



COUNCIL MEETING AGENDA

NOTICE is hereby given that an Ordinary meeting of the
Kingborough Council will be held in the
Civic Centre, Kingston on

Monday, 10 October 2016
at 5.30pm



Back (L - R): Cr Paul Chatterton, Cr Mike Percy, Cr Sue Bastone, Cr Dean Winter, Cr Richard Atkinson

Front (L - R): Cr Dr Graham Bury, Cr Flora Fox, Mayor Cr Steve Wass, Deputy Mayor Cr Paula Wriedt, Cr David Grace

QUALIFIED PERSONS

In accordance with Section 65 of the *Local Government Act 1993*, I confirm that the reports contained in Council Meeting Agenda No. 20 to be held on Monday, 10 October 2016 contain advice, information and recommendations given by a person who has the qualifications or experience necessary to give such advice, information or recommendations.



Gary Arnold
GENERAL MANAGER

4 October 2016

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AGENDA of an Ordinary Meeting of Council to be held at the Kingborough Civic Centre, Kingston on Monday, 10 October 2016 at 5.30pm.

	From	To	Time Occupied
Open Council	5.30pm		
Planning Authority			
Open Council			
Closed Council			
Open Council			
TOTAL TIME OCCUPIED			

AUDIO RECORDING

The Chairperson is to direct commencement of the 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.

The audio recording of this meeting will be made available to the public on Council’s web site for a period of twelve months.

In accordance with Council Policy, I now ask staff to confirm that the audio recording has commenced.”

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

The Chairperson acknowledges the traditional owners of this land and pays respects to them and their customs, and to their elders, past, present and future.

ATTENDEES

Councillors:

		PRESENT
Mayor	Councillor S Wass	
	Councillor R Atkinson	
	Councillor S Bastone	
	Councillor Dr G Bury	
	Councillor P Chatterton	
	Councillor F Fox	
	Councillor D Grace	
	Councillor M Percy	
	Councillor D Winter	

Staff:

TITLE	NAME

APOLOGIES

Deputy Mayor Cr P Wriedt (Leave of Absence)

CONFIRMATION OF MINUTES OF COUNCIL MEETING NO. 19 HELD ON 26 SEPTEMBER 2016

MOVED
SECONDED

That the Minutes of Council Meeting No. 19 held on 26 September 2016 be confirmed.

VOTING

	For	Against		For	Against
Cr Atkinson			Cr Grace		
Cr Bastone			Cr Percey		
Cr Dr Bury			Cr Wass		
Cr Chatterton			Cr Winter		
Cr Fox					

WORKSHOPS HELD SINCE COUNCIL MEETING ON 26 SEPTEMBER 2016

DATE	PURPOSE
3 October 2016	Kingston Beach Master Plan
	Copping C Cell

DECLARATIONS OF INTEREST

In accordance with Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2015* and Council's adopted Code of Conduct, the Mayor requests Councillors to indicate whether they have, or are likely to have, a pecuniary interest (any pecuniary benefits or pecuniary detriment) or conflict of interest in any item on the Agenda.

PUBLIC QUESTION TIME

GUIDELINES FOR PUBLIC QUESTION TIME

At each meeting of Council or a Council Committee there will be an opportunity for question to be asked by any member of the public. A question may either be in writing, or may be verbally asked at the meeting. You are reminded that the forum is designed to accommodate questions only. Neither the questions nor answers will be debated.

A period of 15 minutes, if required, will be set aside and the Chairperson will endeavour to deal with as many questions as possible at each meeting. If a response to a question cannot be provided at the meeting a written response will be provided as soon as practicable. If time constraints do not permit all questions to be put, the Council will reply to any question that is put in writing.

A Question must not relate to any matter that is listed on the agenda for the meeting.

Questions in Writing :

A member of the public may give written notice to the General Manager 7 days before a meeting of a question to be put to the meeting. The question will appear in the agenda of the meeting, and a written response will be recorded in the minutes. There is no standard form for such questions, but they should be clearly headed Question(s) on Notice.

Questions asked at the Meeting :

At the commencement of Question Time the Chairperson will ask members of the public present, if there are any questions, and if so what are those questions? This procedure is to permit the Chairperson to determine an appropriate time limit for Question Time and perhaps limit the opportunity for multiple questions, and to determine whether each question is appropriate. There is to be no discussion, preamble or embellishment of any question at this time.

The Chairperson will then determine which of those questions will be accepted and will provide the reason for any refusal; will determine the order of the questions, and may set a time limit for Question Time. The Chairperson may require a question to be put on notice and in writing.

A member of the public present may only ask one question at a time. The Chairperson may give preference to questions from other members of the public before permitting second or further questions from a member of the public. The Chairperson may rule that a multi-part question is in fact two or more questions, and deal with them accordingly.

The Chairperson may rule a question inappropriate, and thus inadmissible if in his or her opinion it has already been asked, is unclear, irrelevant, offensive or relates to any matter which would normally be considered in Closed Session.

Lengthy preambles or introductions are discouraged, and the Chairperson may require that a member of the public immediately put the question.

QUESTIONS ON NOTICE FROM THE PUBLIC

At the time the Agenda was compiled there were no questions on notice from the public.

QUESTIONS WITHOUT NOTICE FROM THE PUBLIC

QUESTIONS ON NOTICE FROM COUNCILLORS

Review Of Works Vehicles

At the Council meeting on 26 September 2016, Cr Grace asked the following question without notice to the General Manager, with a response that the question would be taken on notice :

“As you are aware the General Manager has told us that he is doing a review regarding works vehicles etc. Can the General Manager inform us where he is at and how much longer it is going to take before we get a final report back?”

Response:

Officer: Gary Arnold - General Manager

Council have previously received reports to the 11 April 2016 meeting (minute C129/6-16 refers) and the 11 July 2016 meeting (minute C286/13-16 refers). The next report to Council on Service Delivery Reviews is scheduled October/November 2016.

QUESTIONS WITHOUT NOTICE FROM COUNCILLORS

MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Bruny Island Landing Fee

The following Notice of Motion was submitted by **Cr Bury** :

MOVED Cr Bury
SECONDED

That Council:

1. Confirms its previous support for a Landing fee/ infrastructure levy to be applied solely to visitors to Bruny Island.
2. That this landing fee be considered with any other changes to the fee structure in the proposed new contract with the ferry operator.
3. That a meeting be sought with the Premier/ relevant Minister to discuss matters relevant to the new contract with the ferry operator.

VOTING

	For	Against		For	Against
Cr Atkinson			Cr Grace		
Cr Bastone			Cr Percey		
Cr Dr Bury			Cr Wass		
Cr Chatterton			Cr Winter		
Cr Fox					

Background

The pressure on infrastructure on Bruny Island at holiday times, has been well ventilated.

The proposal for a 'Landing fee', came originally from island residents through BIAG (Bruny Island Advisory Group) in 2008. From whom, together with BICA (Bruny Island Community Association) and Kingborough Council, it has formal support.

The proposal originally taken to the State Government was that the fee (\$5?), be shared equally between the State Government and Kingborough Council and be quarantined for upgrading of infrastructure on the Island.

Council and Tourism Tasmania jointly funded a report on revenue sources for infrastructure on Bruny (SGS report March 2011), a ferry levy was open option considered and was regarded as being suitable.

There is nothing novel about this proposal. A number of visitor Island destinations around Australia have already established similar support for infrastructure.

Rottneest Island \$12.50 per adult \$1 per child.

Moreton Island \$30 landing fee.

Lord Howe Island \$18 environmental levy on every single return airfare Flinders Island council levies all air passengers for airport upkeep.

Magnetic Island \$1 landing fee

Some Island destinations have a ferry charge per no of passengers as well as a vehicle charge.

It is acknowledged that a good deal of work will be necessary before such a landing fee is introduced, but surely the time to do this is over the next year or so, before a new contract with the ferry operator is finalised in 2018.

Officer's Comments

Responsible Officer: Tony Ferrier - Deputy General Manager

Discussions are currently underway in regard to what needs to be considered as part of the new ferry contract. The Minister has indicated he has an open mind in regard to what could be included and that all matters will be given due consideration. A landing fee or infrastructure levy has been raised by local community representatives as part of these discussions and this suggestion is one of many issues on the table. The focus of a recent meeting with State agency representatives was on what would be a reasonable estimate of future demand and how the capacity of the ferry could adequately meet this anticipated growth. The fact that it is expected that visitor numbers will continue to increase means that, in future, there will be added pressure on public infrastructure (particularly at the ferry terminals). Based on a user pays principle, it does appear reasonable that the users of the infrastructure should contribute to its upkeep and that a levy or landing fee (included within the normal fares) is the easiest way of doing this.

Hobart Chargers Potential Home Games At Kingborough Sports Centre

The following Notice of Motion was submitted by **Cr Winter** :

MOVED Cr Winter
SECONDED

Kingborough Council will invite the Hobart Chargers Basketball Club (including Hobart Lady Chargers) to commence discussions about hosting men's and women's SEABL matches at the Kingborough Sports Centre from 2017 onwards.

If the Club is receptive, a report will be provided to Council outlining the details of any proposed agreement for its endorsement.

VOTING

	For	Against		For	Against
Cr Atkinson			Cr Grace		
Cr Bastone			Cr Percey		
Cr Dr Bury			Cr Wass		
Cr Chatterton			Cr Winter		
Cr Fox					

Background

The Hobart Chargers Basketball Club has been playing its home games at Moonah but has publicly highlighted some challenges with existing court access and a willingness to explore other venues from the 2017 season onwards.

The Club played extensively at Kingborough during the early part of its existence. However, both the Club and the Kingborough Sports Centre have changed significantly since then.

The Club is looking to make a decision about its future home venue games by Christmas with the new season to commence in April 2017.

The advantages of such an arrangement would be:

- additional revenue for the Kingborough Sports Centre; and
- improved access to the highest level of basketball played in Tasmania for Kingborough residents.

Officer's Comments

Responsible Officer: Angela Jenni - Manager Community Services

With recent improvements made to the Kingborough Sports Centre basketball courts and show courts, it is an ideal time for Council to engage in discussions with the Hobart Chargers Basketball Club regarding their 2017 season.

PETITIONS STILL BEING ACTIONED

There are no petitions still being actioned.

PETITIONS RECEIVED IN LAST PERIOD

Margate RV Friendly Town

A petition containing signatures petitioning Council to :

Request that Kingborough Council take the necessary steps to Qualify Margate as an "RV Friendly Town". This would involve, at a minimum:

1. *Allocate a portion of Dru Point Reserve for overnight stays (say 48hr maximum) for self-contained RV's.*
 - (a) *This would require 24hr access to that area of the reserve.*
 - (b) *The allocated area would need to be "dog friendly".*
 - (c) *Access to drinking water.*
2. *Provide a dump point with appropriate access for larger caravans and motorhomes for disposal of black/grey water within the vicinity of Dru Point and Margate Central.*

3. *Provide appropriately marked parking in Kingston and Margate to give caravan and motorhome owners access to shopping centres and facilities.*

MOVED
SECONDED

That the petition be received and referred to the appropriate Department for a report to Council.

VOTING

	For	Against		For	Against
Cr Atkinson			Cr Grace		
Cr Bastone			Cr Percey		
Cr Dr Bury			Cr Wass		
Cr Chatterton			Cr Winter		
Cr Fox					

Stormwater - Abolish Rate Charge

A petition containing 117 signatures petitioning:

The abolishment of stormwater rate charges for those residents of Kettering who all are on tank water and manage their own storm water by means of catchment for drinking water. Any further run off is directed into the bay by means of drains which will always be the case.

MOVED
SECONDED

That the petition be received and referred to the appropriate Department for a report to Council.

VOTING

	For	Against		For	Against
Cr Atkinson			Cr Grace		
Cr Bastone			Cr Percey		
Cr Dr Bury			Cr Wass		
Cr Chatterton			Cr Winter		
Cr Fox					

OPEN SESSION OF COUNCIL ADJOURNS

Planning Authority Meeting commenced at

REPORTS OF OFFICERS

REPORT TO: PLANNING AUTHORITY

SUBJECT: **DELEGATED AUTHORITY FOR THE PERIOD 14 SEPTEMBER 2016 TO 27 SEPTEMBER 2016**

FILE REF: 17.170 **DATE:** 28 September 2016

OFFICER: MELISSA STEVENSON – ACTING MANAGER DEVELOPMENT SERVICES

The following are matters that have received delegated approval from the Acting Manager – Development Services for the period 14 September 2016 to 27 September 2016.

DEVELOPMENT APPLICATIONS FOR PERMITTED DEVELOPMENT/USE

DA-2016-358	S Blajer 3 Westside Circle, KINGSTON	Extension to existing restaurant
DA-2016-314	Mr M A Lagewaard 39 Websters Road, LESLIE VALE	Alterations and extension to existing dwelling

DEVELOPMENT APPLICATIONS FOR DISCRETIONARY USES

DA-2016-155	Mr G Treptow 72 Ferry Road, KETTERING	Ancillary unit
DA-2016-276	Ms V L Ward 154 Hickmans Road, MARGATE	Dwelling, outbuilding and dam
DA-2016-329	Mr D G W Harrison 3 Eleni Avenue, KINGSTON	Partial change of use to visitor accommodation
DA-2016-311	Mr N L Cartwright 9 Bob's Road, OYSTER COVE	Dwelling and shed
DA-2016-315	Mr R Wallace 100 Beach Road, KINGSTON	Landscaping

DA-2016-306	Mrs A M Fuglsang 12 Winmarleigh Avenue, TAROONA	Demolition and alterations (new deck) to existing dwelling
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DEVELOPMENT APPLICATIONS FOR SETBACK, SITE COVERAGE OR HEIGHT VARIATIONS

DA-2016-84	Mr T J Agouzoul 493 Manuka Road, KETTERING	Dwelling and sheds requiring relaxation of front, side boundary setbacks
DA-2016-298	Mr L J Duff 28 Suncoast Drive, BLACKMANS BAY	Extension to existing dwelling requiring relaxation of building envelope
DA-2016-307	Precision Design and Drafting 87 Cades Drive, KINGSTON	Deck requiring relaxation of side boundary setback

DEVELOPMENT APPLICATIONS FOR LOT SUBDIVISION/BOUNDARY ADJUSTMENT

DAS-2016-14	J. B. Medbury Pty Ltd 9 Risby Road, MIDDLETON	Re-organisation of boundaries
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DEVELOPMENT APPLICATIONS FOR STRATA

STR-2016-29	PDA Surveyors 3 Dianella Drive, BLACKMANS BAY	Strata of two units
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DEVELOPMENT APPLICATIONS FOR NO PERMIT REQUIRED

DA-2016-330	Mr S P Harms 14 Welcome Avenue, KINGSTON	Studio addition to existing garage
DA-2016-341	Ms J W K Leong 3 Illira Way, BLACKMANS BAY	Additions and alterations to existing dwelling
DA-2016-342	K Barker "Capri Body Fashions Pty Ltd", Shop 32B/29 Channel Highway, KINGSTON	Shop fit out
DA-2016-351	Mrs K D Page 9 Keith Street, KINGSTON	Alterations to pergola
DA-2016-354	Mr A C King 25 Frosts Road, MARGATE	Home business (fitness training)

DA-2016-357	MCE Building Design 18 Earlwood Court, TAROONA	Extension to dwelling
DA-2016-363	Maveric Builders Pty Ltd 16 Sunsail Street, SNUG	Dwelling
DA-2016-371	Mr A P Sterling 29 Stringybark Road, BONNET HILL	Deck

RECOMMENDATION:

MOVED
SECONDED

That the report be noted.

VOTING

	For	Against		For	Against
Cr Atkinson			Cr Grace		
Cr Bastone			Cr Percey		
Cr Dr Bury			Cr Wass		
Cr Chatterton			Cr Winter		
Cr Fox					

REPORT TO: PLANNING AUTHORITY

SUBJECT: **DA-2016-287 - DEVELOPMENT APPLICATION FOR DWELLING AND GARAGE REQUIRING RELAXATION OF REAR BOUNDARY SETBACK AT 25 ALDINGA STREET, BLACKMANS BAY FOR MAVERIC BUILDERS PTY LTD**

FILE REF: DA-2016-287 **DATE:** 21 SEPTEMBER 2016

OFFICER: DIANNE COWEN – STRATEGIC PLANNING OFFICER

ENDORSED BY: MELISSA STEVENSON – ACTING MANAGER DEVELOPMENT SERVICES

Application Number:	DA-2016-287
Applicant:	Maveric Builders Pty Ltd
Zoning:	General Residential
Discretions:	Rear boundary setback, orientation of private open space
Existing Land Use:	Residential
No. of Representations:	One (1)
Planning Issues:	Building envelope and relaxation of rear boundary setback
Recommendation:	Approval subject to conditions

1. THE PROPOSAL IN DETAIL

1.1 The Proposal

The proposal is for the construction of a two storey dwelling and shed. The lower floor plan comprises three bedrooms (one with ensuite), bathroom and laundry. The upper floor plan comprises an open living/dining/kitchen area, separate family room and deck.

A garage measuring 7.5m x 4m will be located to the rear of the dwelling.

1.2 The Site

The subject site is contained within Certificate of Title Volume 56113 Folio 21 and measures 647m². The site is a grassed, level allotment and located in an area that has a well-established residential character. Access to the site is via a sealed road and full reticulated infrastructure is provided to the site.



Plate 1: Aerial view of the site outlined in yellow



Plate 2: Photo of the site taken from the Aldinga Street frontage.

1.3 Background

The application was submitted in July 2016. Further information was requested from the applicant relating to stormwater, site coverage, private open space and compliance of the building within the prescribed building envelope. The information was provided to Council in late August 2016 and the application subsequently advertised for public comment.

2. PLANNING ASSESSMENT

2.1 Statutory Implications

The land is zoned General Residential under the Kingborough Interim Planning Scheme 2015 (the Scheme). The proposal has been assessed under the Residential Use Class provisions of the Scheme. The proposal is discretionary.

The relevant parts of the Scheme are:

- Part 10.0 – General Residential Zone
- Code E7.0 – Stormwater Code

The following discretions apply to the development:

- (a) Clause 10.4.2 – Setbacks and building envelope for all dwellings
- (b) Clause 10.4.3 – Site coverage and private open space for all dwellings

Council's assessment of this proposal should also consider the issues raised in the representations, the outcomes of any relevant State Policies and the objectives of Schedule 1 of the *Land Use Planning and Approvals Act 1993*.

2.2 Public Consultation

The application was advertised in accordance with the requirements of s.57 of the *Land Use Planning and Approvals Act 1993* (from 3/9/2016 to 16/9/2016). One representation was received during the public exhibition period.

The following issues were raised by the representor:

- (a) Loss of sunlight
- (b) Loss of views

2.3 Strategic Planning

The relevant strategies associated with the Scheme are as follows:

Zone Purpose Statements of the General Residential zone

The zone purpose statements of the General Residential zone are to:

- 10.1.1.1 To provide for residential use or development that accommodates a range of dwelling types at suburban densities, where full infrastructure services are available or can be provided.*
- 10.1.1.2 To provide for compatible non-residential uses that primarily serve the local community.*

10.1.1.3 To provide for the efficient utilisation of services.

10.1.1.4 To implement the Regional Settlement Strategy and the Greater Hobart Residential Strategy.

10.1.1.5 To encourage residential development that respects the neighbourhood character, natural landscape and provides a high standard of residential amenity.

10.1.1.6 To encourage urban consolidation and greater housing choice through a range of housing types and residential densities.

Clause 10.1.2 – Local Area Objectives and Desired Future Character Statements

The Scheme details separate Local Area Objectives and Desired Future Character Statements for the main towns in the municipal area. The following Local Area Objectives and Desired Future Character Statements are relevant to the assessment of this application.

10.1.2 Local Area Objectives

Local Area Objectives		Implementation Strategy	
BLACKMANS BAY			
(a)	<i>Blackmans Bay should be maintained as an established residential area with a high level of amenity associated with its coastal location, pleasant views and lifestyle.</i>	(a)	<i>The natural landscape and setting is an important issue when considering new development proposals.</i>

10.1.3 Desired Future Character Statements

Desired Future Character Statements		Implementation Strategy	
BLACKMANS BAY			
(a)	<i>Blackmans Bay should continue as a predominantly low-density residential area with larger lot sizes that enable reasonable setbacks, the retention of native vegetation and gardens.</i>	(a)	<i>New development should respect the amenity of surrounding residences and the natural landscape. Multi-unit housing should be encouraged to locate in the area surrounding the Opal Drive commercial precinct.</i>

Development of the site for residential purposes is consistent with the purpose of the General Residential zone.

The relevant Local Area Objective and Desired Future Character Statement for Blackmans Bay seek to maintain existing amenity of the area and encourage higher density development within the Opal Drive commercial precinct. The application is for a single dwelling which has been anticipated for this site. Compliance with the requirements of the acceptable solution imply that this objective and character statement are met. Any assessment against a performance criteria must demonstrate that the objective and character statement are met.

The relaxation sought for the rear boundary setback is not considered to be in conflict with the Local Area Objective or Desired Future Character Statement. In summary, the proposal is not considered to conflict with the Local Area Objective or Desired Future Character Statement for Blackmans Bay.

2.4 Zone

The site is zoned General Residential under the Scheme. This zone provides a range of Use and Development Standards and the proposal is assessed against the relevant provisions as follows:

Clause 10.4.2 – Setbacks and building envelope for all dwellings

A1

A front setback is required of 4.5 metres from the front boundary. The proposal demonstrates a front setback of 8 metres to the dwelling at its closest point. The proposal complies with the acceptable solution.

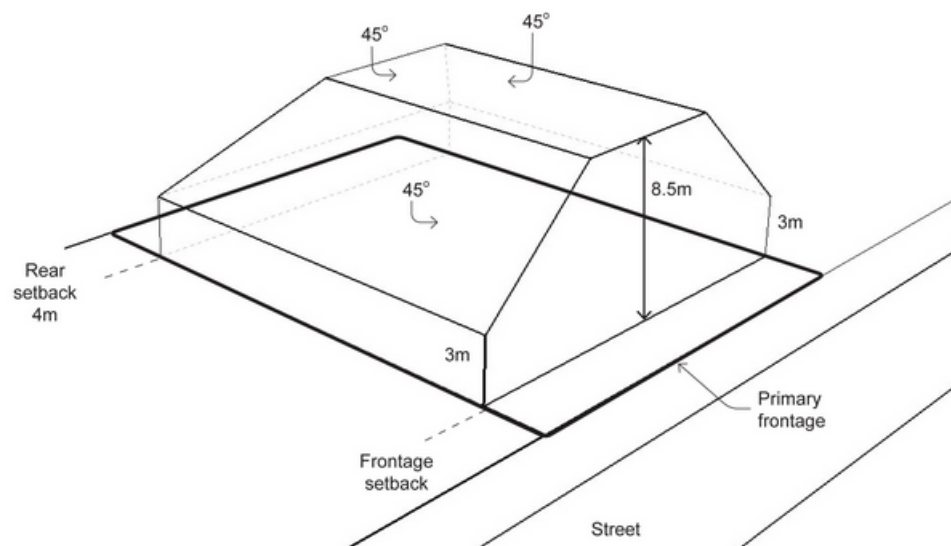
A2

A front setback for garages and carports is required of at least 5.5 metres, or 1m behind the face of the dwelling, or the same as the dwelling façade if a portion of the dwelling floor area is located above. In this case, the garage is located to the rear of the dwelling and demonstrates compliance with the acceptable solution.

A3

A building envelope is specified in the Scheme as per below. A building must be contained within this envelope to meet the acceptable solution, excluding minor protrusions such as eaves, steps, porches and awnings.

Diagram 10.4.2A. Building envelope as required by subclause 10.4.2 A3 (a)



The proposed dwelling measures 6.9 metres at its highest point, the western wall is located a distance of 3 metres from the side boundary and the eastern wall a distance of 6.7 metres from the correlating side boundary. The dwelling is therefore capable of being contained within the envelope satisfactorily to meet the requirements of the acceptable solution.

The garage is located 0.5 metres from the eastern side boundary and 3.05 metres from the rear boundary. The wall of the shed measures 7.5 metres. Within the building envelope it is possible to site a building up to the side boundary where the wall measures less than 9 metres and the height is less than 3 metres. The height of the garage

measures 2.94 metres. The proposed garage therefore complies with the building envelope in relation to the side boundary setback.

A setback of 4 metres from the rear boundary is required by the building envelope. The proposed garage therefore triggers discretion in that it only achieves a 3.05 metre setback. Accordingly, this proposal requires assessment against the performance criteria as follows:

The performance criteria (P3) states the following:

The siting and scale of a dwelling must:

(a) Not cause unreasonable loss of amenity by:

- (i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining lot; or*
- (ii) overshadowing the private open space of a dwelling on an adjoining lot; or*
- (iii) overshadowing of an adjoining vacant lot; or*
- (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and*

(b) provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area.

The dwelling itself is not assessed against the performance criteria as it has demonstrated compliance with the building envelope. A portion of the garage measuring approximately 1 metre is located outside the building envelope and the impact of this encroachment is considered not to cause an unreasonable loss of amenity. The impacts of overshadowing onto adjoining lots generated by this small portion of the garage will be minimal given the height of the garage. Whilst it is acknowledged that minimal overshadowing may occur onto the properties located to the east of the site and potentially to the rear of the site, this would occur onto private open space and to an extent that is acceptable under the performance criteria.

The height of the garage at 2.94 metres is consistent with a typical residential garage or shed. The visual impacts associated with the small extent of the garage within the rear boundary setback will not be detrimental to adjoining property owners. There are examples of similar residential outbuildings on adjoining properties that are located in a similar manner. Accordingly, the proposal is considered to demonstrate compliance with the performance criteria.

A4

N/A. No trees of high conservation value are located on the site.

Clause 10.4.3 – Site coverage and private open space for all dwellings

A1

The acceptable solution requires that site coverage of not more than 50% is achieved and that a site area of at least 25% free from impervious surfaces is provided. The area covered by roofed buildings measures 164.8sqm. The subject site area measures 647m² and subsequently site coverage of 25.5% is achieved. The area of pervious surfaces that will result from the proposal across the site measures approximately 280sqm resulting in

an area approximately 43% of the site. The proposal demonstrates compliance with the acceptable solution.

A2

Private open space provided for a dwelling must meet a number of criteria to ensure that it is useable and meets the needs of the dwelling's occupants. The private open space provided includes an area that is well in excess of the minimum 24m² required and meets the minimum horizontal dimensions of 4 metres. This is achieved through the deck area adjoining the living area of the dwelling and also through the outdoor space located at ground level behind the dwelling.

All areas of private open space are level and not used for vehicle access or parking. The private open space comprising the deck area is directly accessible and located adjacent to the living area, however has a south to south-western orientation. For this reason, the performance criteria is relevant.

The performance criteria (P2) states the following:

A dwelling must have private open space that:

(a) includes an area that is capable of serving as an extension of the dwelling for outdoor relaxation, dining, entertaining and children's play and that is:

(i) conveniently located in relation to a living area of the dwelling; and

(ii) orientated to take advantage of sunlight.

The location and provision of sufficient private open space meets the requirements of the acceptable solution and does not form part of the assessment against the performance criteria. The deck is located on the upper floor of the dwelling and will achieve solar access for parts of the morning and afternoon. It is considered there is sufficient private open space that is orientated to take advantage of sunlight that meets the requirements of the performance criteria.

Clause 10.4.4 – Sunlight and overshadowing for all dwellings

A1

The acceptable solution requires that at least one habitable room (other than a bedroom) is provided with a window that faces between 30 degrees west of north and 30 degrees east of north. The upper floor layout of the proposed dwelling demonstrates a family room with a northern orientation that meets this requirement and ensures compliance with the acceptable solution.

Clause 10.4.5 – Width of openings for garages and carports for all dwellings

A1

N/A. The proposed garage is located to the rear of the dwelling and well clear of within 12m of the primary frontage.

Clause 10.4.6 – Privacy for all dwellings

A1

The proposed deck has a floor level of 3.2 metres above natural ground level. The acceptable solution requires that a deck with a finished surface or floor level more than 1m

above natural ground level be located at least 3 metres from a side boundary and 4 metres from a rear boundary in order to comply. The deck is located well clear of the rear boundary setback and meets the minimum side boundary setback of 3 metres on the western side boundary. Accordingly, compliance with the acceptable solution is demonstrated.

A2

Living areas on the upper floor also have a floor level more than 1 metre above natural ground level. The acceptable solution therefore requires that windows be setback a minimum distance of 3 metres from the side boundaries and 4 metres from the rear boundary. The windows addressing the western side boundary are located the minimum distance of 3 metres from the boundary, whilst all other windows are well clear of the minimum requirements of the acceptable solution. Compliance with the acceptable solution is therefore demonstrated.

Clause 10.4.7 – Frontage fences for all dwellings

A1

N/A. No front fence is proposed as part of this application.

2.5 Code Matters

Code E7.0 – Stormwater Management Code

Clause E7.7.1 – Stormwater Drainage and Disposal

The subject site is located within a locality serviced by reticulated stormwater. The proposed dwelling is capable of connecting to the existing infrastructure. As detailed below in the engineering section of this report, conditions will be imposed to address this requirement on any permit issued upon approval of the development.

3. REFERRALS AND REPRESENTATIONS

3.1 Internal Referrals

Health

There are no environmental health issues relevant to the proposed development.

Engineering

Council's Development engineering section have reviewed the proposal against the relevant Scheme provisions and provided draft conditions of approval for inclusion in any Planning Permit, where issued for the development.

Natural Resource Management

There are no natural resource management issues relevant to the proposed development.

3.2 External Referrals

The following external referrals were required or undertaken as part of this application:

TasWater

The application was referred to TasWater in accordance with the requirements of the *Water and Sewerage Industry Act 2008*. TasWater has provided its response to the Council Notice of Planning Application Referral including conditions of approval to be included in any permit issued for the development. A copy of the conditions from TasWater has been included in the attachments to this report.

3.3 Representations

Following the public notification period, one representation in relation to the proposed development was received and raised the following issues.

Issue raised in the representation	Comments in response
<p>The roof will prevent the morning sun and the natural light from entering my living/kitchen/dining area which faces to the east</p>	<p>As the proposed dwelling fits within the building envelope specified in clause 10.4.2(A3), the proposal meets the acceptable solution of the Scheme. This standard is considered to achieve the relevant objective of 10.4.2(d) <i>“to provide separation between dwellings on adjacent sites to provide reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space”</i> and is relevant to all Interim Planning Schemes within Tasmania. It therefore results in an inability for Council to address the concerns as raised.</p> <p>The adjoining dwelling at 23 Aldinga Street is also two storey and located to the east of the subject site and living areas are located on the upper floor. This will assist with any overshadowing impacts being minimised, whereas a single storey dwelling would have been more heavily impacted.</p>
<p>The roof over the deck will minimise my view of the river.</p>	<p>There are no provisions contained within the Scheme to protect views where a proposal complies with the building envelope requirements. The roof over the deck for the proposed dwelling easily fits within this specified envelope. The standards within the Scheme are applicable to all development, regardless of whether a view exists. It is worth noting that where an assessment is made against a performance criteria relating to setbacks and the building envelope, it addresses issues such as streetscape, consistent separation between dwellings and neighbourhood character. Maintenance of view corridors however, is not covered by these provisions. In this instance, a complete loss of views is not anticipated.</p>
<p>Relaxation of the rear boundary setback is not objected to, however, the roof over the deck is objected to.</p> <p>The reduced light, sun and views will impact upon my personal well-being. The entire eastern side of my house which is all living area will face directly onto the new building and roof. No roof over the deck would reduce this impact.</p>	<p>Overshadowing and loss of views is addressed above. There is no ability for Council to require removal of the roof over the deck to address the concerns under the Scheme provisions.</p>

4. STATE POLICIES AND ACT OBJECTIVES

The proposal is consistent with the outcomes of the State Policies, including those of the State Coastal Policy.

The proposal is consistent with the objectives of Schedule 1 of the *Land Use Planning and Approvals Act 1993*.

5. CONCLUSION

The proposal for a single dwelling in this location is consistent with the residential character of the area. The proposal has been sited and designed to be incorporated within the specified building envelope as per the requirements of Planning Directive 4.1 incorporated within the Scheme. The only discretion associated with the proposal is in regards to the rear boundary setback for the garage. The scale of development is also consistent with the surrounding land use pattern.

The proposed dwelling and garage has been assessed against the relevant provisions of the Scheme and has demonstrated compliance with these requirements. Accordingly, the proposal is recommended for approval, subject to conditions.

6. RECOMMENDATION

MOVED
SECONDED

That in accordance with Council Policy 1.1 – Delegated Authority Policy, the Planning Authority resolves that the report of the Acting Manager Development Services be received and that the development application for dwelling and garage requiring relaxation of rear boundary setback at 25 Aldinga Street, Blackmans Bay for Maveric Builders Pty Ltd be approved subject to the following conditions:

1. Except as otherwise required by this Permit, use and development of the land must be substantially in accordance with Development Application No. DA-2016-287 and Council Plan Reference No. P2 submitted on 17 August, 2016 and P3 (drainage plan) submitted on 29 August, 2016. This Permit relates to the use of land or buildings irrespective of the applicant or subsequent occupants, and whoever acts on it must comply with all conditions in this Permit. Any amendment, variation or extension of this Permit requires further planning consent of Council.
2. A Council fee of 2% of the estimated value of the construction works (including GST, provisional items and contingencies) for the development or a minimum of \$640 must be paid at the time of submission of the design plans for approval.

Return inspections for non-compliance and/or additional audit inspections requested by the supervising engineer will incur additional hourly rate charges based on the rates adopted by Council and prevailing at the time of payment.

These additional fees shall be paid prior to issue of a Certificate of Practical Completion, or deducted from any guarantee held for the works.

3. The stormwater runoff and overflows from all roofed or sealed areas must be collected and discharged into Council's reticulated stormwater system to the satisfaction of the Executive Manager - Engineering Services.
4. Erosion/siltation infiltration control measures are to be applied during construction works in

accordance with NRM South Soil and Water Management of Construction Sites – Guidelines, Tasmanian Standard Drawings (TSD-SW28) and to the satisfaction of the Executive Manager - Engineering Services.

5. The vehicular access must be in accordance with the Tasmanian Standard Drawings (TSD-RO9, TSD-E01 & TSD-RF01) and be constructed in standard grey concrete with a broomed non-slip finish from the kerb crossing layback to the lot boundary. A Permit to carry out works within a Council road reservation must be obtained prior to any works being commenced within the Council road reservation.
6. The conditions as determined by TasWater, and set out in the attached Appendix A, form part of this permit.

ADVICE

- A. In accordance with section 53(5) of the *Land Use Planning and Approvals Act 1993* this permit lapses after a period of two years from the date on which it is granted if the use or development in respect of which it is granted is not substantially commenced within that period.
- B. This Permit does not constitute building approval. The developer should obtain a Building Permit for the development prior to commencing construction.

VOTING

	For	Against		For	Against
Cr Atkinson			Cr Grace		
Cr Bastone			Cr Percey		
Cr Dr Bury			Cr Wass		
Cr Chatterton			Cr Winter		
Cr Fox					

Attachments:

1. TasWater Conditions (2)
2. Location Plan (1)
3. Proposal Plans (7)

APPENDIX A



Submission to Planning Authority Notice

Council Planning Permit No.	DA-2016-287	Council notice date	22/07/2016
TasWater details			
TasWater Reference No.	TWDA 2016/01036-KIN	Date of response	27/07/2016
TasWater Contact	Phil Papps	Phone No.	(03) 6237 8246
Response issued to			
Council name	KINGBOROUGH COUNCIL		
Contact details	kc@kingborough.tas.gov.au		
Development details			
Address	25 ALDINGA ST, BLACKMANS BAY	Property ID (PID)	5722010
Description of development	New Dwelling & Shed		
Schedule of drawings/documents			
Prepared by	Drawing/document No.	Revision No.	Date of Issue
Maveric Builders	Drainage Plan / CD 02	--	June 2016
Conditions			
<p>Pursuant to the <i>Water and Sewerage Industry Act 2008</i> (TAS) Section 56P(1) TasWater imposes the following conditions on the permit for this application:</p> <p>CONNECTIONS, METERING & BACKFLOW</p> <ol style="list-style-type: none"> A minimum 20mm metered water connection must be provided to the proposed development in accordance with TasWater standards. A 100mm sewer connection must be provided to service the development in accordance with TasWater standards. Any removal/supply and installation of water meters and/or the removal of redundant and/or installation of new and modified property service connections must be carried out by TasWater at the developer's cost. <p>56W CONSENT</p> <ol style="list-style-type: none"> Prior to the issue of the Certificate for Certifiable Work (Building) and/or (Plumbing) by TasWater the applicant or landowner as the case may be must make application to TasWater pursuant to section 56W of the <i>Water and Sewerage Industry Act 2008</i> for its consent in respect of that part of the development which is built within two metres of TasWater infrastructure. The plans submitted with the application for the Certificate for Certifiable Work (Building) and/or (Plumbing) must show the proposed shed to be outside of the TasWater easement and no closer than 1.0m from the sewer main with a note on the plan indicating how the pipe location were ascertained. <p>DEVELOPMENT ASSESSMENT FEES</p> <ol style="list-style-type: none"> The applicant or landowner as the case may be, must pay a development assessment fee of \$201.93 to TasWater, as approved by the Economic Regulator and the fee will be indexed, until the date it is paid to TasWater. 			

Advice

For information on TasWater development standards, please visit
<http://www.taswater.com.au/Development/Development-Standards>

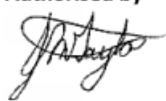
For application forms please visit <http://www.taswater.com.au/Development/Forms>

The developer is responsible for arranging to locate existing TasWater infrastructure and clearly showing it on any drawings. Existing TasWater infrastructure may be located by TasWater (call 136 992) on site at the developer's cost, alternatively a surveyor and/or a private contractor may be engaged at the developers cost to locate the infrastructure.

Declaration

The drawings/documents and conditions stated above constitute TasWater's Submission to Planning Authority Notice.

Authorised by



Jason Taylor
 Development Assessment Manager

TasWater Contact Details

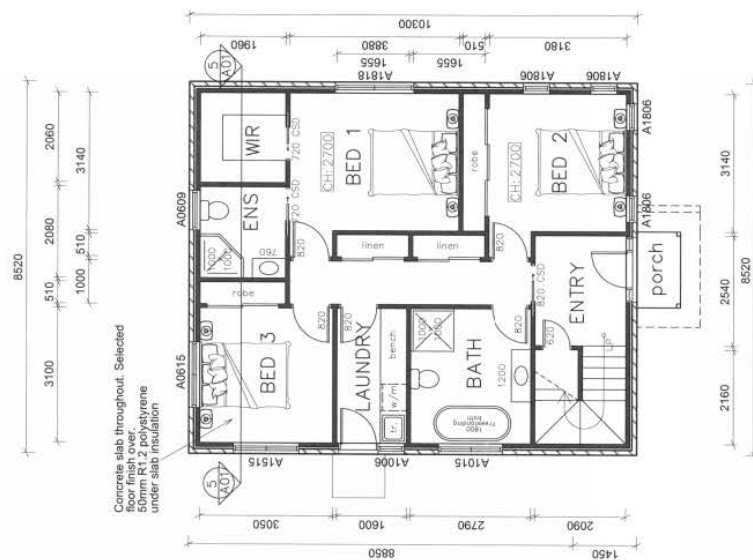
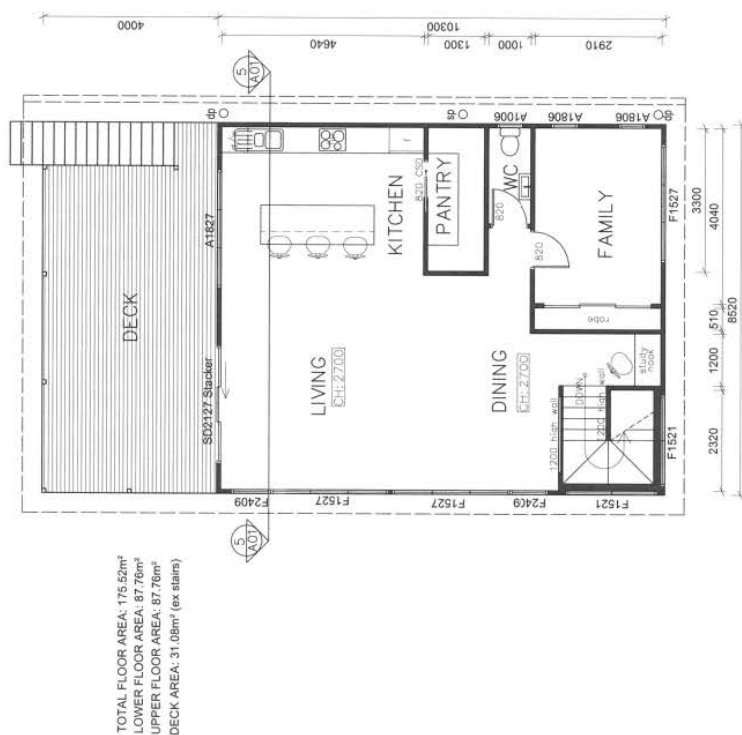
Phone	13 6992	Email	development@taswater.com.au
Mail	GPO Box 1393 Hobart TAS 7001	Web	www.taswater.com.au



Date received: 29/ 08/ 2016
Date placed on Public Exhibition: 03/ 09/ 2016



date: June 2016
project no: J1722



upper floor plan

lower floor plan

PROPOSED RESIDENCE FOR:

Alaana & Mat Woolley
25 Aldinga Street
BLACKMANS BAY



FLOOR PLAN

CD sheet 03 of 08

scale - 1:100

date: June 2016

project no: J1722

Development Application: DA-2016-287

Development Application
Plan Reference no.: P2

Date Received: 17/08/2016

Date placed on Public Exhibition: 03/ 09/ 2016

ROOFWATER DRAINAGE
Refer to Part 3.5.2 BCA Gutters and Downpipes for more details
Rainfall Intensity (Hobart) – eaves gutters – 99ml/hour (1 in 20 years)
– valley/box gutters – 155ml/hour (1 in 100 years)

Size of downpipes (max.12m spacings) – 75mm dia. min.
Size of eaves gutter (min 1:500 fall) – 1150 min.
Size of box gutter (min 1:100 fall), not more than 12.5 % pitch.
Valley gutters – 400mm min.width not less than 150mm roof covering overhanging each side of the gutter or not more than 12.5 % – must be designed as a box gutter.

Number of downpipes required – 3 minimum

*DP denotes Downpipe
*SP denotes Sreoder to lower roof
*All RH's (rainwater heads) to be fitted with overflow protectors and to be set 25mm below freeboard of box gutter for additional protection Min. dimensions 400 width x 150 length x100 depth

MAIN ROOF AREA 143.18m²
ENTRY ROOF AREA 3.83m²

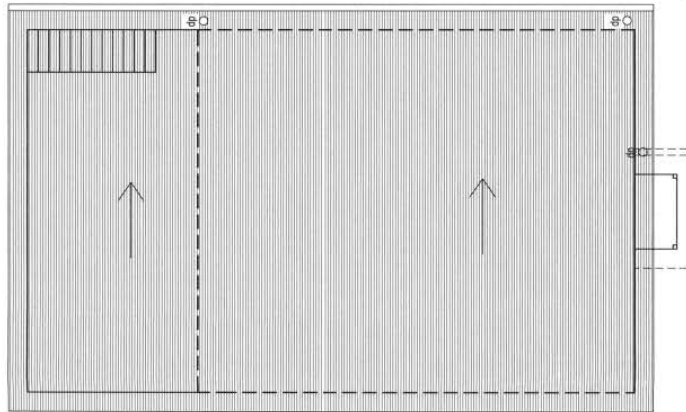
KEY:

◦ denotes roofing area

— dp — denotes down pipe

— denotes direction of fall

All roof areas shown are indicative only and not to be used for any other purpose



MAVERIC Builders
commercial, residential
alterations & extensions

14 Merivale Circuit
KINGSFORD TAS 7050
PH: 6229 1132
FAX: 6229 1132

PROPOSED RESIDENCE FOR:

Alaana & Mat Woolley
25 Aldinga Street
BLACKMANS BAY

ROOF PLAN

scale - 1:100 sheet CD 04 of 08

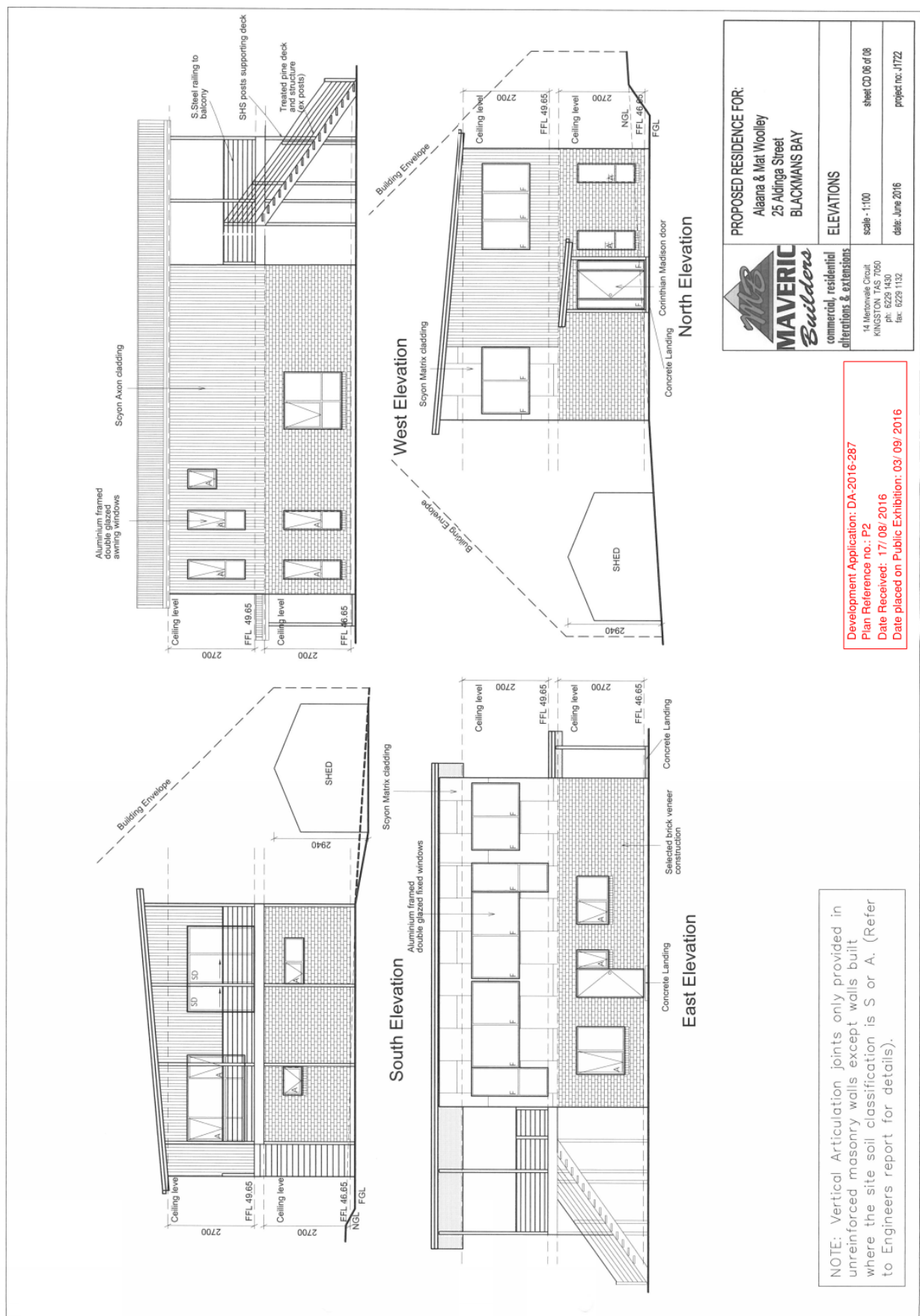
date: June 2016 project no.: 11722

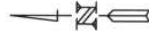
Development Application: DA-2016-287

Plan Reference no.: P1

Date Received: 19/ 07/ 2016


Date placed on Public Exhibition: 03/ 09/ 2016

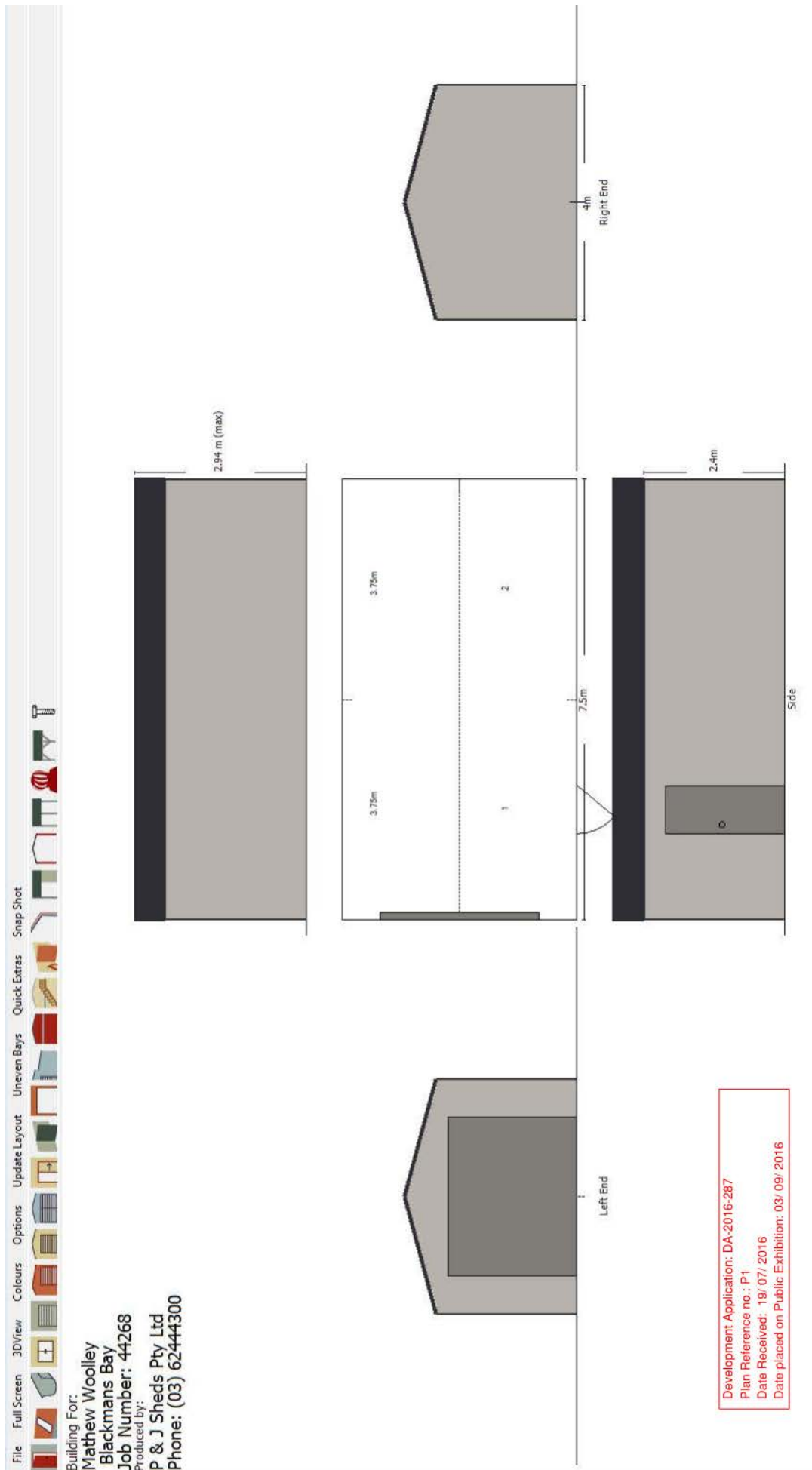




Development Application: DA-2016-287
 Plan Reference no.: P1
 Date Received: 19/07/2016
 Date placed on Public Exhibition: 03/09/2016

The Bushfire Attack Level for this site has been categorised as
BAL – N/A
 in accordance with AS
 3959-2009 "Construction of buildings in bushfire prone areas".

 MAVERIC Builders commercial, residential alterations & extensions 14 Merivale Circuit KINGSTON TAS 7050 ph: 6329 1430 fax: 6329 1132	PROPOSED RESIDENCE FOR: Alana & Mat Woolley 25 Aldinga Street BLACKMANS BAY		
	BAL PLAN		
	scale - 1:1000	CD sheet 06 of 08	
	date: June 2016	project no.: J1722	



Open session of Council resumed at

REPORTS OF OFFICERS

REPORT TO: COUNCIL

SUBJECT: **CHARGING OF OUTGOINGS POLICY**

FILE REF: 20.45

DATE: 28 SEPTEMBER 2016

OFFICER: DANIEL SMEE – MANAGER GOVERNANCE & PROPERTY SERVICES

ENDORSED BY: GARY ARNOLD – GENERAL MANAGER

1. PURPOSE

Strategic Plan Reference

Key Priority Area	6.0	A well administered organisation
Strategic Outcome	6.1	Internal financial and governance arrangements are maintained to a high standard
Strategy	6.1.3	Sustainably manage all Council owned properties in the best interests of the broader community

1.1 The purpose of this report is to present a review of Policy 3.17 *Charging of Outgoings*.

2. BACKGROUND

2.1 The Charging of Outgoings Policy was formulated in 2014 and is scheduled for review.

2.2 The policy was developed to establish the process by which Council determines a rental fee and responsibility for outgoings associated with the use of Council property.

3. STATUTORY REQUIREMENTS

3.1 The policy refers to requirements under section 177 of the Local Government Act with respect to the leasing of Council land.

4. DISCUSSION

4.1 A review of the existing policy has been undertaken and it is considered to be up to date, with no amendments required.

4.2 Accordingly, it is recommended that the policy be approved and scheduled for review in 2018.

5. FINANCE

5.1 Council generates income from the lease of property to recoup the investment it has made in the property along with any additional costs.

- 5.2 The policy seeks to clarify how these charges are levied, and to reduce the administrative burden around the calculation of rates and taxes on properties that are not separately valued.

6. ENVIRONMENT

- 6.1 There are no environmental implications associated with this matter.

7. COMMUNICATION AND CONSULTATION

- 7.1 The policy is to be made available to the public on Council's website.

8. RISK

- 8.1 No risks are identified in relation to this matter.

9. CONCLUSION

- 9.1 Council Policy 3.17 Charging of Outgoings has been reviewed and is considered to be up to date with no amendments required.


10. RECOMMENDATION

MOVED
SECONDED

That Council Policy 3.17 *Charging of Outgoings*, as attached to this report, be approved.

VOTING

	For	Against		For	Against
Cr Atkinson			Cr Grace		
Cr Bastone			Cr Percey		
Cr Dr Bury			Cr Wass		
Cr Chatterton			Cr Winter		
Cr Fox					

 Kingborough	Charging of Outgoings Policy	Policy Number 3.17		
		LAST REVIEW Sept 2016	NEXT REVIEW Sept 2018	MINUTE REF
POLICY STATEMENT:	1.1 Council owns a number of properties which are leased to community groups and other organisations. 1.2 Lessees of Council property are responsible for all outgoings in relation to the use of the property. This policy determines how these outgoings will be paid by the lessee.			
OBJECTIVE:	2.1 This policy is intended to provide clarity around how Council charges for outgoings in relation to the use of Council-owned property.			
PROCEDURE: (POLICY DETAIL)	3.1 The lease of Council property will usually attract a rental fee. This rental fee will usually be arrived at by a market valuation. 3.2 In addition to the rental fee there will be a number of outgoings that may be applicable. These include: <ul style="list-style-type: none">• Rates (including bin collection)• Land tax• Electricity• Water• Telecommunications 3.3 In most cases electricity, water and telecommunications services will be paid directly by the lessee. If Council incur these charges for the property then these charges will be on-charged to the lessee by Council. 3.4 Many Council properties are included in joint titles and are not always separately valued for rating purposes. Rates and charges and land tax are only able to be charged to the lessee if the property is separately valued for rating purposes. If the property is not separately valued then an estimate of rates and charges and land tax may be made, and charged to the lessee in addition to the rental fee. 3.5 Section 177 of the <i>Local Government Act 1993</i> requires that before Council leases any land, it is to obtain a valuation of the land from the Valuer-General or a person who is qualified to practice as a land valuer under section 4 of the <i>Land Valuers Act 2001</i> . 3.6 When a market valuation is undertaken for a Council property that is to be leased to another organisation, that market valuation should also include an estimate of rates and charges and land tax. This will assist in achieving administrative efficiencies in the on-charging of these costs. 3.7 This policy will be applicable to all new and renewed leases of Council- owned property. It will also be applicable for any existing leases by mutual agreement between the lessee and Council.			
COMMUNICATION:	Kingborough Council staff Kingborough Councillors Kingborough Residents.			
DEFINITIONS:	“Council property” means any land or building owned, or managed by, or under the control of Council			
LEGISLATION	<i>Local Government Act 1993 – Part 12 Division 1</i>			

AUDIENCE	Kingborough Councillors Kingborough Council staff Kingborough residents Kingborough community groups
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REPORT TO: COUNCIL

SUBJECT: **KETTERING CRICKET CLUBROOMS**

FILE REF: 22.70

DATE: 28 SEPTEMBER 2016

OFFICER: DANIEL SMEE – MANAGER GOVERNANCE & PROPERTY SERVICES

ENDORSED BY: GARY ARNOLD – GENERAL MANAGER

1. PURPOSE

Strategic Plan Reference

Key Priority Area	2.0	Sustainable land use and infrastructure management
Strategic Outcome	2.2	Community infrastructure is enhanced, replaced and maintained
Strategy	2.2.6	Review future needs, plus maintain and develop recreational sporting facilities

- 1.1 The purpose of this report is to seek in principle support for an extension to the Kettering Cricket Clubrooms

2. BACKGROUND

- 2.1 The clubrooms at the Kettering Oval were constructed by the Kettering Cricket Club in the 1980's.
- 2.2 The club has written to Council in principle support to undertake an extension to the facility to cater for the recent growth in membership, particularly in relation to the number of junior and female participants.

3. STATUTORY REQUIREMENTS

- 3.1 The extension to the clubrooms will require a development application to be submitted, for which the General Manager has the delegated authority to sign on behalf of Council as landowner.

4. DISCUSSION

- 4.1 Concept plans for the extension to the clubrooms have been prepared (see attached), which show a minor addition to the existing facility to the east of the building.
- 4.2 The proposed design blends in well with the adjoining Kettering Hall and does not present any issues in terms of access to other community facilities in the area.
- 4.3 Subject to receiving the necessary statutory approvals, there appears to be no reason why Council would not give in principle support to the proposal.

5. FINANCE

- 5.1 The extension has not yet been costed and there has been no request made at this point in time for Council to contribute financially towards the project.

6. ENVIRONMENT

6.1 No environmental issues have been identified in relation to this matter.

7. COMMUNICATION AND CONSULTATION

7.1 An initial meeting has been held with club representatives to discuss the proposal.

8. RISK

8.1 No risks to Council are identified.

9. CONCLUSION

9.1 The Kettering Cricket Club is proposing an extension to their clubrooms and has sought Council's in principle support as landowner.

9.2 The proposal is a low-key addition to the existing facility that enhances the façade of the building and blends in well with the adjoining community hall.

10. RECOMMENDATION

MOVED
SECONDED

That Council support in principle the proposed extension to the Kettering Cricket Clubrooms, subject to receipt of the necessary statutory approvals.

VOTING

	For	Against		For	Against
Cr Atkinson			Cr Grace		
Cr Bastone			Cr Percy		
Cr Dr Bury			Cr Wass		
Cr Chatterton			Cr Winter		
Cr Fox					

INFORMATION REPORTS

MOVED
SECONDED

That the following information reports be noted:

1. Minutes of the Audit Panel Meeting dated 23 September 2016.
2. Infrastructure Works Progress Report.
3. Mayor's Communications.
4. Minutes 1967 Bushfire Commemoration Working Group dated 14 September 2016.

VOTING

	For	Against		For	Against
Cr Atkinson			Cr Grace		
Cr Bastone			Cr Percey		
Cr Dr Bury			Cr Wass		
Cr Chatterton			Cr Winter		
Cr Fox					



MINUTES

Audit Panel Meeting No. 18

9.00 am, Friday 23 September 2016

kingborough.tas.gov.au



MINUTES of the Kingborough Council Audit Panel held at the Kingborough Civic Centre, Kingston on Friday, 23 September 2016 at 9.00 am.

PRESENT:

		PRESENT	APOLOGY
Chair	Mr N Burrows	Y	
	Mr R Hogan	Y	
	Mr P McTaggart	Y	
	Cr R Atkinson	Y	
	Cr M Percey	Y	
Observer			

IN ATTENDANCE:

General Manager	Mr G Arnold
Chief Financial Officer	Mr J Breen
Manager Finance	Mr T Jones

Wise Lord & Ferguson	Ms A Leis & Mr D McCarthy
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Tasmanian Audit Office	Mr J Dean
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WELCOME:

The Chair welcomed all Panel Members.

APOLOGIES

Nil.

ADOPTION OF THE AGENDA

The agenda as provided was accepted.

It was agreed to alter the agenda order to consider the Review of Council Long Term Plans at the end of the meeting.

DECLARATIONS OF INTEREST

No additional Declarations of Interest were noted.

CONFIRMATION OF MINUTES

Moved	Mr R Hogan
Seconded	Mr P McTaggart

The minutes of the Kingborough Council Audit Panel meeting of 5 August 2016 were confirmed as a true and correct record.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

Nil.

ACTION LIST

The Panel discussed the risk appetite workshop to determine the best way to get value from the session. It was suggested that the use of an external facilitator would be appropriate who could survey Councillors and Managers on their risk appetite before the workshop and then use the workshop to align Management and Council risk appetite. Management were requested to canvas suitable facilitators.

The Panel were informed that the output from the security audit was yet to be finalised and would be circulated out of session when it is available.

The CFO indicated that the gifts and benefits register was in the process of being loaded onto the internal website.

MINISTERIAL ORDERS – REVIEW OF STANDING ORDERS COMPLIANCE REGISTER

The Panel noted the updated Standing Orders Compliance Register with some work required to update the Asset Management Policy later in the year.

INTERNAL AUDIT

Ms A Leis and Mr D McCarthy joined the meeting.

Scoping Document – High Level Review of Revenue and Receipting

The Internal Auditors outlined the approach to be taken in the Revenue and Receipting high level review, with a focus on internal controls to ensure accuracy of information. They explained that a previous audit had reviewed rates, so the focus would be on other income sources such as the sports centre, planning fees and charges and building and plumbing user charges. The audit is to be performed in October with the results provided to the December Panel meeting.

The Panel endorsed the Project scope.

Internal Audit Findings

The Internal Audit Findings report was reviewed and it was agreed that only findings that require actions should be maintained on the list.

TAO EXTERNAL AUDIT

Mr J Dean joined the meeting.

TAO Audit Findings Summary

Mr Dean spoke to the Final Management Letter highlighting the changes that had been made to the Financial Statements during the external audit. These included the recognition of the Kingston Beach retaining seawall, derecognition of land that was duplicated or disposed to the water corporation and the treatment of the Taroona Landslip Study.

The Independent Auditor's Report was also tabled by Mr Dean.

The Panel noted the updated financial accounts for 2015/16, the audit management letter and the independent auditor's report.

KEY MATTERS – COUNCIL MEETINGS OVERVIEW

The General Manager provided an update on progress on the Kingston Park project. He advised that Council was preparing the development application for the Boulevard Road. Council will also shortly go out to tender for services to provide advice in regards to the process around the sale of land.

The General Manager was asked a question in regards to the governance around expenditure attributed to the Kingston Park project, in particular the parking strategy and the economic benefit study. He indicated that a representative from Wise Lord and Ferguson was part of the steering committee and provided independent oversight on these matters.

The Panel noted that Council does not have a formal Treasury Policy and that this would be important to develop in light of pending increasing debt associated with the Kingston High School site development. The XCFO was requested to develop a draft Treasury Policy for discussion at the next Audit Panel meeting.

The General Manager also spoke on the recent LGAT Audit Panel forum, highlighting some of the difficulties Council's face in developing a functioning Audit Panel. It was noted that Kingborough was acknowledged for the work they had undertaken in developing an Audit Panel Charter to cover the activities of Audit Panels.

RISK MANAGEMENT & BUSINESS CONTINUITY UPDATE

FMIS Project Update

The CFO provided an overview of progress to date with the FMIS project. He indicated that two workshops had been held with representatives from Open Office to discuss the finance system including payroll and the asset management system. As a result of the workshops, a number of actions had been identified and these were currently being progressed by staff.

The Procurement Officer (Hugh Rowley) is managing the administration of the project, while the Executive Manager Information Services (Fred Moulton) is managing the technical side.

The Panel requested that Hugh Rowley attend the next meeting to provide an update on the project and to provide a copy of project reporting format. It was also requested that a report on the expected efficiencies/benefits to come from the new Finance/Asset Management System be provided to the next meeting.

REGULATORY/GOVERNANCE UPDATES:

TAO – Accounting & Auditing Development Newsletter

The September 2016 newsletter was noted.

NON-STANDING ITEMS

Employee Entitlements / Leave

The Audit Panel noted the report on employee entitlements / leave based on the requirements of the Employee Leave Administration Policy (No. 9.10). The report noted that there had been an increase in the number of staff with excessive leave, however steps were being taken to ensure that the excess leave was appropriately managed and reduced over the summer period.

Fraud Control and Corruption Prevention Policy and Procedure

The Audit Panel noted the Fraud Control and Corruption Prevention Policy and Procedure. The policy and procedure were last reviewed in October 2015 and no changes had been made to the documents.

The Audit Panel requested that the review cycle be moved to ever two years to align with the Council review.

Financial Report to August 2016

The August financial report was noted.

OTHER BUSINESS

Audit Panel Annual Report to Council

The Chair presented the annual report to Council and thanked the Panel for their feedback. The General Manager indicated that the report was included in the Agenda for the next Council meeting.

Annual Work Plan and Timetable

The Panel requested that a draft work plan and timetable be developed for 2017 to be discussed at the December meeting.

Review of Council Long Term Plans

The Panel reviewed the CFO's high level overview of Council's long term strategic planning framework. The information provided was extracted from the various planning documents that make up the framework.

The General Manager indicated that Council will be holding a workshop in October 2016 to discuss the upcoming annual plan renewal and budget process.

Following a comprehensive discussion, and consistent with the Panel's Obligations to review the Council's performance pursuant to Section (2)(b) of the *Local Government (Audit Panels) Order 2014*, the Panel were comfortable with:

- the level of integration and interlinkages of the respective planning strategy hierarchy; and
- the robustness of the processes by which and assumptions under which, the Long term Plans have been prepared.

The above was further supported by Management's actions and responses to the recommendations flowing from the internal audit project on Financial Sustainability.

ACTION SHEET

Item	Responsibility	Due Date
Legislative Compliance – Finalise the compliance checklist.	Council Management	December 2016
Internal Audit Effectiveness – Provide the Auditors with a copy of the feedback.	Council Management	December 2016
Risk Appetite – Look into holding a workshop to determine Councils risk appetite.	Council Management	December 2016
Security Audit – A copy of the Report will be provided to the Audit Panel, as well as a report recommendation tracker to monitor the actions from this report	Council Management	December 2016
Finance System – Invite Hugh Rowley to the next Audit Panel meeting to give an update on the project and provide a copy of the project reporting. Also prepare a list of the efficiencies/benefits that are expected from the system.	Council Management	December 2016

Annual Work Plan and Timetable – Develop a draft plan and timetable for 2017.	Council Management	December 2016
Treasury Policy – develop a draft policy for discussion at the next meeting.	Council Management	December 2016

CLOSURE

There being no further business the Chair declared the meeting closed at 11.25am.

Confirmed as a true and correct record:

.....
N. J. Burrows
Chair,
Audit Panel

INFRASTRUCTURE WORKS PROGRESS REPORT

Author : David Reeve - Executive Manager Engineering Services
File No : 25.13, 25.9
Date : 27 September 2016

Works Department – Works Recently Completed (Mainland Kingborough)

- Greenhill Drive – irrigation works.
- Mountain Bike Park, Kingston – closed due to unsafe conditions until further notice.
- Tree trimming undertaken:
 - Longey's Road, Middleton
 - Esplanade Road, Middleton
- Maweena Place, Kingston – two footpath bays to be replaced.
- Willow Avenue, Kingston – side entry pit repairs to be undertaken.
- Redwood Road, Kingston – rubbish and debris to be cleared from the underpass and drains.
- Cleaning of pavers on traffic islands to be undertaken.
- Broken stormwater house connections to be repaired.
- Dulcia Road – culvert installation, upgrading existing crossing (Capital Works) – as constructed drawings to be done.
- Saddle Road – culvert repairs due to disjointed pipes and sink hole.
- Slab Road – turning head constructed (Capital Works) – as constructed drawings to be done (photo below):



- Shoulder widening on Summerleas Road due to shoulder slippage (public safety issue).
- Red gravel shoulder replacement on Van Morey Road, Howden Road, Manuka Road and Summerleas Road.
- Asphalt corrections on Huon Road due to shoulder failure between Morphetts Road and bridge on Hobart side as directed by the Roads and Stormwater Engineer.
- Melaleuca Drive – replaced sections of footpath due to trip hazards.
- Roslyn Avenue / Channel Highway, Kingston – spoon drains to be cleaned (photos below):



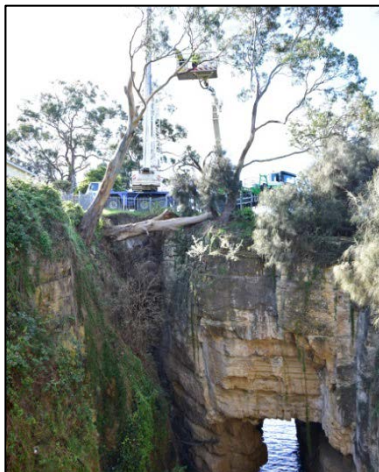
- Kingston Beach Sailing Club – tree removed by contractor on 9 August as it was causing the bank to collapse (photos below):



- Roslyn Avenue / Algona Road roundabout – new kerb ramps constructed (photos below):



- Blowhole Road, Blackmans Bay – two trees removed from the blowhole (photos below):



- Church Street, Kingston – four trees removed (photo below):



- Timbertop Drive, Blackmans Bay – tree removed (photo below):



Works Department – Works Recently Completed (Bruny Island)

- Simpson's Bay Road – cleaned up road area after heavy rain.
- Pothole repairs – Cloudy Bay Road, Lighthouse Road, Sharps Road and Missionary Road.
- Cleared roadside after trees were blown down in high winds.
- Adventure Bay – ag drain work undertaken as well as reshaping shoulder near the church.
- Main Road, Bruny Island – graded on behalf of the Department of State Growth.
- Killora Road – repaired road undermining.

Works Department – Works Underway / Planned (Mainland Kingborough)

- Summerleas Road – pine tree removal – 26 September.
- 159 Woodbridge Hill Road – pine tree to be removed – 11 and 12 October.
- Tarooma Hall – asbestos floor to be removed during Christmas school holidays.
- Snug Hall – windows to be replaced.
- Roslyn Avenue / Algonia Road – installing kerb ramps.
- Clean-up still underway in most areas from the recent storm event.
- Tarooma Crescent – replacing small sections of footpath that are hazardous.

- Taroona foreshore walkway – new steps being installed.



- Kettering Point – resurfacing track (photo below):



- No. 1968 Huon Road – installing new culvert – storm event issue (Capital Works).
- Manuka Road – road failure repairs.
- Woodbridge Hill Road – pavement repairs.
- Boat ramp cleaning on the mainland and Bruny Island.
- Lawless Road – pavement failures.
- Road failures on Groombridge Road and Saddle Road.
- Drain cleaning and shaping on Burnaby Drive, Brightwater Road and Howden Road.

- Drain cleaning and shaping on Sandfly Road (photo below):



- Brightwater Road – shoulder widening in area above intersection with Wingara Road (photos below):



- Perrins Road – road failure and cleaned table drain (photos below):



- Jetpatching potholes in Pelterata (photo below), Gemalla and Nierinna Roads.



(Nierinna Road)

Works Department – Works Underway / Planned (Bruny Island)

- Cloudy Bay Road – extending and upgrading culverts, cleaning drains for the last 3,000m before resheeting commences in October.
- Main Road, The Neck - regrade on behalf of the Department of State Growth.
- Main Road, North – gravel potholes on behalf of the Department of State Growth.
- No. 706 Adventure Bay Road – construction of an ag drain and reshaping of shoulder near the church.
- Lighthouse Road – installing and upgrading culverts for the first 3,000m before gravel resheeting commences on the 1st November.
- Bruny Service Centre – new blinds to be installed by 29 September.

- Bruny Depot – slab under construction due to water cart WHS issues (photo below):



Other Capital Works Undertaken by Contract

Wandella Avenue Footpath and Stormwater Upgrade

Works have now been finalised on this project, without any significant issues or cost variations arising.



Alum Cliffs Walking Track Extension



The final link in the Taroona-Kingston Beach walking trail was recently completed, with the construction of a new track between the Shot Tower and Wandella Avenue being performed by Mountain Trails. Tidying up and finalisation of land acquisition matters continues. Councils Tracks and Reserves Crew have undertaken a final track assessment and removed several overhanging limbs assessed as posing an adverse risk to user safety, in preparation of opening the track up for general public use.

Coffee Creek Streambank Stabilisation and Rehabilitation

These works have been awarded to Syrinx Pty Ltd on a design and Construct basis. The final design and extent of works to be carried out under the Contract has been finalised.

Construction has been delayed due to wet weather, but is now scheduled to commence during the 1st week of October. This should still allow sufficient time for revegetation works to be installed and established before the onset of summer.

Earthworks and streambank and channel vegetation planting will be performed by Syrinx under their contract, with additional dry land planting zones identified which will be organised and undertaken separately by NRM.



Mirramar Park Access Road upgrade

The construction and sealing of the access road serving Mirramar Park has been completed by Statewide Earthworks Pty Ltd.

Kingston Beach

Works consisting of the construction of new exposed aggregate footpath, realigned kerbing and guttering, and the resurfacing of the Osborne Esplanade / Beach Road intersection was recently completed by Statewide Earthworks Pty Ltd. The works also included the provision of new crossing points for pedestrians. The construction was carried out in close liaison with affected businesses, with no particular concerns arising.

Coningham Stormwater Upgrade

Upgrading of stormwater infrastructure along Coningham Road (vicinity 241) was recently completed by DeKlein Construction. This work consisted of replacing existing small diameter stormwater pipeline with larger pipes to overcome surcharging and property damage issues, and installation of a new road crossing.

Kaoota Road Stormwater Upgrade

These works have been awarded to Bullock Civil Contracting, with work scheduled to be completed over the next few weeks. These works will consist of construction of an upgraded stormwater collection and culvert crossing beneath the road.

Thomas Road/Channel Highway Intersection Realignment



This intersection upgrade work has been awarded to Bullock Civil Contracting, with construction recently commenced. Poor local ground conditions and saturated subgrades have necessitated the use of Tensar grid and geofabric cloth in these works and the importation of additional pavement materials to achieve adequate pavement strength and ensure longevity of the works.

Upgrades to the adjacent Church carparking area and surrounds is programmed as part of these works, in lieu of compensation for the land acquisition to facilitate the intersection realignment.

Future Works

- East Cove Boat Ramp overlay has been awarded to Waterfront Contracting, with commencement remaining scheduled for early November to coincide with suitable tidal conditions.
- Taroona Primary School stormwater upgrade works have been awarded to Bullock Civil Contracting, with construction scheduled for commencement and completion within the October school holidays.
- Alonnah public toilets – a preferred site has been determined for the facility along Pontoon Road. Applications for Work Approvals have been submitted to Crown Land Services to proceed, along with approval to submit a Development Application. Invitations to tender for the works have also been invited concurrently, in an endeavour to bring forward the timeframes for construction.

MAYOR'S COMMUNICATIONS

Mayor Wass reported the following:

Appointments / Activities

1. 10.30 a.m. Tuesday 6.9.16
In company with General Manager, Mr Arnold, attended LGAT Mayors and General Managers workshop to discuss TasWater.
Venue : Longford Memorial Hall, Longford.
2. 6.30 p.m. Wednesday 7.9.16
At invitation of Calvin Christian School and together with Councillor Fox attended 'Art and Soul Art Exhibition', and Officially Opened the 2016 Art Exhibition.
Venue : Calvin Christian School, Sophia Street, Kingston.
3. 10.00 a.m. Thursday 8.9.16
Attended Arts and Cultural Strategy community workshop.
Venue : Taroon Hall, Taroon.
4. 1.15 p.m. Thursday 8.9.16
Met with Mr Tas Groombridge.
Venue : Civic Centre.
5. 2.00 p.m. Friday 9.9.16
In company with General Manager, Mr Arnold and Manager Environmental Services, Mr Doole, met with Senator the Hon Eric Abetz.
Venue : Civic Centre.
6. 4.30 p.m. Friday 9.9.16
At invitation of Her Excellency Professor the Hon Kate Warner AM, the Governor of Tasmania, and Mr Warner, attended an Investiture where 3 Kingborough residents received their medals.
Venue : Government House, Hobart.
7. 12.30 p.m. Saturday 10.9.16
Attended annual Oliebollen Festival.
Venue : Calvin Christian School, Kingston.
8. 6.00 p.m. Saturday 10.9.16
At invitation of City of Hobart and in Company with General Manager, Mr Arnold attended Civic Reception to celebrate Hobart Town Hall's 150th Anniversary followed by a concert performed by the Tasmanian Symphony Orchestra.
Venue : Hobart Town Hall & Federation Concert Hall, Hobart.
9. 1.30 p.m. Sunday 11.9.16
At invitation of Gymsports Management, attended 2016 Junior State Gymnastics Championships.
Venue : Kingborough Gymnastics Centre, Kingston View Drive, Kingston.
10. 5.30 p.m. Tuesday 13.9.16
Attended Arts and Cultural Strategy community workshop.
Venue : West Winds Community Centre, Woodbridge.

11. 9.30 a.m. Wednesday 14.9.16
In company with General Manager, Mr Arnold and Property & Emergency Management Coordinator, Mrs Loxley, attended Multi-Agency Pre Bushfire Season Briefing for the 2016/17 Fire Season.
Venue : Tramshed Function Centre, Launceston.
12. 7.00 p.m. Wednesday 14.9.16
At invitation of Kingston High School, together with Deputy Mayor Wriedt, attended 2016 Kingston High School Annual Production 'A Pirates Life for Me'.
Venue : Kingborough Performing Arts Centre, Kingston.
13. 11.00 a.m. Thursday 15.9.16
Met with Mr Matt Conboy.
Venue : Civic Centre.
14. 6.00 p.m. Thursday 15.9.16
At invitation of Her Excellency Professor the Hon Kate Warner AM, the Governor of Tasmania, and Mr Warner, attended an Australian Citizenship Ceremony.
Venue : Government House, Hobart.
15. 10.30 a.m. Friday 16.9.16
At invitation of Tasmania Police attended Graduation Ceremony, Trainee Course 1-2016.
Venue : Tasmania Police Academy, Rokeby.
16. 7.00 p.m. Friday 16.9.16
At invitation of Channel Regional Art Group, together with Councillors Bury and Fox, attended CRAG Art Trail Exhibition, and Officially Opened 2016 Art Trail exhibitions and demonstrations by 10 working artists in their studios.
Venue : Kettering Community Hall, Kettering.
17. 9.30 a.m. Saturday 17.9.16
Together with Councillors Bury and Winter, General Manager, Mr Arnold and Deputy General Manager, Mr Ferrier attended Kingborough Community Consultative Forum.
Venue : Civic Centre.
18. 1.30 p.m. Saturday 17.9.16
At invitation of Tarooma Bowls Club attended and Officially 'Opening the Greens' for bowls season 2016-17.
Venue : Tarooma Bowls Club, Tarooma.
19. 3.20 p.m. Tuesday 20.9.16
Met with Heart 107.3 FM personalities Kylie Baxter and Dave Noonan to discuss Kingston Park.
Venue : Kingston Park.
20. 3.00 p.m. Thursday 22.9.16
In company with General Manager, Mr Arnold met with the Hon Julie Collins, MP, Federal Member for Franklin.
Venue : Civic Centre.
21. 5.00 p.m. Thursday 22.9.16
At invitation of Illawarra Primary School, together with Councillor Fox attended presentation to celebrate the end of the History and Arts project that was partly funded by Kingborough Council.
Venue : Illawarra Primary School, Blackmans Bay.

22. 10.00 a.m. Friday 23.9.16
At invitation together with Deputy Mayor Wriedt attended the Launch of the 2016-17 Tasmanian Young Achiever Awards by the Hon Will Hodgman MP, Premier of Tasmania and Patron of the Awards..
Venue : Premier's Reception Room, 15 Murray Street, Hobart.
23. 1.30 p.m. Saturday 24.9.16
At invitation together with Councillor Bury attended the Official Opening of Bruny 16- Bruny Island Art Prize by the Minister for the Arts, the Hon Vanessa Goodwin, MLC.
Venue : Alonnah Community Hall, Alonnah.
24. 6.30 p.m. Saturday 24.9.16
At invitation together with Councillor Winter attended Kingborough Lions United Football Club 2016 Senior Player Annual Presentation Dinner.
Venue : Royal Yacht Club of Tasmania, Sandy Bay.
25. 8.00 a.m. Tuesday 27.9.16
In company with General Manager, Mr Arnold attended LG Reform meeting with Lord Mayor, Mayors, General Managers of Hobart, Clarence and Glenorchy and Mr Greg Brown from Local Government Division to discuss consultancy work to date.
Venue : Lady Osborne Room, Hobart Town Hall, Hobart.
26. 2.00 p.m. Tuesday 27.9.16
In company with General Manager, Mr Arnold met with Community Affairs Manager-Tasmania, NBN Co, Ms Rosanna Lacordia.
Venue : Civic Centre.
27. 3.30 p.m. Tuesday 27.9.16
Met with Drs Ulhas and Geeta Lad.
Venue : Doctors Surgery, Blackmans Bay Shopping Centre, Blackmans Bay.
28. 7.00 p.m. Tuesday 27.9.16
At invitation attended West Winds Community Centre AGM.
Venue : West Winds Community Centre, Woodbridge.
29. 12.30 p.m. Wednesday 28.9.16
In company with General Manager, Mr Arnold and Deputy General Manager, Mr Ferrier joined the Board of Regional Development Australia-Tasmania for lunch and for Mr Ferrier's presentation on 'Kingborough'.
Venue : Civic Centre.
30. 3.30 p.m. Wednesday
In company with General Manager, Mr Arnold joined the Regional Development Australia-Tasmania Board's tour of Australia Antarctic Division.
Venue : Australian Antarctic Division, Kingston.
31. 5.30 p.m. Wednesday 28.9.16
At invitation attended Maranoa Heights Community Centre AGM.
Venue : Maranoa Heights Community Centre, Hawthorn Drive, Kingston.
32. 12.00 Noon. Thursday 29.9.16
Attended Intergenerational Luncheon.
Venue : Twin Ovals Function Centre, Kingston.
33. 7.30 a.m. Friday 30.9.16

In company with General Manager, Mr Arnold attended LG Reform meeting with Lord Mayor, Mayors, General Managers of Hobart, Clarence and Glenorchy and Mr Greg Brown from Local Government Division.

Venue : Hobart Town Hall, Hobart.

34. 11.00 a.m. Friday 30.9.16

Met with Ms Gina Papastamatis.

Venue : Civic Centre.

35. 1.30 p.m. Sunday 2.10.16

At invitation together with Councillor Grace attended Kingborough Bowls and Community Club and Officially 'Opening of the Greens' for the bowls season 2016-17.

Venue : Kingborough Bowls and Community Club, Margate.

Attended by Representative of the Mayor

1. 7.00 p.m. Saturday 10.9.16

At invitation, **Councillor Grace** attended Hobart Legacy Club's Annual Dinner.

Venue : Legacy House, 159 Macquarie Street, Hobart.

2. 4.00 p.m. Thursday 22.9.16

At invitation, **Councillor Percey** attended Destination Southern Tasmania AGM followed by an industry networking function.

Venue : Best Western Hobart, Bathurst Street, Hobart.

3. 11.00 a.m. Thursday 29.9.16

At invitation, **Councillor Dr Bury** attended National Police Remembrance Day Service.

Venue : Tasmania Police Academy, Rokeby.

MINUTES

1967 Bushfires Commemoration Working Group

Meeting No. 2016-6

Wednesday 14 September 2016

Cr David Grace
CHAIRPERSON



Minutes of a Meeting of the 1967 Bushfires Commemoration Working Group held at the Kingborough Civic Centre, Kingston, on Wednesday, 14 September 2016 at 4.00pm.

PRESENT

		PRESENT	APOLOGY
Chairperson	Cr David Grace	✓	
Members	Russell Griffiths (Community Representative)	✓	
	Jo Malone (School Representative)	✓	
	David Kilpatrick (School Representative)	✓	
	Gay Lawless (School Representative)	✓	
	Roger McNeice (Community Representative)	✓	
	Sue Henderson (Channel Heritage Centre Representative)	✓	
	Graham Rae (Community Representative)	✓	
	David Archer (Snug Fire Brigade)	✓	
Council Officers in attendance	Angela Jenni (Manager Community & Recreation Services)		✓
	Kristine Ancher (Urban Designer)		✓
	Julie Alderfox (Community Development Officer)	✓	

LEAVE OF ABSENCE

No leaves of absence were requested.

DECLARATIONS OF INTEREST

No Declarations of Interest were declared.

CONFIRMATION OF MINUTES

That the Minutes of a Meeting of the 1967 Bushfires Commemoration Working Group held on Wednesday 31 August as circulated be confirmed.

Moved Roger McNeice /Seconded Graham Rae

BUSINESS ARISING FROM PREVIOUS MINUTES

Beach Rd Plantings

It was reported that several trees have required relocating. The work is being supervised by Council's Urban Planner.

Memorial Function

Lengthy discussion took place in relation to the scale and scope of the planned memorial function. It was determined that the event is likely to become the largest memorial in Southern Tasmania to take place on the Tuesday 7th anniversary date. As such, it would be fitting to seek assistance from both State and Federal governments to ensure adequate infrastructure is in place to accommodate the large crowd by providing adequate shelter, amenities and refreshments for invited guests.

It was resolved that it be requested that a letter be written to the Premier's Office requesting assistance. Quotes to be sought for catering and infrastructure supplies such as marquees, generator, tables and seating. Staff to follow up.

Pending the outcome of a request to the Tasmanian Government/Premier's Office further letters may be formulated to seek assistance from businesses and individual politicians.

Working Group members put forward ideas for potential sponsors at the next meeting.

It was agreed that Elaine Cockshutt be engaged to coordinate the catering of the event.

Invitation List

The Governor of Tasmania, the Premier and the Prime Minister have been sent information about the Black Tuesday commemoration which included a request for each to make a formal address at the function.

Suggestions were put forward for inclusion on the invitation list. A final list to be formulated over the coming meetings.

Memorial Plaque

Following the support shown at the August 31 meeting of the working group for the renewal of the Snug memorial plaque the following recommendation was put forward.

RECOMMENDATION:

It be recommended to Council that a new plaque be produced which includes corrected names and additional names. The new plaque should replace the current plaque located at the Snug memorial. It is recommended that further funding be sought from state and federal governments to cover costs.

MOVED Roger McNeice

SECONDED Gay Lawless

Schools Art Exhibition/Installation Update

All schools have been notified of the proposed art exhibition and installation project to commemorate the anniversary. Staff to confirm participation.

Tas Fire Service Participation.

Plans are being furthered for the Tas Fire Service convoy from Kingston. A meeting is being arranged with RPOS (Roads & Police Order Services) to discuss support and road closures.

Expenditure Items

The following were identified as items for expenditure:

- Woodbridge Exhibition – approximately \$855
- Schools Exhibition – to be determined
- Costs as outlined regarding the memorial function

CORRESPONDENCE

In - No correspondence in

Out - Letters to: Prime Minister, Governor of Tasmania & Premier of Tasmania requesting attendance and address at the Snug Memorial Ceremony.

GENERAL BUSINESS

The Chair provided staff with a list of contacts for the Defence Force and Senator Abetz's office.

OTHER BUSINESS

NEXT MEETING

The next meeting of the 1967 Bushfires Commemoration Working Group scheduled to take place on Wednesday 28 September, starting at 4pm at the Civic Centre.

CLOSURE

There being no further business, the Chairperson declared the meeting closed at 5.30pm

CONFIRMATION OF ITEMS TO BE DEALT WITH IN CLOSED SESSION

MOVED
SECONDED

That in accordance with Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015* the following items are to be dealt with in Closed Session.

Matter	<i>Local Government (Meeting Procedures) Regulations 2015</i> Reference
Applications for Leave of Absence	15(2)(h)
Kingborough Indoor Cricket Centre Lease	15(2)(c)

VOTING

	For	Against		For	Against
Cr Atkinson			Cr Grace		
Cr Bastone			Cr Percey		
Cr Dr Bury			Cr Wass		
Cr Chatterton			Cr Winter		
Cr Fox					

CLOSED SESSION

MOVED
SECONDED

That in accordance with Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015* that Council move into Closed Session.

VOTING

	For	Against		For	Against
Cr Atkinson			Cr Grace		
Cr Bastone			Cr Percey		
Cr Dr Bury			Cr Wass		
Cr Chatterton			Cr Winter		
Cr Fox					

In accordance with the *Kingborough Council Meetings Audio Recording Guidelines Policy*, recording of the open session of the meeting will now cease.

Open Session of Council adjourned at

OPEN SESSION OF COUNCIL ADJOURNS

OPEN SESSION OF COUNCIL RESUMES

Open Session of Council resumed at

MOVED
SECONDED

The Closed Session of Council having met and dealt with its business resolves to report that it has determined the following:

Subject	Decisions/Documents
Applications for Leave of Absence	
Kingborough Indoor Cricket Centre Lease	

VOTING

	For	Against		For	Against
Cr Atkinson			Cr Grace		
Cr Bastone			Cr Percey		
Cr Dr Bury			Cr Wass		
Cr Chatterton			Cr Winter		
Cr Fox					

CLOSURE

There being no further business, the Chairperson declared the meeting closed at

.....
(Confirmed)

.....
(Date)