *Local Government Act 1993* operated:

<table>
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<tr>
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**MOVED CR**

**SECONDED CR**

*That the Section 23 Committee reports as presented be received.*

6. **GENERAL QUESTIONS, SUBMISSIONS AND MOTIONS FROM THE FLOOR**

*Note:* At the time of preparation of the Agenda, no written Questions on Notice or Submissions had been lodged with Council.

7. **CLOSURE**
1. The Annual General Meeting is in essence a Council Meeting and normal Council procedures for the conduct of meetings will apply. The Mayor will Chair the meeting.

2. At the conclusion of the presentations on the 2011/2012 Annual Report, members of the public may ask questions, make comments or move motions.

3. A member of the public may only speak once and for no longer than five minutes.

4. Questions and comments should be concise to allow as many people as possible to have their input.

5. No one is to be interrupted whilst they are speaking.

6. You are asked, as a matter of courtesy and for the Minutes, to identify yourself before speaking.

7. All discussion will be addressed through the Chair.

8. No person may:–
   - Make any personal reflection on any Councillor, Council employee or member of the public;
   - Disrupt the meeting; or
   - In the opinion of the Chairman, use any offensive expression.

9. If you intend to move a motion, the following procedures apply:–
   - Please stand and identify yourself.
   - The motion must be moved and seconded before debate is permitted.
   - Only one motion may be before the Chair at a time.
   - Voting is by show of hands, only electors in the Kingborough Council Municipal Area are entitled to vote.
   - A resolution is passed by half plus one of the electors present voting in favour of it.
   - In speaking to a motion, you may speak only once and for no longer than five minutes.
   - The mover of the motion has a final right of reply.

10. Any resolution passed at the Annual General Meeting will be considered at the meeting of Council on Monday, 26th November 2012.
MINUTES

Annual General Meeting No. 18
Monday, 5th December 2011
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Minutes of the Annual General Meeting of the Kingborough Council held at the
Kingborough Civic Centre Monday, 5th December 2011 at 6.00pm.

PRESENT:

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IN ATTENDANCE

Council Officers:
Mr P West  General Manager
Mr T Ferrier  Deputy General Manager
Mr A Barron  Chief Financial Officer
Mr B Deeks  Executive Manager Engineering Services
Ms P Hughes  Executive Manager Organisational Development
Mr F Moult  Executive Manager Information Services

Members of the Public:
Ms L Clough
Mr R Clough
Mr J Harkin
Ms D Leeson
Mr B Leeson
Ms W Lonergan
Mr A Meredith
Ms C Procter
Mr P Ridgeway
Mr K Webster

APOLOGIES
Cr Fox and Cr Wriedt

WELCOME
The Mayor welcomed everyone present at the meeting.
CONFIRMATION OF MINUTES – ANNUAL GENERAL MEETING 6 DECEMBER 2010

MOVED    Cr Higgins
SECONDED Cr Bush

That the Minutes of the Annual General Meeting of Kingborough Council held at the Civic Centre on Monday 6 December 2010, copies of which have been circulated be confirmed as a true record.

FOR
Cr Dr Bury    Cr Bush    Cr Higgins    Cr Street
Cr Wass      Cr Chatterton    Cr McGinniss
Cr Black    Cr Grace    Cr Nolan

CARRIED UNANIMOUSLY

2010 / 2011 ANNUAL REPORT

Introduction

Mayor Graham Bury – Introduction and summary of the year in review.

MOVED    Cr Chatterton
SECONDED Cr Higgins

That the Annual Report of the Kingborough Council for the year ended 30 June 2011 be received and adopted.

FOR
Cr Dr Bury    Cr Bush    Cr Higgins    Cr Street
Cr Wass      Cr Chatterton    Cr McGinniss
Cr Black    Cr Grace    Cr Nolan

CARRIED UNANIMOUSLY

SECTION 23 COMMITTEES

During the 2010/2011 financial year the following Section 23 Committees established under the provisions of the Local Government Act 1993 operated:

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The following Committee reports were presented:
Cr Bush presented the following report:

As Chairman of the Planning Authority Committee, I am pleased to present the annual report of that Committee for the year ended 30 June 2011.

The Planning Authority Committee is comprised of all 12 Councillors and the Committee met 12 times during the year.

The Committee, in its role as the Planning Authority for the municipality of Kingborough, was provided with regular Agendas prepared by the Council’s Planning Department. These included detailed reports on all planning applications that required decisions to be made by the Committee. Regular reports were also provided in regard to all planning application determinations that were made under delegation by Council staff.

The Planning Authority Committee is responsible for the initiation of zoning applications and Planning Scheme amendments and also receives regular briefings and reports on the progress and conduct of appeals to the Resource Management and Planning Appeals Tribunal.

Of the total of 686 (735 in 09/10) development applications approved by Council some 10% had representations from the public and hence came before the Planning Authority Committee. The Committee determined a total 73 applications (71 last year).

51 subdivision applications were received, compared with 48 in the previous year and 19 matters were referred to the Resource Management and Planning Appeals Tribunal.

Of the 615 permits issued by staff under delegation, 163 were “Permitted” and 452 were Discretionary. The “Permitted” use class comprised 26% of this total.

The reduced level of development activity is consistent with that experienced by other comparable Councils.

The number of Building Applications was 827 compared with 801 the previous year. The total number of Development Applications fell and Building Applications rose throughout the year. The number of matters referred for determination by the Planning Authority Committee rose as a percentage of the overall number of applications, which may suggest an increasing complexity of the applications received.

The Planning Authority Committee sits as a Planning Authority under the Land Use Planning and Approvals Act 1993. This means that Councillors have special legal obligations and responsibilities and the conduct of these meetings is different to other Council and Committee meetings. Much of the Committee’s work is related to the consideration of individual development applications and oversight of the implementation of delegated authorities.

During the year the Committee conducted two hearings in relation to Sealed Plan Amendments.
The Planning Authority Committee is also the principal Council committee involved in the general review of the Planning Scheme in preparation for the introduction of the regional planning framework and the standardisation of planning provisions. The Southern Tasmanian Regional Land Use Strategy 2010-2035 prepared by the Southern Tasmanian Councils Association was released for comment in May and is due for final release in the second half of 2011. This will form the basis of the Southern Regional Model Planning Scheme and the review of the Kingborough Planning Scheme 2000. This review is scheduled for completion in the second half of 2012.

2010/11 was another busy year for the Committee. Planning issues are inevitably very complex and at times controversial. Kingborough continues to experience developmental growth and the Planning Authority Committee will continue to explore opportunities to improve the quality, surety and timeliness of development planning and controls. The Committee has greatly appreciated the support provided to it by the staff of the Council’s Planning Department and those members of the community who contribute to the planning process through responding to requests for public comment and submissions.

Finally, I would like to thank my fellow Councillors, particularly my Deputy Chairperson, Councillor Flora Fox; for their support and assistance during the year and for their considered and dedicated approach to the business of the Committee.

CR JULIAN BUSH
CHAIRPERSON
Cr Grace presented the following report:

I would firstly like to thank Cr Buchan former Chairperson, and Cr Sommerville for their contribution over the last year and also thanks to Cr Wass, Cr Fox, and Cr McGinniss.

The Committee meets on a monthly basis on the second Thursday of each month. During the year the Committee met on eleven occasions.

Over the eleven months the Committee considered 145 reports and debated a range of matters that were recommended to full Council.

The Committee also has delegation to award contracts for works and services.

Council staff are to be congratulated for their dedication over the last year as Council again experienced heavy rainfalls, above average high tides which caused damage to our roads and coast infrastructure throughout the municipality. The Committee thanks staff for keeping us informed.

There are a number of special Committees of Council that report to the Infrastructure and Recreational Services Committee. These include:

- Kingborough Road Safety Committee
- Kingborough Forum Group and Progress Groups
- Bruny Island Advisory Group (special thanks to Primary School students for their input)
- Solid Waste Strategy Committee
- Kingborough Bicycle Users Group
- Kingborough Access Advisory Committee
- Kingborough Emergency Management Committee
- Kingborough Sports Complex User Group
- Margate to Oyster Cove Reference Group

Council again appreciates the time, dedication and effort that all members of the Committee devote to these meetings, particularly the volunteers and members from the community.

It is worth noting the outstanding partnership Council had with Batchelors on the construction of the Barretta Waste Transfer Station and the rehabilitation works underway on the Barrette site.

Council have just called further tenders for works at the Barretta site which will close soon.

Also, Council have put in place the Board to manage the transfer station and tip shop which will be reporting back to Council as needed.

As to the Weed Management Committee (as it is that time of year again) it is very disappointing that the Committee ceased operating.
Finally, the new Committee for the next two years:

Chairperson    Cr S Wass  
Deputy Chairperson  Cr J Bush  
                    Cr F Fox  
                    Cr D Grace  
                    Cr R McGinniss  
                    Cr P Wriedt

As Deputy Chairperson I requested that the Committee work with staff and the General Manager to look at the charges and hours per day worked by Council day labour. The amount booked to the Council plant per day and the hours booked by contractors working with Council day labour, also other plant that is dry hired by Council and why Council should not hire the plant with an operator. The General Manager and the Mayor said it will be looked into and a report will be tabled in the future.

The ratepayers are concerned and are asking why they are not getting value for money. Council have responsibility to provide affordable services.

Thank you to all the staff that have assisted the Committee.

CR DAVID GRACE  
DEPUTY CHAIRPERSON
Cr Chatterton presented the following report:

As Chairperson of the Governance and Finance Committee I am pleased to present this report summarising the activities of the Committee during the 2010-2011 financial year.

The Committee comprised of six Councillors, including myself, Mayor Bury, former Cr Buchan, Cr Bush, Cr McGinniss and Cr Nolan. The Committee met on six occasions during the year. The Committee has varied responsibilities including:

- Strategic & Operational Plans
- Corporate Communications
- Budget Management and Financial Strategy
- Economic Development
- Human Resources
- Partnerships
- Information Services
- Risk Management & Insurances
- Tourism & Marketing

Reports and matters considered by the Committee included but were not limited to:

- Review of the Annual Financial Report and Annual Plan;
- Review of ownership versus leasing of Council vehicles and heavy equipment;
- Reviewing and updating various policies;
- Establishment of Kingborough Waste Services to operate the Baretta Waste Management Facility;
- Responding to various discussion papers including Local Government Sustainability performance indicators and Valuation and Local Government Rating
- Review of Customer Service Charter and Performance Measures
- Implementation of the Corporate Communications Strategy
- 50:50 Vision - Councils For Gender Equity
- Quarterly progress reviews of Strategic Delivery Plan actions
- Organisational Development Progress Report
- Customer Service Updates
- Review of the Risk Management Policy
- Code Of Conduct Regulations Review
- Periodic reports from the Kingston Beach Community Liaison Group.

Amongst other things the Committee is tasked with reviewing the Bi-Monthly Financial Report. The report is provided to the Committee to ensure that it remains informed of its financial results compared to budget. The report comprises detailed operating income statements at the consolidated, divisional and unit level.

Other information provided within the financial report includes an investment and reserves summary, a year-end budget variance forecast and a high level analysis of capital works progress.
Financial sustainability is a key challenge facing local government due to a number of factors including increased demand for services, aging infrastructure, constraints on revenue growth, population growth, and cost increases in excess of CPI.

Kingborough Council strongly believes it is financially sustainable. Council’s financial sustainability from an operating and asset management perspective over the long term is being addressed through Council’s long term financial planning processes.

An Abridged Annual Financial Report is included as an appendix to the Annual Report. The Annual Report also includes a detailed analysis and commentary on Council’s financial performance and position. As in previous years, Council’s Annual Financial report has been subject to audit by the Auditor General, who has given his unqualified approval of their content.

During the year, a number of new corporate performance reports were introduced to round out the reporting on all areas for which the Committee has responsibility. The reports, provided by the Information Services and Organisational Development areas, are now regular items tabled at Committee meetings and provide a comprehensive snapshot of activities including:

- Quarterly Strategic Delivery Plan Progress
- Customer Service programs
- Service delivery standards & KPIs
- Organisational and staff development programs
- OH&S programs and KPIs
- Media monitoring and Communications

In particular, the quarterly Strategic Delivery Plan performance report has provided Council with an opportunity to proactively review the progress of its Strategic Plan on a more regular basis throughout the year.

A major undertaking during the last financial year was the establishment of Kingborough Waste Services Unit Trust (KWS) to operate the new state of the art Barretta Waste Transfer Facility. Kingborough Waste Services is a specialized wholly owned subsidiary of Council and was established to ensure that the new waste transfer station could operate as a competitive independent entity in the private sector and provide a best value operation to the community.

The committee is proud to have been involved in such a visionary approach for the provision of waste management services by a local Council. While early days, there is every indication that the decision made to proceed with the establishment of KWS was the right one for both the organisation and the ratepayers of Kingborough.

I would like to thank those Councillors who were members of the Governance and Financial Committee and also the staff members who support the Committee and regularly attend the meetings.

CR PAUL CHATTERTON
CHAIRPERSON
Cr Wass presented the following report:

As Deputy Chair of the Environment and Development Committee, I am pleased to present this report for the year ending 30 June 2011.

The Environment and Development Committee comprised of 6 Councillors, and met bi-monthly, meeting 4 times during the year.

The Environment and Development Committee operates to facilitate Council’s consideration of natural resource management (NRM), environmental health, climate change, compliance and strategic land use planning issues.

The Committee received activities reports at each meeting from the Environmental Services and Development Services departments of Council. These provided a comprehensive overview of the wide range of programs and tasks that staff had been involved in during the preceding two months.

Other key matters that were considered by the Committee during the year included:

- The Annual Environmental Health and Medical Officer of Health Reports,
- A Significant Tree Register and Policy,
- The Low Carbon Australia LED lighting project for the Council offices,
- Revised criteria for the processing of tree removal applications,
- Updates on regional climate change adaptation projects,
- The State of the D’Entrecasteaux Channel project,
- A revised approach to the control of potential fire hazards on private properties,
- Updates on the Regional Biodiversity Offsets project,
- Implementation of changes to Council’s weed management methods,
- Progress on implementation of Kingborough’s Climate Change and Energy Action Plan 2009-2012,
- Updates on the NRM South - Mountain to Marine Project,
- Updates on various aspects relating to current planning reform in Tasmania,
- The preparation of a Regional Land Use Strategy for Southern Tasmania,
- The future process in preparing a new planning scheme for Kingborough.

As this list demonstrates, this Committee considers a broad range of issues and programs which are of critical importance to our community. This is also reflected in the commitments that Council makes to natural resource management, environmental protection, and planning for and managing growth in our Strategic Plan.

I would like to thank the Chair of the Committee – Cr Fox and my fellow members of the Committee, Councillors Bush, Chatterton, Higgins and Lindsay.

In addition, I wish to thank Council’s Medical Officer of Health, Dr Richard Lord, together with Deputy General Manager, Tony Ferrier, Manager of Environment Services, Jon Doole, and his team, for providing reports for consideration, attendance at meetings and providing necessary input.

CR STEVE WASS
DEPUTY CHAIRPERSON
COMMUNITY DEVELOPMENT AND ARTS COMMITTEE

Cr Higgins presented the following Chairperson’s report:

As Chair of the Community Development and Arts Committee, I am pleased to present the annual report of that Committee for the year ended 30 June 2011. The Community Development and Arts Committee for the year in review comprised of six Councillors, Cr Nolan, Cr Bury, Cr Grace, former Cr Lindsay and former Cr Sommerville.

The Committee recognises the need to be responsive to the changing needs of the community and is appreciative of the assistance provided by the various advisory committees in helping to highlight the priority areas in which to focus Council’s delivery of community services.

The Committee has been provided with regular reports from the Bruny Island Advisory Committee, the Kingborough Positive Ageing Advisory Committee, the Kingborough Arts and Cultural Advisory Committee, and the Abel Tasman Art Prize Committee. Status reports have also been provided on the operations of the Manor Gardens Respite Centre and Council’s Family Day Care Scheme. These comprehensive reports have played an important role in keeping Council informed on issues and needs within the community.

There have been many important matters considered by the Committee during the year relating to the provision of services to the community. The continued implementation of strategies to support arts and cultural development, youth services and positive ageing has resulted in a range of new initiatives and policy issues for the Council.

One of the highlights of the year was the staging of the inaugural Salvaged Art Competition. This event received widespread acclamation within the community and was an important first step in demonstrating Council’s commitment to arts and cultural development.

Other important initiatives that were overseen by the Committee during the year included:

- The introduction of a School Holiday Activities program;
- The development of the Youth Support Through Arts, Referral and Training (YSTART) program to provide support for disengaged young people;
- Support for the establishment of Men’s Sheds in Kingston, Margate and Bruny Island;
- The development of the “Retired not Expired” and “Walk, Ride, Discover” programs to encourage physical activity in a social setting amongst community members;
- The provision of the annual Community Grants Program and Presentation Evening;
- The introduction of insurance cover for casual hirers of community halls;
- The expansion of the Manor Gardens Offsite Centre;
- The provision of a joint Australia Day Awards and Citizenship ceremony held at Kingston Beach; and
• Continued investigations into options for the provision of a local supported accommodation service to address the issue of youth homelessness in Kingborough.

This Committee primarily deals with matters that emanate from Council’s Community and Recreational Services Department. The Committee has greatly appreciated the professional and committed support that has been provided to it by the staff.

In closing, I would like to thank my fellow Councillors who were members of the Community Development and Arts Committee, for their enthusiastic support and assistance during the year and for the professional way that they have attended to the business of the Committee.

CR MICHELE HIGGINS
CHAIRPERSON
That the Section 23 Committee reports as presented be received.

FOR

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CARRIED UNANIMOUSLY

GENERAL QUESTIONS, SUBMISSIONS AND MOTIONS FROM THE FLOOR

Bob Leeson – 24 Burwood Drive, Blackmans Bay

Advised that the outdoor burning restrictions now included in the Kingborough Council By-Law are restricting property owners from keeping their properties safe. The current zoning of the land in Burwood Drive is Residential and this has precluded them from adequately protecting their properties by burning off. Will Council review its policy?

Response:
The Mayor advised that the question would be taken on notice and a response would be provided in writing.

Peter Ridgeway – 35 Willow Avenue, Kingston

Does the Mayor's car have a log book in it?

Response:
The Mayor advised that the car does have a log book in it.

Charlene Procter – 2254 Channel Highway, Snug

1. There has been massive population growth in the Channel area and yet there is no safe walkway for cyclists and pedestrians between Margate, Electrona, Snug and Lower Snug. What is Council doing about this?

2. There is an urgent need for the Metro bus services to be upgraded in the Channel area. Is Council doing anything in conjunction with Metro that will see an improvement in the bus services?

3. Who is responsible for the maintenance of nature strips on Channel Highway?

Response:
The Mayor advised that the 3 questions would be taken on notice and responses would be provided in writing.
Ken Webster – 22 Burwood Drive, Blackmans Bay

Referred to the prohibition against burning under the Council's By-Law and advised that he has a 7,000 m² block of which approximately half is natural bush. In the past he has undertaken a controlled burn for hazard reduction and wanted to know if this was still possible and who should he apply to?

Response:
The Mayor advised that there was an avenue under the By-Law for controlled burns to occur providing a permit was issued by Council. The responsible officer under the By-Law for issuing a permit was the General Manager.

Wendy Lonergan – 306 Redwood Road, Kingston

Asked why the Council could not implement a system whereby elderly people on pensions could request that Council maintain and mow their nature strips?

Response:
The Mayor advised that the question would be taken on notice and a response would be provided in writing.

CLOSURE

There being no further business the meeting closed at 6.50p.m.