AGENDA

Annual General Meeting No. 20

Monday, 30th September 2013

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, 30th September 2013 at 5.30p.m.

Paul West
GENERAL MANAGER
AGENDA of the Annual General Meeting of Council held at the Kingborough Civic Centre, Kingston on Monday, 30th September 2013 at 5.30p.m.

AUDIO RECORDING

Chairperson to direct commencement of recording.

 Declare meeting open (time), welcome all in attendance and read:

All persons in attendance are advised that it is Council policy to record Council Meetings to provide a true and accurate account of proceedings and to assist in the preparation of minutes.

The audio recording of this meeting is authorised by the Local Government Meeting Procedures Regulations 2005 and will be made available to the public on Council's web site for a period of six months.

Councillors and staff in attendance include:

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<tr>
<th>PRESENT:</th>
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<td>Mayor</td>
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1. **IN ATTENDANCE:**

2. **APOLOGIES**

   Cr F Fox (Leave of Absence)
3. CONFIRMATION OF MINUTES – ANNUAL GENERAL MEETING 29TH OCTOBER 2012

Moved Cr /Seconded Cr

That the Minutes of the Annual General Meeting of Kingborough Council held on Monday, 29th October 2012, copies of which have been circulated be confirmed as a true record.

VOTING

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4. 2012 / 2013 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 2013 be received and adopted.

VOTING

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5. **SECTION 23 COMMITTEES**

During the 2012/2013 financial year the following Section 23 Committees established under the provisions of the *Local Government Act 1993* operated:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Report Presented By</th>
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<tbody>
<tr>
<td>Planning Authority Committee</td>
<td>Cr J Bush – Chairperson</td>
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<tr>
<td>Infrastructure &amp; Recreational Services Committee</td>
<td>Cr S Wass - Chairperson</td>
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<tr>
<td>Governance &amp; Finance Committee</td>
<td>Cr P Chatterton – Chairperson</td>
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<td>Community, Development &amp; Arts Committee</td>
<td>Cr M Higgins – Chairperson</td>
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Moved Cr  /Seconded Cr

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

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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 2012/2013 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, 28th October 2013.
MINUTES

Annual General Meeting No. 19
Monday, 29th October 2012
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<td>General Questions, Submissions and Motions from the floor</td>
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<td>Closure</td>
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MINUTES of the Annual General Meeting of the Kingborough Council held at the Kingborough Civic Centre Monday, 29th October 2012 at 5.30p.m.

AUDIO RECORDING

Chairperson directed commencement of recording.

Declared the meeting open at 5.30p.m., welcomed all in attendance:

All persons in attendance were advised that it is Council policy to record Council Meetings to provide a true and accurate account of proceedings and to assist in the preparation of minutes.

The audio recording of the meeting is authorised by the Local Government Meeting Procedures Regulations 2005 and will be made available to the public on Council’s web site for a period of six months.

PRESENT:

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IN ATTENDANCE

Council Officers:

Mr P West General Manager
Mr T Ferrier Deputy General Manager
Mr S Green Chief Financial Officer
Mr B Deeks Executive Manager Engineering Services
Ms P Hughes Executive Manager Organisational Development
Mr F Moul Executive Manager Information Services
Mr W Thorpe Manager Finance

APOLOGIES

There were no apologies.
CONFIRMATION OF MINUTES – ANNUAL GENERAL MEETING
5 DECEMBER 2011

MOVED      Cr Chatterton
SECONDED   Cr Street

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.

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

CARRIED UNANIMOUSLY

2011 / 2012 ANNUAL REPORT

Introduction

Mayor Graham Bury read the Mayor’s Message as included in the Annual
Report.

MOVED      Cr Wass
SECONDED   Cr Black

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

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

CARRIED UNANIMOUSLY

SECTION 23 COMMITTEES

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The following Committee reports were presented:

**PLANNING AUTHORITY COMMITTEE**

As Chair of the Planning Authority Committee, I am pleased to present the annual report of that Committee for the year ended 30 June 2012.

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

The Committee, in its role as the Planning Authority for the Kingborough Municipality, 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 conduct of appeals to the Resource Management and Planning Appeals Tribunal. The Planning Authority Committee also conducts hearings into applications to amend sealed plans.

During the year, the Planning Authority Committee directly determined 71 development applications (compared with 73 last year). This included: 55 applications for development, 10 subdivisions, 5 sealed plan amendment hearings and one planning scheme amendment. There were 402 (615 in 10/11) planning decisions that were determined under delegated authority. All in all, there was a total of 473 development applications approved compared with 686 last year. This is consistent with a reduced level of development activity experienced at other comparable Councils. Kingborough Council was party to eleven (11) matters referred to the Resource Management and Planning Appeals Tribunal.

The total number of Development Applications fell throughout the year by around 30%. There were 45 subdivision applications, compared with 51 the previous year. The number of matters referred for determination by the Planning Authority Committee was consistent as a percentage of the overall number of applications. Based on these figures it is clear that there was a continued growth in development activity within the municipality though at a reduced level.

The Planning Authority Committee sits as a Planning Authority under the *Land Use Planning and Approvals Act 1993*. This means that Councilors 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 related to the consideration of individual development applications and oversight of the implementation of delegated authorities.
The Planning Authority Committee is also the principle Council committee involved in the general review of the Kingborough Planning Scheme 2000 in preparation for the introduction of the regional planning framework and standardization of planning provisions. The Southern Tasmanian Regional Land Use Strategy 2010 – 2035 prepared by the Southern Tasmanian Councils Association was released in October 2011. This formed the basis of the Southern Regional Model Planning Scheme and review of the Kingborough Planning Scheme. This review is scheduled for completion in 2013. The review of the planning scheme is being completed substantially in-house using existing staff resources. A workshop directly involving Councilors, to progress the development of the planning scheme review, was held in June 2012.

2011/12 was another busy year for the Committee. Planning issues are inevitably very complex and at times controversial. Kingborough continues to experience development growth and the Planning Authority Committee will look for ways to improve the quality and timeliness of development planning and control. 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 submissions.

I would particularly like to thank my fellow Councilors, who are all members of the Planning Authority Committee for their support and assistance during the year and for their considered and dedicated approach to the business of the Committee.

CR. JULIAN BUSH
CHAIR, PLANNING COMMITTEE
Cr Wass presented the following report:

Whilst I am presenting this report, Mr Deeks will show some pictures of work undertaken this year.

I would firstly like to thank fellow Councillors Bush, Fox, Grace, McGinniss and Wriedt for their contribution over the last year.

The Committee meets on a monthly basis on the second Thursday of each month and during the year the Committee met on ten occasions.

Over the eleven months the Committee considered 111 reports and debated a range of infrastructure, capital works and policy matters.

The Committee also has delegation to award contracts for works and services and made recommendations on nine tenders to full Council for projects such as the construction of a retaining structure at Coal Mine Road, the Kingborough Sports Centre Mountain Bike Park and supply of electronic gym equipment to the Kingborough Sports Centre.

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

- Kingborough Road Safety Committee
- Kingborough Bicycle Users Group
- Kingborough Access Advisory Committee
- Community Development and Arts Committee

On a less frequent basis, reports are also received from the:

- Solid Waste Strategy Committee
- Kingborough Emergency Management Committee
- Kingborough Sports Complex User Group

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

Thank you to the staff that have assisted the Committee in the preparation of reports and provision of advice, in particular Messrs Deeks, Direen and French.

CR STEVE WASS
CHAIRPERSON
Cr Chatterton presented the following Chairperson’s report:

As Chairperson of the Governance and Finance Committee I am pleased to present this report summarising the activities of the Committee during the 2011-2012 financial year.

The Committee meets bi-monthly and comprises six Councillors: Mayor Bury, Cr McGinniss, Cr Nolan, Cr Street, Cr Wriedt, and myself.

The Committee has varied responsibilities including:

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

Various matters and reports were considered by the Committee over the period including but not limited to:

- Review of the Annual Financial Report and Annual Plan;
- Review of various policies;
- Responding to various discussion papers including: Local Government Structural Reform Options for Southern Councils; Reduction in Councillor numbers; Structural reform of Tasmanian Sewerage and Water Corporations; and Local Government Sustainability Objectives Indicators.
- Implementation of the recording of Council and Committee Meetings
- Implementation of social media resources for a number of Council functions
- Quarterly progress review of Strategic Delivery Plan actions
- Organisational Development and Information Services Progress Reports
- Service delivery performance reports
- Endorsed the commissioning of a development plan for the former Kingston High School Site.

The increased demand for services, aging infrastructure, constrains on revenue growth, and cost increases are major factors affecting the financial sustainability of many in the Local Government sector including this Council. In recognising its current position, Council has adopted Long Term Financial and Asset Management Plans, which together provide a set of guiding principles to be used when determining Council’s activities over the next 10 years. Both plans provide a roadmap for a sustainable financial future and therefore are critical reference documents in Council’s future decision making processes.
The quarterly Strategic Delivery Plan Performance Report continues to provide Council with a regular update on the progress of its Strategic Plan. While there has been a delay in the progress of some actions, the overall result for the year has been very good with considerable progress made across the range of strategic outcomes identified in the strategic plan. A summary of progress for the full year is also attached as an appendix to the Annual Report.

Audio recording of Council meetings was introduced during the period and provides an additional means for members of the public to become engaged in the activities of their Council. The recordings are made available on Council's web site for a period of at least six months.

Council also endorsed the establishment of an online social media presence to complement its existing communication channels. Facebook resources have been created for Council, the Sports Centre, Family Day Care and Youth Services, providing increased community awareness of current activities and an additional means for the community to engage with Council.

In closing I would like to acknowledge the significant contribution made by the previous CFO Mr Andrew Barron during his short tenure with Council and also take the opportunity to welcome and congratulate Mr Sean Green on his appointment to the position of Chief Financial Officer. I would also like to thank my fellow committee members, Councillors who also attended the meetings and staff for their commitment, hard work and support over the period.

CR. PAUL CHATTERTON
CHAIRPERSON
GOVERNANCE AND FINANCE COMMITTEE

Cr Chatterton left the meeting at 5.51p.m.
ENVIRONMENT AND DEVELOPMENT COMMITTEE

As Chair of the Environment and Development Committee, I am pleased to present this report for the year ending 30 June 2012.

The Environment and Development Committee meets bi-monthly and this occurred 6 times during the reporting period.

The Committee is comprised of 6 Councillors, these being Councillors Bernadette Black, Julian Bush, Paul Chatterton, Michele Higgins, Steve Wass and myself.

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,
- Guidelines for the assessment of the removal of trees on private property,
- Updates on climate change adaptation projects,
- The State of the D’Entrecasteaux Channel project,
- Updates on the Regional Biodiversity Offsets project,
- 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,
- Information regarding progress on the Kingborough Cat Management Project,
- 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 in our Strategic Plan to natural resource management, environmental protection, and planning for and managing growth.
I would like to thank my fellow members of the Committee, as well as the Council staff who attended Committee meetings and provided reports for consideration.

CR. FLORA FOX
CHAIRPERSON
ENVIRONMENT AND DEVELOPMENT COMMITTEE
COMMUNITY DEVELOPMENT AND ARTS COMMITTEE

Cr Nolan presented the following Chairperson’s report on behalf of Cr Higgins:

As Deputy Chair of the Community Development and Arts Committee, I am pleased to present the annual report of that Committee for the year ending 30 June 2012. The Community Development and Arts Committee for the year in review comprised of six Councillors. Since October 2011, the Committee has included Cr Higgins, Cr Bury, Cr Grace, Cr Black, Cr Street and myself. Prior to the election the committee comprised of Cr Higgins, Cr Bury, Cr Grace, Cr Sommerville and myself. The Committee met on five occasions during the year.

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 and facilities.

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 and Design 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 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 development of an Art Gallery at the rear of the Kingston Beach Hall. The Kingston Beach Arts Hub was officially opened on the 22nd of June, which coincided with the opening of its first exhibition. The development of the gallery fulfills one of the actions from the Kingborough Arts and Cultural Development Strategy, which identified a lack of exhibition space as an impediment to the development of visual arts in the Municipal area.

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

- Expansion of the Abel Tasman Art Prize to a statewide competition that includes design;
- Development of a Kingborough Volunteer Program to support the implementation of Council’s Positive Ageing Plan;
- Holding a Positive Ageing Expo to promote the availability of services to support the lives of older people in the community;
- The successful submission of an application to the Department of Broadband, Communications and the Digital Economy for the establishment of a Digital Hub facility at Kingston Beach to provide training for the community in the use of broadband technology;
- Hosting of the inaugural Kingborough Youth Forum to identify issues of importance to young people and means of addressing these;
• Consolidation of the “Retired not Expired” and “Walk, Ride, Discover” programs to encourage physical activity in a social setting amongst community members;

• Provision of the annual Community Grants Program and Presentation Evening;

• Expansion of the Manor Gardens Respite Centre’s programs;

• The transition of the Kingborough Family Day Care Scheme to the National Quality Framework.

This Committee primarily deals with matters that stem 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 positive way in which they have attended to the business of the Committee.

CR. SUSAN NOLAN
DEPUTY CHAIRPERSON
COMMUNITY DEVELOPMENT AND ARTS COMMITTEE
MOVED Cr Fox
SECONDED Cr Wriedt

That the Section 23 Committee reports as presented be received.

FOR
Cr Dr Bury  Cr Bush  Cr McGinniss  Cr Wriedt
Cr Wass  Cr Fox  Cr Nolan
Cr Black  Cr Grace  Cr Street

CARRIED UNANIMOUSLY

Cr Higgins arrived at 5.57p.m.

GENERAL QUESTIONS, SUBMISSIONS AND MOTIONS FROM THE FLOOR

No written questions on notice or submissions had been lodged with Council.

There were no general questions, submissions or motions from the floor.

CLOSURE

There being no further business the meeting closed at 5.58p.m.