

# Kingborough



## COUNCIL MEETING AGENDA

NOTICE is hereby given that an Ordinary meeting of the  
Kingborough Council will be held on  
Monday, 14 September 2020 at 5.30pm

# Kingborough Councillors 2018 - 2022



**Mayor**  
**Councillor Dean Winter**



**Deputy Mayor**  
**Councillor Jo Westwood**



**Councillor Sue Bastone**



**Councillor Gideon Cordover**



**Councillor Flora Fox**



**Councillor David Grace**



**Councillor Amanda Midgley**



**Councillor Christian Street**



**Councillor Steve Wass**



**Councillor Paula Wriedt**

## QUALIFIED PERSONS

In accordance with Section 65 of the *Local Government Act 1993*, I confirm that the reports contained in Council Meeting Agenda No. 17 to be held on Monday, 14 September 2020 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

Tuesday, 8 September 2020

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## **GUIDELINES FOR PUBLIC QUESTIONS**

### **Section 31 of the *Local Government (Meeting Procedures) Regulations 2015***

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Questions from the public may either be submitted to the General Manager in writing or asked verbally at an Ordinary Council meeting. Any question asked must only relate to the activities of Council [Section 31(2)(b)].

This guideline is provided to assist the public with the requirements of Public Question Time as set out in the *Local Government (Meeting Procedures) Regulations 2015* as well as determinations made by Council. You are reminded that the public question forum is designed to accommodate questions only and neither the questions nor answers will be debated.

#### **Questions on Notice**

Written questions on notice must be received at least seven (7) days before an Ordinary Council meeting [Section 31(1)] and must be clearly headed 'Question/s on Notice'. The period of 7 days includes Saturdays, Sundays and statutory holidays but does not include the day on which notice is given or the day of the Ordinary Council meeting [Section 31(8)].

#### **Questions Without Notice**

The Chairperson of an Ordinary Council meeting must ensure that, if required, at least 15 minutes is made available for public questions without notice [Section 31(3)]. A question without notice must not relate to any matter that is listed on the agenda for that meeting.

A question by any member of the public and an answer to that question is not to be debated at the meeting [Section 31(4)]. If a response to a question cannot be provided at the meeting, the question will be taken on notice and will be included in the following Ordinary Council meeting agenda, or as soon as practicable, together with the response to that question.

There is to be no discussion, preamble or embellishment of any question asked without notice, and the Chairperson may require that a member of the public immediately put the question.

The Chairperson can determine whether a question without notice will not be accepted but must provide reasons for refusing to accept the said question [Section 31 (6)]. The Chairperson may require a question without notice to be put on notice and in writing.

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. The Chairperson may require that a member of the public immediately put the question.

AGENDA of an Ordinary Meeting of Council  
Kingborough Civic Centre, 15 Channel Highway, Kingston  
Monday, 14 September 2020 at 5.30pm

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**1 AUDIO RECORDING**

The Chairperson will declare the meeting open, welcome all in attendance and advise that Council meetings are recorded and made publically available on its website. In accordance with Council's policy the Chairperson will request confirmation that the audio recording has commenced.

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**2 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS**

The Chairperson will acknowledge the traditional custodians of this land, pay respects to elders past and present, and acknowledge today's Tasmanian Aboriginal community.

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**3 ATTENDEES**

**Councillors:**

Mayor Councillor D Winter  
Deputy Mayor Councillor J Westwood  
Councillor S Bastone  
Councillor G Cordover  
Councillor F Fox  
Councillor D Grace  
Councillor A Midgley  
Councillor C Street  
Councillor S Wass  
Councillor P Wriedt

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**4 APOLOGIES**

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**5 CONFIRMATION OF MINUTES**

**RECOMMENDATION**

That the Minutes of the open session of the Council Meeting No.16 held on 24 August 2020 be confirmed as a true record.

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**6 WORKSHOPS HELD SINCE LAST COUNCIL MEETING**

31 August	-	By-Law Reviews
7 September	-	Kingborough Waste Services Board

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**7 DECLARATIONS OF INTEREST**

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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.

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**8 TRANSFER OF AGENDA ITEMS**

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Are there any items, which the meeting believes, should be transferred from open session to the closed session of this agenda or from closed session to the open session of this agenda, in accordance with the procedures allowed under Section 15 of the *Local Government (Meeting Procedures) Regulations 2015*.

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**9 QUESTIONS WITHOUT NOTICE FROM THE PUBLIC**

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**10 QUESTIONS ON NOTICE FROM THE PUBLIC**

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**10.1 Cost of Track Construction for the Period 2010 - 2020**

**Mr David Jupe** submitted the following question on notice:

*Please detail actual expenditure on the development of NEW recreational walking tracks between the release of the Kingborough tracks & Trails Action plan 2010 and the Kingborough Tracks and Trails Draft Action plan 2017-2022? How much of this expenditure was for track Construction?*

*Similarly please detail expenditure on the development of NEW recreational walking tracks since the release of the Kingborough Tracks and Trails Draft Action plan 2017-2022.*

*The question refers to new recreational tracks and not to redevelopment or refurbishing existing tracks, and also should not include the cycleway from Snug to Margate which serves as an adjunct to the main road and cannot be considered primarily as a recreational walking track.*

**Officer's Response:**

Since 2010, Council has developed the following new tracks and trails:

- Alum Cliffs Track - Access ramp from Kingston Beach
- Alum Cliffs Track - Lookout to Shot Tower
- Alum Cliffs Track - Shot Tower to Wandella Avenue
- Brickfields Track
- Brinks Link
- Bonnie Brae/Bonnet Hill Track
- Cottage Road Track
- Coffee Creek to Huntingfield Track
- Crofton Drive Extension

- Dave Burrows Walk Extension
- Dennes Point Heritage Trail
- Kaoota Tramway Trail
- Kettering Oval Track
- Margate Rivulet Track extension
- Stinkpot Bay Track
- Sheepwash Bay Track

The approximate cost of the development of these tracks was \$1.2m of which \$500K relates to land acquisition, easements and legal fees, with the balance for track construction.

*Su Sprott, Recreation Officer*

## 10.2 Number of Complaints Received Regarding Nuisance Dogs

**Ms Qin Liu** submitted the following question on notice:

*Since 2000:*

1. *How many formal complaints about nuisance dogs under section 47 of the Dog Control Act 2000 have been received by Kingborough Council; and*
2. *Of those formal complaints lodged since 2000, how many have been found to have substance under section 48 of the Dog Control Act?*

### Officer's Response:

- 1 The timescale of this request relates to in excess of 500 complaints. Due to changes in the way the relevant data has been stored over this period, additional resourcing and time will be required to determine an accurate number. A written response will be provided at a later date to Qin Liu and a copy sent to all Councillors.
- 2 This question will require a dedicated resource and the information is unlikely to be completed by the agenda being distributed. A written response will be provided at a later date to Qin Liu and a copy sent to all Councillors.

*Scott Basham, Manager Compliance & Community Development*

## 10.3 Customer Service Charter Policy

**Ms Qin Liu** submitted the following question on notice:

*5.3.6 of the Kingborough Council's Customer Service Charter Policy says that if a matter relates to unsatisfactory conduct of an Officer(s), or a failure to comply with the Service Standard, the matter will be treated as a complaint and dealt with by the General Manager. Has that power been delegated by the General Manager, and was that power delegated to Scott Basham on 1 and 2 September 2020?*



**Officer's Response:**

Following review of Ms Liu's complaint a written response was provided on 4 September 2020 in accordance with Council's Customer Service Charter.

A copy of the response was also provided to all Councillors.

*Gary Arnold, General Manager*

**10.4 Link Road Between Spring Farm and Kingston View Drive**

**Mr David Bain** submitted the following question on notice:

*Can you advise if any planning progress has been made on the link road between Spring Farm and Kingston View Drive?*

*Can Hobart City Deal funding still be utilised given the park and ride focus has now shifted to Huntingfield and Firthside?*

**Officer's Response:**

Council has prepared a number of conceptual designs for this Spring Farm Road link and these can be progressed further once a source of funding is confirmed. The road link to Kingston View Drive from Spring Farm Road will also require a further upgrade of Kingston View Drive itself, particularly at the intersection with Summerleas Road. This additional upgrade is to adequately cater for the through traffic that would be passing by the high school and the sports centre and may even need to be done prior to the Spring Farm Road extension because of the anticipated large volumes of through traffic.

Most of the Hobart City Deal funding will be expended on improved public transport services (including the proposed park-and-ride facilities) by the Department of State Growth, but Council is utilising about \$7M to implement the first stage of the Kingston Place Strategy – including an upgrade of the Channel Highway within the Kingston CBD. This has long been a high priority for Council and a decision has been made to expend the available funds on this project.

*Tony Ferrier, Deputy General Manager*

**11 QUESTIONS WITHOUT NOTICE FROM COUNCILLORS**

**12 QUESTIONS ON NOTICE FROM COUNCILLORS**

**12.1 Removal of Vegetation Behind the Margate Oval**

At the Council meeting on 24 August 2020, **Cr Bastone** asked the following question without notice to the General Manager, with a response that the question would be taken on notice:

*On 22 June I asked a question in relation to the removal of vegetation behind the Margate Oval on the tramway track. Are sight inspections still being carried out and can the Council be assured that all the vegetation removal is in accordance with the approval?*

**Officer's Response:**

An additional inspection of the site and tramway reserve was undertaken on 27 August 2020 by the relevant planning officer. The vegetation removal that has occurred is not any greater than what has been permitted in association with the approved development on the adjacent site.

*Tasha Tyler-Moore, Manager Development Services*

**12.2 Rubbish and Recycling Collection**

At the Council meeting on 24 August 2020, **Cr Bastone** asked the following question without notice to the General Manager, with a response that the question would be taken on notice:

*Who is responsible for the collection of the rubbish from the Woodbridge District School? The school is less than 200m from Mr Dunnett's home.*

**Officer's Response:**

Veolia collect the waste under a contract with the Education Department and the School groundsman takes the recycling to Barretta.

*David Reeve, Executive Manager Engineering Services*

**12.3 COVID-19 Outbreak Preparations**

At the Council meeting on 24 August 2020, **Cr Cordover** asked the following question without notice to the General Manager, with a response that the question would be taken on notice:

*Recently, lots of conservationists have been reporting that there is now a glut of discarded single use plastic face masks and gloves washing up on shorelines and littering the seabed. This is a particular problem in Victoria obviously but my question is, were there to be an outbreak again in Southern Tasmania, have Council staff noticed this problem of single use plastics, either gloves or masks, in our municipality and what can be done to mitigate the use of single use pollution more generally?*

**Officer's Response:**

Council staff have not noticed any incidence of either masks or gloves washing up on shorelines or being an issue in terms of general littering. Were it to become a problem, Council's response would involve a combination of advocacy, enforcement and education. We are already active in all three of these areas, leading by example through our Waste Wise Policy, involvement in clean up days, use of Reconophalt on roads and issuing infringement notices for littering where possible. The Kingborough Waste Management Strategy provides direction as to where Council can best have a direct positive environmental effect and it is expected that issues with single use plastic pollution would be countered with a strong message through our communication channels.

*Daniel Smee, Executive Manager Governance & Community Services*

#### 12.4 Grading of Road, Kettering

At the Council meeting on 24 August 2020, **Cr Grace** asked the following question without notice to the General Manager, with a response that the question would be taken on notice:

*Could somebody explain why Council graded the road in Kettering down to the marina, which is a private road, I understand, unless it was on a private works order?*

**Officer's Response:**

This road was not graded by Council but rather by a private contractor on behalf of the property owner.

*David Reeve, Executive Manager Engineering Services*

#### 12.5 Kerbside Waste and Recycling Bin Audit

**Cr Midgley** submitted the following question on notice:

*The Kingborough Waste Services Bi-monthly report in the Council Agenda 10 August 2020 noted the Kerbside Waste and Recycling Bin Audit.*

*What were the findings, results and recommendations of the Bin Audit report?*

*Will the report be available on Council website and could this please be sent to Councillors?*

**Officer's Response:**

A summary of the report findings is currently being prepared. The summary and the complete report will be available on Council's website and will be sent to councillors once finalised.

*Stuart Baldwin, Manager Kingborough Waste Services*

#### 12.6 Kingborough Community Hub

**Cr Midgley** submitted the following question on notice:

*When is the Kingborough Hub open for bookings? Who do the public contact if they wish to make a booking?*

**Officer's Response:**

The Community Hub is now taking bookings subject to availability and remedial works. The public can contact Council's Customer Service on 6211 8200.

*Scott Basham, Manager Compliance & Community Development*

## 12.7 Kingston Park

**Cr Westwood** submitted the following question on notice:

*What date is the Kingston Park playground anticipated to be completed?*

*If a delay is anticipated due to COVID-19 restrictions on mainland Australia, can Council please advise what alternative opportunities are being investigated for a partial opening of the playground to accommodate families over the summer school holidays?*

### Officer's Response:

At this stage it appears that the playground will not be able to be completed until early next year – probably early February. The main reason for the delay is that the COVID-19 pandemic is preventing the delivery from Melbourne of all of the bespoke playground equipment. These include the flying fox, climbing frame urchin, water play leaf structure, interactive pole flower structure and butterfly sculptures. These items are being fabricated and transported to Tasmania on specially fabricated trailers by the installation team. The pandemic has also contributed to some delays in the construction of the playground that is currently underway – due mainly to the delays in delivering materials and equipment, plus some related labour issues and wet weather.

Consideration has been given to a part opening of the playground, but it would require substantial areas to be fenced off. The lawn area alongside the Community Hub could be opened. However, it will not be safe for children to enter areas of incomplete work and there is a risk that fences will be moved (as occurred with an early part opening of the Riverbend Park at Launceston). As well as this, the playground will be missing most of its most interesting components and could come across as somewhat underwhelming. Interim access routes through the playground would result in damage to newly planted vegetation and additional costs. It is also relevant to note that the delay will enable the vegetation to become more established and for the road access and adjacent parking to be completed in time.

The project team and steering committee are constantly reviewing all of these issues and will provide further updates. Every effort is being made to expedite the completion of the playground, but the border restrictions and the coronavirus situation in Melbourne creates many uncertainties.

*Tony Ferrier, Deputy General Manager*

## 13 NOTICES OF MOTION

### 13.1 Kingborough Sports Precinct Governance Models

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

#### RECOMMENDATION

That a report be provided examining alternative governance models for the Kingborough Sports Precinct, including:

- Potential transfer Kingborough Sports Precinct assets to a separate, publicly-owned entity;
- options for independent board arrangements;
- potential benefits to Council, particularly the ability to decrease depreciation costs from Council's annual results; and

- potential benefits to sporting organisations in the precinct.

Privatisation of any assets should not be considered.

### Background

The Kingborough Sports Precinct is a major community asset which caters for the sport and recreational needs of the local community and residents of southern Tasmania.

Over the course of decades, the area has evolved and expanded with investment from Council along with the Tasmanian and Australian Governments. However, accounting standards require that the assets are depreciated, irrespective of the low likelihood of Council being required to fully fund the replacement of the asset.

At its meeting on 11 February 2020, Council endorsed a Future Directions Plan for the Kingborough Sports Precinct. The Plan contains a vision to create a premier sporting, health and well-being Precinct through the integration of education, health and recreational activities. A whole-of-Precinct approach that facilitates co-ordination and collaboration between stakeholders is required to support the implementation of the Plan.

The main reasons for investigating this as an option for the Kingborough Sports Precinct is to:

- deliver Council's vision for the site
- lower depreciation costs for Council
- promote collaboration between users
- enable more streamlined consultation process for Council
- provide a needs-based infrastructure investment pipeline

Across Australia local governments have implemented innovative and independent governance model arrangements for this type of sports precinct. These could be explored in the formulation of the report.

### Officer's Response

A report can be provided.

*Daniel Smee, Executive Manager Governance & Community Services*

## 13.2 Council Meetings in 2021

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

### RECOMMENDATION

That Council agree to hold ordinary meetings of Council on the first and third Monday of each month in 2021, with the exception of the first Monday in January 2021.

### Background

The *Local Government (Meeting Procedures) Regulations 2015* stipulate that an ordinary meeting of a council is to be held at least once in each month. Kingborough Council currently meets on the



second and fourth Monday of each month. When this date falls on a public holiday, the meeting is held on the next business day, most often a Tuesday.

Scheduling a Council meeting immediately following a public holiday requires both staff and Councillors to make themselves available on an alternate night of the week, when they may otherwise have other commitments scheduled (family, sport, hobbies). Councillors are also required to read and consult on voluminous agenda papers over a long weekend. Interested community members may also miss important meetings when the usual meeting day is changed.

In 2021, if meetings are scheduled to occur on the second and fourth Mondays of each month, there are four instances where a Council meeting will need to be moved to a Tuesday to account for a public holiday on the Monday (Royal Hobart Regatta in February, Eight Hours Day in March, ANZAC Day in April and the Queen's Birthday in June). It is also unlikely that a meeting would be held on Monday 27 December 2021. A total of 23 ordinary meetings of Council are likely to be held in 2021 according to this schedule, with four being moved to a Tuesday.

In 2021, if meetings are scheduled to occur on the first and third Monday of each month, there is only one instance in April (Easter) where a Council meeting will need to be moved from Monday 5 April to Wednesday 7 April of that same week. It is also unlikely that a meeting would be held on the first Monday in January, being 4 January 2021, as many staff may not be available to prepare agenda papers and attend a Council meeting to provide advice so close to the start of the new year. This meeting would be made up for at the end of the year on the third Monday of December, being 20 December 2021. A total of 23 ordinary meetings of Council are likely to be held in 2021 according to this schedule, with one being moved to a Wednesday.

#### **Officer's Response**

The proposal is logical and is supported from a staff perspective. Council decision required.

*Daniel Smee, Executive Manager Governance & Community Services*

## **14 PETITIONS STILL BEING ACTIONED**

There are no petitions still being actioned.

## **15 PETITIONS RECEIVED IN LAST PERIOD**

### **15.1 Waste Collection for Tinderbox**

A petition containing 6 signatures has been received by Council petitioning Council to:

Investigate the feasibility of introducing a kerbside collection service for Tinderbox residents.

#### **RECOMMENDATION**

That the petition containing 6 signatures be received and referred to the appropriate Department for a report to Council.

**15.2 Unisex Bathrooms for Schools and Public Facilities**

A petition containing 7 signatures has been received by Council petitioning Council to:

Our request is to either remove the separation between gendered bathrooms, so that no one can be shamed for entering the wrong bathroom, as there is only one bathroom. Or for you to add in an extra unisex bathroom, so that those who are uncomfortable in gendered bathrooms can have somewhere to go to the toilet without feeling wrong.

**RECOMMENDATION**

That the petition containing 7 signatures be received and referred to the appropriate Department for a report to Council.

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**16 OFFICERS REPORTS TO COUNCIL**

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**16.1 PROPERTIES FOR POTENTIAL DISPOSAL****File Number:** 20.68**Author:** Sean Kerr, Property Officer**Authoriser:** Daniel Smee, Executive Manager Governance & Community Services**Strategic Plan Reference**

Key Priority Area: 3 Sustaining the natural environment whilst facilitating development for our future.

Strategic Outcome: 3.1 A Council that values and prioritises its natural environment, whilst encouraging investment and economic growth.

**1. PURPOSE**

The purpose of this report is to gain Council approval to advertise the intention to sell the properties listed.

**2. BACKGROUND**

- 2.1 Council's Open Space Strategy identified a number of properties that had the potential to be sold based on an assessment of their future use, with the revenue raised to be used to undertake much needed upgrades on other Council owned recreational assets.
- 2.2 Seven properties have been identified for potential sale based on their current and past uses, zoning, easements and other restrictions on title.

**3. STATUTORY REQUIREMENTS**

- 3.1 The process for the sale of Council owned land is outlined in Section 177 of the *Local Government Act 1993*.
- 3.2 Of the seven properties identified, two are classified as Public Land, for which the process of disposal is prescribed by Section 178 of the Act.

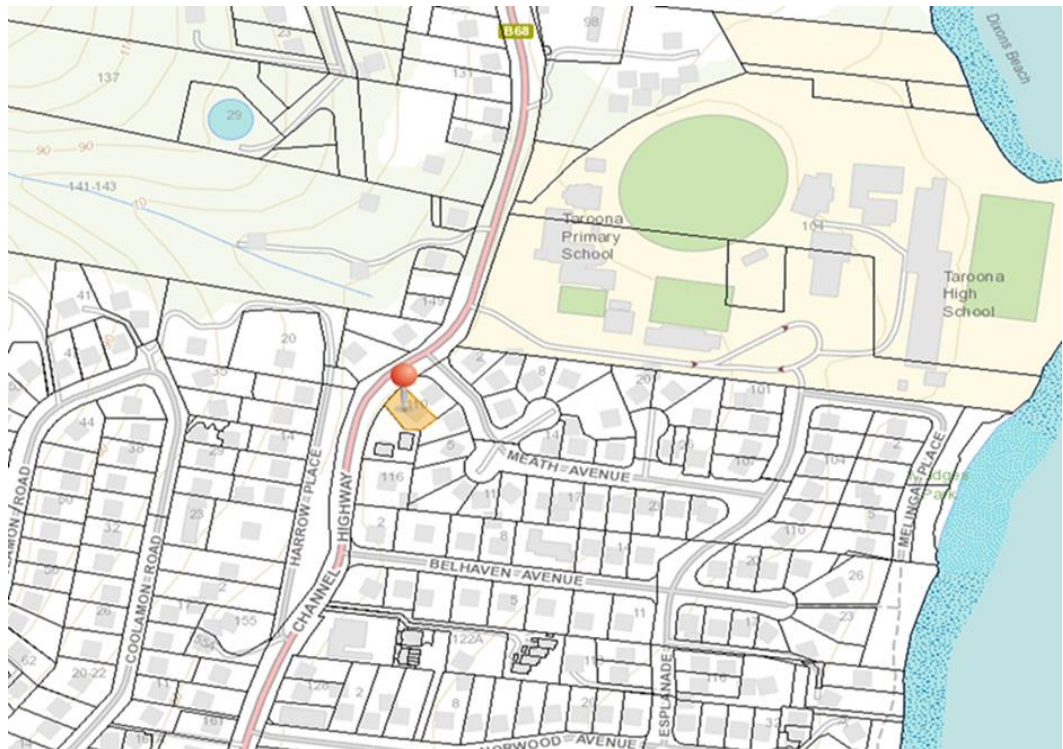
**4. DISCUSSION**

- 4.1 The provisions of Council's Sale of Land Policy require public advertising of the intent to sell any property that has a discrete title. This applies to all seven of the identified properties.
- 4.2 In the case of the two properties that are classified under the Act as Public Land (Main Road Alonnah and 41 Hiern Road Blackmans Bay), the advertising process is a statutory one that includes rights of appeal should Council decide to proceed with the sale.
- 4.3 Once public feedback has been received on the sale of these five properties and the valuations have been received, the properties will be the subject of a final report to Council.

- 4.4 This report will consider any objections received during the advertising process and recommend whether to proceed with the sale and the method by which this will occur.
- 4.5 Details of the seven properties proposed to be advertised for sale are as follows:

**110 Channel Highway, Taroona:**

- History – Purchased by Council in 2015 due to stormwater impacting on the residence. The house has since been demolished and stormwater issues rectified
- Classification – Non-Public Land
- Zoning – low density residential
- Land size – 662m<sup>2</sup>
- Current use – vacant





**Lot 2 Mount Pleasant Road, Kingston:**

- History – remnant land associated with a water reservoir that has since been excised from the title and transferred to TasWater.
- Classification – Non-Public Land
- Zoning – Rural living
- Land size – 15,400m<sup>2</sup>
- Current use – vacant





**31 Gemalla Road, Margate:**

- History – Purchased by Council in 1999 for the purpose of road widening.
- Classification – Non-Public Land
- Zoning – Light industrial
- Land size – 1,052m<sup>2</sup>



- Current use – vacant

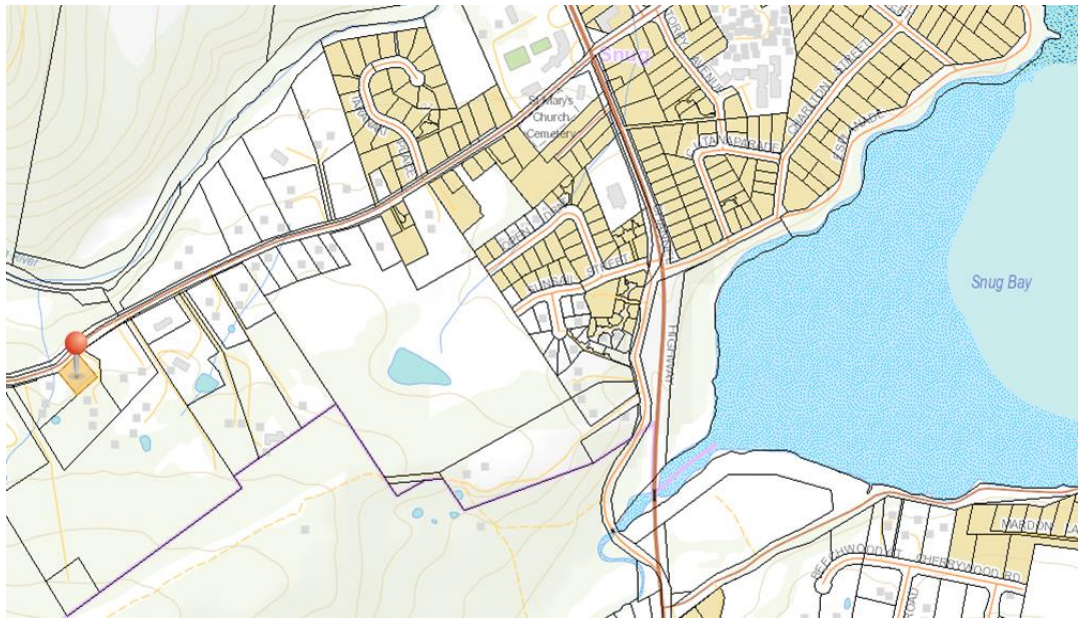


**Snug Tiers Road, Snug:**

- History – acquired by Council as a Public Open Space contribution associated with a subdivision but not zoned or developed accordingly.
- Classification – Non-Public Land
- Zoning – Rural resource
- Land size – 2,023m<sup>2</sup>



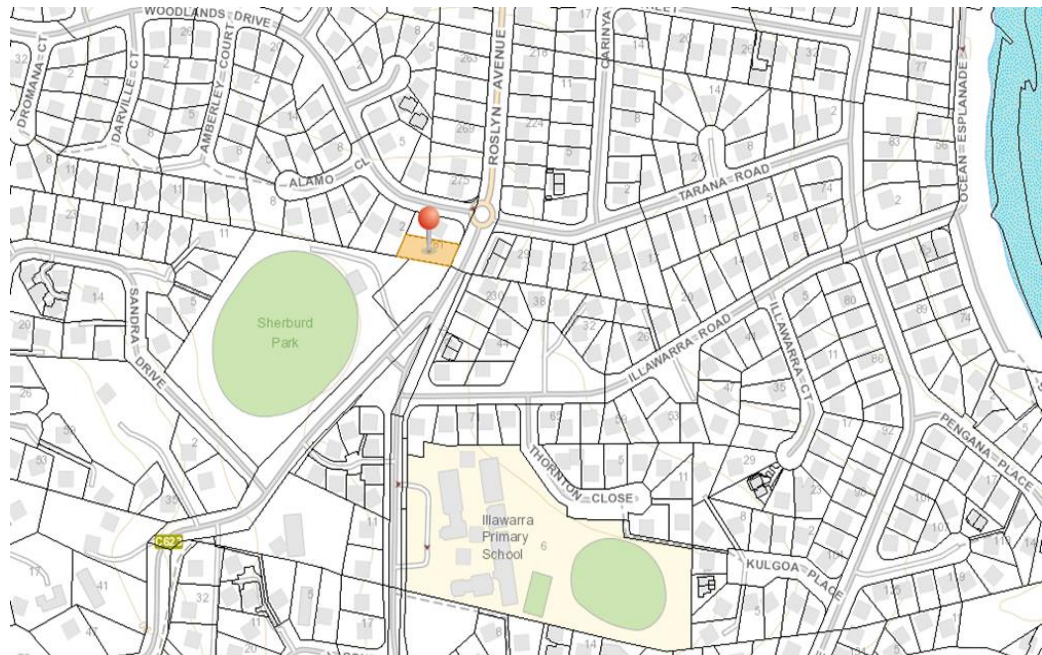
- Current use – vacant



**281 Roslyn Avenue, Blackmans Bay:**

- History – acquired by Council as a Public Open Space contribution associated with a subdivision but not zoned or developed accordingly. Has been used occasionally as overflow carparking for users of the oval.
- Classification – Non-Public Land
- Zoning – Residential
- Land size – 870m<sup>2</sup>
- Current use – vacant (overflow carparking)





#### **41 Hiern Road, Blackmans Bay**

- History – acquired by Council as a Public Open Space contribution associated with a subdivision but not zoned or developed accordingly.
- Classification – Public Land
- Zoning – Residential
- Land size – 853m<sup>2</sup>
- Current use – vacant (used by pedestrians for access to the parkland below). It is proposed to establish a public easement prior to sale.

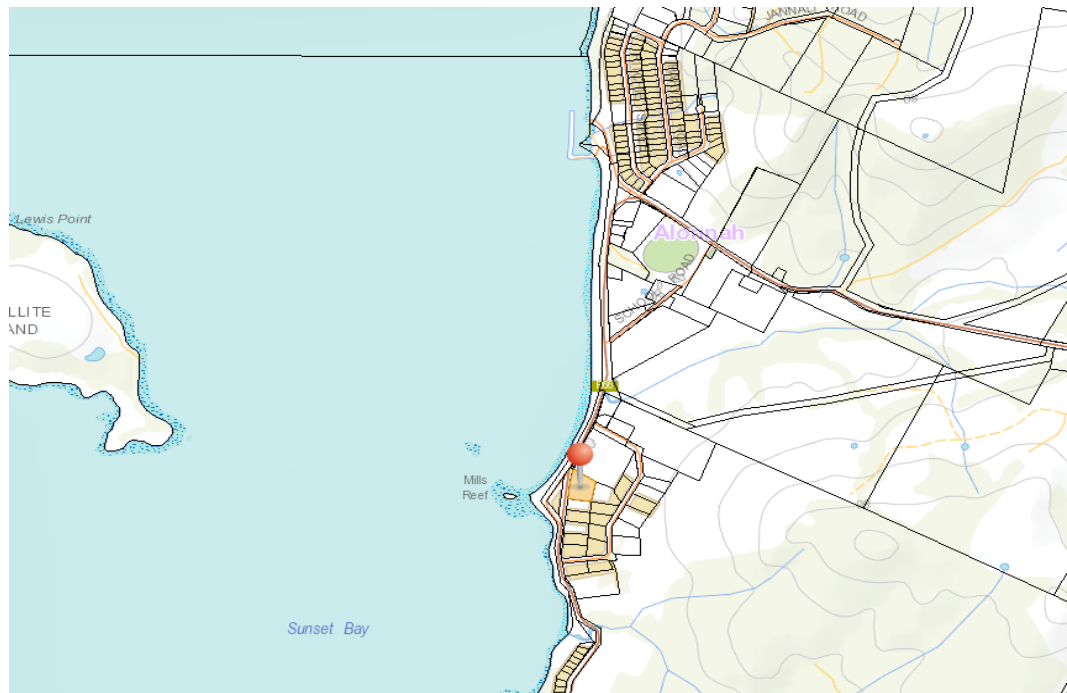




### Main Road, Alonnah

- History – acquired by Council as a Public Open Space contribution associated with a subdivision but not zoned or developed accordingly. It was considered for sale in 2002 however council received considerable negative resident feedback – sale did not proceed.
- Classification – Public Land
- Zoning – Residential
- Land size – 5680m<sup>2</sup>
- Current use – vacant





## 5. FINANCE

- 5.1 In accordance with the provisions of 177(2) of the *Local Government Act 1993*, independent market valuations have been sought for each of the properties in question.
- 5.2 Details of these valuations will be provided to Council in a further report that will include recommendations on the method of sale and minimum sale prices.
- 5.3 It is intended that the proceeds of any land sales will be invested into Council's Public Open Space reserve and used to undertake the development of recreational infrastructure.

## 6. ENVIRONMENT

- 6.1 As per 6.1 (c) of the Sale of Council Land Policy, Council's environmental management staff have assessed any natural values that exist on the properties proposed for sale and provided comment as follows:

- 110 Channel Highway, Taroom – No natural values present.
  - Lot 2 Mount Pleasant Road, Kingston – row of planted native trees. Strategic potential location for revegetation activities due to location within wildlife corridor.
  - 281 Roslyn Avenue, Blackmans Bay – native trees present (no native understorey). 6 Blackwood's (Acacia melanoxylon) and 2 large Black Peppermints (Eucalyptus amygdalina). Not high conservation trees or habitat for threatened species. Potential hollow habitat as a mature tree.
  - Bruny Island Main Road, Alonnah – no inspection of this site conducted. It appears from imagery that there are no natural values present.
  - Snug Tiers Road, Snug – Old Quarry. Native sedge land in base quarry and Eucalypt forest on top of quarry. Dry Eucalyptus obliqua (stringybark) forest remnant which is not high conservation significance. Individual trees of blue gum (Eucalyptus globulus) and Black gum (Eucalyptus ovata) on the quarry face which can have high conservation value as habitat for the critically endangered Swift parrot. In this location the trees are young and unlikely to grow into significant trees.
  - 31 Gemalla Road, Margate - No natural values present
  - 41 Hiern Road, Blackmans Bay- No natural values present
- 6.2 It is the opinion of Council's environmental staff that none of the conservation values are significant enough on any of the lots to preclude a sale.

## 7. COMMUNICATION AND CONSULTATION

- 7.1 Public notification of the intent to sell the proposed properties will be undertaken in accordance with the provisions of Council's Land Sale Policy. This includes a 21-day period in which to lodge any objections to the proposed sale.

## 8. RISK

- 8.1 There is a reputational risk to Council if the process for the sale of land is not perceived to be transparent. In this regard, the proposed public advertising process goes beyond the statutory requirements of the Local Government Act to provide full disclosure of Council's intentions.
- 8.2 There is a risk that land may be sold that may provide a future benefit to the community that cannot currently be foreseen. The community consultation process will assist in identifying any potential uses that may not have been considered by staff or the consultant who prepared the Open Space Strategy.
- 8.3 There is a risk that by not proceeding with the sale of surplus land, it remains unused for decades and the benefits that can be derived from investing the proceeds of sale into other community infrastructure will not be realised.

## 9. CONCLUSION

- 9.1 Council's Open Space Strategy recommended that investigations be undertaken into the potential sale of properties that were considered to hold no strategic value to Council or the community.

- 9.2 Seven properties have been identified that fall into this category and it is recommended that Council proceed to advertise its intent to sell these properties.
- 9.3 Proceeds from the sale of properties will be used to upgrade recreational infrastructure, such as identified within Council's Open Space and Playground strategies.
- 9.4 A further report to Council will be provided containing details of any public submissions received, market valuations for each property and (where applicable) a proposed method and timeframe for the sale to proceed.

## 10. RECOMMENDATION

That Council advertise its intent to sell the following properties in accordance with the provisions of Section 177 and 178 of the *Local Government Act 1993* and the procedures outlined in Council's Sale of Land Policy:

- a) 110 Channel Highway, Tarooma
- b) Lot 2, Mt Pleasant Road, Kingston
- c) 31 Gemalla Road, Margate
- d) Snug Tiers Road, Snug (PID 2139647)
- e) 281 Roslyn Avenue, Blackmans Bay
- f) 41 Hiern Road, Blackmans Bay
- g) Main Road, Alonnah (PID 5061726)

## ATTACHMENTS

Nil

## 16.2 ANNUAL PLAN 2020/2021

**File Number:** 25.3, 25.19

**Author:** Gary Arnold, General Manager

### Strategic Plan Reference

Key Priority Area: 1 Encourage and support a safe, healthy and connected community.

Strategic Outcome: 1.1 A Council that engages with and enables its community.

### 1. PURPOSE

1.1 The purpose of this report is to present Council with the Annual Plan 2020/2021.

### 2. BACKGROUND

2.1 At the Special Council meeting on 15 June 2020, Council adopted the Estimates of Revenue and Expenditure for the 2020-2021 financial year. The approved Annual Estimates has been incorporated within the Annual Plan 2020-2021.

2.2 The proposed actions for 2020-2021 are held within the Strategic Plan 2020-2025.

### 3. STATUTORY REQUIREMENTS

3.1 Section 66 of the *Local Government Act 1993* requires that Council prepare and maintain a Strategic Plan.

3.2 Section 71 of the *Local Government Act 1993* requires that Council adopt an Annual Plan. The Annual Plan is to be:

- (a) *Consistent with the strategic plan;*
- (b) *Include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan;*
- (c) *Include a summary of the estimates adopted under section 82; and*
- (d) *Include a summary of the major strategies to be used in relation to the Council's public health goals and objectives.*

### 4. DISCUSSION

4.1 The Annual Plan 2020-2021 highlights a summary of activities developed in line with the Strategic Plan adopted by Council on 9 September 2019 (Minute C609/18-19 refers).

4.2 The activities highlighted in the Annual Plan are not an exhaustive list of Council's programs for the coming year. They provide a snapshot of activities that are to be implemented for each strategic priority.

4.3 The Annual Plan has been redesigned to reflect Council's request for strategies and actions to be clear and achievable. It is a more concise and accessible document than has been drafted previously.

**5. FINANCE**

- 5.1 The Annual Plan incorporates the Estimates of Revenue and Expenditure for the 2020-2021 financial year, as approved by Council on 15 June 2020 (minute C350/11-20 refers).

**6. ENVIRONMENT**

- 6.1 There are no environmental matters associated with this report.

**7. COMMUNICATION AND CONSULTATION**

- 7.1 The Annual Plan will be placed on Council's website and printed copies made for any person who requires a copy.

**8. RISK**

- 8.1 Following the adoption of the Estimates, there is no risk in adopting the Annual Plan.

**9. CONCLUSION**

- 9.1 The Annual Plan, including the summary of Strategic Actions and Estimates, describes Council's main activities for the 2020-2021 financial year.

**10. RECOMMENDATION**

That in accordance with Section 71 of the *Local Government Act 1993*, Council adopts the Annual Plan for the 2020-2021 financial year and instructs the General Manager to:

- a) Make a copy of the Annual Plan available for public inspection at the Civic Centre and on Council's website; and
- b) Provide a copy of the Annual Plan to the Director of Local Government and to the Director of Public Health.

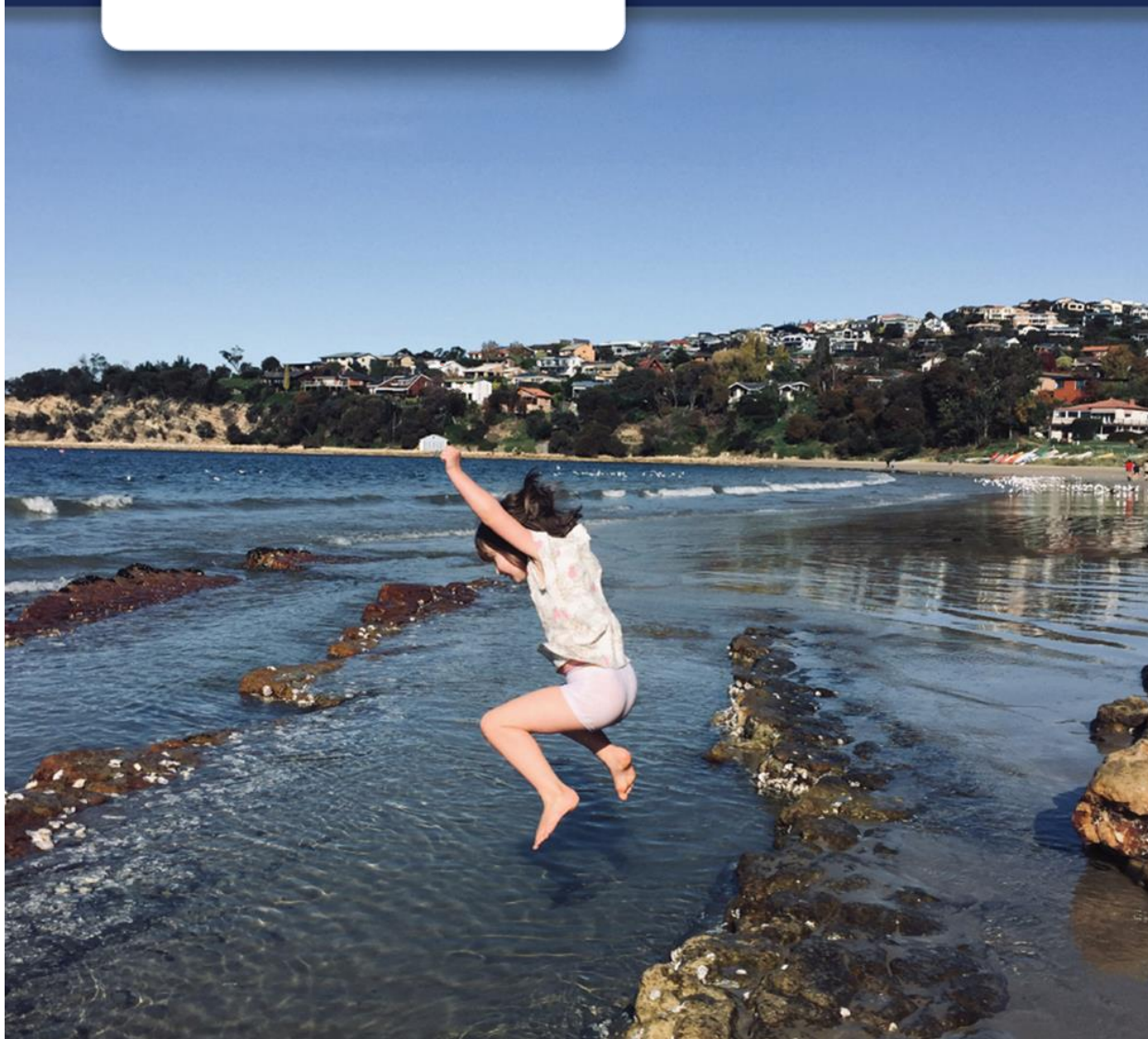
**ATTACHMENTS**

1. Annual Plan 2020-21



Kingborough

ANNUAL PLAN  
2020-21





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**Front Cover**

Image: Homeschool PE by Eve White

**Accessibility**

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## *Acknowledgement to Traditional Custodians*

*We acknowledge the Traditional Custodians who have walked upon and cared for this land for thousands of years.*

*We pay our respects to the elders, past and present, and acknowledge today's Tasmanian Aboriginal people who follow in their ancestors' footsteps.*

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Public Copy

*Our community is at the heart of  
everything we do*

***Our Vision***

*To make Kingborough a great place  
to live*

***Our Purpose***

*Accountability, respect, excellence  
and inclusiveness*

***Our Values***



# PART 1

Council



## Mayor's Message

Our Annual Plan sets out the projects that Council will be focusing on this year.

The world enters 2020-21 with uncertainty as we plan for the long-term effects of the Coronavirus pandemic. Every level of government will feel the impacts of this pandemic operationally and financially. Our challenge at Kingborough Council is to come through these in a strong financial position so that we can support our community through a potentially prolonged period of economic and social stress.

Our strategic plan is well placed to guide Kingborough Council through this time as it focuses us on the basics. By sticking to our vision to making Kingborough a great place to live and putting our community at the heart of everything we do, we can best support our people.

With constrained revenue from budget measures designed to support those most in need and no increase in our effective general rate in 2020-21, our resources are going to be limited for the foreseeable future. We must continue to work efficiently to produce the maximum benefit for the community from our existing resources.

The organisation is full of committed staff who care about their community and the outcomes we are trying to achieve. Through their commitment, we are planning and preparing to navigate through the pandemic and all its challenges in 2020-21.

In 2020-21 our major capital focus will be on the completion of the new playground at Kingston Park as well as associated footpaths and roads. On top of that, \$11.5 million will be spent delivering a record capital program. Our partnership with the Australian and Tasmanian Governments continues through the Greater Hobart City Deal as we work to deliver \$20.8 million worth of projects around park and ride locations, auditing and upgrading public transport services and transforming central Kingston.

Our vision and our purpose makes sure that through all of this, we will be adaptable and flexible to serve our community as we face these challenges together.



**Cr Dean Winter**  
**Mayor**





## Your Elected Members



**Mayor Dean Winter**

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**Councillor Paula Wriedt**

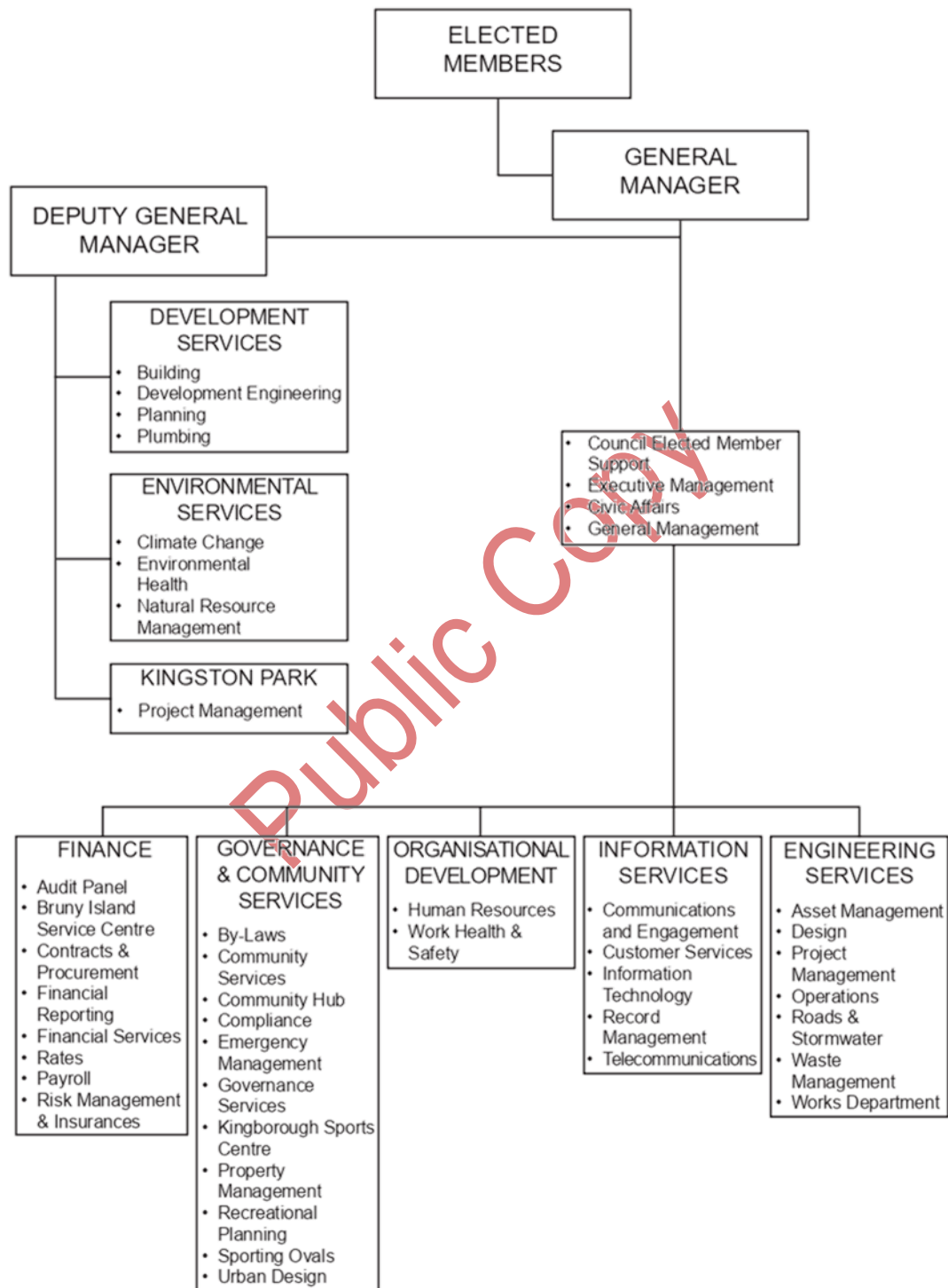
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Elected by the community, the Council is the decision-making body that sets the strategic direction. It delivers the:

- Four-year city plan which sets out what Council will achieve during its four year term to further the community visions; and
- integrated plan and budget, which describes Council's strategic objectives and initiatives for the 12 month period and explains through the budget and Strategic Plan, how the activities can be resourced.

## Organisational Structure



## Legislative Requirements

In accordance with the provisions of Section 71 of the *Local Government Act 1993*, Council is required to produce an Annual Plan.

*“71. Annual plan*

- (1) A council is to prepare an annual plan for the municipal area for each financial year.*
- (2) An annual plan is to –*
  - (a) be consistent with the strategic plan; and*
  - (b) include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan; and*
  - (c) include a summary of the estimates adopted under section 82 ; and*
  - (d) include a summary of the major strategies to be used in relation to the council’s public health goals and objectives.*

*.....”*

The Annual Plan provides specific information about the services and projects Council will undertake during the financial year. The Annual Plan should be read in conjunction with Council's Strategic Delivery Plan 2015 – 2025, found on Council's website at [www.kingborough.tas.gov.au/strategic-plan](http://www.kingborough.tas.gov.au/strategic-plan)

The Budget Estimates, in accordance with Section 82 of the *Local Government Act 1993*, provide information about how Council will fund those services and projects during the financial year and this document details this information. Performance indicators are provided as a means of measuring whether Council achieves the tasks it has set itself for the forthcoming year. A report on Council's success in meeting these outcomes will be provided in the Annual Report that is likewise produced each year.

*“82. Estimates*

- (1) The general manager must prepare estimates of the council’s revenue and expenditure for each financial year.*
- (2) Estimates are to contain details of the following:*
  - (a) the estimated revenue of the council;*
  - (b) the estimated expenditure of the council;*
  - (c) the estimated borrowings by the council;*
  - (d) the estimated capital works of the council;*
  - (e) any other detail required by the Minister.*

*.....”*

## Linking the Annual Plan to the Strategic Plan

The Strategic Plan summarises the financial and non-financial objectives and strategies. The Annual Estimates are framed taking into consideration the Strategic Plan and the activities and initiatives included in the Strategic Delivery Plan.

The diagram below depicts the strategic planning framework of Council.





# PART 2

## Goals & Objectives of the Strategic Plan 2020 - 2025

*Image: A New Beginning by Rosalie Maynard*

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# 1 Encourage & Support a Safe, Healthy and Connected Community

## Strategic Outcome 1.1

A Council that engages with and enables its community

## Engagement Projects

Council involves the Kingborough community in interest- and issue-based engagements; consultation for changes to service delivery, policy and strategy development; infrastructure and capital works projects; to seek solutions for issues; and legislative requirements. Key projects for the 2020-21 year will include, but not be limited to:

- Implementation of the Kingston Place Strategy (Transform Kingston)
- Kingborough's By-law review
- Waste minimisation and recycling campaign
- Memorials Policy development

Ongoing projects such as Silverwater Park future and Swimming Pool Feasibility Study consultation will also be completed during the year.

*Responsible: Communications and Engagement*

## Strategic Outcome 1.2

An inclusive community that has a strong sense of pride and local identity

## Community Programs and Events

Community Services are planning and delivering a range of exhibitions, community events, activities and initiatives. They are focusing on showcasing local talent and will be hosting a number of activities at the Kingborough Community Hub. The Kingborough Volunteer Program will continue to provide support and meaningful services that contribute to the independent living of senior residents.

*Responsible: Community Services*

## Strategic Outcome 1.3

A resilient community with the capacity to flourish

## Emergency Management

Preparing for outbreaks of the coronavirus remains a high priority for Council and officers will continue to develop plans to guide the management of risks to the community and to staff. Our emergency management team will work closely with community stakeholders to develop resilient actions tailored for their communities.

*Responsible : Governance and Community Services*



## Strategic Outcome 1.4

A Council that acknowledges the existence of a climate change and biodiversity emergency and has in place strategies to respond

## Stormwater Solutions

We have developed a Stormwater System Management Plan which identifies the flood risk within Kingborough's urban drainage catchments. In addition, a number of completed flood studies have highlighted systems which need improvement. These studies will form the basis for further investigation and works to provide improvements to our stormwater network.

*Responsible: Engineering Services*

## Waste Wise Projects

Waste wise initiatives will focus on supporting and informing community event managers and participants to reduce waste. There will also be an educational campaign on reducing public recycling contamination, which is a collaboration between Kingborough Waste Services and Council.

*Responsible: Community Services, Communications and Engagement, Kingborough Waste Services.*

## Climate Change

We continue to implement the Kingborough Climate Change Action Plan 2019 – 2024 and this year will be progressing the implementation of climate change risk and adaptation planning at key case study sites. Council will actively participate in the Regional Climate Change Initiative (southern Tasmanian group).

*Responsible: Environmental Services.*



*Image: ICEolation by Zoe Jestrinski*

## Strategic Outcome 1.5

An active and healthy community, with vibrant, clean local areas that provide social, recreational and economic opportunities

## Water Quality

Council will continue to monitor the stormwater outfalls, identify and investigate any issues in the Blackmans Bay and Kingston Beach catchments and work collaboratively with relevant agencies. Our weekly sampling program will commence in November 2020, a month before the official start of the summer sampling season. We are also looking at appropriate signage around stormwater outfalls.

*Responsible: Environmental Services and Engineering Services*



*Image: ISO Fishing by Hans Pash*

## 2 Deliver Quality Infrastructure & Services

### Strategic Outcome 2.1

Service provision meets the current and future requirements of residents and visitors

### By-Law Review

Council's By-laws will be reviewed this year, to provide strong governance, transparency and accountability in the provision of Council's regulatory services. Kingborough's By-laws include the Parks, Recreation & Natural Areas By-Law, Marine Facilities By-Law, Health & Environmental Services By-Law and Road, Parking & Stormwater By-Law.

*Responsible: Governance*

### Kingston Park

The progress at Kingston Park has been significant and this year the focus will be on the completion of public road and stormwater infrastructure. The Kingston Park playground will also be finished and will have nine unique areas which will offer enjoyment for people of all ages and abilities.

*Responsible: Kingston Park Team*

### Strategic Outcome 2.2

Infrastructure development and service delivery are underpinned by strategic planning to cater for the needs of a growing population

### Capital Works and Asset Management

A significant capital works program is planned, which will be subject to constraints such as border restrictions for equipment delivery. The highlights of the program include:

- Road sealing projects \$1.6M
- Road resheeting projects \$1.1M
- Stormwater infrastructure improvements \$1.8 million
- Sporting ground infrastructure enhancements \$700K
- Reserves and play spaces \$400K
- Public Toilet improvements approx. \$300K

The Asset Management Strategy and Asset Policy are due for renewal and will provide the framework to ensure sustainable service provision by maintaining and improving infrastructure assets, which includes transport, buildings, stormwater and open space assets. This includes developing 10-year renewal plans and service level plans for our assets.

*Responsible: Engineering Services*



## Strategic Outcome 2.3

Community facilities are safe, accessible and meet contemporary standards

## Disability Access Toolkit

A Disability Access Toolkit will be prepared to make sure Council's services, buildings and information is accessible to people with a disability. Our aim is to improve processes regarding development and disability access and will be promoted once complete.

*Responsible: Community Services*

## Public Facilities

The implementation of the Kingborough Public Toilet Strategy will continue to ensure the effective provision, upgrading and maintenance of Council owned public toilets. The development of female friendly changerooms at Kingston Beach Oval and Lightwood Park will also be our focus.

We will be focusing on the Playground Strategy over the coming year, which identifies spaces for improvement and development. These include the upgrade of Silverwater Park in Woodbridge, and the renewal works on the Blackmans Bay Foreshore.

*Responsible: Property Management and Urban Design*

## Strategic Outcome 2.4

The organisation has a corporate culture that delivers quality customer service, encourages innovation and has high standards of accountability

## Operational Planning and Strategy Development

Several plans and strategies are being developed to aid continuous development of our employees and to make sure our values and performance delivery is accountable. These will include a Customer Service Strategy and Leadership Framework. The Long-Term Financial Plan will be reviewed to report on the progress and strategic actions of the organisation.

*Responsible: Management Executive*



## Strategic Outcome 2.5

Council is a desirable place to work, attracting committed and engaged staff through progressive human resource practices and a positive work environment

## Staff Initiatives

Several initiatives and reviews for organisational development will be carried out in 2020-21.

Staff surveys will be conducted on a regular basis on specific workplace issues to make sure we are consulting with staff on their health and welfare. These survey results will assist in the review of the Mental Health Community Action Plan.

The Work Health and Safety Management Plan and System is also scheduled for an annual review, which will make sure we continue to comply with legislative requirements.

*Responsible: Organisational Development*



*Image: Natures Essential Worker by Caleb Webb*

## 3 Sustaining the Natural Environment whilst Facilitating Development for our Future

### Strategic Outcome 3.1

A Council that values and prioritises its natural environment, whilst encouraging investment and economic growth

#### Natural Values

We will develop and implement new and existing reserve management plans throughout the year. There will also be a focus on implementing solutions to improve water quality and quantity impacts from stormwater into urban waterways.

Council will be delivering biodiversity offset projects as identified through the Kingborough Environmental Fund Implementation Plan 2019-2023.

Waterway projects include the Coffee Creek stabilisation project, the Whitewater Creek Restoration Plan, the Bypass and Algona stormwater wetlands upgrade and the Tarremah Creek Restoration project.

*Responsible: Environmental Services*

### Strategic Outcome 3.2

A community that has a well-developed sense of natural and cultural heritage

#### Community Participation in Natural Heritage

A variety of opportunities will be provided for the community to actively participate in the conservation and management of our natural areas, flora and fauna through on ground activities, contribution to citizen science initiatives, wildlife management and surveys.

The North West Bay River Catchment Management Plan will be implemented in partnership with the community and key land managers in the catchment.

*Responsible: Environmental Services*

### Strategic Outcome 3.3

Council is able to demonstrate strong environmental stewardship and leadership

#### Environmental Stewardship

The goals of the Kingborough Waste Management Strategy 2018 will continue to be a focus and there are a number of projects planned for the year such as:

- Commencement of the Green Waste kerbside collection service.
- Home composting educational workshops and public information.
- Rollout of public place recycling bins in key areas.
- Bin audit reports.

*Responsible: Kingborough Waste Services*

**Strategic Outcome 3.4**

Best practice land use planning systems are in place to manage the current and future impacts of development

**Development**

Following the adoption of the updated Kingborough Land Use Strategy in 2019, Planning will continue to progress the Local Provision Schedule through the Planning Commission so that Kingborough can transition to the Tasmanian Planning Scheme. The process includes significant public consultation and subsequent hearings by the Planning Commission before it can be approved by the Minister of Planning.

Kingborough will continue to respond and contribute to the proposed State Government legislative and Policy changes that are proposed over the coming year.

*Responsible: Development Services*



*Image: Dawn of New Hope by Phoebe Davis*



### Strategic Outcome 3.5

Management of environmental assets is based on professional advice and strategic planning

### Environmental Assets

We will engage in a number of projects to improve the health of the local waterways and coastal areas through the D'Entrecasteaux and Huon Collaboration and the Derwent Estuary Program. We will also be implementing the recommendations from the Coastal Hazards Prioritisation Project and Bushfire Risk Reduction Strategy for Council land.

Using innovative methods and the latest research, we are collaborating with key stakeholders to contribute to the recovery of threatened species and threatened vegetation communities.

*Responsible: Environmental Services*



*Image: Autumn Sunset by Evelyn Smith*



# PART 3

Estimates

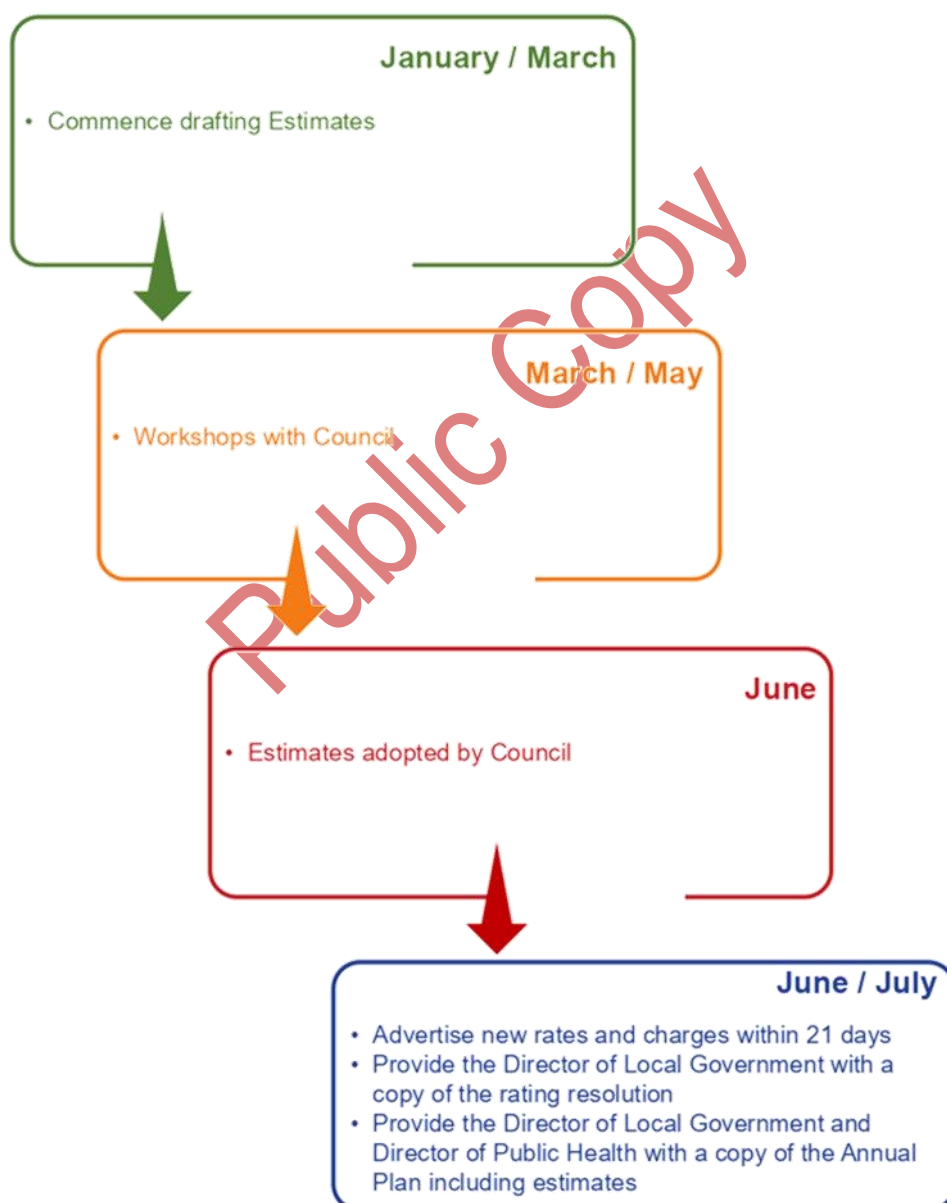
*Image: Plant and concrete by Jorja Mott*

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## Process

The preparation of the estimates begins with officers preparing the operating and capital components of the budget during the period January to March. Draft consolidated estimates are then prepared and various iterations are considered by Council at informal briefings (workshops) during March to May. Proposed estimates are prepared in accordance with the Act and submitted to Council in June for approval and adoption of rating resolutions.

The estimates must be adopted by an absolute majority. They must be adopted before 31 August but not more than one month before the start of the financial year. The related Annual Plan must be provided to the Director of Local Government and the Director of Public Health.



## Summary

### Operating Statement

	New Budget 2020/21	Forecast 2019/20
<b>Income</b>		
Rates - All	29,530,000	28,502,000
Income Levies	1,663,000	1,630,000
Statutory Fees & Fines	2,114,200	2,386,400
User Fees	1,057,318	980,954
Grants Recurrent	2,552,600	2,410,000
Contributions - Cash	177,000	172,000
Reimbursements	1,150,000	1,130,000
Other Income	1,158,400	973,000
Internal Charges Income	220,000	220,000
<b>Total Income</b>	<b>39,622,518</b>	<b>38,404,354</b>
<b>Expenses</b>		
Employee Costs	15,000,970	14,640,658
Expenses Levies	1,663,000	1,630,000
Loan Interest	98,000	95,000
Materials and Services	9,771,232	9,408,922
Other Expenses	3,870,580	3,826,980
Internal Charges Expense	220,000	220,000
<b>Total Expenses</b>	<b>30,623,781</b>	<b>29,821,560</b>
<b>Net Operating Surplus/(Deficit) before:</b>	<b>8,998,736</b>	<b>8,582,794</b>
Depreciation	11,373,600	10,853,500
Loss/(Profit) on Disposal of Assets	400,000	500,000
<b>Net Operating Surplus/(Deficit) before:</b>	<b>(2,774,864)</b>	<b>(2,770,706)</b>
Interest	94,000	145,000
Dividends	0	620,000
Share of Profit from Invest. In Assoc	250,000	250,000
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>(2,430,864)</b>	<b>(1,755,706)</b>
Grants Capital	476,000	1,826,000
Contributions - Non Monetary Assets	1,000,000	1,000,000
<b>NET SUPRPLUS/(DEFICIT)</b>	<b>(954,864)</b>	<b>1,070,294</b>
<b>UNDERLYING RESULT</b>	<b>(2,430,864)</b>	<b>(1,755,706)</b>
<b>TOTAL CASH GENERATED</b>	<b>9,742,736</b>	<b>9,477,794</b>

## CONSOLIDATED STATEMENT OF COMPREHENSIVE INCOME

Year Ended 30 June 2020

	Budget \$'000	Forecast \$'000
<b>Income</b>		
Rates	29,530	28,502
Fire Service Levies	1,663	1,630
<b>Total Rates &amp; Fire Levies</b>	<b>31,193</b>	<b>30,132</b>
Contributions - Cash	177	172
Grants	2,553	2,410
User Charges	1,057	981
Statutory Fees & Fines	2,114	2,386
Other	1,158	973
Reimbursements	1,150	1,130
<b>Total Revenue</b>	<b>39,402</b>	<b>38,184</b>
<b>Expenses</b>		
Materials and Contracts	9,771	9,409
Employee Costs	15,001	14,640
Levies to State Government	1,663	1,630
Loan Interest	98	95
Other Expenses	3,870	3,827
<b>Total Expenses</b>	<b>30,403</b>	<b>29,601</b>
<b>Net Operating Surplus (Deficit) before:</b>	<b>8,999</b>	<b>8,583</b>
Depreciation	11,374	10,854
Carrying Amount of Assets Retired	400	500
<b>Net Operating Surplus (Deficit) before:</b>	<b>(2,775)</b>	<b>(2,771)</b>
Interest	94	145
Dividends - Southern Water	0	620
Share of Profit/Loss in Assoc.	250	250
<b>Net Operating Surplus</b>	<b>(2,431)</b>	<b>(1,756)</b>
Capital Grants	476	1,826
Non-Cash Contributions	1,000	1,000
<b>NET SURPLUS (DEFICIT)</b>	<b>(955)</b>	<b>1,070</b>
<b>Net Underlying Result</b>	<b>(2,431)</b>	<b>(1,756)</b>



## CONSOLIDATED STATEMENT OF FINANCIAL POSITION

Year Ended 30 June 2020

	Budget 2020/21 \$'000	Forecast 2019/20 \$'000
<b>Current Assets</b>		
Cash	2,500	2,500
Investments	11,980	6,411
Receivables	1,400	1,400
Other	100	100
<b>Total Current Assets</b>	<b>15,980</b>	<b>10,411</b>
<b>Non-Current Assets</b>		
Land and Buildings	179,712	177,100
Plant and Vehicles	5,949	5,700
Furniture and Equipment	330	320
Infrastructure Assets	401,000	388,500
Intangible Assets	164	164
Investment - Copping Waste Authority	1,220	1,220
Investment - Taswater	93,700	93,700
<b>Total Non-Current Assets</b>	<b>682,075</b>	<b>666,704</b>
<b>TOTAL ASSETS</b>	<b>698,055</b>	<b>677,115</b>
<b>Current Liabilities</b>		
Creditors	3,220	3,220
Provisions	2,390	2,332
Other	1,400	1,400
<b>Total Current Liabilities</b>	<b>7,010</b>	<b>6,952</b>
<b>Non-Current Liabilities</b>		
Loan Borrowings	22,300	12,900
Provisions	825	805
<b>Total Non-Current Liabilities</b>	<b>23,125</b>	<b>13,705</b>
<b>TOTAL LIABILITIES</b>	<b>30,135</b>	<b>20,657</b>
<b>NET ASSETS</b>	<b>667,920</b>	<b>656,458</b>
<b>Community Equity</b>		
Reserves	406,871	393,230
Accumulated Surplus	261,049	263,228
<b>TOTAL COMMUNITY EQUITY</b>	<b>667,920</b>	<b>656,458</b>

## CONSOLIDATED STATEMENT OF CASH FLOWS

Year ended 30 June 2020

	Budget 2020-21 \$'000	Forecast 2019-20 \$'000
	Inflows (Outflows)	Inflows (Outflows)
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Rates & Fire Levies	31,193	30,132
User Fees	3,171	3,367
Grants	2,553	2,410
Other Cash Inflows (Incl. Reimbursements)	2,308	2,103
Dividend Revenue	0	620
Interest	94	145
Payment to Suppliers	(13,641)	(13,236)
Payment to Employees	(15,001)	(14,640)
Finance Costs	(98)	(95)
Payment of Fire Levy	(1,663)	(1,630)
<b>Net Cash Flow from Operating Activities</b>	<b>8,916</b>	<b>9,176</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Proceeds from Sale of Property, Infrastructure, Plant & Equipment	3,250	250
Developers Contribution	177	172
Payment for Property, Infrastructure, Plant & Equipment	(13,650)	(15,800)
<b>Net Cash Flow used in Investing Activities</b>	<b>(10,223)</b>	<b>(15,378)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Repayment of Community Organisation Loans	0	0
Capital Grants	476	1,826
Receipt/Payment of Interest Bearing Loans and Borrowings	9,400	5,000
<b>Net Cash Flow from Financing Activities</b>	<b>9,876</b>	<b>6,826</b>
<b>NET (DECREASE)/INCREASE IN CASH HELD</b>	<b>8,569</b>	<b>624</b>
Cash at the Beginning of the Year	8,911	8,287
<b>CASH AT THE END OF THE YEAR</b>	<b>17,480</b>	<b>8,911</b>

# PART 4

## Public Health Goals & Objectives

*Image: Sunrise at Blackmans Bay by Cameron Bessell*

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## Public Health Statement

The Environmental Health Team covers a wide range of public and environmental health aspects of the natural and built environment that may affect the health and well-being of the community. The Department is responsible for ensuring the statutory obligations under the *Public Health Act 1997*, the *Environmental Management and Pollution Control Act 1994*, the *Food Act 2003*, and the *Local Government Act 1993* are met.

Public health is about the wellbeing of the community. It is about protecting and improving health through education, promotion and monitoring of hazards.

Our public health programs include immunisation programs, food safety, water quality monitoring (recreational waterways/public pools/spas), tobacco control, public health risk activities, safety of public buildings and the regulatory management of these issues.

Council's Environmental Health Officers also manage the registration of businesses engaging in skin piercing activities such as tattooing, piercing and acupuncture.

### Food Safety

Our EHOs routinely inspect all registered food premises within the municipality and check to make sure that these businesses are operating in line with the requirements of the *Food Act 2003* and the Food Safety Standards.

EHOs take the following into consideration when doing inspections:

- Cleanliness
- Safe food handling practices
- Appropriate temperature control of potentially hazardous food
- Food labelling
- Whether the premises and equipment are being maintained to an acceptable level

An online food safety training package is available for free via Council's website. The First for Training food safety training program gives food handlers online training in food education and hygiene.

### Immunisation

Council continues to coordinate and implement a range of immunisation programs, including school-based immunisations, infant clinics and after-hours catch up clinics. The school immunisation program is conducted over several visits throughout the school year.

### Water Quality

Council monitors recreational water quality at a number of beach locations from Taroona to Middleton and Bruny Island, and also monitors water quality in public pools. Water quality monitoring at beach locations is generally conducted between December to March, as part of the Derwent Estuary Program.





Image: Winter by Karla Wyllie



## 16.3 ASSET MANAGEMENT POLICY

**File Number:** 12.192

**Author:** David Reeve, Executive Manager Engineering Services

**Authoriser:** Gary Arnold, General Manager

### Strategic Plan Reference

Key Priority Area: 2 Deliver quality infrastructure and services.

Strategic Outcome: 2.1 Service provision meets the current and future requirements of residents and visitors.

### 1. PURPOSE

1.1 The purpose of this report is to update the Asset Management Policy as it is due for review.

### 2. BACKGROUND

2.1 The Asset Management Policy was last reviewed in 2016.

### 3. STATUTORY REQUIREMENTS

3.1 The requirement for an asset policy and for its ongoing review is mandated through the *Local Government Act 1993*, section 70C and section 70E.

### 4. DISCUSSION

4.1 The Asset Management Policy was originally developed in line with the requirements of the *Local Government Act 1993* and in reference to the best practice as suggested within the National Asset Management framework and is still relevant today.

4.2 The main amendments to the policy are rewording of the policy objective to better articulate what Council aims to achieve and to bring it more in line with contemporary asset management practices by emphasising the following:

- Asset management being driven by the services that Council and the community want.
- Environmental sustainability being embedded into the asset management process which aligns with Council's adopted strategic position.
- Reference to the use of smart technology to provide improved services and ability to better monitor effectiveness of service.
- Community involvement is more clearly defined both on improved understanding of the services provided but also on their input into this process.

4.3 An appropriate review period for the Asset Management Policy has been set for four years which is in line with the requirements of the *Local Government Act 1993*.

**5. FINANCE**

- 5.1 The policy sets the framework to ensure there are strong links between the management of Council's assets and the long-term financial plan.

**6. ENVIRONMENT**

- 6.1 Within the asset management practices environmental sustainability and protection of the natural environment are important consideration. This policy seeks to enshrine these practices by referring to these as a key asset management principle.

**7. COMMUNICATION AND CONSULTATION**

- 7.1 Communication and consultation both internally and externally form an important part of this policy.
- 7.2 The policy will be made available to the public on Council's website

**8. RISK**

- 8.1 There are no risks to Council identified in relation to this matter.

**9. CONCLUSION**

- 9.1 A review of the Asset Management Policy (2016) has suggested amendments that provide a clearer objective and focus that considers contemporary asset management practices.
- 9.2 The Asset Management Policy remains strongly linked to the Asset Management Strategy and various Asset Management plans and to the Long-Term Financial Plan.
- 9.3 The Asset Management Policy is in line with the requirements of the *Local Government Act 1993* and is aligned with the National Asset Management guidelines.


**10. RECOMMENDATION**

That the Asset Management Policy 3.15, as attached to this report, be approved by Council.

**ATTACHMENTS**

1. Asset Management Policy
2. Asset Management Policy-Tracked changes

## EXISTING POLICY WITH TRACKED CHANGES

	<h3 style="text-align: center;">Asset Management Policy</h3>	<b>Policy No. 3.15</b>		
		LAST REVIEW September 2016/2020	NEXT REVIEW September 2020/2024	MINUTE REF <span style="color: red;">GF73/6-12</span>
<b>POLICY STATEMENT:</b>	<p>1.1 The purpose of this policy is to provide a management framework within which the Council will undertake the management of its portfolio of infrastructure assets.</p> <p>1.2 This Policy will also guide the implementation and ongoing development of a consistent asset management regime within Council.</p> <p>1.3 <del>Council's asset management goal is to optimise the provision, management and disposal of assets at the lowest whole of life cost, so that defined levels of service are met.</del> Council's asset management vision is to ensure that infrastructure assets support services that are appropriate, accessible, responsive, timely and sustainable to the community, in accordance with responsible asset management that will preserve the life of the asset and ensure that the community is receiving the best value for money.</p>			
<b>OBJECTIVE:</b>	<p>2.1 The <del>overriding</del> objective is for Council to <del>have</del> asset management practices make smart investment decisions that provide for the most appropriate service delivery are planned and programmed to enable the best value outcomes for the Kingborough community, in particular, considering the following.</p> <p>2.2 <del>The Asset Management Policy aims to ensure that adequate provisions are made for the long term maintenance and replacement</del> Community benefit: development of Council's infrastructure assets by:</p> <ul style="list-style-type: none"> <li><del>ensuring that services and infrastructure are provided in a sustainable manner, with the appropriate service levels of service to the standards to ensure an appropriate balance of community expectations and the environment.</del></li> <li>• safeguarding our assets by implementing appropriate asset management strategies objectives and ensuring financial resources are adequately provided for those assets requirements of Council</li> <li>• Financial sustainability: investment decisions for new and upgraded infrastructure will consider costs of constructing, operating and maintaining to ensure adequate funding is allocated in the long-term financial plan.</li> <li>• Environmental sustainability: efficient use of resources and protection of the natural environment will be imbedded into asset lifecycle planning to support environmental sustainability objectives of Council.</li> <li>• Continuous improvement: commitment to advancing the practice of asset management including the use of smart technology to optimise decisions, performance, and monitoring.</li> <li>• Evidence based decision making: continued development and maintenance of an asset management information system that will underpin effective asset lifecycle analysis and sound financial management to ensure accountability and sustainable delivery of services.</li> <li><del>Asset Management understanding: creating an environment whereby there is clear awareness understanding throughout the Council at both</del></li> </ul>			



	<p><del>the elected and employee level, on</del> the importance of <del>maintaining our assets to an acceptable standard.</del></p> <ul style="list-style-type: none"> <li><del>ensuring resources and operational capabilities are identified and responsibility for asset management is appropriately resourced.</del></li> <li><del>demonstrating transparent and responsible asset management processes that align with local government industry standards and resourcing required to deliver the asset management objectives.</del></li> <li><del>meeting legislative requirements for asset management.</del></li> <li><del>undertaking a continuous cycle of review to ensure that asset management outputs match the changing needs of the Council and the community.</del> Community involvement: ensure there is an informed community on asset management principles and that service level planning associated with infrastructure assets involves community input</li> </ul>
<b>SCOPE:</b>	<p>3.1 This policy applies to all <del>physical</del> <u>infrastructure</u> assets owned or controlled by Council.</p> <p>3.2 Council's long term asset management planning reflects a life-cycle approach. An asset is likely to pass through the following phases during its life:</p> <ul style="list-style-type: none"> <li>the planning process, where the requirement for an asset is identified and established having regard to service delivery considerations.</li> <li>the acquisition phase, where the asset is purchased, constructed, leased, or otherwise brought into service.</li> <li>the operation and maintenance phase, where the asset is used for its intended purpose. This phase includes condition and usage review, periodic maintenance, or major repair; and</li> <li>the disposal phase, initiated when the economic life of the asset has expired, or when the need for the service provided by the asset has expired. This involves retirement, replacement, renewal or redeployment of an asset.</li> </ul>
<b>PROCEDURE: (POLICY DETAIL)</b>	<p>4.1 Asset Planning and Budgeting</p> <p>Council is committed to implementing asset management practices to ensure that all assets are planned, created, operated, maintained, renewed and disposed of in accordance with priorities for service delivery by:</p> <ul style="list-style-type: none"> <li>ensuring that asset renewal and maintenance programs will be met prior to any new or additional assets being considered;</li> <li>managing assets based on a life-cycle perspective whereby all capital investment expenditure is only approved in conjunction with a clear understanding of what the impact will be on identified recurrent operational expenditure budgets;</li> <li>undertaking preventative maintenance programs to ensure that the lowest life-cycle cost is achieved, and asset values are maintained.</li> </ul> <p>4.2 Asset Operations and Maintenance</p> <p>Council owns an extensive portfolio of <del>physical</del> <u>infrastructure</u> assets to support its delivery of service to the community. To ensure that these assets are maintained and operated properly Council will:</p> <ul style="list-style-type: none"> <li>undertake appropriate planned maintenance regimes to assist its assets in meeting their expected design lives in the most cost-effective manner.</li> </ul>

	<ul style="list-style-type: none"> <li>• ensure maintenance plans are designed to incorporate a cost benefits approach.</li> <li>• capture information about the activities undertaken to assist it in the analysis of current and/or future expenditure requirements.</li> </ul> <p>4.3 Asset Accounting and Costing</p> <p>The asset accounting and costing systems at Council will allow for:</p> <ul style="list-style-type: none"> <li>• keeping detailed asset registers on all assets owned or under the control of the Council.</li> <li>• assets to be revalued at intervals of no greater than 5 years in line with Council's adopted accounting policies.</li> <li>• effective economic lives will be given to each of Council's assets with the written down value and depreciation value determined in accordance with current applicable accounting standards and requirements.</li> <li>• depreciation will be calculated on an appropriate basis with the objective being to use a method that best reflects the true consumption of the asset or conversely provides an indication of the future cash flows necessary to sustain the asset condition such that the required level of service is/can be maintained.</li> <li>• planned asset acquisitions, modifications or disposals will proceed in accordance with Council's auditing and capitalisation processes.</li> </ul> <p>4.4 Strategic Approach to Asset Management</p> <p>A strategic approach to asset management will ensure that the Council delivers in the most cost effective way the highest appropriate level of service through its assets. This will provide positive impact on:</p> <ul style="list-style-type: none"> <li>• members of the public, councillors, and staff.</li> <li>• Council's financial position.</li> <li>• the ability of Council to deliver the expected level of service and infrastructure.</li> <li>• the political environment in which Council operates.</li> <li>• the legal liabilities/responsibilities of Council.</li> </ul>
<b>GUIDELINES:</b>	<p>5.1 The principles which will underpin Council's asset management arrangements include:</p> <ul style="list-style-type: none"> <li>• all relevant legislative requirements together with political, social, and economic environments are to be <del>taken into account</del> <u>considered</u> in asset management.</li> <li>• asset management will be integrated within existing infrastructure planning and operational processes.</li> <li>• an inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.</li> <li>• <u>consideration will be given to smart technology in implementing asset management solutions.</u></li> <li>• <u>environmental outcomes will be considered when bringing on new or renewing infrastructure assets, including the effect on the natural environment and the use of sustainable or re-use materials.</u></li> </ul>

	<ul style="list-style-type: none"> <li>• asset renewals required to meet agreed service levels and identified in infrastructure and asset management plans and long-term financial plans will be funded in the annual budget estimates.</li> <li>• service levels agreed through the budget process and defined in Infrastructure and Asset Management Plans will be funded in the annual budget estimates.</li> <li>• asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service.</li> <li>• systematic and cyclic reviews will be applied to all asset classes and are to ensure that the assets are managed, valued, and depreciated in accordance with appropriate best practice and applicable Australian Accounting Standards and contemporary guidelines.</li> <li>• future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.</li> <li>• future service levels will be determined in consultation with the community.</li> <li>• training in asset and financial management will be provided for Councillor's and relevant staff.</li> </ul>
<b>COMMUNICATION:</b>	<p>6.1 Councillors and Staff</p> <p>6.2 Available on Council's website</p>
<b>LEGISLATION:</b>	<p>7.1 <i>Local Government Act 1993</i> (as amended)</p> <p>7.2 Australian Accounting Standards</p> <p>7.3 Statutory Audit Compliance</p>
<b>RELATED DOCUMENTS:</b>	<p>Individual Asset Management Plans</p> <p>Consolidated Long Term Asset Management Plan</p> <p>Long Term Financial Management Plan</p> <p>Asset Management Strategy</p> <p>Annual Plan and Budget Estimates Annual Report</p>
<b>AUDIENCE:</b>	<p><u>8.1 Council and Community</u></p>

**UPDATED POLICY FOR APPROVAL**

Policy No:	<b>3.15</b>	Minute No:	<b>TBA</b>
Approved by Council	<b>September 2020</b>	ECM File No:	<b>12.192</b>
New Review Date:	<b>September 2024</b>	Version:	<b>2.0</b>
Responsible Officer:	<b>Executive Manager Engineering Services</b>		

## Asset Management Policy

<b>POLICY STATEMENT</b>	<p>1.1 The purpose of this policy is to provide a management framework within which the Council will undertake the management of its portfolio of infrastructure assets.</p> <p>1.2 This Policy will also guide the implementation and ongoing development of a consistent asset management regime within Council.</p> <p>1.3 Council's asset management vision is to ensure that infrastructure assets support services that are appropriate, accessible, responsive, timely and sustainable to the community, in accordance with responsible asset management that will preserve the life of the asset and ensure that the community is receiving the best value for money.</p>
<b>OBJECTIVE</b>	<p>2.1 The objective is for Council to make smart investment decisions that are planned and programmed to enable the best value outcomes for the Kingborough community, in particular, considering the following.</p> <ul style="list-style-type: none"> <li>• Community benefit: development of service levels and standards to ensure an appropriate balance of community expectations and the objectives and requirements of Council.</li> <li>• Financial sustainability: investment decisions for new and upgraded infrastructure will consider costs of constructing, operating and maintaining to ensure adequate funding is allocated in the long-term financial plan.</li> <li>• Environmental sustainability: efficient use of resources and protection of the natural environment will be imbedded into asset lifecycle planning to support environmental sustainability objectives of Council.</li> <li>• Continuous improvement: commitment to advancing the practice of asset management including the use of smart technology to optimise decisions, performance, and monitoring.</li> <li>• Evidence based decision making: continued development and maintenance of an asset management information system that will underpin effective asset lifecycle analysis and sound financial management to ensure accountability and sustainable delivery of services.</li> <li>• Asset Management understanding: creating an environment whereby there is understanding throughout Council of the importance of asset management and resourcing required to deliver the asset management objectives.</li> </ul>



	<ul style="list-style-type: none"> <li>Community involvement: ensure there is an informed community on asset management principles and that service level planning associated with infrastructure assets involves community input.</li> </ul>
<b>SCOPE</b>	<p>3.1 This policy applies to all infrastructure assets owned or controlled by Council.</p> <p>3.2 Council's long term asset management planning reflects a life-cycle approach. An asset is likely to pass through the following phases during its life:</p> <ul style="list-style-type: none"> <li>the planning process, where the requirement for an asset is identified and established having regard to service delivery considerations.</li> <li>the acquisition phase, where the asset is purchased, constructed, leased, or otherwise brought into service.</li> <li>the operation and maintenance phase, where the asset is used for its intended purpose. This phase includes condition and usage review, periodic maintenance, or major repair; and</li> <li>the disposal phase initiated when the economic life of the asset has expired, or when the need for the service provided by the asset has expired. This involves retirement, replacement, renewal or redeployment of an asset.</li> </ul>
<b>PROCEDURE (POLICY DETAIL)</b>	<p><b>4.1 Asset Planning and Budgeting</b></p> <p>Council is committed to implementing asset management practices to ensure that all assets are planned, created, operated, maintained, renewed and disposed of in accordance with priorities for service delivery by:</p> <ul style="list-style-type: none"> <li>ensuring that asset renewal and maintenance programs will be met prior to any new or additional assets being considered;</li> <li>managing assets based on a life-cycle perspective whereby all capital investment expenditure is only approved in conjunction with a clear understanding of what the impact will be on identified recurrent operational expenditure budgets;</li> <li>undertaking preventative maintenance programs to ensure that the lowest life-cycle cost is achieved, and asset values are maintained.</li> </ul> <p><b>4.2 Asset Operations and Maintenance</b></p> <p>Council owns an extensive portfolio of infrastructure assets to support its delivery of service to the community. To ensure that these assets are maintained and operated properly Council will:</p> <ul style="list-style-type: none"> <li>undertake appropriate planned maintenance regimes to assist its assets in meeting their expected design lives in the most cost-effective manner.</li> <li>ensure maintenance plans are designed to incorporate a cost benefits approach.</li> <li>capture information about the activities undertaken to assist it in the analysis of current and/or future expenditure requirements.</li> </ul> <p><b>4.3 Asset Accounting and Costing</b></p> <p>The asset accounting and costing systems at Council will allow for:</p>

	<ul style="list-style-type: none"> <li>• keeping detailed asset registers on all assets owned or under the control of the Council.</li> <li>• assets to be revalued at intervals of no greater than 5 years in line with Council's adopted accounting policies.</li> <li>• effective economic lives will be given to each of Council's assets with the written down value and depreciation value determined in accordance with current applicable accounting standards and requirements.</li> <li>• depreciation will be calculated on an appropriate basis with the objective being to use a method that best reflects the true consumption of the asset or conversely provides an indication of the future cash flows necessary to sustain the asset condition such that the required level of service is/can be maintained.</li> <li>• planned asset acquisitions, modifications or disposals will proceed in accordance with Council's auditing and capitalisation processes.</li> </ul> <p><b>4.4 Strategic Approach to Asset Management</b></p> <p>A strategic approach to asset management will ensure that the Council delivers in the most cost effective way the highest appropriate level of service through its assets. This will provide positive impact on:</p> <ul style="list-style-type: none"> <li>• members of the public, councillors, and staff.</li> <li>• Council's financial position.</li> <li>• the ability of Council to deliver the expected level of service and infrastructure.</li> <li>• the political environment in which Council operates.</li> <li>• the legal liabilities/responsibilities of Council.</li> </ul>
<b>GUIDELINES</b>	<p>5.1 The principles which will underpin Council's asset management arrangements include:</p> <ul style="list-style-type: none"> <li>• all relevant legislative requirements together with political, social, and economic environments are to be considered in asset management.</li> <li>• asset management will be integrated within existing infrastructure planning and operational processes.</li> <li>• an inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.</li> <li>• consideration will be given to smart technology in implementing asset management solutions.</li> <li>• environmental outcomes will be considered when bringing on new or renewing infrastructure assets, including the effect on the natural environment and the use of sustainable or re-use materials.</li> <li>• asset renewals required to meet agreed service levels and identified in infrastructure and asset management plans and long-term financial plans will be funded in the annual budget estimates.</li> <li>• service levels agreed through the budget process and defined in Infrastructure and Asset Management Plans will be funded in the annual budget estimates.</li> </ul>

	<ul style="list-style-type: none"> <li>• asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service.</li> <li>• systematic and cyclic reviews will be applied to all asset classes and are to ensure that the assets are managed, valued, and depreciated in accordance with appropriate best practice and applicable Australian Accounting Standards and contemporary guidelines.</li> <li>• future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.</li> <li>• future service levels will be determined in consultation with the community.</li> <li>• training in asset and financial management will be provided for Councillor's and relevant staff.</li> </ul>
<b>COMMUNICATION</b>	<p>6.1 Councillors and Staff.</p> <p>6.2 Available on Council's website.</p>
<b>LEGISLATION</b>	<p>7.1 <i>Local Government Act 1993</i> (as amended).</p> <p>7.2 Australian Accounting Standards.</p> <p>7.3 Statutory Audit Compliance.</p>
<b>RELATED DOCUMENTS</b>	<p>8.1 Individual Asset Management Plans.</p> <p>8.2 Long Term Financial Management Plan.</p> <p>8.3 Asset Management Strategy.</p> <p>8.4 Annual Plan and Budget Estimates Annual Report.</p>
<b>AUDIENCE</b>	<p>9.1 Council and Community</p>

## 16.4 SPORTSGROUND USER POLICY

**File Number:** 12.170

**Author:** Daniel Smee, Executive Manager Governance & Community Services

**Authoriser:** Gary Arnold, General Manager

### Strategic Plan Reference

Key Priority Area: 1 Encourage and support a safe, healthy and connected community.  
Strategic Outcome: 1.5 An active and healthy community, with vibrant, clean local areas that provide social, recreational and economic opportunities.

### 1. PURPOSE

1.1 The purpose of this report is to review Council's Sportsground User Policy.

### 2. BACKGROUND

2.1 Council's Sportsground User Policy was developed in 2010, with the aim of providing a clear delineation between the responsibilities of Council and user groups.

2.2 It was last reviewed in August 2016, with a review period of four years set by Council (Minute C385/18-16 refers).

### 3. STATUTORY REQUIREMENTS

3.1 There are no statutory requirements associated with this matter.

### 4. DISCUSSION

4.1 In recent years, Councillors have expressed a desire to tackle the issue of sports ground user fees and the inequity that exists in terms of the differing levels of support that is provided to different recreational activities.

4.2 Ideally, Council's Sportsground User Policy would provide some direction on this issue but it is currently silent on the matter consistent with a Council resolution to abolish hire charges for sportsgrounds made in 2005.

4.3 Whilst it is acknowledged that the issue needs to be revisited, it is recognised that with clubs struggling as a result of restrictions associated with the COVID-19 pandemic, now is not the time to be seeking to address this issue.

4.4 In light of this, it is recommended that the current policy be adopted for a further two years and reviewed again once we are (hopefully) no longer in the midst of the pandemic.

4.5 The existing policy is relatively benign and contains procedures that are generic to most councils in Tasmania.

4.6 Other than the issue of user fees, there are no identified changes required to the policy.



**5. FINANCE**

- 5.1 The cost of providing sports grounds to the community was documented in a report to Council as part of the Turf Maintenance Service Level Review undertaken in 2019.

**6. ENVIRONMENT**

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

**7. COMMUNICATION AND CONSULTATION**

- 7.1 Council staff communicate with sportsground users on a regular basis. There have been no issues raised in recent years by user groups that require a change to Council's Sportsground User Policy.

**8. RISK**

- 8.1 The delineation of responsibilities between Council and Clubs that is outlined in the policy and provided in detail in the associated User Manual is in line with best practice risk management procedures

**9. CONCLUSION**


- 9.1 A scheduled review of Council's Sportsground User Policy has been undertaken and other than the issue of user fees, no required changes have been identified.
- 9.2 Whilst it is acknowledged that user fees for sports grounds is an issue that needs to be addressed, the current COVID pandemic makes it an inopportune time to do so.
- 9.3 Adoption of the current policy and a further review in two years' time is therefore recommended.

**10. RECOMMENDATION**

That the Kingborough Sportsground User Policy 4.6, as attached to this report, be adopted for a further two years.

**ATTACHMENTS**

- 1. Kingborough Sportsground User Policy**

	<b>KINGBOROUGH SPORTS GROUND USER POLICY</b>			<b>(Policy No. 4.6)</b>		
<b>POLICY STATEMENT:</b>	1.1 In the provision of sports grounds for use by the community, Council will endeavour to ensure the efficient and effective use of all facilities throughout the Municipal Area in a fair and equitable manner.			LAST REVIEW Aug 2016	NEXT REVIEW Aug 2020	MINUTE REF C385/18-16
<b>OBJECTIVE:</b>	2.1 The objective of the Kingborough Sports Ground Policy is to underpin the <i>Kingborough Sports Ground User Manual</i> that has been developed to allow the users of Council's sporting facilities to better understand the process guiding the allocation of facilities, their use and development by clearly identifying: <ul style="list-style-type: none"> <li>• Council's requirements from clubs and users;</li> <li>• Responsibilities of the user groups;</li> <li>• Responsibilities of Council;</li> <li>• Processes for facility development; and</li> <li>• Provide a framework that is equitable and easily administered.</li> </ul> 2.2 The following objectives provide the framework for the establishment of an equitable and administratively operational Sports Ground User Manual: <ul style="list-style-type: none"> <li>• Efficient and effective use of Kingborough community resources;</li> <li>• Encourage participation in sports and recreational activities by Kingborough residents;</li> <li>• Minimise potential over-use of ovals with efficient facility allocation and eliminate inappropriate use;</li> <li>• Match quality of playing surfaces to level of competition to be played at the ground; and</li> <li>• Enhance positive user attitudes and responsibility towards facilities..</li> </ul>					
<b>SCOPE:</b>	3.1 This policy applies to: <ul style="list-style-type: none"> <li>• Allocation of facilities made through tenancy application for seasonal allocation (winter 1<sup>st</sup> April – 31<sup>st</sup> August, and summer 1<sup>st</sup> October – 28<sup>th</sup> February); and</li> <li>• Casual use of sports ovals and pavilions that are used on a seasonal basis.</li> </ul>					
<b>PROCEDURE: (POLICY DETAIL)</b>	4.1 Facility use and allocation: <ul style="list-style-type: none"> <li>• Sports facility allocations are issued to clubs that apply for the use of grounds and/or pavilions by completing the application process outlined in the Sports User Manual by the required date;</li> <li>• In being allocated a facility, the successful club then enters into a tenancy agreement for 5 months, winter or summer;</li> <li>• The occupancy agreement forms a contract between the club (who then becomes the seasonal tenant) and Council;</li> <li>• By signing the application form, clubs agree to the terms and conditions outlined in the Sports Ground User Manual;</li> <li>• Seasonal summer allocations will be called for in July of each year. Confirmation of allocation will be sent to clubs in September after being</li> </ul>					

	<p>approved. Seasonal winter allocations will be called for in January of each year. Confirmation of allocation will be sent to clubs in March after being approved.</p> <ul style="list-style-type: none"> <li>• The seasonal agreement is only for 5 months with the winter season from 1<sup>st</sup> April – 31<sup>st</sup> August, and summer season 1<sup>st</sup> October – 28<sup>th</sup> February);</li> <li>• Pre-season training and finals are not included within the seasonal agreement if they fall outside of the seasonal agreement dates. For finals, clubs (or associations who organise finals) are required to make formal application to Council and these need to be lodged with Council by the COB on the Tuesday following the last home and away season match. If this application has not been lodged by this time, sports ground renovation works or other user groups may be scheduled on the ground;</li> <li>• Application process will be a notice placed in the Kingborough Chronicle newspaper and on Council website calling for seasonal applications by a due date. The application forms and Sports Ground User Manual will be available on Council's website. Existing tenant clubs will be sent application forms electronically or by mail if requested. Clubs will be notified by Council if successful or unsuccessful or if any information is outstanding;</li> <li>• If a club/organisation is dissatisfied with their allocation they may appeal in writing within five working days of the allocation being made to the General Manager;</li> <li>• Any breach of one or more of the conditions in the Sports Ground User Manual may at the discretion of Council, result in the use of the facility being withdrawn;</li> <li>• As participation trends change, Council may review the practice of allocating facilities to provide for the efficient use of facilities;</li> <li>• Pavilions are provided to support sports ground activities. Allocations will also be made through a seasonal allocation;</li> <li>• All sports ground users must have public liability insurance cover. Clubs must be covered for a minimum of \$10 million against all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against the club/sports ground user arising out of or in relation to allocation of a facility;</li> <li>• A copy of the certificate of currency must be attached to the allocation application;</li> <li>• Council does not provide contents insurance on any pavilion. If the club stores valuable, equipment or memorabilia in a pavilion, the club is solely responsible for insurance of all its contents;</li> <li>• Council must be notified of any allocation that is no longer required. Any facility that is not allocated to its full potential may be considered for reallocation to another user group if required;</li> <li>• Council reserves the right to close any sports ground to protect the playing surface, reduce risk to competitors and the public, to complete capital or maintenance works in poor weather conditions or to allow rehabilitation of the ground after damage;</li> </ul>
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	<ul style="list-style-type: none"> <li>When grounds are closed for matches, where practicable, Council will make all attempts to provide clubs with at least one day's notice in consultation with clubs; and</li> <li>Council may access facilities at any time to undertake inspections or repairs.</li> </ul>
<b>COMMUNICATION:</b>	<p>5.1 This policy will be communicated to all staff involved in the provision of sporting facilities to the Community.</p> <p>5.2 Available on Council's website.</p>
<b>LEGISLATION:</b>	<p>6.1 <i>Standards Australia</i></p> <p>6.2 <i>Public Health Act 1997</i></p>
<b>DEFINITIONS:</b>	<p>7.1 Sports Ground – an oval or playing field maintained by Council for the purposes of formal sport and recreation activities.</p> <p>7.2 Winter Season – April to September inclusive.</p> <p>7.3 Summer Season – October to March inclusive.</p>
<b>RELATED DOCUMENTS:</b>	<p>8.1 Kingborough Sports Ground User Manual</p> <p>8.2 Kingborough Sports Ground Tenancy Agreement Application</p> <p>8.3 Kingborough Sport and Recreation Facilities Strategy 2013</p>
<b>AUDIENCE:</b>	<p>9.1 Available to the public.</p>



## 16.5 KINGBOROUGH BICYCLE ADVISORY COMMITTEE MINUTES

**File Number:** 28.114

**Author:** Matthew Snow, Cadet Engineering Officer

**Authoriser:** David Reeve, Executive Manager Engineering Services

### Strategic Plan Reference

Key Priority Area: 1 Encourage and support a safe, healthy and connected community.

Strategic Outcome: 1.5 An active and healthy community, with vibrant, clean local areas that provide social, recreational and economic opportunities.

### 1. PURPOSE

- 1.1 This purpose of this report is to present minutes from the meeting of the Kingborough Bicycle Advisory Committee (KBAC) held on 14 August 2020 and to present two motions adopted by the Committee.

### 2. BACKGROUND

- 2.1 KBAC met on 14 August 2020 and a copy of the Minutes of the meeting is attached to this report.

### 3. STATUTORY REQUIREMENTS

- 3.1 KBAC is a committee appointed by Council in accordance with section 24 of the *Local Government Act 1993*.

### 4. DISCUSSION

- 4.1 The main points to note from the meeting are
  - 4.1.1 Committee discussed the development of the Kingborough Bike Plan after securing \$20,000 from city deal funding.
  - 4.1.2 A motion was passed that Council consider providing separated cycleways into and through the Kingston Park site for the safety of both pedestrians and cyclists.
  - 4.1.3 A motion was passed that Council consider that the Council reporting template is amended to include the impact on cycling and walking.
- 4.2 For the motion regarding separated cycleways the following is relevant to consider:
  - 4.2.1 Separated cycleways can have benefits in certain situations dependent on vehicle traffic volumes and speeds, and the likely use by cyclists.
  - 4.2.2 Available space within a road reservation as well as conflicts with things such as driveway accesses are important considerations when considering the use of a separated cycleway.
  - 4.2.3 Cyclists are an important user of the road reservation and are considered in decision making in projects. Consideration can be given to the suitability of

separated cycleways not only in Kingston Park but with other planned works in the Kingston CBD area.

- 4.3 The Committee also motioned that the Council reporting template be amended to include the impact each report has on cycling and walking.

4.3.1 Officers note that Council reports cover diverse areas and many would not have infrastructure considerations or other impacts on cycling and walking in the municipality.

4.3.2 Officers suggest that it would be more appropriate to amend the Capital Project Business Case Form to include considerations for pedestrians and cyclists (active transport) for project bids.

4.3.3 Amending the Project Business Case Form would be a better way to capture cycling and walking considerations for future Capital projects.

## 5. FINANCE

- 5.1 There would be a substantial cost associated with adding or retrofitting a separated cycleway to a street and this would need to be carefully balanced against the benefits of doing so.

## 6. ENVIRONMENT

- 6.1 Encouraging safer and more cycling promotes more active lifestyles and also potentially reduces reliance on vehicles providing an improved environmental outcome.

## 7. COMMUNICATION AND CONSULTATION

- 7.1 KBAC will continue to be consulted as regards cycling improvements and on the movement of cyclists to and through the Kingston Central Business District (CBD).

## 8. RISK

- 8.1 The main risks associated with this report is not considering the relative benefits versus constraints for separated cycleways in the Kingston Park and other surrounding CBD roads.

## 9. CONCLUSION

- 9.1 The Kingborough Bicycle Advisory Committee met on 14 August 2020.
- 9.2 The Committee adopted two recommendations, one regarding separated cycle paths in the Kingston Park development and the other regarding reporting considerations for cyclists and pedestrians.
- 9.3 It is recommended that more emphasis is put on the consideration of active cycling and walking by amending the capital Project Business Case Form with a section on this aspect.
- 9.4 Shared cycleways are desirable provided the benefits outweigh the constraints. The option of installing these in the Kingston CBD area with various upcoming projects in Kingston Park and Channel Highway will be considered as part of the project.

**10. RECOMMENDATION**

That Council:

- (a) Notes the minutes of the Kingborough Bicycle Advisory Committee.
- (b) Consider the option of shared cycleways within the Kingston CBD area.
- (c) Request officers amend the Project Business Case Form for capital works bids to include required consideration for cyclists and pedestrians.

**ATTACHMENTS**

- 1. KBAC Minutes 14 August 2020**

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# MINUTES

## Kingborough Bicycle Advisory Committee

Meeting No. 2020-4

Friday 14 August 2020

Public Copy



MINUTES of a Meeting of the Kingborough Bicycle Advisory Committee held at the Kingborough Civic Centre, Kingston, on Friday 14 August 2020 at 9:03a.m.

## **PRESENT**

		<b>PRESENT</b>	<b>APOLOGY</b>
Chairperson	Cr Flora Fox	✓	
	Cr Amanda Midgley	✓	
<b>Members:</b>	Ms Suzanne Betts	✓	
	Mr Les Gardner		✓
	Mr Rod Hartridge	✓	
	Mr Gordon Keith	✓	
	Ms Danielle O'Hara		✓
	Mr Rob Sheers	✓	
	Mr Peter Tuft	✓	
Cycling South	Ms Mary McParland	✓	
Bicycle Network	Ms Alison Hetherington	✓	
<b>Council Officers In Attendance:</b>			
Cadet Civil Engineer	Mr Matthew Snow	✓	
Executive Officer Engineering Services	Mr Anthony Verdouw	✓	

## **ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

The Chairperson acknowledged and paid respect to the Tasmanian Aboriginal Community as the traditional and original owners and continuing custodians of the land on which we met, and acknowledged elders past and present.

## **LEAVE OF ABSENCE**

Les Gardner has resigned from the committee

## **DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **CONFIRMATION OF MINUTES**

MOVED: Rob Sheers

SECONDED: Mary McParland

That the Minutes of the Committee meeting held on Friday 14 February 2020, as circulated be confirmed.

Carried Unanimously

## **BUSINESS ARISING FROM PREVIOUS MINUTES**

### **1. Kingborough Chronicle Article**

Cr Flora Fox spoke to articles issued to the Kingborough Chronicle since the KBAC meeting held on 17 February 2020 and advised that members contact her with ideas for future articles.

2. Representation at Kingborough Community Safety Committee

Gordon Keith offered to attend the KCSC meeting to be held on 5 October 2020 at 10:30am to represent KBAC.

3. Kingborough Bike Plan

The committee has secured \$20,000 from the City Deal money to assist in the development of a Kingborough Bike Plan.

Peter Tuft spoke to a PowerPoint presentation he had prepared prior to the meeting. His presentation largely displayed his views on the proposed structure for the bike plan whilst comparing to other relevant national and local strategy documents. It was noted by Allison Heatherington that a common issue with some of these strategic documents is that they have poor leadership and implementation and this matter should be expressly addressed in the development of the Kingborough Bike Plan.

A sub-committee has formed consisting of KBAC members to discuss a plan for the development of the Bike Plan. The sub-committee has developed a rough framework for the plan and will continue to meet to further improve on the document.

The committee agreed that a priority for utilising the \$20,000 budget should be mapping and routing as well as community consultation and then moving to conceptual designs, artist renderings and documentation finalisation.

Action Item (1): Matthew Snow or Anthony Verdouw to distribute the PowerPoint presentation document to the committee

Action Item (2): Mary McParland to provide rough costings on document creation, mapping and project design.

Action Item (3): Bike Plan sub-committee to meet Friday 21 August 2020 at 9:00am in the Council Chambers

4. Cycling South Report

Mary McParland indicated that much of her time recently has been spent on upgrades around the Hobart Airport. She also noted that throughout the COVID-19 restrictions stages bike sales and cycling activity has spiked

**CORRESPONDENCE**

There was no inward or outward correspondence

**GENERAL BUSINESS**

1. Bikeway Parallel to Algona Road

This project will be identified in the Kingborough Bike Plan and was also included in the Cycling South submission to the Huntingfield Development.

## **MATTERS OF GENERAL INTEREST**

The committee commented that a budget bid for 2021/22 should be considered for the installation of an adequate shared footpath in Burwood Drive.

The committee suggested the installation of signed or painted notification of a cyclist route for the new ramp at the KFC roundabout

The committee commended Rod Hartridge for his efforts in working to have a bike park installed near the Taroona Primary School.

The committee indicated that shared pathways in the Springfarm development area and all new developments should be consistently 3.5m wide. It was noted that the narrower footpaths in Springfarm are disappointing to see considering it is a new development area.

**Motion:** That Kingston Park should provide separated cycleways into and through the site for the safety of both pedestrians and cyclists, and as recommended by Austroads.

Moved: Mary McParland

Seconded: Suzanne Betts

Carried Unanimously

**Motion:** That the Council reporting template be amended to include the impact on cycling and walking.

Moved: Rob Sheers

Seconded: Peter Tuft

Carried Unanimously

Action Item (4): Suzanne Betts to draft a letter to the Margate Museum regarding making the facility more bike friendly with more bike racks at the front.

Action Item (5): Rob Sheers and Peter Tuft to collectively draft a letter to the Department of State Growth regarding the pricing of ferry rides for cyclists and the installation of bike racks with the new development.

Action Item (6): Anthony Verdouw to write a report to Council suggesting previous nominees Richard Langman and Jon Stagg be considered for the vacant community representative position on the committee.

## **NEXT MEETING**

The next meeting of the Committee is to be held on Friday 9 October 2020 at 9:00am.

**CLOSURE:** There being no further business, the Chairperson declared the meeting closed at 10:50am.

## Kingborough Bicycle Advisory Committee

## Action List

Item #	Meeting Date	Minute Item	Details	Responsible Officer	Progress	Due Date
-	13/12/19	General Business - KBAC Action Plan	Look at reviewing Action Plan after Council elections.	All members		TBA
-	01/11/19	Business Arising – Chronicle Article	Members provide ideas for news articles to chairperson	All members		(Each Meeting)
1	14/08/20	Kingborough Bike Plan	Distribute PowerPoint presentation document to committee	Matthew Snow / Anthony Verdouw		09/10/20
2	14/08/20	Kingborough Bike Plan	Provide costings on document creation, mapping and project design.	Mary McParland		09/10/20
3	14/08/20	Kingborough Bike Plan	Bike Plan Sub-Committee to meet Friday 21 August 2020 at 9:00am in the Council Chambers	Sub-Committee Members		21/08/2020
4	14/08/20	Matters of General Interest	Draft letter to the Margate Museum regarding making the facility more bike friendly	Suzanne Betts / Flora Fox		09/10/20
5	14/08/20	Matters of General Interest	Draft letter to DSG regarding Bruny ferry and new development	Rob Sheers / Peter Tuft		09/10/20
6	14/08/20	Matters of General Interest	Report to Council suggesting replacement for Les Gardner	Anthony Verdouw		09/10/20



## 16.6 KINGBOROUGH AWARDS SELECTION COMMITTEE

**File Number:** 5.457

**Author:** Julie Alderfox, Community Development Officer

**Authoriser:** Scott Basham, Manager Compliance & Community Development

### Strategic Plan Reference

Key Priority Area: 1 Encourage and support a safe, healthy and connected community.

Strategic Outcome: 1.1 A Council that engages with and enables its community.

### 1. PURPOSE

- 1.1 Nominations are being sought from Councillors to form a selection committee to choose successful Kingborough Award recipients for 2021.

### 2. BACKGROUND

- 2.1 Council's policy for the Kingborough Awards states:

*"Nominations for the public awards are to be considered by a Selection Committee comprising the deputy Mayor and three nominated Councillors. The Committee shall make a recommendation to Council for resolution."*

### 3. STATUTORY REQUIREMENTS

- 3.1 Council has no statutory obligations in relation to the establishment of this selection committee.

### 4. DISCUSSION

- 4.1 Nominations are sought for three Councillors to participate in the Kingborough Awards Selection Committee.
- 4.2 The Committee will be required to meet in early November for timely reporting to Council.
- 4.3 Recommendations for Kingborough Award recipients will then be presented in a report at the earliest possible meeting of Council.

### 5. FINANCE

- 5.1 There are no financial implications associated with this report.

### 6. ENVIRONMENT

- 6.1 There are no environmental considerations associated with this report.

### 7. COMMUNICATION AND CONSULTATION

- 7.1 The Kingborough Awards are being promoted from August through until October. Members of the community are invited to nominate candidates for recognition of their

contribution to the civic and/or community life of Kingborough. The closing date for nominations is Monday 12 October 2020.

**8. RISK**

8.1 There are no identified risks with this report.

**9. CONCLUSION**

9.1 Nominations are sought for three Councillors to participate, in conjunction with the Deputy Mayor, on the Kingborough Awards Selection Committee.

**10. RECOMMENDATION**

That Council appoints the following three Councillors to assist the Deputy Mayor in the assessment of candidates for the 2021 Kingborough Awards and that these Councillors ensure availability to meet in October 2020.

(a) Cr \_\_\_\_\_

(b) Cr \_\_\_\_\_

(c) Cr \_\_\_\_\_

**ATTACHMENTS**

Nil

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**17 CONFIRMATION OF ITEMS TO BE DEALT WITH IN CLOSED SESSION**

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**RECOMMENDATION**

That in accordance with the *Local Government (Meeting Procedures) Regulations 2015* Council, by absolute majority, move into closed session to consider the following items:

**Confirmation of Minutes**

Regulation 34(6) *In confirming the minutes of a meeting, debate is allowed only in respect of the accuracy of the minutes.*

**Applications for Leave of Absence**

Regulation 15(2)(h) *applications by councillors for a leave of absence*

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

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**OPEN SESSION ADJOURNS**

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**OPEN SESSION RESUMES****RECOMMENDATION**

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

Item	Decision
Confirmation of Minutes	
Applications for Leave of Absence	

**CLOSURE**

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# APPENDIX

- A. Delegated Authority Report for the Period 12 August 2020 to 1 September 2020.
- B. General Manager's Diary for the period 3 August 2020 to 31 August 2020.
- C. Minutes of the Access Advisory Committee.
- D. Current and Ongoing Minute Resolutions (Open Session).

Public Copy

**A DELEGATED AUTHORITY REPORT FOR THE PERIOD 12 AUGUST 2020 TO 1 SEPTEMBER 2020**

<b>DEVELOPMENT APPLICATIONS FOR PERMITTED DEVELOPMENT/USE</b>		
DA-2020-350	Mr T & Mrs T Styles 34 Cemetery Road LUNAWANNA	Change of use from residential to visitor accommodation
DA-2020-351	Mr M Rao 1738 Channel Highway MARGATE	Partial change of use to include general retail
DA-2020-367	Mr J M Geary 1712 Channel Highway MARGATE	Extension to pharmacy (ramp and handrail)
DA-2020-368	Mr B Steel 30 Patriarch Drive HUNTINGFIELD	Partial change of use from warehouse/bond store to cellar door sales
<b>DEVELOPMENT APPLICATIONS FOR DISCRETIONARY DEVELOPMENT/USE</b>		
DA-2018-74	G Hills & Partners Architects 33 Bonnie Vale Drive HOWDEN	Dwelling, ancillary dwelling and garage
DA-2019-708	Mr C D Grant 1222 Huon Road NEIKA	Extensions and alterations to an existing dwelling
DA-2020-67	Another Perspective 149 Saddle Road KETTERING	Deck - Retrospective
DA-2020-153	Smeeke's Drafting P/L 820 Adventure Bay Road ADVENTURE BAY	Extensions and alterations to dwelling
DA-2020-154	Dock4 P/L 87 Beach Road KINGSTON BEACH	Extension and alterations to dwelling
DA-2020-155	Cunic Homes 89 Tingira Road BLACKMANS BAY	Dwelling and retaining wall
DA-2020-168	Mr R Graham 909 Coolangatta Road LUNAWANNA	Outbuilding (shed) for site maintenance
DA-2020-219	Mr F H Triffitt 16 Matthew Flinders Drive ALONNAH	Addition to dwelling (pergola) and outbuilding (minor shed)
DA-2020-249	Mr R De Carvalho 40 Cleveland Rise LUNAWANNA	Dwelling, Retrospective outbuildings (2 sheds), internal driveway and vegetation removal

DA-2020-272	Dr N Davidson 11 Heath Court KINGSTON BEACH	Extension to dwelling (ramp, steps and retaining wall)
DA-2020-273	Ms M Brown 697 Cloudy Bay Road SOUTH BRUNY	Dwelling, outbuilding (shed) and temporary dwelling (tiny house) while the main dwelling is under construction
DA-2020-278	Ms K Molhuysen 82 Bruny Island Main Road DENNES POINT	Extensions to dwelling including deck and carport
DA-2020-293	Mr R Cawthorn & Ms M Ryan 120 Roslyn Avenue BLACKMANS BAY	Extensions and alterations to dwelling, including partial demolition and covered verandah, outbuilding (garage)
DA-2020-299	Mirowski Design & Construction 29 Lynden Road BONNET HILL	Two outbuildings (garage and shed)
DA-2020-306	Isle Drafting 557 Sandfly Road SANDFLY	Extension to outbuilding (shed) - Retrospective
DA-2020-308	Mr S M Hall 660 Leslie Road LESLIE VALE	Dwelling and outbuildings (two shipping containers and shed) and change of use for existing dwelling to Class 10 outbuilding
DA-2020-314	Mrs M & Mr C Lanci 13 Henwood Drive KINGSTON	Dwelling and outbuilding (shed)
DA-2020-319	Mr G B Kays 25 Corlacus Drive KINGSTON	Outbuilding (shed)
DA-2020-322	Mrs A Excell 107 Flinders Esplanade TAROONA	New dwelling and outbuilding (carport/store), and removal of existing dwelling
DA-2020-333	SJM Property Developments P/L 58 Turquoise Way KINGSTON	Dwelling
DA-2020-344	Mr J S Bevan 1A Willowbend Road KINGSTON	Outbuilding (shed) with deck
<b>DEVELOPMENT APPLICATIONS FOR SUBDIVISION / BOUNDARY ADJUSTMENT / SEALED PLAN AMENDMENT</b>		
SPA-2020-4	Henry Wherrett & Benjamin Lot 2/555 Leslie Road LESLIE VALE	Removal of words and notations relating to pipeline and wayleave easements from the sealed plan and Easements
SPA-2020-7	PDA Surveyors 'Kingston Park', 7 Goshawk Way KINGSTON	Deleting the word 'road' from lot 101 on the Plan of Survey and annexure sheets

DAS-2020-10	Lark & Creese P/L 29 & 31 Windsor Street KINGSTON BEACH	Boundary adjustment
DAS-2020-11	G Hills & Partners Architects 23 Willowbend Road KINGSTON	Subdivision creating two lots
DAS-2020-15	Leary Cox & Cripps 5 Devon Walk & 60A Tarooma Crescent TAROONA	Boundary adjustment
<b>DEVELOPMENT APPLICATIONS FOR NO PERMIT REQUIRED</b>		
DA-2020-377	Mr B & Ms S Schroeter 2 Crestwood Court BLACKMANS BAY	Extension to dwelling
DA-2020-382	Katree Designs 48 Tarooma Crescent TAROONA	Alterations to dwelling
DA-2020-383	Mr M Walther 19 Panoramic Drive KINGSTON	Extensions and alterations to dwelling, including deck
DA-2020-385	Shane Mann and Associates 3 Cedar Court KINGSTON	New carport and driveway
DA-2020-390	Mr N J Hamilton 1 Stirling Avenue BLACKMANS BAY	Extension to dwelling (verandah)



**B GENERAL MANAGER'S DIARY FOR THE PERIOD 3 AUGUST 2020 TO 31 AUGUST 2020**

3 August	Participated in weekly Metro General Manager's Catchup
	Participated in Hobart City Deal Implementation Board meeting via teleconference
	Attended Councillor workshop
5 August	Participated in Greater Hobart General Manager's meeting via Microsoft Teams
7 August	Attended Audit Panel Meeting
10 August	Participated in weekly Metro General Manager's Catchup
	Attended Council meeting
12 August	Attended LG Professionals Board Meeting
13 August	Attended Southern Waste Solutions meeting
17 August	Participated in weekly Metro General Manager's Catchup
	Attended Councillor workshop
18 August	In company with the Mayor, attended the Greater Hobart Mayors Forum
19 August	Participated in TasWater Owners' Representatives Quarterly Briefing via Webex Teams
20 August	Participated in LG Professionals Southern Branch Meeting and AGM via Zoom
21 August	Attended Soft Launch Hobart City Deal Annual Progress Report and Kingston Place Strategy
24 August	Participated in weekly Metro General Manager's Catchup
	Attended Council meeting
28 August	Attended DEP Board Meeting
31 August	Participated in weekly Metro General Manager's Catchup
	Attended Councillor workshop

C MINUTES OF THE ACCESS ADVISORY COMMITTEE DATED 26 AUGUST 2020

# MINUTES

## KINGBOROUGH ACCESS ADVISORY COMMITTEE

Meeting No. 2020-2

Wednesday 26 August 2020

Minutes of a Meeting of the Kingborough Access Advisory Committee held at the Kingborough Civic Centre, Kingston, on Wednesday 12 February at 2.00pm.

**PRESENT**

		PRESENT	APOLOGY
Chairperson	Cr Paula Wriedt	✓	
	Julie Taylor (Arthritis Tasmania and Osteoporosis Tasmania representative)	✓	
	David Vickery	✓	
	Kevin Brown	✓	
	Kris Apps		✓
	Paul Gilby		✓
	Stephanie Doran		✓
	Zoe Gisborne		✓
	Di Carter	✓	
Guest	Melinda Harris (Baptcare)	✓	
Staff	Julie Alderfox (Community Development Officer)	✓	
	Steve Loxley (Project Manager Kingston Park)	✓	
	Craig Reid (Senior Project Manager)	✓	
	Paul Donnelly (Urban Designer)	✓	

**LEAVE OF ABSENCE**

No requests were submitted.

**DECLARATIONS OF INTEREST**

There were no declarations of interest.

**CONFIRMATION OF MINUTES**

Moved David Vickery

/Seconded Di Carter

That the Minutes of the Committee meeting held on 12 February 2020 as circulated, be confirmed.

Carried

**BUSINESS ARISING**

**Access Policy**

Council's Access policy was reviewed by the Committee. Changes are to be made and sent to the group for approval, prior to being presented to Council for endorsement.

*Steve Loxley entered the meeting at 2.30pm*

**Kingston Park Playground & Community Hub Update**

Steve Loxley (Project Manager Kingston Park) provided an update on the improvement to accessibility features at the Community Hub. Significantly it was noted that a ramp to/from the

commercial tenancy has been installed to ensure connectivity to the playground and outdoor area. An overview of progress at the Kingston Park playground and the inclusive features/equipment which are being incorporated within the facility was also provided.

*Craig Reid entered the meeting at 2.40*

*Paul Donnelly entered the meeting at 2.45*

### **Capital Works**

Craig Reid (Senior Project Manager) provided an overview of capital works projects relevant to the committee which are planned for the 2020/2021 financial year. Suggestions were invited for priority kerb ramp upgrades. Discussion followed on the risks involved for both motorists and pedestrians at the Hutchins St/Channel Highway T intersection. It was requested that Engineering Services investigate improvement for pedestrians. It was requested that the angle of kerb ramps be given consideration as usability is not ensured if the angle of the ramp is too steep or sudden. This may be a case of the minimum standard for DDA compliance being insufficient and, in some instances creating an unsafe situation.

Design drawings were provided for upcoming toilet upgrades. The group was informed that a universal design access consultant had been engaged to review the design drawings and make suggestions for improved usability.

### **Osborne Esplanade Crossing & Beach Access Upgrade**

Paul Donnelly (Urban Designer) provided information on the scheduled upgrade of the pedestrian crossing from the Kingston Beach toilet facility and the connecting disability access ramp. It was reported that a meeting has been scheduled with members of the Kingston Beach Surf Life Saving Club to discuss storage/installation of beach matting.

*Steve Loxley, Craig Reid & Paul Donnelly left the meeting at 3.40 pm*

### **Response to the Consultation Regulatory Impact Statement Proposal to Include Minimum Accessibility Standards for Housing in the National Construction Code**

In late 2018 the committee provided comments to the Australian Building & Construction Board's Accessible Housing Options Paper. A Consultation Regulatory Impact Statement has been released and comments invited. Committee members were encouraged to submit personal stories to the Australian Building & Construction Board in order to improve understanding of the benefits of including access standards in new housing. Staff intend to submit comments to the ABCB on behalf of the group to reiterate the original 2018 submission supporting Gold Level of the Liveable Housing Design Guidelines as the minimum standard.

### **Access Information Brochures**

Draft brochures providing disability access advice were distributed to the group. Editing suggestions will be put forward by Cr. Paula Wriedt prior to final approval by the committee.

### **Nominations & Committee Membership**

The group was reminded that nominations are open for membership to the group and that online meetings are now possible. It was noted that initial IT support from Council may be provided if barriers to participation are experienced.

### **Planning Requirements Visitor Accommodation**

Advice was sought from Council's Development Services Department regarding the requirements for any small-scale visitor accommodation to provide accessibility features. Information received



states that small scale short stay accommodation premises are not required to provide accessible features as part of their permit.

### **DEVELOPMENT APPLICATIONS**

A list of DA lodgements is now being regularly sent to Julie Alderfox. Any change of use to short term accommodation or other public premises listed will receive information on the advantages of including accessible features.

### **NEXT MEETING**

The next meeting of the Access Advisory Committee is scheduled to take place on Wednesday 21 October 2020 2pm at the Council Chambers

**CLOSURE:**            There being no further business, the Chairperson declared the meeting closed at 4.00pm

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**D CURRENT AND ONGOING MINUTE RESOLUTIONS (OPEN SESSION)**

<b>CURRENT</b>	
<b>Resolution Title</b>	<b>Legislative Council Inquiry – TasWater</b>
<b>Meeting Date</b>	24 August 2020
<b>Minute No.</b>	C488/16-2020
<b>Status</b>	In progress
<b>Responsible Officer</b>	General Manager
<b>Officers Comments</b>	Submission lodged
<b>Anticipated Date of Completion</b>	December 2020
<b>Resolution Title</b>	<b>Petition – Road Safety in Coningham and Lower Snug</b>
<b>Meeting Date</b>	24 August 2020
<b>Minute No.</b>	C489/16-2020
<b>Status</b>	Ongoing
<b>Responsible Officer</b>	Executive Manager Engineering Services
<b>Officers Comments</b>	Ongoing discussions to be held with the community to action various requests. This may require future capital bids.
<b>Anticipated Date of Completion</b>	June 2021 for most actions
<b>STILL BEING ACTIONED</b>	
<b>Resolution Title</b>	<b>Hobart City Deal and Implementing the Kingston Place Strategy</b>
<b>Meeting Date</b>	13 July 2020
<b>Minute No.</b>	C397/13-2020
<b>Status</b>	Ongoing
<b>Responsible Officer</b>	Deputy General Manager
<b>Officers Comments</b>	A major project which will be ongoing for the next three years and regular reports will be provided to Council
<b>Anticipated Date of Completion</b>	Ongoing
<b>Resolution Title</b>	<b>Funding for Public Infrastructure Required to Support Large Sub-divisions</b>
<b>Meeting Date</b>	22 July 2020
<b>Minute No.</b>	C429/14-2020
<b>Status</b>	In progress
<b>Responsible Officer</b>	Manager Development Services
<b>Officers Comments</b>	LGAT has confirmed that in the coming weeks they will be survey the Councils as part of the project development. There has been work with TasWater specifically about the contributions related to them. We will continue to keep Council updated on the progress.
<b>Anticipated Date of Completion</b>	December 2020

<b>Resolution Title</b>	<b>Road Safety in Coningham and Lower Snug</b>
<b>Meeting Date</b>	22 July 2020
<b>Minute No.</b>	C430/14-2020
<b>Status</b>	Completed
<b>Responsible Officer</b>	Executive Manager Engineering Services
<b>Officers Comments</b>	Report to be provided to Council
<b>Anticipated Date of Completion</b>	Completed
<b>Resolution Title</b>	<b>Petition – Safe Bicycle Way Algona Road</b>
<b>Meeting Date</b>	25 May 2020
<b>Minute No.</b>	C318/8-2020
<b>Status</b>	Completed
<b>Responsible Officer</b>	Executive Manager Engineering Services
<b>Officers Comments</b>	Will be considered in Bike plan
<b>Anticipated Date of Completion</b>	Completed
<b>Resolution Title</b>	<b>Community Grant Program and Policy Review</b>
<b>Meeting Date</b>	10 March 2020
<b>Minute No.</b>	C186/5-2020
<b>Status</b>	In progress
<b>Responsible Officer</b>	Executive Manager Governance & Community Services
<b>Officers Comments</b>	Policy to be reviewed
<b>Anticipated Date of Completion</b>	October 2020
<b>Resolution Title</b>	<b>Silverwater Park Community Engagement Project</b>
<b>Meeting Date</b>	27 April 2020
<b>Minute No.</b>	C251/7-2020
<b>Status</b>	Complete
<b>Responsible Officer</b>	Executive Manager Governance & Community Services
<b>Officers Comments</b>	Consultation with school students completed
<b>Anticipated Date of Completion</b>	Complete
<b>Resolution Title</b>	<b>Paid Parking Within Central Kingston</b>
<b>Meeting Date</b>	13 January 2020
<b>Minute No.</b>	C30/1-20
<b>Status</b>	In progress
<b>Responsible Officer</b>	Deputy General Manager
<b>Officers Comments</b>	Council is liaising with the State government on the upgrade of the Huntingfield park and ride as a more suitable venue for Hobart commuters
<b>Anticipated Date of Completion</b>	December 2020

<b>Resolution Title</b>	<b>Kingborough Youth Arts Prize</b>
<b>Meeting Date</b>	11 November 2019
<b>Minute No.</b>	C723/22-19
<b>Status</b>	In progress
<b>Responsible Officer</b>	Executive Manager Governance & Community Services
<b>Officers Comments</b>	Development of showcase activities delayed due to COVID-19
<b>Anticipated Date of Completion</b>	December 2020
<b>Resolution Title</b>	<b>Halls Track Road</b>
<b>Meeting Date</b>	9 December 2019
<b>Minute No.</b>	C793/24-19
<b>Status</b>	In progress
<b>Responsible Officer</b>	Executive Manager Engineering Services
<b>Officers Comments</b>	Investigation and report to be written
<b>Anticipated Date of Completion</b>	October 2020
<b>Resolution Title</b>	<b>Bruny Island Boat Club Petition</b>
<b>Meeting Date</b>	9 December 2019
<b>Minute No.</b>	C797/24-19
<b>Status</b>	In progress
<b>Responsible Officer</b>	Executive Manager Governance & Community Services
<b>Officers Comments</b>	Organisers advised of Council resolution. Lease agreement yet to be signed.
<b>Anticipated Date of Completion</b>	September 2020
<b>Resolution Title</b>	<b>Recreational Water Quality, Blackmans Bay Beach</b>
<b>Meeting Date</b>	14 October 2019
<b>Minute No.</b>	C696/20-19
<b>Status</b>	In progress
<b>Responsible Officer</b>	Senior Environmental Health Officer
<b>Officers Comments</b>	Recreational Water Quality Investigation Report has been submitted to the Department of Health for consideration by the Director of Public Health.
<b>Anticipated Date of Completion</b>	December 2020
<b>Resolution Title</b>	<b>Safer Routes to School Taroona</b>
<b>Meeting Date</b>	24 June 2019
<b>Minute No.</b>	C427/13-19
<b>Status</b>	Ongoing
<b>Responsible Officer</b>	Executive Manager Engineering Services
<b>Officers Comments</b>	Will undertake additional traffic counts and other actions as listed in report
<b>Anticipated Date of Completion</b>	November 2020



<b>Resolution Title</b>	<b>Information &amp; Communications Technology Review</b>
<b>Meeting Date</b>	27 May 2019
<b>Minute No.</b>	C364/10-19
<b>Status</b>	In progress
<b>Responsible Officer</b>	Executive Manager Information Services
<b>Officers Comments</b>	Funding source yet to be determined.
<b>Anticipated Date of Completion</b>	Unknown
<b>Resolution Title</b>	<b>Proposed Transfer of Land Owned by UTAS to Council at Tarooma Beach</b>
<b>Meeting Date</b>	25 March 2019
<b>Minute No.</b>	C233/6-19
<b>Status</b>	In progress
<b>Responsible Officer</b>	Executive Manager Governance & Community Services
<b>Officers Comments</b>	Awaiting sub-division by UTAS
<b>Anticipated Date of Completion</b>	Unknown
<b>Resolution Title</b>	<b>Tassal Community Advisory Group</b>
<b>Meeting Date</b>	11 September 2017
<b>Minute No.</b>	C460/20-17
<b>Status</b>	In progress
<b>Responsible Officer</b>	Manager Environmental Services
<b>Officers Comments</b>	Community advisory groups currently exist on the Tasman Peninsula, Esperance area and Spring Bay on the east coast. There is not a current a group in the Channel area, however Tassal have advised that they are considering initiating a group in this region in the future.
<b>Anticipated Date of Completion</b>	Unknown