



COUNCIL MEETING AGENDA

NOTICE is hereby given that an Ordinary meeting of the Kingborough Council
will be held in the Kingborough Civic Centre, 15 Channel Highway, Kingston on
Monday, 21 November 2022 at 5.30pm

Kingborough Councillors 2022 - 2026



Mayor
Councillor Paula Wriedt



Deputy Mayor
Councillor Clare Glade-Wright



Councillor Aldo Antolli



Councillor David Bain



Councillor Gideon Cordover



Councillor Kaspar Deane



Councillor Flora Fox



Councillor Amanda Midgley



Councillor Mark Richardson



Councillor Christian Street

QUALIFIED PERSONS

In accordance with Section 65 of the *Local Government Act 1993*, I confirm that the reports contained in Council Meeting Agenda No. 22 to be held on Monday, 21 November 2022 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, 15 November 2022

Public Copy

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GUIDELINES FOR PUBLIC QUESTIONS

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

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, 21 November 2022 at 5.30pm

1 AUDIO RECORDING

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

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.

3 ATTENDEES

Councillors:

Acting Mayor Councillor C Glade-Wright
Councillor A Antolli
Councillor D Bain
Councillor G Cordover
Councillor K Deane
Councillor F Fox
Councillor A Midgley
Councillor M Richardson

4 APOLOGIES

Mayor, Councillor P Wriedt
Councillor C Street

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the open session of the Council Meeting No. 21 held on 7 November 2022 be confirmed as a true record.

6 WORKSHOPS HELD SINCE LAST COUNCIL MEETING

14 November - Draft Local Provisions Schedule

7 DECLARATIONS OF INTEREST

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

8 TRANSFER OF AGENDA ITEMS

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

9 QUESTIONS WITHOUT NOTICE FROM THE PUBLIC

10 QUESTIONS ON NOTICE FROM THE PUBLIC

10.1 Culture and Performance Review of the Kingborough Municipal Administration

Mr Michael Rowan submitted the following question on notice:

In view of

- *Sec. 28 (2) (b) (iii) of the Tasmanian Local Government Act 1993, which states that 'The Councillors of a council collectively' have as one of their functions 'to determine and monitor the application of policies plans and programs for'... 'the fair and equitable treatment of employees of the council'*
 - *Recent media reports of toxicity and bullying in other councils in Tasmania, which particularly in the case of the West Tamar Council was reported as coming as a surprise to the mayor, and*
 - *Data in the Kingborough Annual Report (page 20) which shows a headcount of 93 staff with four or less years of service in an equivalent full time staffing complement of 180, and only two females among 13 managers, which suggests a very high rate of staff turnover (assuming there has been no rapid increase in the staffing level of the Administration) and raises concern as to the gender inclusivity of the Administration,*
1. *What regular reporting does the elected Council receive which demonstrates that the Kingborough administration is not a toxic workplace, and in particular that all staff are treated fairly and equitably?*
 2. *For example, does the Council receive (say) monthly reports on the numbers (with a gender breakdown) of*
 - a. *Lost time injuries, and a classification of the kind if injuries (eg slips, trips and falls; vehicular; other equipment; mental health), as might over time seem most informative*
 - b. *Applications for workers' compensation, whether accepted by WorkSafe Tasmania, or denied*
 - c. *Any disputes or complaints lodged by employee representatives including unions or staff associations*
 - d. *Breaches of the Council's Workplace Behaviour Administrative Policy*

- e. *Number and level of staff accessing the employee assistance scheme*
 - f. *Staff separations, both resignations and terminations, including whether any payments have been made to separating staff and their authorisation*
 - g. *Any use of non-disclosure agreements with separating staff*
 - h. *Issues raised in confidential exit interviews conducted by the independent 3rd party contracted to provide this service, if such exists*
 - i. *Advertised positions which failed to attract a competitive field of candidates, including female and gender diverse candidates*
 - j. *Promotions of staff within the Kingborough administration, or appointment to a higher-level position in another organisation*
 - k. *Prizes, awards, or other recognitional of staff of the administration.*
- 3. *Assuming this data is provided, is it aggregated on a year-to-date basis, and compared to previous years?*
 - 4. *Where any pattern of concern appears, is the data benchmarked against other Tasmanian or other councils or similar organisations?*
 - 5. *Where this comparison substantiates that there is a reason for concern is the relevant area of the administration subject to early external review?*
 - 6. *Is there an established cycle of regular external review of all areas of the Administration's operation? If so, where is this reported in the Council Annual Report for 2021/22?*
 - 7. *Does the (elected) Council conduct an annual governance review of its performance as a board? If so, where is this reported in the Council Annual Report for 2021/22?*

Officer's Response:

- 1. A report is provided every six months to the Council which includes information on the organisation's Work Health & Safety (WHS) statistics; employee indicators including employee numbers, recruitment, and unplanned leave; training; and industrial relations matters. The report is listed in the Appendix of the Council Agenda and is available to the public. Council's Audit Panel also receives reports on staff leave accruals.
- 2
 - a. A Council report on workers compensation performance is provided on a six-monthly basis. This includes the number of claims over the last 5 years; the types of injuries; and WHS indicators including Total Recordable Injury Frequency Rates, Lost Time Injuries and Medical Treatment Injuries. These statistics are also reported monthly to Council's Executive Committee.
 - b. The number of workers compensation claims are included in the above report. Council's insurer provides a confidential monthly report on the status of all workers compensation claims.
 - c. These matters are not reported to Council as they are operational matters which are the responsibility of the General Manager and are dealt with in accordance with the provisions of the *Fair Work Act 2009 (Commonwealth)*, and Council's industrial obligations under the Enterprise Agreement.
 - d. These matters are not reported to Council as they are operational matters which are the responsibility of the General Manager. Council has appropriate policies for dealing with such matters including the Discipline Administrative Policy and Procedures and the Issue Resolution Policy and Procedures.

- e. Council's EAP service provider, Newport and Wildman, provides confidential reports to the Executive on the numbers of staff accessing the EAP and the general reasons for seeking assistance. For privacy reasons, no details are provided on individual matters.
 - f. Recruitment and terminations are reported to Council in the 6 monthly report, referred to in the response to question 1.
 - g. These matters are not reported to Council as they are operational matters and are the responsibility of the General Manager. However, typically Council does not use non-disclosure agreements with separating staff, unless it is requested by the employee's representative.
 - h. Exit interviews are undertaken by Council's HR team and the results are reported to the General Manager and the relevant Director.
 - i. These operational matters are not reported to Council, other than a summary of employee indicators. However, an update on recruitment for individual positions is provided to management and Council's employee/union representatives through the Joint Consultative Committee (JCC) which meets monthly. The Minutes of the JCC are distributed to all employees.
 - j. These operational matters are not reported to Council unless the role is a senior management position.
 - k. Any significant prizes, awards or recognition of employees would be advised to Council by the General Manager.
3. Data on key employee indicators is provided in Council's Annual Report; the Council's Estimates of Budget and Expenditure; and in the Local Government Board's comparative Dashboards on council performance, refer to the response to Question 4 below. Council also receives a report on workers compensation for the last 5 years in the regular HR information reports. Employee data is aggregated and compared to previous years in the annual Workforce Plan which is approved by the General Manager and the Executive.
4. The Local Government Board has published the **Tasmanian Council's Data Dashboards** to support the community to engage with the Future of Local Government Review. The Dashboards provide information on some of the key activities and operations of Tasmanian councils using publicly available data sets. Dashboard 1 includes comparative workforce data for all Tasmanian Councils from the last five financial years including total FTE's, employee costs, median age, and turnover. The report can be found at <https://www.futurelocal.tas.gov.au/council-data/> In terms of workers compensation, Council participates in a Tasmanian local government benchmarking project which reports on Total Recordable Injury Frequency Rates. This report is provided to the Executive team monthly.
5. External reviews may be directed by Council or Council's Audit Panel, depending on the area of concern. For example, the Audit Panel has engaged WLF Accounting and Advisory to undertake a WHS Licencing and Certification review. This review will examine the processes and controls to ensure all Council employees and contractors have the required qualifications and certifications to undertake duties in accordance with the requirements of the *Work Health and Safety Act 2012 (Tas)*.
6. Council's operational and financial performance is audited by the Tasmanian Audit Office in accordance with the legislative requirements.
7. No, the *Local Government Act 1993* contains no requirement for Council to conduct an annual governance review.

Pene Hughes, Executive Manager Organisational Development

10.2 Grant Funding

Mr Joe Ellis submitted the following question on notice:

Council has recently received a \$262k grant for an upgrade to the existing facilities at the Kingston Mountain Bike Park track including a wallride designed for skateboards, scooters and bikes. Public consultation for the Dru Point master plan was conducted in September 2017. The need for something for older kids and teenagers was identified then, and there is still nothing even planned for the youth age group in Margate, despite many requests and frequent mentions in consultation processes.

Why wasn't a grant application submitted to provide similar facilities at Dru Point?

Why was Kingston considered the higher priority?

How does Council ensure decision-making processes are equitable and inclusive?

Officer's Response:

A grant application was not required for Dru Point as \$495k has been allocated in the current Capital Works program for upgrade to the Dru Point play space.

A contract for the replacement of the removed "Teenrager" youth play equipment at Dru Point has been awarded, works are expected to commence early in the new year. Additional equipment upgrades are also being planned for this current financial year.

Kingston Mountain Bike Park is heavily utilised, requiring ongoing maintenance with regular requests from the public for upgrades for its long-term viability and useability. Funding was secured under the State Governments 'Improving the Playing Field' grant to upgrade the dirt pump track to a larger, asphalt one which will require less ongoing maintenance.

All capital works projects go through a Budgetary Review Panel and are prioritised on merit across the entire municipal area. These nominations are then workshopped with Councillors for review before a report goes to a Council meeting in open session for decision.

Su Sprott, Recreation Officer

10.3 Landscape Conservation Zoning

At the Council meeting on 7 November 2022, **Ms Mel O'Keefe** asked the following question without notice to the General Manager, with a response that the question would be taken on notice:

- 1. I appreciate that the Local Provisions Schedule is a draft only currently, nonetheless, could you please advise the approximate number of properties proposed for LCZ and the total number of hectares and if this information is not to hand, could this please be taken on notice?*
- 2. In the questions on notice, Ms Jo Landon posed some questions at 10.2 of the meeting pack, part of one of the questions appears to have been overlooked and that is she requested the topics covered in the workshops. Could this please be taken on notice and the information supplied?*
- 3. Recognising that vegetation reduction is in conflict with LCZ, has any modelling been undertaken to assess the change in bushfire risk that will result from the proposed wide scale rezoning to LCZ?*
- 4. The report that I made reference to wherein a number of areas within Kingborough have been assessed as having an extreme fire risk, would Council give consideration to having their GIS officer overlay the properties proposed for LCZ over the top of the extreme risk areas?*

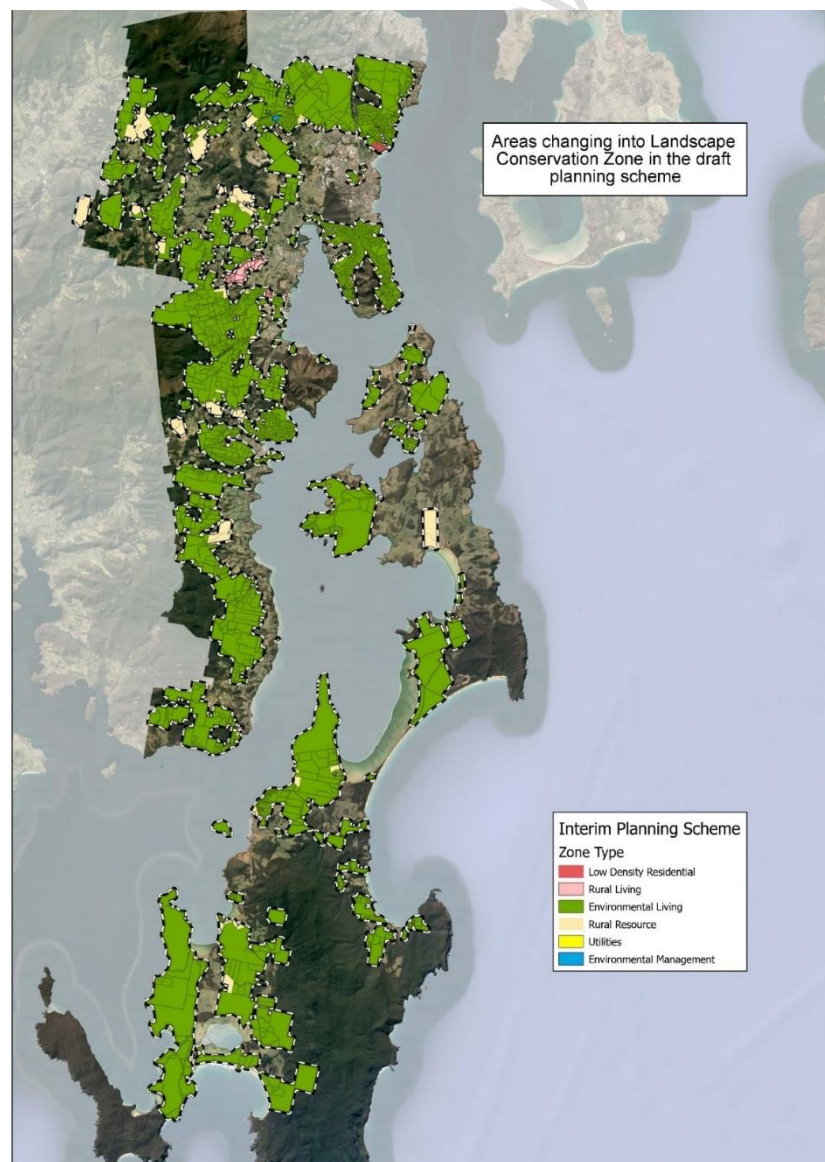
Officer's Response:

1. The Draft Local Provisions Schedule (LPS) that was submitted to the Tasmanian Planning Commission in 2019 proposed 1,952 (or 10%) of the Council's 18, 947 rateable properties to be zoned Landscape Conservation Zone (LCZ). The hectare quantity is approximately 20,946ha. This compares to 31, 233.89 hectares of private land zoned Environmental Management under the 2000 Scheme and 21, 937.77 hectares zoned Environmental Living under the Kingborough Interim Scheme, 2015.

There is diversity of the zone types that they are being transitioned to the LCZ, however the predominant zone is from Environmental Living. Below is a breakdown of those numbers, plus a map that demonstrates the existing zoning for the properties that are proposed to be zoned LCZ.

- 1705 (or 87%) are currently zoned Environmental Living
- 22 (1%) are currently zoned Rural Living
- 127 (or 7%) are currently zoned Rural Resource
- 96 (or 5%) are currently zoned Low Density Residential
- 2 (or 0.1%) are currently zoned Environmental Management.

Conversely, 168 properties currently zoned Environmental Living are proposed to be zoned Rural Living and 68 properties are proposed to be zoned Rural.



2. The topics were the new Tasmanian Planning Scheme and the Draft Local Provisions Schedule.
3. Available information tells us that the vast majority of the municipality (90%+) meets the definition of bushfire prone (as defined in Planning Directive No.5.1):

bushfire-prone area	means:
	(a) land that is within the boundary of a bushfire-prone area shown on an overlay on a planning scheme map; or
	(b) where there is no overlay on a planning scheme map, land that is within 100m of an area of bushfire-prone vegetation equal to or greater than 1 hectare.

The Bushfire Prone Areas layer of the Planning Scheme reflects this. It does not identify the **level** of that risk. (High/med/low).

It should be noted that Bushfire Risk Modelling in Tasmania is conducted by the Tasmania Fire Service as the lead agency for bushfire mitigation and response in Tasmania. Specialist computers are required to conduct the modelling – which is generally re-run each year. Tas Fire provides Councils with the risk modelling results via the Fire Management Area Committees (FMACs) of which Kingborough is a member. Bushfire Risk Assessment Modelling has been done for the entire state: (available from TFS). This modelling is based on a model developed by the Parks and Wildlife Service to try and help them prioritise bushfire mitigation works. Council cannot provide the above modelling to the public. Tas Fire Service has specialist fire behaviour analysts located within their BUSHFIRE RISK UNIT who undertake regular modelling of the relative risk of bushfire based on specific scenarios (ie. how would a fire behave on land that had been fuel reduced, versus not fuel reduced?). This fire behaviour modelling is done using programs called *Prometheus* and *Phoenix*.

A change in zoning is unlikely to change the risk much due to the large scale of the risk across the Municipality and the Greater Hobart landscape. Regardless of the zoning that will be applied to parcels, people will continue to be able to remove vegetation in accordance with a Bushfire Hazard Management Plan written by a TFS Bushfire Practitioner and available exemptions in the planning scheme – as is currently the case.

4. As mentioned above, the risk modelling cannot be provided to the public as it the property of Tas Fire/Park and Wildlife. The overlay bushfire risk modelling results for Kingborough with the proposed LCZ layer is unlikely to determine anything meaningful as it would impact vegetation cover on a large scale and it would be difficult to quantify the impact on bushfire risk (which at the moment is high right across the Municipality and the Greater Hobart region).

The risk mapping used for the report quoted in the QWN was provided by TFS to Fire Management Area Committees. It is understood that the layer is a combination of different modelling results. The plans are based overlay bushfire risk modelling results for Kingborough with the proposed LCZ layer and determine anything meaningful. This is for a couple of reasons – firstly – the modelling is the property of Tas Fire/Parks and Wildlife and we cannot provide it to the public. (Council I think has the GIS layer but it is for internal use only and would be out of date by now). Secondly – without knowing how the LCZ layer (and any associated restrictions) would impact vegetation cover on a large scale – it would be difficult to quantify the impact on bushfire risk (which at the moment is high right across the Municipality and the Greater Hobart region).

The risk mapping used for the report quoted in the QWN was provided by TFS to Fire Management Area Committees. The plans are based on the impact of a fire igniting in a specific location and impacting Human Settlement Areas in the fire path of the ignition location and not on where the Overall Bushfire Risk is.

Adriaan Stander, Strategic Planner

11 QUESTIONS WITHOUT NOTICE FROM COUNCILLORS

12 QUESTIONS ON NOTICE FROM COUNCILLORS

12.1 Landscape Conservation Zoning

At the Council meeting on 17 October 2022, **Cr Glade-Wright** asked the following question without notice to the General Manager, with a response that the question would be taken on notice:

Do we feel like we are adequately resourced to send every property a letter explaining the zone changes that are proposed?

Officer's Response:

The potential cost of letters to all residents depends on what detail would be provided. Two scenarios are provided below.

- If it was a generic letter, meaning the content would be the same and not personalised, a letter to each property (owner and two letters where the owner is not the occupier meaning two letters are sent) would be approximately \$8,000.00 for preparation and work (with up to 25 000 letters it would need to be outsourced – just the printing, folding, addressing) plus \$25,000 for the postage.

The total cost, excluding resources to prepare the correspondence would be \$33 000.

- If it is a letter for that property outlining changes specific to the property it would be extremely resource heavy as the data of every existing zone, every proposed zone would need to be provided for each individual property (there are almost 19 000 properties). Naturally, it would also require cross checking for accuracy as the risk to Council if the information were incorrect due to clerical error can cause significant problems. It is difficult to estimate how many hours that would take, but it would have a significant impact on those involved who would have to be offline from other work for an extended period.

The costs above would be in addition to the costs outlined in the first scenario.

The further resourcing implication would be the increased demand in enquiries arising from the correspondence that was sent out, which we are not resourced to deal with. We have had the opportunity to speak with Huon Valley about their experience with this approach in terms of the impact on resourcing and they have less than half the number of properties at Kingborough Council.

Tasha Tyler-Moore, Manager Development Services

12.2 Tourism Marketing Strategy

At the Council meeting on 7 November 2022, **Cr Cordover** asked the following question without notice to the General Manager, with a response that the question would be taken on notice:

In the Annual Report it mentions that Destination Southern Tasmania, the Huon Valley Council and the tourism industry will work together to develop a tourism marketing strategy for the region south of Hobart and that this project is "ongoing". Is there any update on an expected timeframe for that piece of work and when it is completed, how will we determine if it has been a success or value for money?

Officer's Response:

Destination Southern Tasmania (DST) is the peak tourism body for Southern Tasmania, established 10 years ago to provide leadership on tourism in the southern region. DST promotes visitor experiences and services to domestic and international visitors, the tourism trade, and media. DST focusses on growing visitation, increasing yield and driving regional dispersal. DST members are nearly 200 local tourism businesses, with partners including 11 councils, Tourism Tasmania, the Tourism Industry Council of Tasmania, and the Department of State Growth.

Through the partnership with DST, visitor experiences and services in Kingborough are promoted on the Hobart & Beyond website and social media presence. In 2021/22, Hobart & Beyond had more than 500, 000 page views, and the combined Social Media reach was 1.94 million people.

In the past, the Kingborough and Huon Valley regions used Southern Trove branding to promote the region to visitors. Tourism Tasmania now oversees branding and marketing, promoting the Southern Edge Drive Journey (within Discover Tasmania website) under the *Come Down for Air* brand platform.

One of the approaches used by DST to determine priorities for investment in tourism is the development of Destination Action Plans (DAP). A DAP was developed for Bruny Island in 2016, with several projects identified in the DAP implemented using funding by Council and the Tasmanian Government, including for local visitor infrastructure, footpaths, signage and the Bruny Island tourism website. The *Southern Tasmania Destination Management Plan 2022-2025* has recently been developed by DST in consultation with Councils, to identify strategic priorities to improve visitation across the Southern region.

Given our partnership with DST, and work being undertaken by DST and Tourism Tasmania to promote the region, it is not considered efficient or necessary to develop a separate tourism marketing strategy for the region south of Hobart. Instead, officers from Kingborough Council, Huon Valley Council and Destination Southern Tasmania will continue to work together to provide input into the Hobart & Beyond and Southern Edge Drive Journey promotions. The success of these initiatives is measured through website and social media engagement, uptake of printed materials and maps, and visitor numbers. As the visitor economy recovers post COVID-19, Kingborough Council will continue to engage with DST and Huon Valley Council to understand how visitor numbers are rebounding and how we might improve promotion of the region.

Dr Samantha Fox, Director Environment, Development & Community Services

12.3 Alternative Energy Precinct

At the Council meeting on 7 November 2022, **Cr Midgley** asked the following question without notice to the General Manager, with a response that the question would be taken on notice:

Item 1.4.2 of the actions in the Annual Report reads 'progress the development of an alternative energy precinct at the Baretta Waste Disposal Site'. Is there any further information regarding that?

Officer's Response:

The most recent advice from the company confirmed they are still pursuing the project at Baretta and that they are expecting to lodge a development application with Council by the end of the year and commence construction in 2023.

Liz Quinn, Manager Environmental Services

12.4 Pedestrian Safety and Footpaths

Cr Cordover submitted the following question on notice:

1. *What are the plans for improving pedestrian safety in Middleton and Gordon?*
2. *Has the Council considered plans for a shared path or designated pedestrian footpath from the Gordon Foreshore Reserve Campground to the Middleton Boat Ramp?*
3. *Has the Council considered a pedestrian footpath or shared path circuit along Esplanade Road from Oates Road in the north to Beach Road in the south and to include a section along the Channel Highway?*

Officer's Response:

1. Council is unaware of particular pedestrian safety issues in either of these areas but are happy to pursue further if more information is forthcoming on the areas of concern.
2. Council has previously considered the merits of this project, but it is considered that the expected use versus the cost would make this project a low priority.
3. This is not included in our cycling strategy or priority footpath construction list.

David Reeve, Director Engineering Services

12.5 Walking Tracks

Cr Cordover submitted the following question on notice:

Does the Council have plans for developing or improving walking tracks south of Kettering?

Officer's Response:

There are no tracks listed south of Kettering in Council's Tracks & Trail Strategic Action Plan. However, we are always happy to consider adding future trail linkages to the document where it can be demonstrated that they are feasible and of community benefit.

Daniel Smee, Director Governance, Recreation & Property Services

12.6 Lighting Policy

Cr Cordover submitted the following question on notice:

Has Kingborough Council considered developing a lighting policy, perhaps similar to Glenorchy City Council's Street Lighting Policy, to set target lighting standards and minimise the potential for lighting nuisance?

Officer's Response:

A lighting policy is currently being developed and will come to Council for approval in the new calendar year.

David Reeve, Director Engineering Services

12.7 Salmon Farm Antibiotic Use in Waters Off Kingborough's Coast

Cr Cordover submitted the following question on notice:

The ABC reported on the 14th November, 2022 that documents from the EPA revealed two multinational salmon farming companies have used more than 1 tonne of antibiotics to treat diseased fish in waterways off Bruny Island.

One Monash University study reported on by Norman Swan, Alex McDonald and Alison Xiao for the ABC found 39% of salmon samples from supermarkets were found to harbour resistance to a range of antibiotics¹.

Antibiotic resistance is a concern for numerous health bodies like the World Health Organisation who say, "antibiotic resistance is one of the biggest threats to global health, food security, and development today"².

Professor Stuart McLean, retired Professor of Pharmacology & Toxicology from UTAS told the ABC Drive program, "the issues are of concern... "The introduction of such large quantities of antibiotics into the environment... potentially it's disturbing the microbiome, the bacteria, which inhabit the fish and other organisms as well in the environment... it seems to be very unwise."³

The Guardian reported that the EPA documents, "revealed wild fish had scavenged antibiotic-laced pellets below the salmon cages", including one sample of three flathead caught off Coningham beach with antibiotics in the flesh of the fish above the reportable threshold. The Guardian also noted the "monitoring reports were not made public until months after the disease outbreak"⁴.

1. *Is Council aware of any potential impacts this revelation might have for agriculture, aquaculture, recreational fisheries, or agritourism interests on Bruny Island or other parts of Kingborough?*
2. *Does Council have any comment about how this type of corporate behaviour reflects on Kingborough's tourism landscape, particularly Bruny Island, which relies on our natural environment to attract visitors?*
3. *Will risks to our international reputation caused by environmental degradation be taken into consideration for our tourism marketing strategy?*
4. *Will Council conduct its own inquiry into antibiotic levels detected in fish caught recreationally off Kingborough's beaches?*
5. *Will Council be contacting the EPA and the state government to express concerns about this on behalf of Kingborough residents who may be affected?*

¹Norman Swan, Alex McDonald and Alison Xiao, ABC, *Antibiotic resistance detected in the food chain could have implications for human health, new study finds*, 4 May 2022, <https://www.abc.net.au/news/2022-05-04/antibiotic-resistance-study-agriculture-food-chain/101037200>, accessed 14 November 2022.

²World Health Organisation, *Antibiotic Resistance*, 31 July 2020, <https://www.who.int/news-room/fact-sheets/detail/antibiotic-resistance>, accessed 14 November 2022

³ABC Drive with Lucy Breaden, 14 November 2022, 1hr 13min 40s <https://www.abc.net.au/hobart/programs/drive/drive/14101050>, accessed 14 November 2022

⁴Bob Burton, The Guardian, *Tasmanian salmon farms used more than a tonne of antibiotics in 2022 disease outbreaks*, 14 November 2022,

<https://www.theguardian.com/australia-news/2022/nov/14/tasmanian-salmon-farms-used-more-than-a-tonne-of-antibiotics-in-2022-disease-outbreaks>, accessed 14 November 2022

Officer's Response:

1. Council is not aware of any specific impacts that the use of antibiotics by the aquaculture industry may have on agriculture, recreational fisheries or agritourism in Kingborough. Antibiotics have been used by the aquaculture industry as prescribed by vets and regulated by the Tasmanian Government for over a decade. Negative impacts on industry related to this practice have not been widely reported.
2. It is understood the companies concerned reported these matters to the EPA. The EPA is responsible for the environmental regulation of marine and land-based salmon farms in Tasmania. The EPA has made no public statement indicating environmental degradation has occurred.
3. Bruny Island is an iconic destination for interstate and international visitors to Southern Tasmania. Council has worked for many years with the Tasmanian Government, Destination Southern Tasmania, and tourism businesses on Bruny Island to support increased visitation. Council is not aware of impacts of this issue on tourism on Bruny Island. Council will continue to support the visitor economy on Bruny Island through collaborations with various tourism organisations and businesses.
4. Council has no plan to conduct an inquiry into antibiotic levels detected in fish caught recreationally off Kingborough's beaches. Whilst this issue may be concerning for the community, Council has no jurisdiction over marine waters or recreation fishing.
5. The EPA has made no public statement expressing concern and, on that basis, it would appear premature to make contact.

Liz Quinn, Manager Environmental Services

OPEN SESSION ADJOURNS

PLANNING AUTHORITY IN SESSION

13 OFFICERS REPORTS TO PLANNING AUTHORITY

13.1 PSA-2022-3 - AMENDMENT TO THE KINGBOROUGH INTERIM PLANNING SCHEME 2015 TO UPDATE THE INCORPORATED DOCUMENTS

File Number: PSA-2022-3
Author: Adriaan Stander, Strategic Planner
Authoriser: Tasha Tyler-Moore, Manager Development Services

Application Number:	PSA-2022-3
Purpose:	The report considers a proposal to amend the <i>Kingborough Interim Planning Scheme 2015</i> (KIPS2015) to update the incorporated documents.
Representations:	This report is pre-public exhibition, and therefore the proposed amendment has not been advertised.
Recommendation:	That Council resolves to initiate Amendment PSA-2022-3 to the <i>Kingborough Interim Planning Scheme 2015</i> .

1. INTRODUCTION

- 1.1 The report considers a proposal to amend the *Kingborough Interim Planning Scheme 2015* (KIPS2015) pursuant to Section 34(b) of the former provisions of the *Land Use Planning and Approvals Act 1993* (LUPAA).
- 1.2 The purpose of the amendment is to update a list of supplementary documents (i.e. Incorporated Documents) in Appendix 1 of KIPS2015.
- 1.3 This report recommends the initiation and subsequent certification of the proposed amendment pursuant to the former provisions of Section 32 and 35 of LUPAA.

2. BACKGROUND

- 2.1 The planning scheme currently references several external documents that are relied upon to make planning decisions. One of the benefits of having these documents incorporated into the planning scheme is that they carry the same weight as other parts of the scheme. Being part of the planning scheme, the planning authority can only change an incorporated document by a planning scheme amendment.
- 2.2 Not all types of documents referred to in the planning scheme need to be formally incorporated. For example, the Building Code of Australia and the Australian Standards have their own statutory standing.
- 2.3 The following two supplementary documents have been reviewed by Council since the last update of the Incorporated Document list in 2019.
 - Kingborough Public Open Space Contribution Policy, Policy 6.3, dated May 2019 (Council revised this policy in November 2021)

- Kingborough Biodiversity Offset Policy 6.10, dated November 2016 (Council revised this policy in August 2022)

2.4 The proposed amendment is to update the reference to the above revised documents in Appendix 1 of KIPS2015 and ensuring these documents are correctly referenced throughout the text in the planning scheme.

3. PROPOSED AMENDMENT

3.1 The proposal seeks to update the incorporated documents in the KIPS2015 as follows.

Document title	Description /Purpose	Relevant clause in KIPS2015
Kingborough Public Open Space Contribution Policy, Policy 6.3, November 2021	Provides guidance to the application of monetary contributions in lieu of providing open space. The Kingborough Public Open Space Contribution Policy, Policy 6.3 can be viewed here .	Clauses 10.6.3 P1 (h); 11.5.3 P1 (h); 12.5.3 P2; 13.5.3 P2; 13.5.3 P2; 14.5.4 P2; 15.5.1 P6; 16.5.3 (h); 17.5.1 P3 (h); 18.5.1 (h); 19.5.1 P3 (h); 20.5.1 P6; 21.5.1 P6; 22.5.1 P6; 23.5.1 P6; 24.5.1 P6; and 31.5.1 P6
Kingborough Biodiversity Offset Policy 6.1, August 2022	Provides a mechanism to mitigate and compensate for the loss of biodiversity values where it has been established that all opportunities to avoid and mitigate impacts have been exhausted and the impacts will not significantly affect the conservation status of biodiversity value(s). The Kingborough Biodiversity Offset Policy 6.1 can be viewed here .	Clauses E10.7.1 P1 b iv; E10.7.1P1(c)(v); E10.8.1 P1(b)(iv) and E10.8.1 P1(c)(v)

3.2 The intent is to update the reference details (namely the date) listed in Appendix 1 of the planning scheme.

3.3 The proposal is also to update the reference to these documents in the planning scheme text to include the full, correct and current title and date of the document.

4. STATUTORY REQUIREMENTS

4.1 Amendments to the *Land Use Planning and Approvals Act 1993* (LUPAA) came into effect on 17 December 2015. Section 3(2)(b) of Schedule 6 of LUPAA provides for a planning scheme amendment application to the planning instrument (i.e. *Kingborough Interim Planning Scheme 2015*) to be considered under the former provisions of LUPAA.

4.2 Pursuant to section 34(1)(b) of the former provisions of LUPAA, a planning authority may initiate to amend a planning scheme administered by it. This report considers the proposed amendment to formally incorporate a list of documents the planning scheme current relies on to make decisions about planning matters.

4.3 Pursuant to section 33(2B) of the former provisions of LUPAA, before making a decision as to whether or not to initiate an amendment of the planning scheme, the planning authority must consider –

- (a) *whether the requested amendment is consistent with the requirements of section 32; and*
- (ab) *any representation made under s30I, and any statements in any report under section 30J as to the merit of the representation, that may be relevant to the amendment; and*
- (b) *any advice referred to in section 65 of the Local Government Act 1993 received by it.*

4.4 The above initiation requirements for the proposed scheme amendment have been assessed and is provided under section 6 of this report.

5. DISCUSSION

5.1 The proposed planning scheme amendment considers the following matters:

- existing situation under the planning scheme;
- strategic justification with particular reference to the consistency of the proposal with the *Southern Tasmania Regional Land Use Strategy 2010-2035* and the *Kingborough Land Use Strategy 2019*;
- consistency with the *Kingborough Council Strategic Plan 2015-2025*; and
- compliance with the requirements of the former provisions of LUPAA.

Existing situation under the Kingborough Interim Planning Scheme 2015

- 5.2 The planning scheme currently references several other external documents that are essential and relied upon to make planning decisions.
- 5.3 The proposed update of the incorporated documents will provide greater certainty for applicants, assessment officers as well as the general community.

Strategic alignment - Southern Tasmania Regional Land Use Strategy 2010-2035

- 5.4 The *Southern Tasmania Regional Land Use Strategy 2010-2035* (STRLUS) is a broad policy document that will facilitate and manage change, growth, and development within Southern Tasmania over the next 25 years.
- 5.5 The proposed amendment is not directly linked to any of the regional policies; however, the proposal will result in the formal inclusion of incorporated documents which are essential to the proper functioning of the planning scheme and decision making.
- 5.6 The documents that are proposed to be incorporated into the planning scheme will be strategically aligned with STRLUS as follows:

Policy 5 – Biodiversity and Geodiversity	The proposal will assist in maintaining and managing the regions biodiversity. It will provide improved guidance for the application of biodiversity offsets if, at the local level, it is considered appropriate to compensate for the loss of biodiversity values.
Policy 10 – Recreation and Open Space	The proposal will ensure residential areas, open spaces and other community destinations are provided to meet the

	demands of growing communities. It will also provide guidance to the application of monetary contributions in lieu of providing open space where appropriate.
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Strategic alignment - Kingborough Land Use Strategy

- 5.7 The Kingborough Land Use Strategy, dated May 2019 provides justification for the way that land is to be zoned in the planning scheme and provides the necessary background to assist in the assessment of future planning scheme amendments.
- 5.8 While the Kingborough Land Use Strategy serves a number of useful functions in a more general sense, its most important function is to support the draft Kingborough Local Provisions Schedule. It provides the justification for the allocation of zones and the inclusion of other provisions within the ordinance, such as Specific Area Plans. The Strategy also provides information that can be used to support potential changes to the scheme and to identify where more detailed investigations are necessary.
- 5.9 The strategy recommends that *“the planning scheme should be able to provide the necessary degree of certainty for both prospective developers and the Kingborough community. There should be confidence in the fact that the planning scheme contains the necessary land use planning controls to both encourage appropriate development and to prevent inappropriate development. Residents and businesses should be able to establish themselves within the municipality confident in the knowledge that the planning scheme protects their amenity and, to the extent possible, ensures that public infrastructure and services are made available.”*
- 5.10 The proposed planning scheme amendment aims to provide security and greater certainty as per the recommendations of the Kingborough Land Use Strategy and will also assist and provide detailed specialist procedures or requirements for development to supplement the planning scheme.
- 5.11 The proposed amendment is strategically aligned with the Kingborough Land Use Strategy.

Kingborough Council Strategic Plan 2020-2025

- 5.12 The *Kingborough Council Strategic Plan 2020-2025* provides the direction for the delivery of services by Kingborough Council, which influence the quality of life for residents and businesses.
- 5.13 The plan focuses on the unique elements of Kingborough and the challenges it will face in the years to come. The Strategic Plan includes a number of Strategic Outcomes that are listed under Key Priority Areas. Below is the relevant Key Priority Area, Strategic Outcome and Strategy.

Key Priority Area	3.0	Sustaining the natural environment whilst facilitating development for our future
Strategic outcome	3.4	Best practice land use planning systems are in place to manage the current and future impacts of development.
	3.5	Management of environmental assets is based on professional advice and strategic planning.

- 5.14 The intent of the proposed planning scheme amendment is to ensure best practice land use planning systems are in place to manage the current and future impact of development. The list of incorporated documents will safeguard proper functioning of the

planning scheme, particularly as part of the development assessment processes. The proposed amendment will also ensure that greater certainty is provided to the public in relation to development and protection of the natural environment.

- 5.15 It is therefore considered that the proposed amendment is consistent with the Strategic Plan.

6. STATUTORY ASSESSMENT

Compliance with section 32(1) of the former provisions of LUPAA

- 6.1 Pursuant to section 32(1) of the former provisions of LUPAA, *a draft amendment of a planning scheme, and an amendment of a planning scheme, in the opinion of the relevant decision-maker within the meaning of section 20(2A) -*

(a)

(b)

(c)

(d)

(e) *must, as far as practicable, avoid the potential for land use conflicts with use and development permissible under the planning scheme applying to the adjacent area; and*

(ea) *must not conflict with the requirements of section 30O; and*

(f) *must have regard to the impact the use and development permissible under the amendment will have on the use and development of the region as an entity in environmental, economic and social terms.*

Potential land use conflicts

- 6.2 Section 32(e) of the former provisions of LUPAA requires that planning scheme amendments must avoid the potential for land use conflicts in adjacent planning scheme areas.
- 6.3 The proposed amendment provides clarity in the application of several codes in the planning scheme and does not contain any new development standards that may result in land use conflict.

Alignment with the regional land use strategy

- 6.4 Section 32(ea) of the former provisions of LUPAA requires that planning scheme amendments must not conflict with the requirements of section 30O of the former provisions of LUPAA.
- 6.5 Section 30O of the former provisions of LUPAA requires that an amendment to an interim planning scheme is as far as practicable, consistent with the regional land use strategy. Strategic alignment with the Southern Tasmania Regional Land Use Strategy is addressed in section 5 of this report.
- 6.6 It is considered that the proposed amendment is consistent with the regional land use strategy and local land use strategy, and therefore meets the requirements of section 30O and therefore Section 32(ea) of the former provisions of LUPAA.

Impact on the use and development in the region

- 6.7 Section 32(f) of the former provisions of LUPAA also requires of the former provisions of LUPAA requires that planning scheme amendments must have regard to the impact that the use and development permissible under the amendment will have on the use and development of the region as an entity in environmental, economic and social terms.
- 6.8 It is considered that the proposed amendment meets the requirements of section 32(f) of the former provisions of LUPAA.

Sections 30I and 30J of LUPAA

- 6.9 Section 33(2B)(ab) of the former provisions of LUPAA requires that any representations made under section 30I of the former provisions of LUPAA, and any statements in a report under section 30J of the former provisions of LUPAA as to the merit of a representation, that may be relevant to the amendment application, must be considered.
- 6.10 No representations were received during the exhibition of the Scheme which are relevant to the proposed amendment, therefore sections 30I and 30J of the former provisions of LUPAA have been satisfied.

Objectives of Schedule 1 of LUPAA

- 6.11 LUPAA requires that planning scheme amendments must seek to further the objectives of Schedule 1 of the former provisions of LUPAA.
- 6.12 The objectives of the former provisions of LUPAA require use and development to occur in a fair, orderly and sustainable manner and for the planning process to facilitate economic development in accordance with the other Schedule 1 objectives.

The following table assess the proposed amendment against the objectives of Schedule 1 of the former provisions of LUPAA.

Schedule 1, Part 1 Objectives	Response
<i>(a) to promote the sustainable development of natural and physical resources and the maintenance of ecological processes and genetic diversity</i>	The planning scheme amendment will support the proper functioning of the planning scheme and will not facilitate any loss of natural values, nor any development of any physical resources. The proposal is considered consistent with this requirement.
<i>(b) to provide for the fair, orderly and sustainable use and development of air, land and water</i>	The proposed planning scheme amendment will improve clarity for the community, for developers and for Council for regulating planning and building matters. The proposal is considered consistent with this requirement.
<i>(c) to encourage public involvement in resource management and planning</i>	Opportunity for public input will be available through the public consultation process of the amendment as outlined in Section 7 of this report. The proposal is consistent with this requirement.
<i>(d) to facilitate economic development in accordance with the objectives set out in paragraphs (a), (b) and (c)</i>	As stated above, the proposal represents greater clarity for the general community, developer and Council, that in turn will facilitate good economic outcomes whilst avoiding significant environmental impact. The proposal is consistent with this requirement.

<i>(e) to promote the sharing of responsibility for resource management and planning between the different spheres of Government, the community and industry in the State</i>	The approval process requires the support of both Council and the Tasmanian Planning Commission for the planning amendment to become effective. The community and industry will have the opportunity to comment on the proposal once it goes on exhibition. The proposal is considered consistent with this requirement.
Schedule 1, Part 2 Objectives	Response
<i>(a) to require sound strategic planning and co-ordinated action by State and Local Government</i>	As demonstrated throughout this assessment the proposal is strategically aligned and will ensure certainty and improved strategic outcomes both at State and Local Government level. It is considered consistent with this requirement.
<i>(b) to establish a system of planning instruments to be the principal way of setting objectives, policies and controls for the use, development and protection of land</i>	The proposal aims to strengthen specific planning requirements that originate in external documents. Formally incorporating these documents in the planning scheme will ensure that the document carries the same weight as other parts of the scheme. The proposal will therefore support the efficient application of existing codes and requirements. The proposal is consistent with this requirement.
<i>(c) to ensure that the effects on the environment are considered and provide for explicit consideration of social and economic effects when decisions are made about the use and development of land</i>	The social and economic benefit will be to improve clarity with respect to existing planning scheme provisions. The proposal is considered consistent with this requirement.
<i>(d) to require land use and development planning and policy to be easily integrated with environmental, social, economic, conservation and resource management policies at State, regional and municipal levels;</i>	The proposal is not considered to conflict with any environmental, social, economic, conservation or resource management policies. It aims to provide improved linkage and integration between those policies and requirements of the planning scheme.
<i>(e) to provide for the consolidation of approvals for land use or development and related matters and to co-ordinate planning approvals with related approvals</i>	Formal inclusion of incorporated documents will simply improve the application of existing codes. As discussed above the proposal furthers strategic planning policies and is consistent with this requirement.
<i>(f) to secure a pleasant, efficient and safe working, living and recreational environment for all Tasmanians and visitors to Tasmania</i>	The proposal is not considered to be in conflict of this requirement.
<i>(g) to conserve those buildings, areas or other places which are scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value</i>	The proposal is not considered to conflict with this requirement
<i>(h) to protect public infrastructure and other assets and enable the orderly provision and co-ordination of public utilities and other facilities for the benefit of the community</i>	The proposal is not considered to conflict with this requirement
<i>(i) to provide a planning framework which fully considers land capability</i>	The proposal will have no significant impact on land capability.

State Policies

- 6.13 LUPAA requires that planning scheme amendments must be prepared in accordance with State Policies.
- 6.14 The proposed amendment does not have any implications *State Coastal Policy 1996*, *State Policy on Water Quality Management 1997* and *State Policy on the Protection of Agricultural Land 2009*.

7. PUBLIC CONSULTATION

- 7.1 If Council initiates the proposed amendment, it must also certify the draft amendment in accordance with section 35 of the former provisions of LUPAA. Section 38 of the former provisions of LUPAA requires that the proposal be advertised for a minimum period 28 days or longer period as agreed to by the Commission.
- 7.2 Section 37(1) of the former provisions of LUPAA provides an additional mechanism for the Commission to dispense with certain requirements of the amendment process (for example, a reduced exhibition period) where the relevant legislative criteria are met.

It is recommended that Council request the Commission to dispense of the 28-exhibition period under Section 38 completely or a reduced period for the following reasons:

- Section 37(1)(a)(v) allows the Commission to dispense with certain requirements of the amendment process if it involved '*making procedural changes to the planning scheme*'. It is considered that the proposed urgent amendment is consistent with section 37(1)(a)(v) in that the recent changes to the two Council policies reflect administrative and procedure changes.
 - Section 37(1)(b) LUPAA requires '*the public interest will not be prejudiced*'. It is considered that the planning scheme amendment is consistent with these criteria in that the proposed amendment does not introduce any new development standards or introduce any further conditions on landowners that was not originally intended. Rather, it will improve the clarity of KIPS 2015 and ensure that the planning scheme functions as intended.
- 7.3 If the Commission does not agree to Council's request to dispense of the exhibition requirements, the amendment will be exhibited as per the standard requirements for 28 days on the Kingborough Council website and two adverts in a newspaper circulating the area.

8. CRITICAL DATES / TIME FRAMES

- 8.1 If Council supports the amendment and initiates and certifies the amendment, it must advise the Commission within seven days.
- 8.2 If the Commission agrees to the disposal of the exhibition period and approves the amendment, the amendment takes effect seven days after being signed by the Commission, unless a date is specified.

9. CONCLUSION

- 9.1 The proposed amendment does not introduce new development standards or policies, but rather to update the list of supplementary documents in Appendix 1 in the KIPS2015 to reflect Council's Public Open Space Contribution Policy, Policy 6.3, dated November 2021 and Biodiversity Offset Policy 6.1 dated August 2022. The proposal also seeks to ensure that these documents are correctly referenced throughout the text in the planning scheme.

- 9.2 The above assessment demonstrates that the proposed amendment meets all statutory requirements and is a logical amendment to the planning scheme to improve the application of existing provisions of the planning scheme.

10. RECOMMENDATION

That Council resolves that:

- (a) Pursuant to section 34(1)(b) of the former provisions of the *Land Use Planning and Approvals Act 1993*, Council resolve to initiate Amendment PSA-2022-3 to the *Kingborough Interim Planning Scheme 2015*;
- (b) Pursuant to section 35 of the former provisions of the *Land Use Planning and Approvals Act 1993*, Council certify that Amendment PSA-2022-3 to the *Kingborough Interim Planning Scheme 2015* meets the requirements of section 32 of the former provisions of the *Land Use Planning and Approvals Act 1993* and authorise the General Manager to sign the Instrument of Certification; and
- (c) Pursuant to section 37 of the former provisions of the *Land Use Planning and Approvals Act 1993*, request the Commission to dispense of the exhibition requirements under section 38 completely or a shorter exhibition period.

ATTACHMENTS

- 1. Instrument of Certification
- 2. Proposed amendment



Kingborough

Kingborough Interim Planning Scheme 2015

INSTRUMENT OF CERTIFICATION

PSA-2022-3

It is hereby certified that draft Amendment PSA-2022-3 to the *Kingborough Interim Planning Scheme 2015* meeting the requirements in section 32 of the former provisions of the *Land Use Planning and Approvals Act 1993*.

The Common Seal of the Kingborough Council is affixed hereto, pursuant to the Council's resolution on 19 September 2022, in the presence of:

..... Councillor

..... General Manager

..... Date



Kingborough

Kingborough Interim Planning Scheme 2015

PSA-2022-3

The Kingborough Interim Planning Scheme 2015 is amended as follows:

1. Update the list of documents in *Appendix 1 – Reference and Incorporated Documents as follows*

Document Title	Description	Date
Margate Marina Master Plan	prepared by Smartgrowth, Integrated Architecture & Urban Design	July, 2004
Wellington Park Management Plan 2013	published by Wellington Park Management Trust	December, 2013
Kingborough Public Open Space Contribution Policy, Policy 6.3	Prepared by Kingborough Council	November, 2021
Kingborough Biodiversity Offset Policy 6.10	Prepared by Kingborough Council	August, 2022
Guidelines for the Use of Biodiversity Offsets in the Local Planning Approval Process	Prepared by Southern Tasmanian Councils Authority	April, 2013
Tasmanian Noise Measurement Procedures Manual, second edition.	Prepared by the Department of Environment, Park Heritage and the Arts	July, 2008
Tasmanian Coastal Works Manual	Prepared by the Department of Primary Industries, Park, Water and Environment	December, 2010
Waterways and Wetlands Works Manual	Prepared by the Department of Primary Industries, Water and Environment	December, 200



Draft amendment
KIN-PSA-2022-3

2. Amend the reference to the following incorporated documents in the text of the planning scheme.

Relevant clause in KIPS2015 to be amended	Amend text reference to the following documents
Clauses 10.6.3 P1 (h); 11.5.3 P1 (h); 12.5.3 P2; 13.5.3 P2; 13.5.3 P2; 14.5.4 P2; 15.5.1 P6; 16.5.3 (h); 17.5.1 P3 (h); 18.5.1 (h); 19.5.1 P3 (h); 20.5.1 P6; 21.5.1 P6; 22.5.1 P6; 23.5.1 P6; 24.5.1 P6; and 31.5.1 P6	Kingborough Public Open Space Contribution Policy, Policy 6.3, November 2021
Clauses E10.7.1 P1 b iv; E10.7.1P1(c)(v); E10.8.1 P1(b)(iv) and E10.8.1 P1(c)(v)	Kingborough Biodiversity Offset Policy 6.1, August 2022

The Common Seal of the Kingborough Council is affixed hereto, pursuant to the Council's resolution on 19 September 2022, in the presence of:

..... Councillor

..... General Manager

..... Date

13.2 DA-2022-43 - DEVELOPMENT APPLICATION FOR FOUR MULTIPLE DWELLINGS (1 EXISTING) AT 54 VAN MOREY ROAD, MARGATE.

File Number: DA 2022-43
Author: Tasha Tyler-Moore, Manager Development Services
Authoriser: Dr Samantha Fox, Director Environment, Development & Community Services

Applicant:	Another Perspective
Owner:	N M Kingston
Subject Site:	52 and 54 Van Morey Road, Margate (CT 38809/7 & CT 14433/8)
Proposal:	Four multiple dwellings (1 existing)
Planning Scheme:	Kingborough Interim Planning Scheme 2015
Zoning:	Low Density Residential (Area C)
Codes:	E1.0 Bushfire Prone E5.0 Road and Railway Assets E6.0 Parking and Access E7.0 Stormwater Management
Use Class/Category:	Residential (Multiple Dwelling)
Discretions:	Low Density residential Zone Cl.12.4.2 Acceptable Solution A3- Setbacks and building envelope Cl.12.4.4 Acceptable Solution A1 - Sunlight and overshadowing Cl.12.4.9 Acceptable Solution A1 - Residential density for multiple dwellings E6.0 Parking and Access Code Cl.E6.7.3 Acceptable Solution A1 - Vehicular passing areas along an access E7.0 Stormwater Management Code Cl.E7.7.1 Acceptable Solutions A1, A2 - Stormwater drainage and disposal
Public Notification:	Public advertising was undertaken between 22 June 2022 and 5 July 2022 in accordance with section 57 of the <i>Land Use Planning and Approvals Act 1993</i> . The application was readvertised (with the inclusion of 52 Van Morey Road, Margate) between 22 October 2022 and 4 November 2022 in accordance with section 57 of the <i>Land Use Planning and Approvals Act 1993</i> .
Representations:	Initial advertising: Four (4) representations were received against the proposal. The submissions raised the following grounds: <ul style="list-style-type: none"> • Traffic • Density • Stormwater • Existing boundary parapet wall and retaining wall • Impacts on adjacent driveway

	<ul style="list-style-type: none"> • Overshadowing to open space, habitable spaces and loss of privacy on adjacent properties • Noise impacts • Bushfire Management issues <p>Readvertising: Two (2) representations were received against the amended proposal (no new representing party). The submissions raised the following grounds:</p> <ul style="list-style-type: none"> • Overshadowing affecting open space and living areas • Overlooking • Appearance of the development • Loss of views • Property devaluation • Opposition to removal of shared wall (including legality of its removal without consent) <p>As the representations for the initially advertised plans were not withdrawn by the representors, they must still be considered.</p>
Recommendation:	Approval with Conditions

1. PROPOSAL

1.1 Background

The planning application was lodged for 54 Van Morey Road, with the same proposal being considered in this report. However, the proposal initially did not include the site 52 Van Morey Road, which shares the party wall between the two properties, that the application proposes to demolish. Once it was confirmed that the said wall was in ownership of both properties (which occurred after the initial advertising period) the application was amended to include the subject site.

Pursuant to s52(1) of the *Land Use Planning and Approvals Act 1993* an applicant who is not the owner of a site an application is made for must notify the owners of that site (in this instance, 52 Van Morey Road, Margate) than an application is being made affecting the site. That is not to say that consent is required, notification is the only requirement, which has occurred.

Once amended with inclusion of both properties, the application was readvertised. The design of the proposal did not change. The representations of both rounds of advertising are to be considered as part of the assessment.

1.2 Description of Proposal

The application is for four multiple dwellings involving the construction of 3 new double-storey dwellings to the rear of the existing single-storey dwelling, which is being retained.

Vehicle access from Van Morey Road for all dwellings is via a shared driveway along the north-east boundary. The rear of the site abuts the Margate Tramway (Lot 1 CT 153647/1) owned by Kingborough Council, however there is no direct access proposed.

Each dwelling is provided ground level open space and two parking spaces (some garaged); there is one visitor parking spaced proposed between dwellings 1 and 2.

The existing garage located adjacent to the north side boundary is to be demolished. The garage contains a boundary parapet wall and a boundary retaining wall. The parapet wall is to be removed and the retaining wall is proposed to be kept. The demolition of

the wall is required so that there is adequate space for vehicles to access the site. A paling fence will be constructed over the existing retaining wall to match the existing side boundary fence. The existing side boundary fence is to be retained. The plans contain no information on any changes to the existing front fence and the applicant has indicated on the plans that any damage to the fence during construction will be repaired at the developers cost.

Note: The act of demolishing the shared wall requires the consent of both relevant property owners. The planning approval is not reliant on that consent, it is a matter that the owners will need to resolve prior to undertaking the works (it is a civil matter). In the event that consent cannot be agreed then the applicant would need to amend their application, or make a fresh application, that modifies the design so that the need to demolish the wall is removed.



Figure 1 - Perspective views of proposed units

1.3 Description of Site

The site is located at 54 Van Morey Road, Margate and is described as Lot 8 (CT 14433/8)) with an area of 1991m². The proposal also includes works on 52 Van Morey Road, the works being the demolition of a shared wall between the two properties.

The site contains an existing dwelling located centrally near the front of the lot and a garage on the north-east boundary. The site is relatively level and is mostly cleared with some vegetation along the front and eastern boundary. There is a sewer main that dissects the site, located just north of the proposed Unit 2.



Figure 2 - Aerial photo of site at 54 Van Morey Road Margate



Figure 3 -Street view of existing house and driveway at 54 Van Morey Road. (Source - Google Streetview)

2. ASSESSMENT

2.1 State Policies and Act Objectives

The provisions of the Planning Scheme, including the zones and codes overlays, are derived from State Policies and the approval of the Scheme by the Planning Minister on the basis it is compliant with those policies. On that basis a separate assessment against those policies is not required.

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

2.2 Strategic Planning

The relevant strategies associated with the Scheme are as follows:

Zone Purpose Statements of the Low-Density Residential zone

The relevant zone purpose statements of the Low-Density Residential zone are:

- 12.1.1.1 To provide for residential use or development on larger lots in residential areas where there are infrastructure or environmental constraints that limit development.
- 12.1.1.4 To provide for existing low density residential areas that usually do not have reticulated services and have limited further subdivision potential.

Response: It is considered that the proposed development of four multiple dwellings offer a range of accommodation options and contributes to urban consolidation and housing choice. Margate is an urbanised area with adequate infrastructure required to cater for such developments. There are a number of similar unit developments in the locality including several in Van Morey Road.

Clause 12.1.2 – Local Area Objectives and Desired Future Character Statements

The Scheme details separate Local Area Objectives and Desired Future Character Statements for the main towns in the municipal area. The following Local Area

Objectives and Desired Future Character Statements are relevant to the assessment of this application.

Local Area Objectives		Implementation Strategy	
(a)	Other than those areas that are in close proximity to the town's commercial centre, Margate should be maintained as a residential community with a relatively lower housing density.	(a)	Future residential development is to be directed towards suitable new areas, rather than encouraging the infill of existing suburban areas at higher densities, except where this infill is in close proximity to the town's commercial centre.
(b)	Margate is zoned Low Density Residential in order to reflect existing settlement patterns and to retain existing coastal and/or visual landscape and natural environmental values.	(b)	Existing larger lot sizes are to be retained in order that to reflect existing settlement patterns and in some cases to retain coastal/landscape amenity.
Desired Future Character Statements		Implementation Strategy	
(a)	There should be a mix of housing choice within Margate, while still retaining the residential amenity afforded by off-street parking, ample gardens and street setbacks.	(a)	Multi-unit housing and aged care facilities should be limited to suitable areas closer to the town's main commercial area, with good access provided to local services.
(b)	The existing neighbourhood character that is associated with the area's settlement pattern, landscape and environmental values should be protected.	(b)	The larger lots within this zone enable the existing local character of the area to be retained. Some coastal areas are serviced, but this zone will enable the protection of existing coastal, landscape and environmental values.

Response: The proposal located within Margate is sited in an area with a range of infill multi-unit development and complies with the above-mentioned statements and objectives as the proposal is located on a large lot size that is able to accommodate four multiple units while providing for adequate setbacks and outdoor amenity.

2.3 Statutory Planning

The use is categorised as Residential (Multiple Dwelling) under the Scheme, which is a use that requires Permitted assessment in the Low Density Residential Zone. Whilst the application is classified as a Permitted use, it relies on Performance Criteria to comply with the Scheme provisions, and is therefore discretionary.

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

2.4 Use and Development Standards

The proposal satisfies the relevant Acceptable Solutions of the Scheme (see checklist in Attachment 1), with the exception of the following:

Low Density Residential Zone

Clause 12.4.2 Setbacks and building envelope

Acceptable Solution A3

A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m horizontally beyond the building envelope, must:

<p>(a) be contained within a building envelope (refer to diagrams 12.4.2A, 12.4.2B, 12.4.2C and 12.4.2D) determined by:</p> <ul style="list-style-type: none"> (i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a lot with an adjoining frontage; and (ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3m above natural ground level at the side boundaries and a distance of 4m from the rear boundary to a building height of not more than 8.5m above natural ground level; and <p>(b) only have a setback within 1.5m of a side boundary if the dwelling:</p> <ul style="list-style-type: none"> (i) does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining lot; or (ii) does not exceed a total length of 9m or one-third the length of the side boundary (whichever is the lesser)
<p>Performance Criteria P3</p> <p>The siting and scale of a dwelling must:</p> <p>(a) not cause unreasonable loss of amenity by:</p> <ul style="list-style-type: none"> (i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining lot; or (ii) overshadowing the private open space of a dwelling on an adjoining lot; or (iii) overshadowing of an adjoining vacant lot; or (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and <p>(b) provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area.</p>
<p>Proposal</p> <p>A 0.19m high retaining wall is proposed within 1.5m of the south-west side boundary. The combined length of the retaining wall is greater than 9m. Therefore, the proposal does not comply with the Acceptable Solution.</p> <p>The three new units comply with the Building Envelope with the following setbacks:</p> <ul style="list-style-type: none"> • NW front setback: 40m approx. from the closest Unit 2 from the frontage – proposed units would be located to the rear of the existing dwelling. • SE rear boundary setback: 14.6m minimum from Unit 4, closest to the rear boundary. All other units would be in front of Unit 4. • NE side boundary: minimum 6.084m from Units 2 and 3 and 5.084m from Unit 4; • SW side boundary: Unit 2, 3 and 4 - buildings would be 3.1m, 3m and 4m respectively.

The proposed variation can be supported pursuant to this Performance Criteria of the Zone for the following reasons:

- The retaining wall is low with a maximum height of 0.19m. The land falls from the south-west to the north east across the site and therefore the siting and scale of the wall will not cause any loss of amenity on the adjacent property.
- There is no reduction in sunlight to a habitable room of a dwelling on an adjoining lot.
- There is no overshadowing of the private open space of a dwelling on an adjoining lot.
- There is no visual impact caused by the small scale of the retaining wall when viewed from an adjoining lot.

- The proposed dwellings are set back and comply with the Building Envelope Acceptable Solutions in the Development Standards for the Low Density Residential Zone. The dwellings are consistent with the separation between dwellings on adjoining lots prevailing in the surrounding area.

Low Density Residential Zone

Clause 12.4.4 Sunlight and overshadowing

Acceptable Solution A1
A dwelling must have at least one habitable room (other than a bedroom) window that faces between 30 degrees west of north and 30 degrees east of north (see diagram 12.4.4A).
Performance Criteria P1
A dwelling must be sited and designed so as to allow sunlight to enter at least one habitable room (other than a bedroom).
Proposal
The proposal does not comply. Each of the units would have windows orientated 46 degrees to the east of north. The existing windows in the existing dwelling (unit 1) would remain unchanged.

The proposed variation can be supported pursuant to this Performance Criteria of the Zone for the following reasons:

- The three new dwellings have been designed with a number of windows on their north-east and north-west elevations that will receive sunlight. The living/dining rooms are all located along the north-east side of the dwellings.
- Design of the dwelling and the location of all windows provides for sunlight to enter at numerous locations and is satisfactory.

Low Density Residential Zone

Clause 12.4.9 Residential density for multiple dwellings

Acceptable Solution A1
Multiple dwellings must have a site area per dwelling of not less than 1000m ² .
Performance Criteria P1
Multiple dwellings may only have a site area per dwelling of less than 1000m ² if the number of dwellings: <ul style="list-style-type: none"> (a) is not out of character with the pattern of development in the surrounding area; and (b) does not result in an unreasonable loss of natural or landscape values; and (c) does not exceed the capacity of the current or intended infrastructure services in the area.
Proposal
The site area per dwelling is 498m ² . Four multiple dwellings are proposed, and the total area of the subject lot is 1991m ² .

The proposed variation can be supported pursuant to this Performance Criteria of the Zone for the following reasons:

- Margate is a fast-growing area, with a mix of residential uses comprising single and multiple dwellings being developed on various lots.

- The subject lot is located within 500m of the main Channel Highway, and is located in close proximity to local services, including public transportation.
- The proposal will not be out of character with the pattern of development in the surrounding area. The area has a range of residential lot sizes including smaller lots within the Low Density Zone. The area contains a number of examples of similar multiple dwelling developments including No's 32, 49, 53, 64, and 66 Van Morey Road.
- The separation distance of the proposed dwellings is consistent with that in the area.
- There is no loss of natural or landscape values on the site or on the adjacent road reserve. The development does not result in an unreasonable loss of natural or landscape values.
- The site is connected to reticulated services, including sewer, potable water and public stormwater infrastructure.
- There is no adverse impact on the capacity of the current or intended infrastructure services in the area. TasWater have not raised any issues with water or sewer and have provided Council with a Submission to Local Authority with their approval and conditions.

E6.0 Parking and Access Code

Clause E6.7.3 Vehicular passing areas along an access

Acceptable Solution A1

Vehicular passing areas must:

- be provided if any of the following applies to an access:
 - it serves more than 5 car parking spaces;
 - is more than 30 m long;
 - it meets a road serving more than 6000 vehicles per day
- be 6 m long, 5.5 m wide, and taper to the width of the driveway;
- it meets a road serving more than 6000 vehicles per day;
- have the first passing area constructed at the kerb;
- be at intervals of no more than 30 m along the access.

Performance Criteria P1

Vehicular passing areas must be provided in sufficient number, dimension and siting so that the access is safe, efficient and convenient, having regard to all of the following:

- avoidance of conflicts between users including vehicles, cyclists and pedestrians;
- avoidance of unreasonable interference with the flow of traffic on adjoining roads;
- suitability for the type and volume of traffic likely to be generated by the use or development;
- ease of accessibility and recognition for users.

Proposal

Not Complying - the first passing bay is unable to be constructed at the road kerb because of the existing stormwater side entry pit.

The Council Development Engineer advises that the driveway has sufficient passing bays to make it safe, trafficable and does not create conflicts with traffic and other road users, therefore satisfying the Performance Criteria.

E7.0 Stormwater Management Code**Clause E7.7.1 - Stormwater drainage and disposal.****Acceptable Solution A1**

Stormwater from new impervious surfaces must be disposed of by gravity to public stormwater infrastructure.

Performance Criteria P1

Stormwater from new impervious surfaces must be managed by any of the following:

- (a) disposed of on-site with soakage devices having regard to the suitability of the site, the system design and water sensitive urban design principles
- (b) collected for re-use on the site;
- (c) disposed of to public stormwater infrastructure via a pump system which is designed, maintained and managed to minimise the risk of failure to the satisfaction of the Council.

Proposal

The proposal does not comply as the stormwater from new impervious surfaces is not able to be disposed of by gravity to the public stormwater infrastructure. The SW runoffs are proposed to be collected into water tanks and pumped into the existing roadside side entry pit.

The application complies with the Performance Criteria A1 (c) as the stormwater is collected at the rear of the site and then pumped to the Councils public stormwater infrastructure at Van Morey Road.

It is recommended that any Permit be conditioned require the pumping of stormwater to the street and include the provision of an on-site soakage trench for stormwater tank/pump overflow.

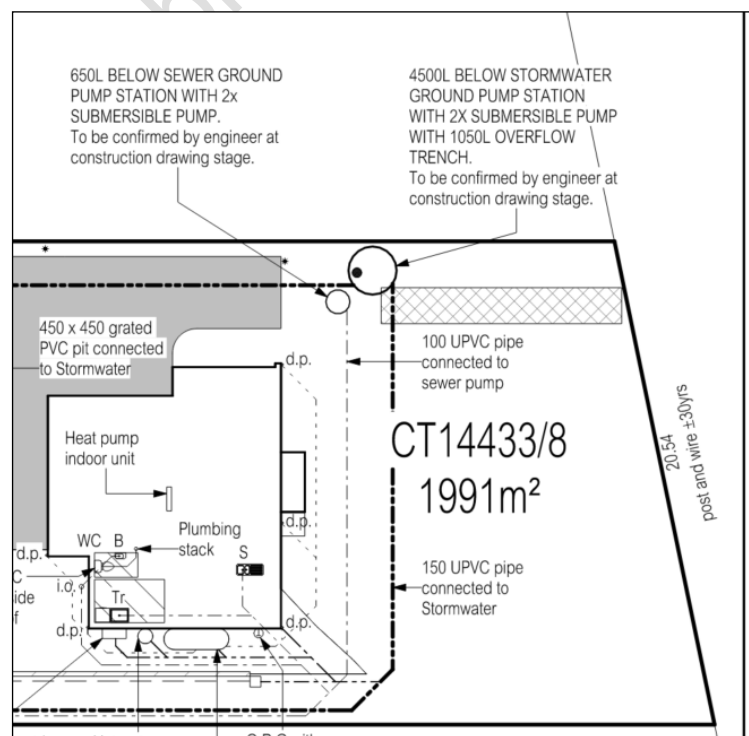


Figure 4 - extract from ground floor drainage plan showing location of stormwater tank and pump

E7.0 Stormwater Management Code**Clause E7.7.1 - Stormwater drainage and disposal.****Acceptable Solution A2**

A stormwater system for a new development must incorporate water sensitive urban design principles R1 for the treatment and disposal of stormwater if any of the following apply:

- (a) the size of new impervious area is more than 600 m²;
- (b) new car parking is provided for more than 6 cars;
- (c) a subdivision is for more than 5 lots.

Performance Criteria P2

A stormwater system for a new development must incorporate a stormwater drainage system of a size and design sufficient to achieve the stormwater quality and quantity targets in accordance with the State Stormwater Strategy 2010, as detailed in Table E7.1 unless it is not feasible to do so.

Proposal

There is no onsite stormwater system.

The proposed variation can be supported pursuant to this Performance Criteria of the Zone for the following reasons:

- The stormwater runoffs are proposed to be collected into water tanks and will be pumped into the existing roadside side entry pit. The total concrete area (parking and driveway) including existing is 485.59m². The surface runoff will be detained in water tanks, which acts as sedimentation tanks as well. In addition, the side entry pit receives pollutants from the Van Morey Road itself. In this case, the Development Engineer advises that the proposed system stormwater drainage system is of a size and design sufficient to achieve the stormwater quality and quantity targets and it is not feasible to provide an on-site stormwater treatment system.

2.5 Public Consultation and Representations

The application was advertised in accordance with the requirements of s.57 of the *Land Use Planning and Approvals Act 1993* (from 22 June 2022 to 5 July 2022). 4 representations were received during the public exhibition period. The following issues were raised by the representors:

2.5.1 Density is too high*Comment:*

The issue of density has been addressed in the Report and the Assessment Checklist. The density standards for the Low Density Residential Zone, cl. 12.4.9 Residential density for multiple dwellings, have been assessed and the application complies with the Performance Criteria. While the Acceptable Solution has a density standard of one dwelling per 1000m² the Performance Criteria allows greater densities to be considered.

2.5.2 Width of the driveway

- The width of the proposed driveway will not comply as it does not address the existing fence, the low concrete wall that runs under the fence inside

the boundary of No. 54, and the proposed landscaping along the driveway length. This will all reduce the driveway to less than 3m in width.

- The proposed access is not wide enough for access to the development during construction and when occupied. There is no parking for workers and construction vehicles. There is not enough width for a complying driveway and landscaping. There will also be increased hard stand impermeable areas that increase runoff.
- There are a number of recent developments for units in the area (e.g. No's 36, 48, 49, that are examples of inadequate access.

Comment:

The driveway has been assessed by the Councils Development Engineer who advises that it complies with the Acceptable Solutions and Performance Criteria in the Parking and Access Code.

There is no requirement in the Planning Scheme for temporary parking for construction vehicles and workers.

In relation to the impervious areas of the driveway the proposal complies to the Development Standard (Acceptable Solution cl.12.4.3) in relation to the total area of the site that is impervious and in relation to stormwater.

The other multiple dwelling developments in the area have been assessed in accordance with the relevant Planning Scheme development standards including parking and access standards at the time.

2.5.3 Traffic congestion will increase. Visitors and trucks park on both sides of the road and it is unsafe driving as you cannot see oncoming vehicles when leaving your driveway

Comment:

The increase in traffic will occur as a result of growth in the area and further infill development; this is permitted by the Planning Scheme. The existing Van Morey Road is of sufficient size, in accordance with the engineering standards, for the proposed traffic. The improper parking of vehicles on the road is a separate matter to be addressed and is not a relevant consideration in the assessment of development applications in the Planning Scheme.

2.5.4 Inadequate Infrastructure

- The drains in Van Morey Road are already blocked and the drainage and sewerage infrastructure is not built for significance development. The sewerage needs to be updated. There is no formal stormwater for the properties on this side of the road.
- Stormwater runoff from the existing outbuilding has caused damage to No 52's driveway. The level of the proposed driveway will impact the boundary fence and water run off.

Comment:

The application provides water and sewer infrastructure in accordance with the requirements of TasWater who have issued their conditions for the development and have not advised of any infrastructure system issues.

The proposed development has addressed the Stormwater Management Code and provides on-site stormwater infrastructure that will dispose of the stormwater to the Council system.

Issues arising from any previous stormwater from the existing driveway are not relevant to the current application and a private issue between landowners. The proposed design of the driveway and parking areas will be required to address the proper disposal of stormwater and run off.

2.5.5 Boundary parapet and retaining wall (garage)

- The existing boundary parapet wall and retaining wall associated with the garage is of concern. The parapet wall is partly on the adjacent property No. 52 Van Morey Road. The demolition of the garage and the removal of the parapet and retaining walls will damage the adjacent property and driveway.
- The walls removal will leave a gap in the fence and obstruct access (which is critical for private medical reasons).
- Removal of the parapet wall and foundation wall on the boundary will damage the fence on both sides of the wall.



Figure 5 - existing garage and parapet wall as viewed from adjacent property

Comment:

The applicant has provided amended plans (Council Plan reference P6 received 20/09/2022) in relation to this issue. The original plans did not specify any details for the existing parapet wall and shared boundary retaining wall.

The amendment plans are notated to clarify the north side boundary fence, parapet wall and retaining wall issue. The existing garage is to be demolished and its existing brick parapet wall is to be removed. A new paling fence will be installed to match the existing. The existing side fence elsewhere is to remain and any damage caused to it by the proposed development will be repaired at the developers cost.

2.5.6 Overshadowing of open space, habitable spaces and loss of privacy at 52 Van Morey Road.

The proposed 2 storey, three bedroom dwellings will directly face the dwelling on No 52 and impact on privacy. Unit 2 directly faces the main entrance, Unit 3 faces the other entrance, living area and balcony, and Unit 4 faces the door to the shed, garden and private open space. The demolition of the garage will also allow Unit 1 to overlook the driveway, main entrance and deck.

Comment:

The proposed units comply with the Acceptable Solutions in the Development Standards for setbacks and building envelope, with the exception of the low retaining walls near the south-west boundary. Where the Acceptable Solution is complied with the Council is unable to require a higher standard.

In relation to any impacts on No 52 Van Morey Rd it is noted that the proposed units are located off the driveway and along the south-western boundary with a 5-6m setback from the side boundary with No 52. It is also noted that a complying dwelling could be built closer and higher to the boundary with greater impacts than the proposed dwellings.

2.5.7 Overshadowing to open space, habitable spaces and loss of privacy at 56 Van Morey Road.

The proposed 2 storey development will impact on No. 56 Van Morey Road by:

- Overshadowing the back yard and garden and also morning sun to kitchen and bedroom
- The visual impact will affect property values.
- Loss of privacy in back yard.

Comment:

The proposed units comply with the Acceptable Solutions in the Development Standards for setbacks and building envelope with the exception of the low 0.19m high retaining walls near the south-west boundary. Where the Acceptable Solution is complied with the Council is unable to require a higher standard.

In relation to any impacts on No 56 Van Morey Rd it is noted this property is separated from the subject site by the internal lot No.56A Van Morey Road and its 4m wide driveway. The dwelling on No 56 is adjacent to the existing dwelling (proposed Unit 1) across the internal driveway for No 56A and no further impacts would be expected as a result.

2.5.8 Noise impacts

There will be noise created by up to 24 people living in the proposed units and their cars. There is also the issue of night time lights from the cars. There will also be construction noise from machinery. The adjoining dwelling at 52 Van Morey Rd will need to have a 1.8m high core filled boundary wall and double glazing in windows. The driveway levels between the two properties will need to be the same. The pump station for sewer and stormwater will need to be located away from No 52 dwelling and boundary to avoid noise and overflow issues.

Comment:

The Planning Scheme does not have any development standards for assessment in relation to noise from residents, construction activities nor in relation to cars lights at night. The Council does not have any standards in the Planning Scheme that it could rely on to impose conditions. Noise concerns are dealt with under Environmental legislation.

In relation to the pumps for sewer and stormwater these are located at the rear of the site and below ground.

2.5.9 Bushfire Plan

The proposed private open space for unit 4 has no access at the end of the driveway. There is no access to the rear of the property in the event of a bushfire. The rear area if not maintained could spread a grass fire to adjoining properties. The adjoining strip of land is the tramway walking track and not managed to the appropriate standard.

Comment:

The site is within the Bushfire Prone Areas Code overlay however the Code does not apply to the residential use class. Notwithstanding, impacts of any bushfire hazard management measures and vegetation removal have been assessed against the provisions of the Scheme.

A Bushfire Hazard Report (GES, May 2021) has been provided with the application and has assessed the proposal as BAL-12.5 for Units 2 and 3 and BAL-19 for the rear unit, Unit 4. This demonstrates that the hazard management area will be contained entirely within the boundaries of the subject lot and does not rely upon management of the adjacent Council owned land zoned Open Space (CT: 153645/1).

2.5.10 Damage to Telephone line

There have been numerous times the phone line for No 52 Van Morey has been damaged since developments commenced in Van Morey Road

Comment:

This issue is not relevant to the assessment of the application under the Development Standards. Council is unable to regulate or prevent damage to infrastructure by others.

2.5.11 Property devaluation*Comment:*

Property devaluation, or perception of property devaluation are not a Planning consideration, pursuant to the Scheme and the Act.

2.6 Other Matters***TasWater***

TasWater have issued a Submission to Planning Authority, TWDA 2022/00246-KIN 02/03/2022 approving the development with conditions. The Conditions of TasWater are included in the Permit.

Draft Local Planning Provisions for the Tasmanian Planning Scheme

Kingborough Council is currently operating under the Kingborough Interim Planning Scheme 2015, however as part of the State Government's initiative and 'Planning Reform' all Tasmanian Councils are required to transition to the *Tasmanian Planning Scheme*. That transition includes moving to the new Planning Control for certain zones and codes and has the potential to up-zone areas where appropriate.

The subject site is within an area of Margate that has been earmarked to be up-zoned from Low Density Residential to General Residential. Relevant to this application, the density requirements will shift significantly. The current density requirement stipulated by the Acceptable Solution is one dwelling per 1000m²; in the General Residential Zoning in the upcoming Tasmanian Planning Scheme the density requirement stipulated by the Acceptable Solution will be one dwelling per 325m², which this proposal would satisfy.

As noted in the Kingborough draft Local Provisions Schedule Supporting Report November 2019:

The other factor at Margate and Snug is that these settlements are now connected to the new Blackmans Bay Wastewater Treatment Plant and this provides the reticulated sewerage capacity that was not available prior to 2019. When the KIPS2015 was approved there was a deliberate strategy to restrict development because of the very limited capacity in the local sewerage schemes. This is now no longer the case. The character of these settlements has also changed and the areas closest to their respective commercial centres are becoming more suburban in character.

Kingborough's draft Local Planning Schedule (LPS), mapping and supporting reports are available for viewing on the Council website. The draft LPS has been endorsed by Council and is currently being considered by the Tasmanian Planning Commission (TPC); it has not yet been out to public consultation or approved by the State Government.

Weed Hygiene

In accordance with cl.8.11.3, Conditions and Restrictions on a Permit, of the Kingborough Interim Planning Scheme 2015, a condition is recommended for inclusion on the Permit requiring implementation of best practice hygiene measures.

3. CONCLUSION

The application has been assessed against the development Standards for the Low Density Residential Zone in the *Kingborough Interim Planning Scheme 2015*. With the exception of setbacks and density the proposal complies with the Acceptable Solutions and Performance Criteria for the Zone and relevant Codes.

4. RECOMMENDATION

That the Planning Authority resolves that the development application for four multiple dwellings (1 existing) at 52 and 54 Van Morey Road, Margate for Another Perspective be approved subject to the following conditions:

1. Except as otherwise required by this Permit, use and development of the land must be substantially in accordance with Development Application No. DA 2022-43 and Council Plan Reference No. P6 submitted on 20 September 2022.

This Permit relates to the use of land or buildings irrespective of the applicant or subsequent occupants, and whoever acts on it must comply with all conditions in this Permit. Any amendment, variation or extension of this Permit requires further planning consent of Council.

2. Prior to the permit coming in-to effect and the commencement of any works on site, the landowner must enter into Part 5 Agreements under the *Land Use Planning and Approvals Act 1993* with and to the satisfaction of Kingborough Council to maintain the stormwater and sewerage pump stations. These Part 5 Agreements must include:
- a) that the owners utilizing the system is responsible for the installation, maintenance and monitoring/reporting of the pump stations and associated overflow absorption trench/es and the associated costs (no costs are born by Kingborough Council)
 - b) that the stormwater pump station and sewerage pump station including overflow absorption trench/es are maintained in good working order (and serviced in accordance with suppliers specifications) by the owner/s;
 - c) that an ongoing maintenance document be prepared by a suitably qualified person for the infrastructure;
 - d) that any future strata subdivision requires the pump stations to be located within common property of the strata subdivision;
 - e) that any overflow absorption trench/es are located within a private services easement and/or common property in favour of all strata title owner/s;
 - f) that a servicing/maintenance report be provided within a reasonable timeframe to Council upon request;
 - g) be signed and sealed prior to commencement of works; and
 - h) be submitted to the Land Titles Office with the plan of survey and registered on the title.

All costs associated with drafting and registering the Part 5 Agreements on the titles are to be borne by the developer. All terms of these Agreements must be complied with once executed.

Please note, planning permits containing a requirement for a Part 5 Agreement are not valid until such time as the Agreement is executed, as specified in the Land Use Planning and Approvals Act 1993. Therefore, the above Agreement must be executed prior to commencement of works and registered on the title. The template, and a checklist for the process of drafting and lodging such an Agreement, may be obtained from Council's planning team.

3. Prior to commencement of on-site works, engineering design drawings must be submitted to Council for approval. The engineering plans and specifications must be prepared and certified by a professional Civil Engineer. Plans must be to satisfaction of the Director Engineering Services and comply with:

- Tasmanian Standard Drawings
- Austroads Standards and Australian Standards
- Australian Rainfall and Runoff Guidelines

The Plans must include, but are not limited to:

- (i) Detailed internal vehicular and pedestrian access, carparking and manoeuvring areas including:
 - a) Longitudinal and cross sections of the driveway/access road

- b) Contours, finish levels and gradients of the driveway/access road
 - c) Provision of vehicle access (crossover) with notation to be constructed in standard grey concrete with a broomed non-slip finish
 - d) Provision of passing bays
 - e) Pavement construction and stormwater drainage
 - f) Wheel stops and line marking for open parking bays (as appropriate); and
 - g) Lighting for parking and vehicle circulation roadways and pedestrian paths
- (ii) Design (including supporting documentation and hydraulic calculations) of the proposed stormwater infrastructure including:
- Layout details including required on-site absorption trenches for the pump station overflows
 - A reticulated stormwater system sized to accommodate at least the estimated 5% AEP (Annual Exceedance Probability) flow. All hydraulic calculations and designs are required. Any on-site stormwater detention must be detailed including how the on-site detention will be serviced to prevent blockages while maintaining its capacity
 - A new 150mm diameter PVC stormwater lot connection point discharging into the existing stormwater roadside entry pit
- (iii) Engineering certification from a consultant engineer that the proposed stormwater pump station for the proposed development is designed in accordance with Australian Standard AS3500 National Plumbing and Drainage Code. Supporting documentation with associated hydraulic calculations must be submitted

Once endorsed the plans will form part of the permit.

4. Prior to the commencement of on-site works (including any demolition, excavations, placement of fill, delivery of building/construction materials and/or temporary buildings), all remaining native vegetation, including the *Eucalyptus obliqua* (Stringybark) located on adjacent Council owned land zoned open Space (CT: 153645/1) must be retained and appropriately protected during construction through the installation of signage and temporary fencing between any on-site works and adjacent native vegetation in accordance with AS 4970-2009 to exclude:
- (a) machine excavation including trenching;
 - (b) excavation for silt fencing;
 - (c) cultivation;
 - (d) storage;
 - (e) preparation of chemicals, including preparation of cement products;
 - (f) parking of vehicles and plant;
 - (g) refuelling;
 - (h) dumping of waste;

- (i) wash down and cleaning of equipment;
- (j) placement of fill;
- (k) lighting of fires;
- (l) soil level changes;
- (m) temporary or permanent installation of utilities and signs; and
- (n) physical damage to the tree(s).

Evidence of satisfactory installation of this fencing must be obtained prior to the commencement of on-site works and made available to Council upon request.

In addition, the following tree protection measures must be adhered to following construction for all areas within the Tree Protection Zone but outside the footprint of the approved works:

- (i) the existing soil level must not be altered around the Tree Protection Zone of the trees (including the disposal of fill, placement of materials or the scalping of the soil);
 - (ii) the Tree Protection Zone must be free from the storage of fill, contaminants or other materials;
 - (iii) machinery and vehicles are not permitted to access the Tree Protection Zone; and
 - (iv) development and associated works are not permitted unless otherwise approved by Council in writing.
5. No felling, lopping, ringbarking or otherwise injuring or destroying of native vegetation or individual trees is approved as part of this planning permit.
6. Documentation submitted for building approval must demonstrate that the development will be constructed to BAL-12.5 for Unit 2 and 3 and BAL-19 for Unit 4 and will contain the hazard management area within the lot boundary, consistent with the requirements of the Bushfire Hazard Report (GES, May 2021).

All bushfire mitigation measures identified in the building approval documentation must be satisfactorily implemented.

7. The vehicular access must be widened such that to provide one (1) meter separation from the existing stormwater roadside entry pit and must be constructed in accordance with the Tasmanian Standard Drawings (TSD-R09 and TSD-E01) in standard grey concrete with a broomed non-slip finish from the kerb crossing layback to the lot boundary.

A Permit to carry out works within a Council road reservation must be obtained prior to any works commencing within the Council road reservation. For more information, please visit Kingborough Council's website at <https://www.kingborough.tas.gov.au/forms-2/roads-street-trading-forms/road-works/>

8. Prior to the occupation of any of the new dwellings the following works must be completed in accordance with the endorsed plans to the satisfaction of the Council:
- (i) The parking areas (including signage, access, any lighting and landscaping);

- (ii) The garden and landscape areas for the four units;
 - (iii) Privacy treatment for Unit 1 including screens and opaque film for driveway facing windows;
 - (iv) Drainage works undertaken and completed; and
 - (v) Letterboxes installed.
9. At least one (1) visitor parking space must be provided for the proposed development. The visitor parking space must be appropriately signposted and kept available for visitor parking at all times.

Any future application for strata title in respect of the property must ensure that the visitor parking space is included within the common property on the strata plan.

10. Landscaping must be provided prior to occupation of the new dwellings to the satisfaction of the Council's Manager Development Services.

The landscaping areas shown on the endorsed plans must be used for landscaping and no other purpose

11. The construction works must be undertaken in accordance with the approved drawings. Works must be to the satisfaction and approval of the Director Engineering Services and include the following:
- (a) the car parking and vehicle manoeuvring areas must be of a sealed construction with associated stormwater drainage and comply with Australian Standard AS2890.1:2004 (Off street car parking)
 - (b) 'No Parking'/'Keep Clear' signage must be installed for the passing bays and turning bay
 - (c) visitor car parking sign must be installed for the one (1) visitor car parking space
 - (d) signage noting residential car parking for each unit must be installed for their respective on-site car parking spaces
 - (e) wheel stops (as appropriate) and line markings for open car parking spaces must be provided in accordance with Australian Standard AS2890.1:2004 (Off-street car parking)
 - (f) parking and vehicle circulation roadways and pedestrian paths must be provided with bollard lighting
 - (g) the landscaping for the driveway and parking areas must be such that it will not impact/restrict on-site vehicle movements and turning
 - (h) on-site stormwater detention must be installed
 - (i) stormwater discharge from all new impervious areas must be disposed of into Council's stormwater infrastructure
 - (j) absorption trench/es for the pump station overflow/s must be provided as required; and
 - (k) a new 150mm diameter PVC stormwater lot connection point discharging into the existing stormwater roadside entry pit must be provided by the developer to Council

requirements. A Permit to carry out works within a Council road reservation must be obtained prior to any works commencing within the Council road reservation.

12. To reduce the spread of weeds or pathogens, all machinery must take appropriate hygiene measures prior to entering and leaving the site as per the Tasmanian Washdown Guidelines for Weed and Disease Control produced by the Department of Primary Industries, Parks, Water and Environment.

Any imported fill materials must be from a weed and pathogen free source to prevent introduction of new weeds and pathogens to the area.

13. All waste material generated by the development or from other sources must be contained in appropriate building waste containers for periodic removal to a licensed disposal site. The receptacle must be of a size to adequately contain the amount of waste generated and must be appropriately located on the subject site and must not impede residential traffic or parking at any time.
14. Erosion/siltation infiltration control measures must be applied during construction works to the satisfaction of the Director Engineering Services.
15. The conditions as determined by TasWater, and set out in the attached Appendix A, form part of this permit.

ADVICE

- A. In accordance with section 53(5) of the *Land Use Planning and Approvals Act 1993* this permit lapses after a period of two years from the date on which it is granted if the use or development in respect of which it is granted is not substantially commenced within that period.
- B. During construction, all use and works, including stockpiling and storing of materials, vehicular access and parking and works, must be contained within the subject land unless a permit is issued by Council under the Parks, Recreation and Natural Areas By-law 4 of 2021.
- C. The Developer should not allocate any property address numbers for the proposed units.

New property addresses have been allocated as follows:

Unit No.	Allocated Property Address
1	1/54 Van Morey Road, Margate (existing dwelling)
2	2/54 Van Morey Road, Margate
3	3/54 Van Morey Road, Margate
4	4/54 Van Morey Road, Margate

These numbers must then be referenced on design and As-Constructed drawings as well as any Strata Plans lodged for sealing.

- D. The approval in this permit is under the *Land Use Planning and Approvals Act 1993* and does not provide any approvals under other Acts including, but not limited to *Building Act 2016*, *Urban Drainage Act 2013*, *Food Act 2003* or Council by-laws.

If your development involves demolition, new buildings or alterations to buildings (including plumbing works or onsite wastewater treatment) it is likely that you will be required to get approvals under the *Building Act 2016*. Change of use, including visitor

accommodation, may also require approval under the *Building Act 2016*. Advice should be sought from Council's Building Department or an independent building surveyor to establish any requirements.

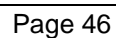
- E. The developer should obtain a Plumbing Permit for the development prior to commencing construction.

A drainage design plan at a scale of 1:200, designed by a qualified Hydraulic Designer, showing the location of the proposed sewer and stormwater house connection drains; including the pipe sizes, pits and driveway drainage, must be submitted with the application for Plumbing Permit.

ATTACHMENTS

- 1. Plans**
- 2. Assessment Checklist**
- 3. TasWater Submission to Planning Authority Conditions**

Public Copy





AP2020-1914 - PROPOSED DEVELOPMENT(SOUTHLANDER
PROPERTY GROUP)
54 Van Morey Road,
MARGATE

SHEET	DRAWING TITLE
01	D EXISTING SITE PLAN
01a	D SITE PLAN
01b	D UPPER LEVEL SITE PLAN
01c	D GROUND FLOOR DRAINAGE PLAN
01d	D FIRST FLOOR DRAINAGE PLAN
01e	D DRIVEWAY LAYOUT PLAN
01f	D MANOEUVRING PLAN SHEET 1
01g	D MANOEUVRING PLAN SHEET 2
01h	D LANDSCAPING PLAN
01i	D PERSPECTIVE VIEWS
01j	C EXISTING UNIT 1 FLOOR PLAN & ELEVATION

SHEET	DRAWING TITLE
02	UNIT 2 GROUND FLOOR PLAN
02a	B UNIT 2 FIRST FLOOR PLAN
03	B UNIT 2 ELEVATIONS SHEET 1
03a	B UNIT 2 ELEVATIONS SHEET 2
03b	A UNIT 2 BUILDING ENVELOPES
04	UNIT 3 GROUND FLOOR PLAN
04a	B UNIT 3 FIRST FLOOR PLAN
04b	B UNIT 3 PRIVACY REDUCTION PLAN
05	B UNIT 3 ELEVATIONS SHEET 1
05a	B UNIT 3 ELEVATIONS SHEET 2
05b	A UNIT 3 BUILDING ENVELOPE
06	UNIT 4 GROUND FLOOR PLAN
06a	B UNIT 4 FIRST FLOOR PLAN
06b	B UNIT 4 PRIVACY REDUCTION PLAN
07	B UNIT 4 ELEVATIONS SHEET 1
07a	B UNIT 4 ELEVATIONS SHEET 2
07b	A UNIT 4 BUILDING ENVELOPE

D	RESPONSE TO REPRESENTATIONS - Confirm existing paling fence to remain and to be repaired at developers cost if damaged during development. Note existing brick parapet wall to be removed and retaining wall to remain, new paling fence to match existing, note trench to proposed stormwater pump (to be confirmed by engineer), modify driveway shape to allow additional space for proposed vegetation. Update all relevant plans.	26 July 22	ST	OK	01 - 05
C	COUNCIL RFI - Provide additional fencing and screening to existing dwelling.	18 June 22	ST	PJ	01a, 01b, 01c - 01j
B	COUNCIL RFI - Note privacy screen to be added to existing Unit windows to a height of 1.7 above FFL, provide driveway elevation and clarify ex. window locations, clarify Building Envelopes on Elevations, replace Bed 1 window with 3 narrow windows to minimise impact on privacy, note existing vegetation to remain as Silver Birch and (or similar) and approx height. Update all relevant plans.	30 May 22	ST	PJ	01b, 01c - 01j, 02a - 02b, 03a - 03b, 04a - 04b, 05a, 05b - 07a
A	COUNCIL RFI - Provide details on the existing site and buildings to be removed, note multiple dwelling requirements for existing unit, provide additional building envelopes, provide additional site plan showing set backs to upper levels, reduce window height in Bed 1 to have off height of 1.7 above FFL. For all proposed units, provide floor plan of existing dwelling, provide landscaping plan, show what vegetation is to remain & what is to be removed, show 50% expand on note for vehicle access widening, show raising main from stormwater pump connecting to existing side entry pit. Update all relevant plans.	17 May 22	ST	OK	01 - 01c, 01d, 01e, 01f, 01g, 01h, 01i, 01j, 02a - 02b, 03a - 03b, 04a - 04b, 05a, 05b - 07a, 07b
DA PLAN SET		11 Jan 22	ST	OK/OK	01 - 07
No.	Amendment	Date	Drawn	Checked	Sheet

Notes

- Builder to verify all dimensions and levels on site prior to commencement of work
- All work to be carried out in accordance with the current National Construction Code.
- All materials to be installed according to manufacturers specifications.
- Do not scale from these drawings.
- No changes permitted without consultation with designer.

Designer:

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Fax: (03) 6231 4188
Email: info@anotherperspective.com.au

Client / Project info

PROPOSED DEVELOPMENT(SOUTHLANDER PROPERTY GROUP)
54 Van Morey Road
MARGATE

Soil Classification: P
Tree Retention: CE14433B
Floor Areas: Refer to Floor Plans
Perch / Deck Areas: Refer to Floor Plans
Wind Speed: 10
Climate Zone: 7
Alpine Zone: n/a
Complex Environment: Moderate
Certified B/L: Unit 2 & 3 - BAL 12.5, Unit 4 - BAL 19
Designed B/L: Unit 2 & 3 - BAL 12.5, Unit 4 - BAL 19
Refer to Standard Notes for Explanations

COVER SHEET

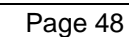
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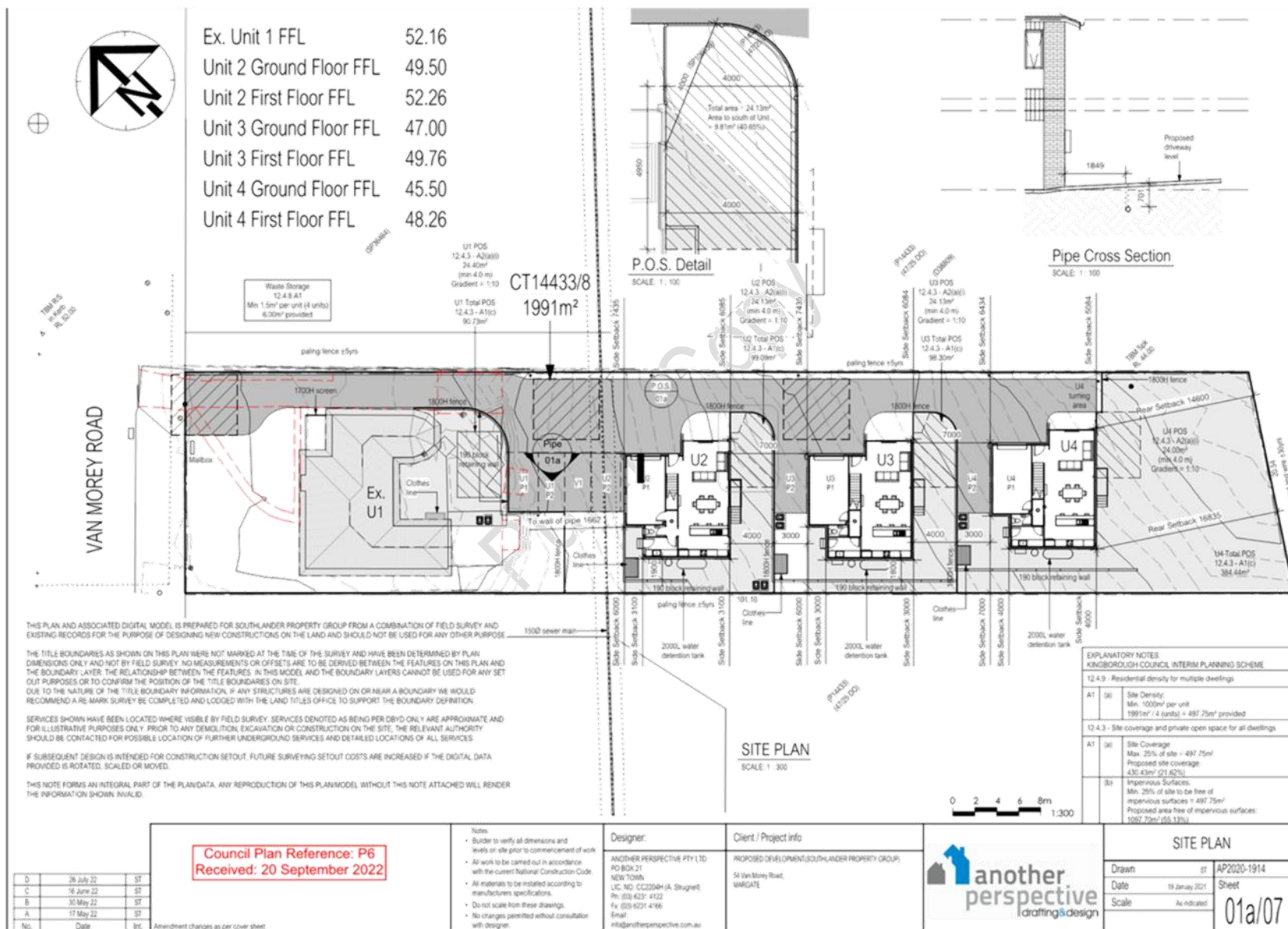
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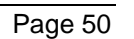
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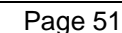
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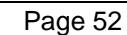
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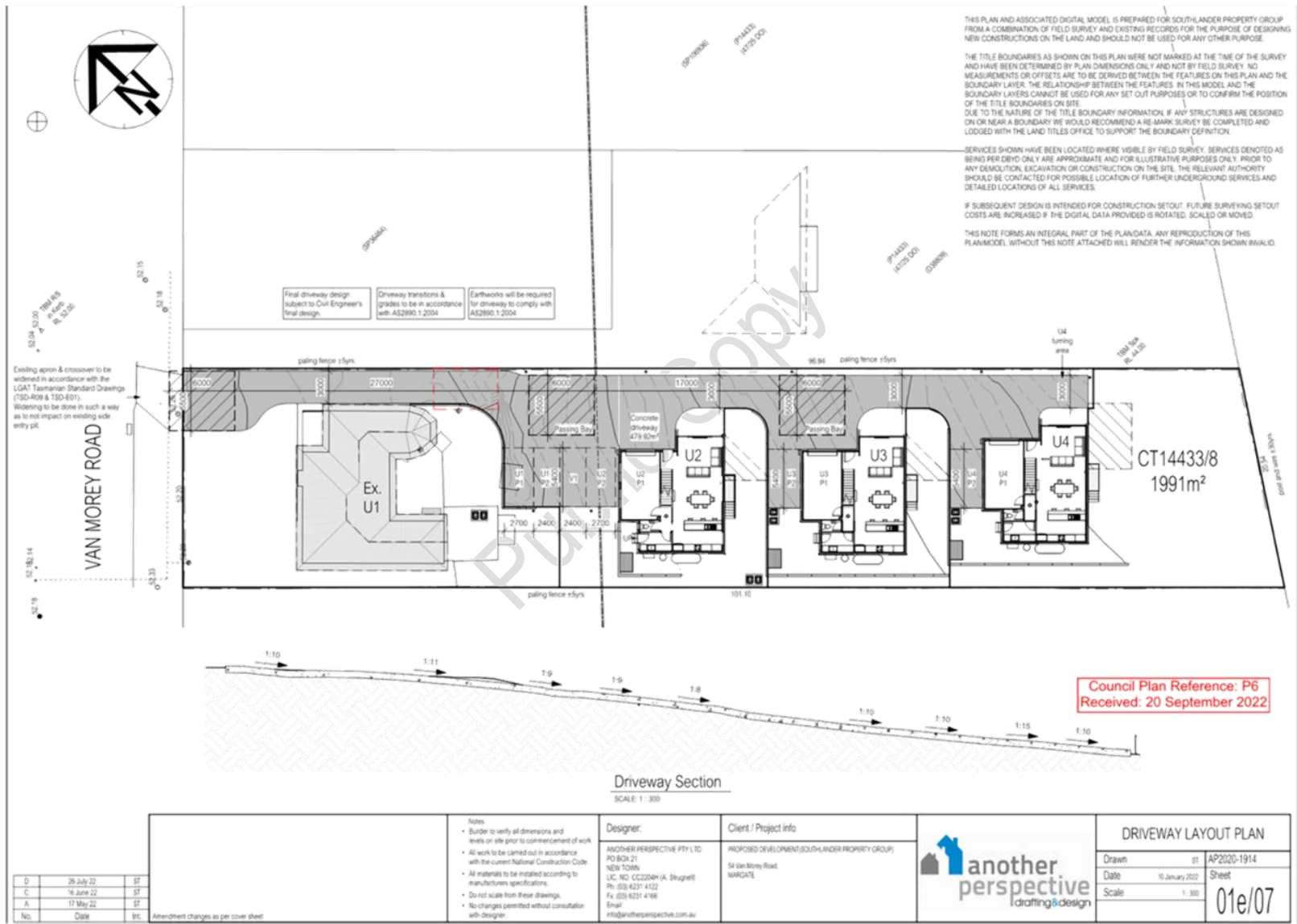


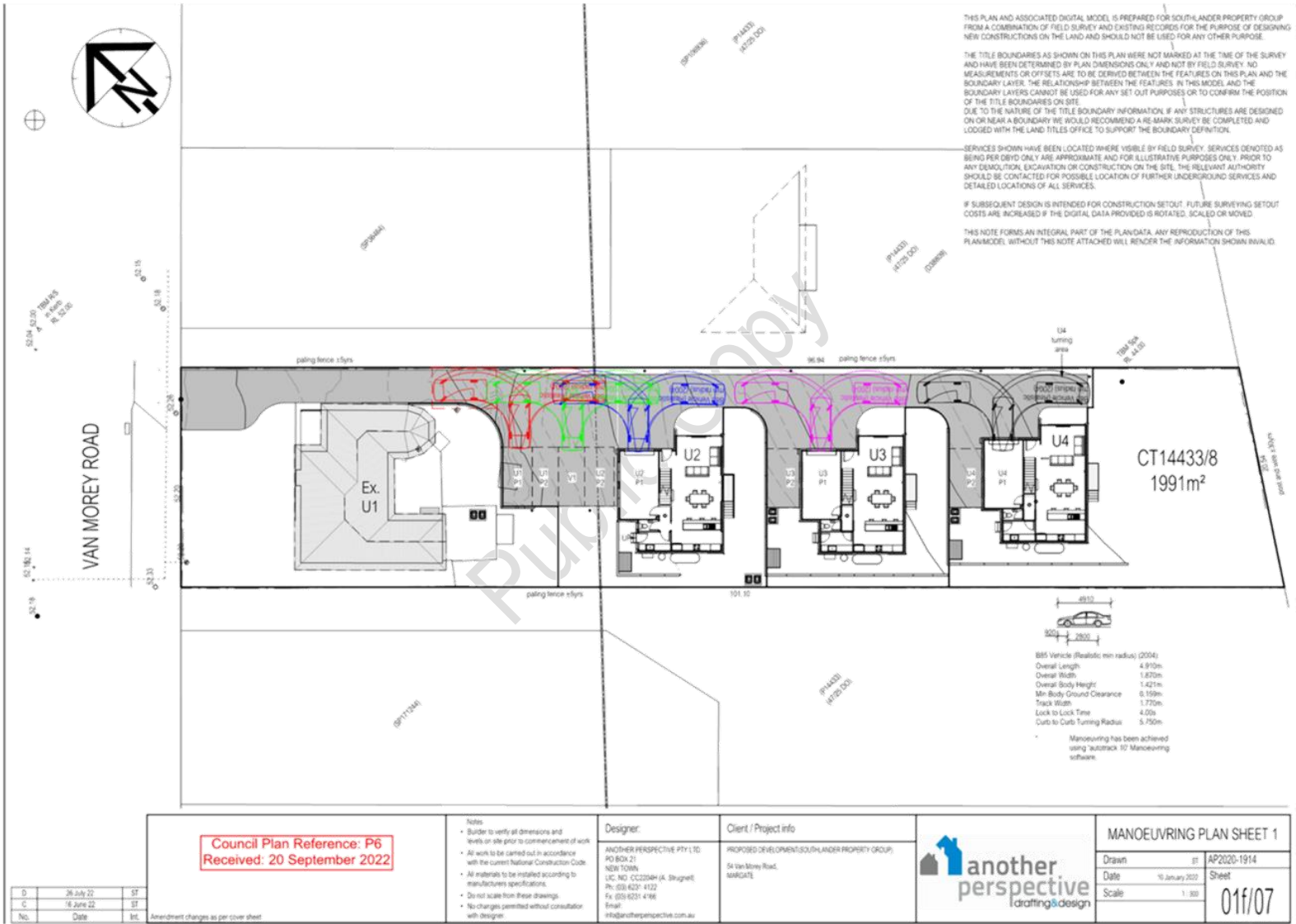


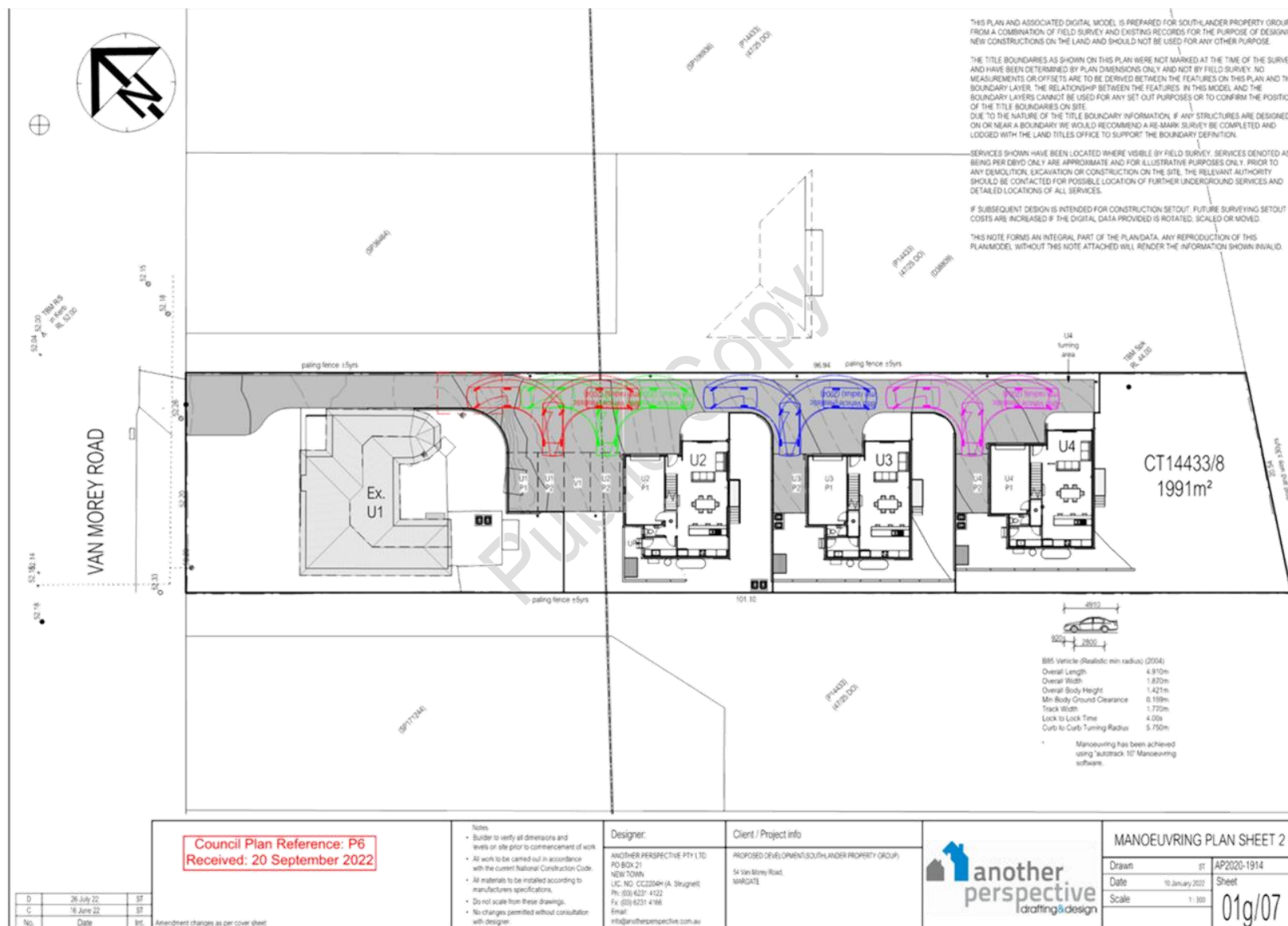






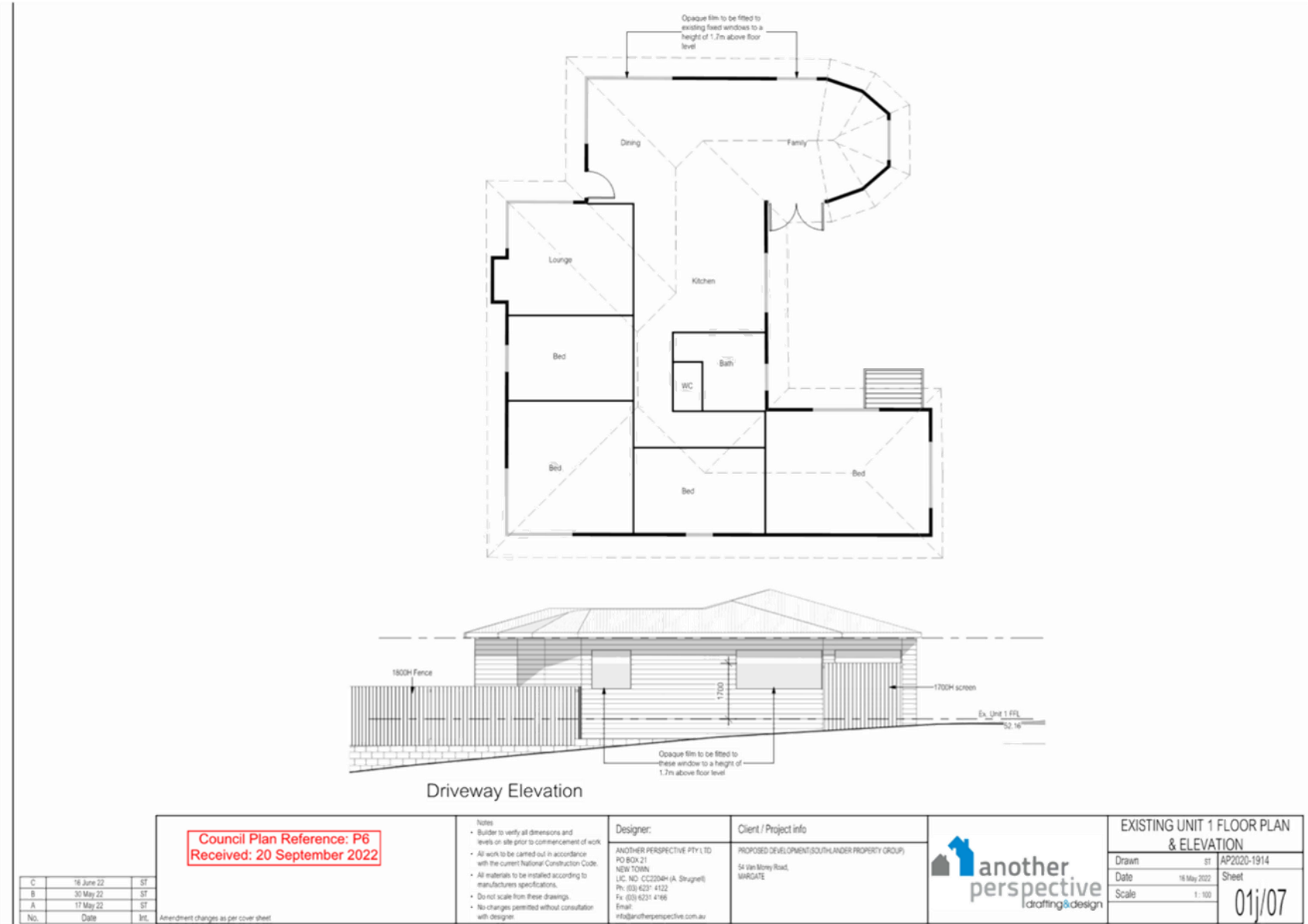


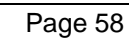


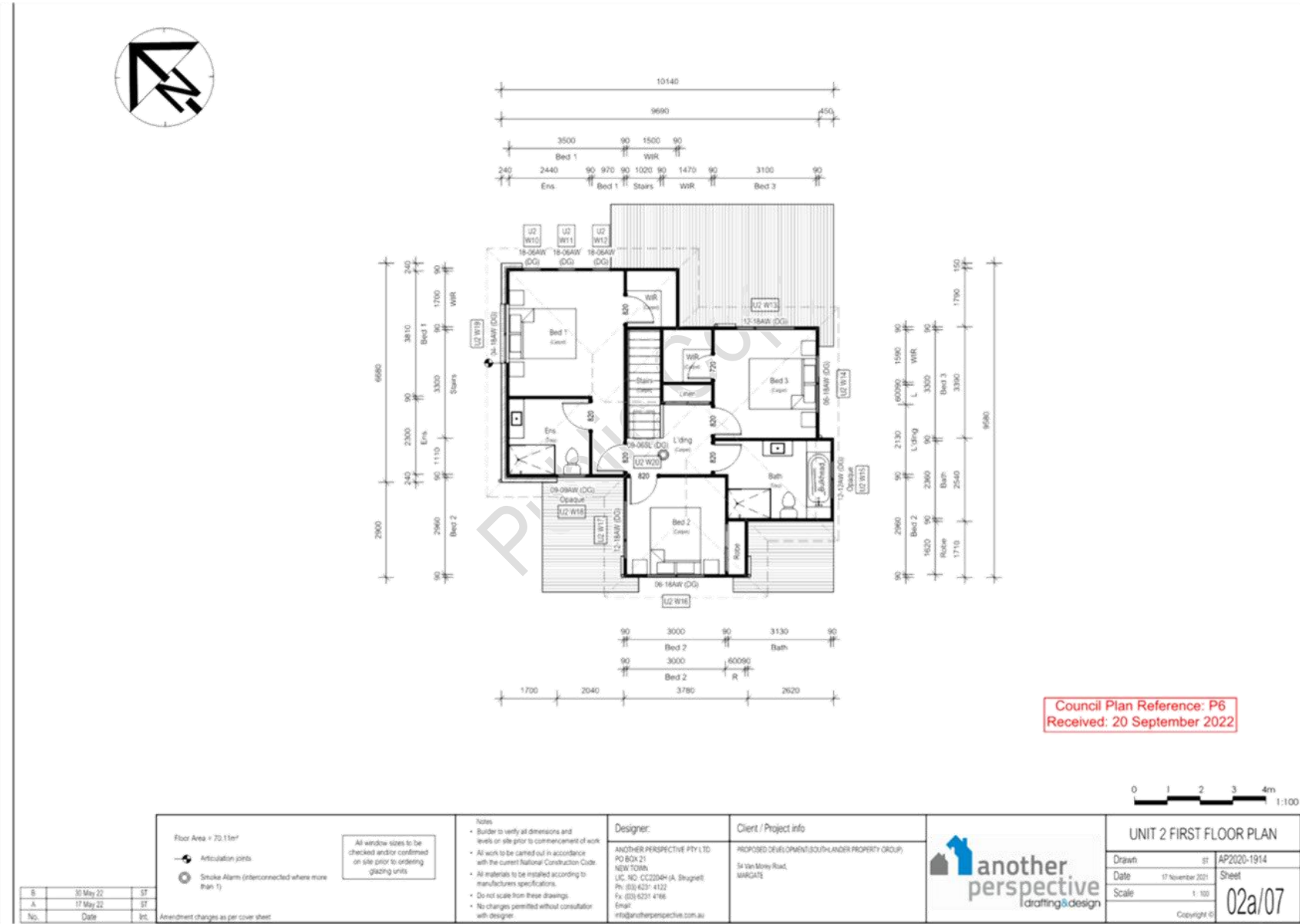


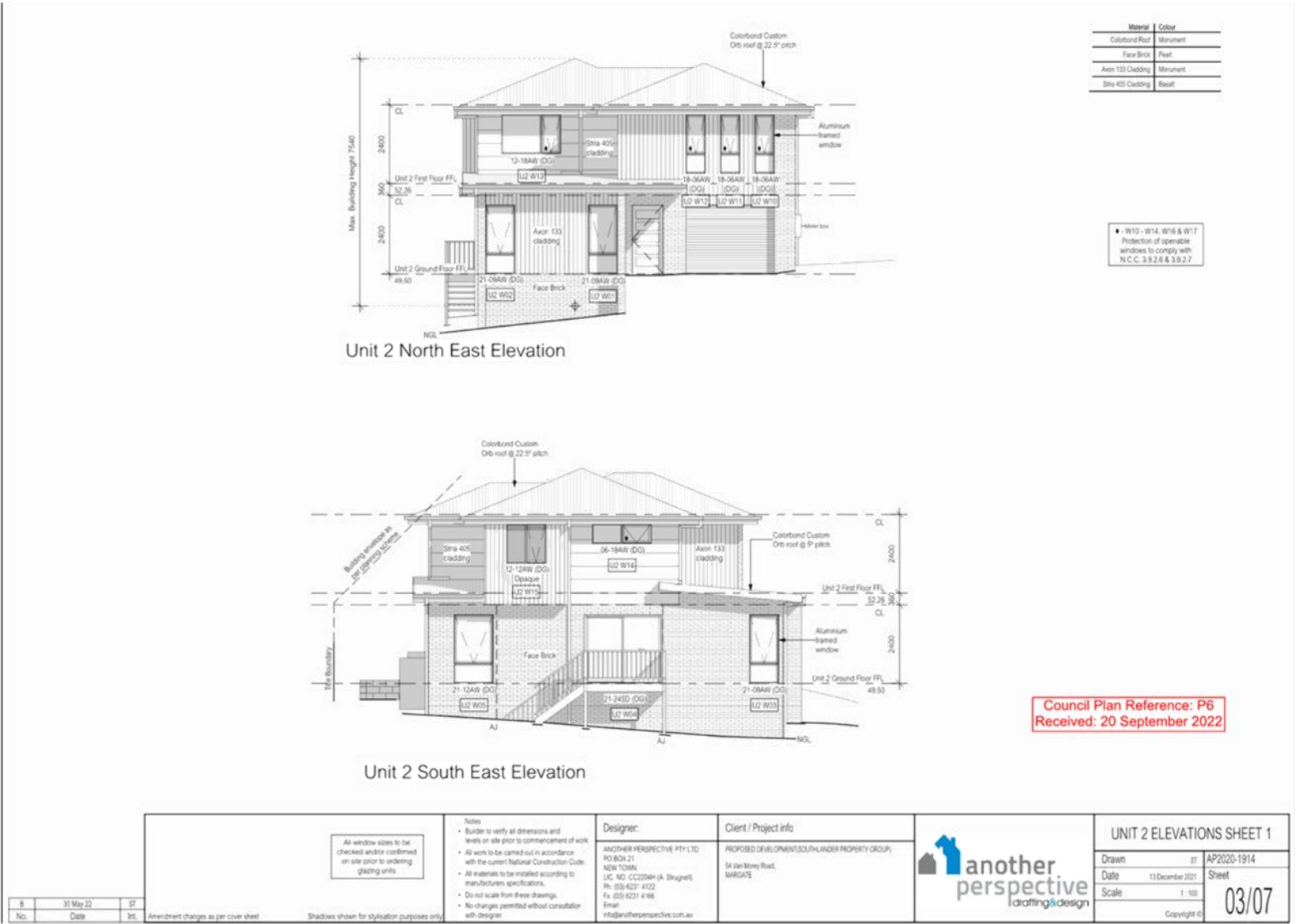


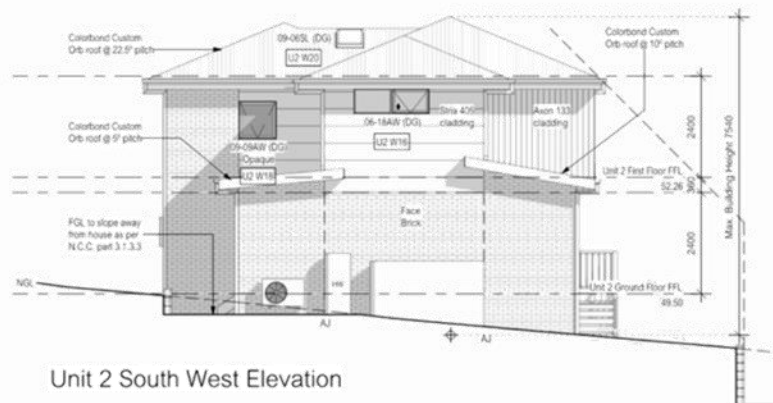
<div>Council Plan Reference: P6 Received: 20 September 2022</div>			<div>Notes:</div> <ul style="list-style-type: none">• Builder to verify all dimensions and levels on site prior to commencement of work• All work to be carried out in accordance with the current National Construction Code• All materials to be installed according to manufacturers specifications• Do not scale from these drawings• No changes permitted without consultation with designer			<div>Designer:</div> <div>ANOTHER PERSPECTIVE PTY LTD PO BOX 21 NEW TOWN LIC. NO. CC2204H (J. Sheggett) Ph: (03) 6231 4122 F: (03) 6231 4166 Email: info@anotherperspective.com.au</div>			<div>Client / Project info</div> <div>PROPOSED DEVELOPMENT (SOUTHLAND PROPERTY GROUP) 54 Van Mervin Road, MARGATE</div>			<div></div>			<div>PERSPECTIVE VIEWS</div> <table><tr><td>Drawn</td><td>ST</td><td>AP2020-1914</td></tr><tr><td>Date</td><td>17 November 2021</td><td>Sheet</td></tr><tr><td>Scale</td><td></td><td>01i/07</td></tr><tr><td colspan="3">Copyright ©</td></tr></table>			Drawn	ST	AP2020-1914	Date	17 November 2021	Sheet	Scale		01i/07	Copyright ©		
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<div>D</div> <div>28 July 22</div> <div>ST</div>	<div>C</div> <div>16 June 22</div> <div>ST</div>	<div>B</div> <div>30 May 22</div> <div>ST</div>	<div>No.</div> <div>Date</div> <div>Int.</div>	<div>Amendment changes as per cover sheet</div> <div>Shadows shown for stylisations purpose only</div>																									











Material	Colour
Colorbond Roof	Monument
Face Brick	Pearl
Asse 133 Cladding	Monument
Stria 405 Cladding	Beast

• W10 - W14, W16 & W17
Protection of operable windows to comply with N.C.C. 3.9.2.6 & 3.9.2.7

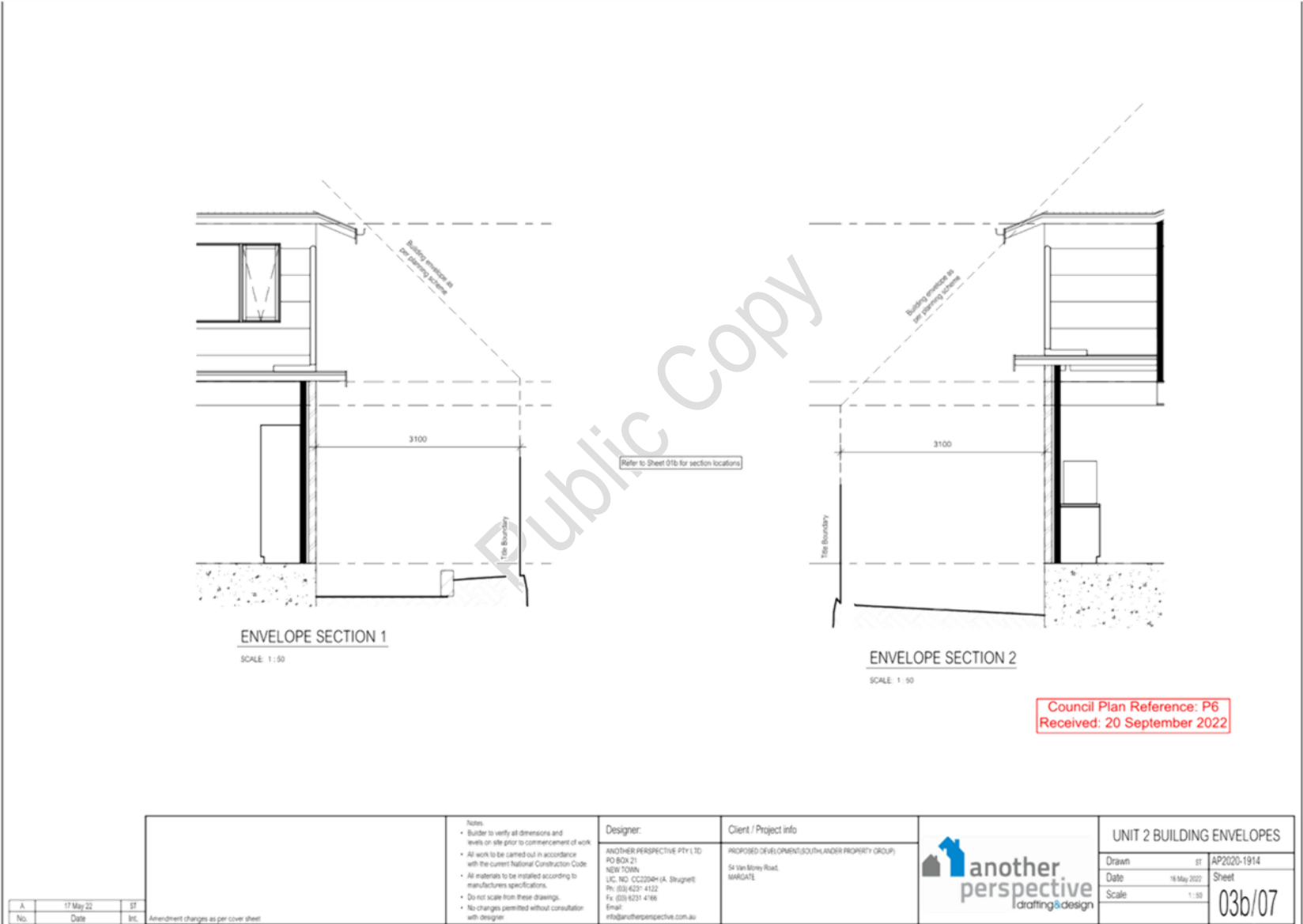


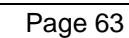
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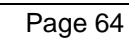
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No.	Date	Int.

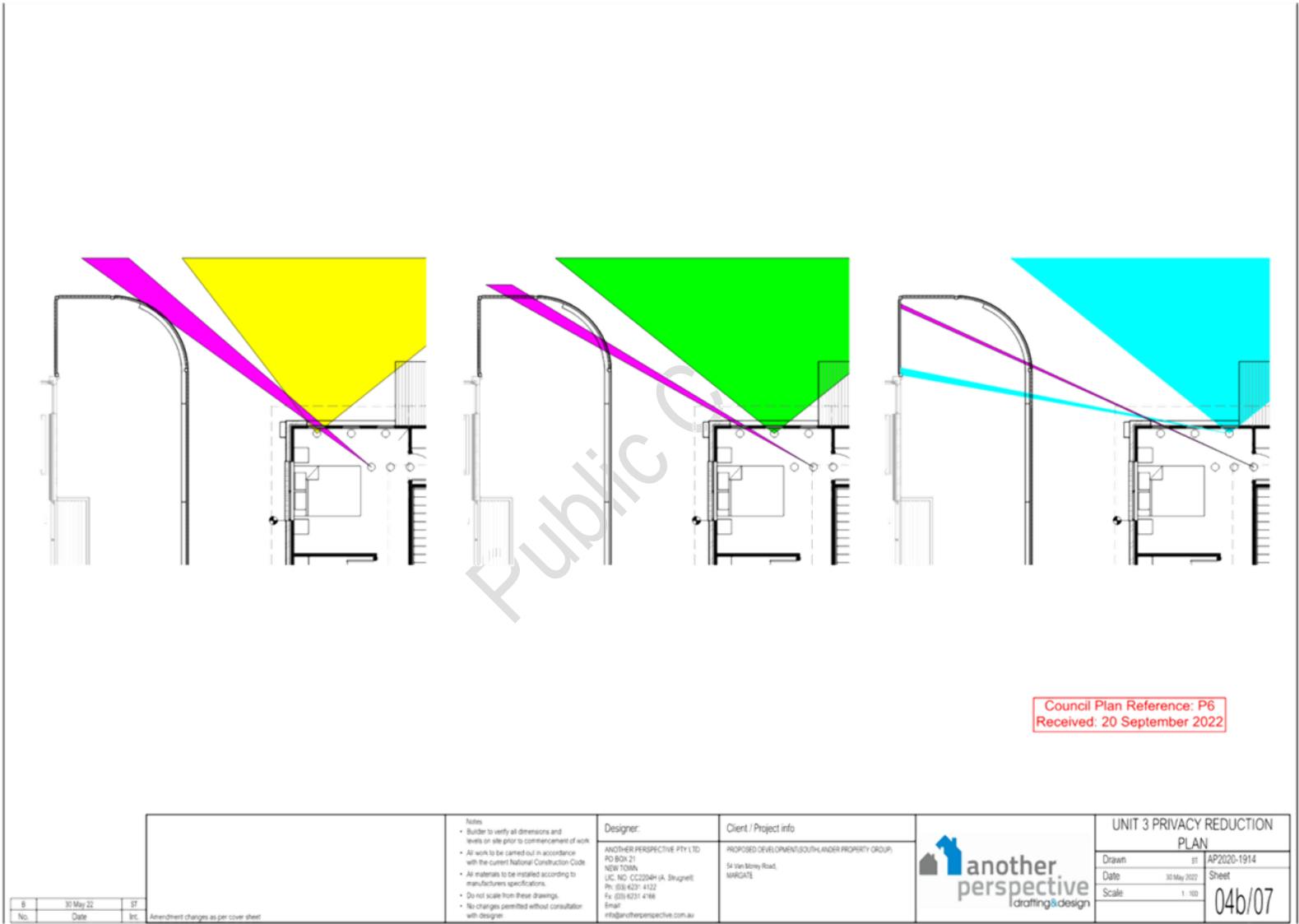
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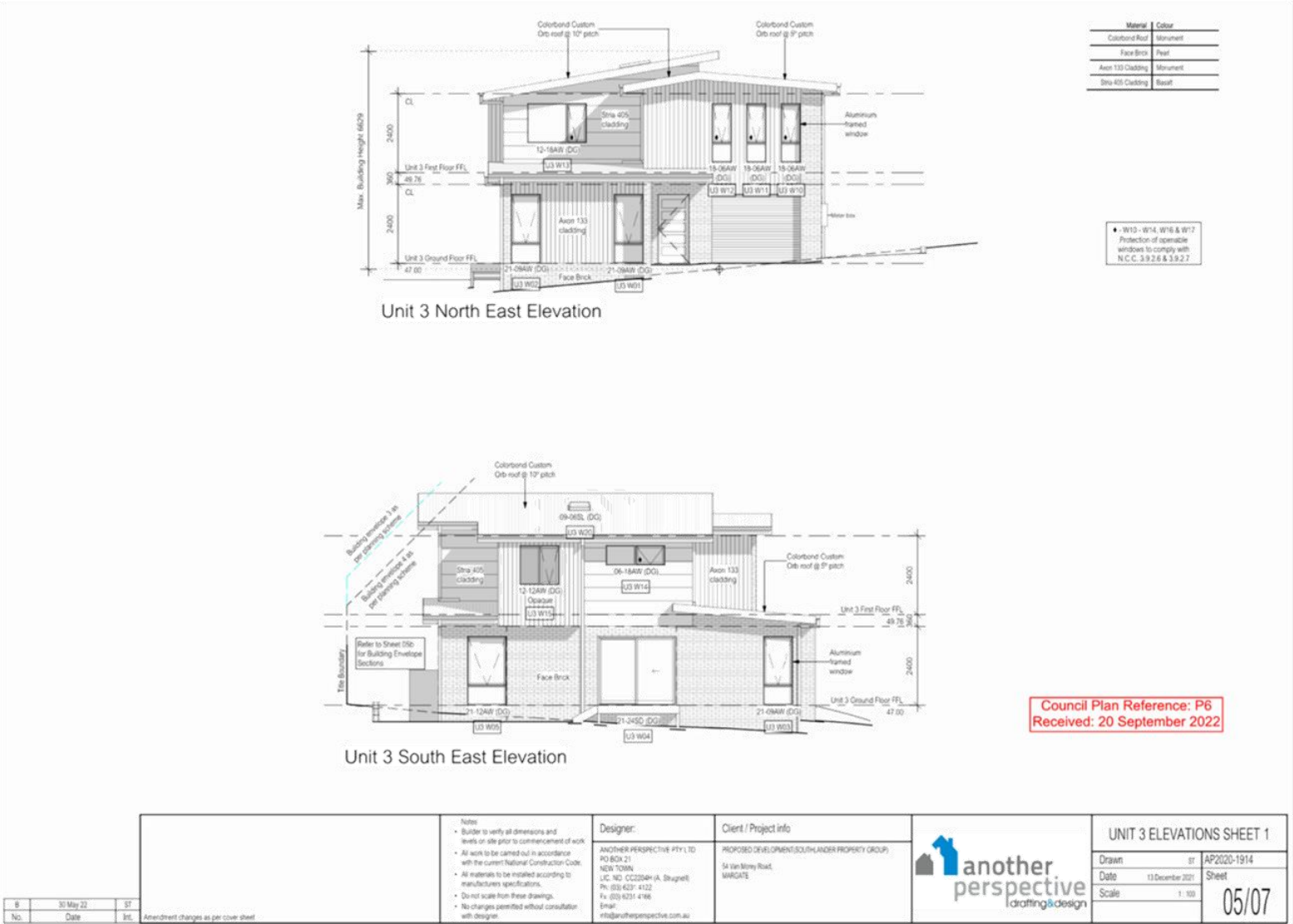


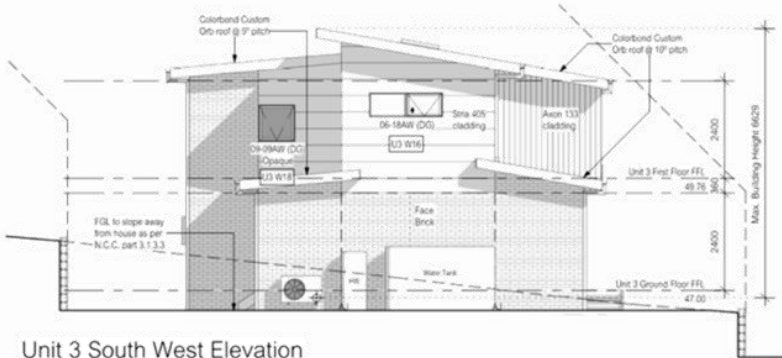












Unit 3 South West Elevation

Material	Colour
Colorbond Roof	Monument
Face Brick	Peat
Axon 133 Cladding	Monument
Seta 405 Cladding	Basalt

• W10, W14, W16 & W17
 Protection of operable windows to comply with N.C.C. 3.9.2.6 & 3.9.2.7



Unit 3 North West Elevation

Council Plan Reference: P6
 Received: 20 September 2022

B	30 May 22	57
A	17 May 22	57
No.	Date	Int.

Amendment changes as per cover sheet

Notes:

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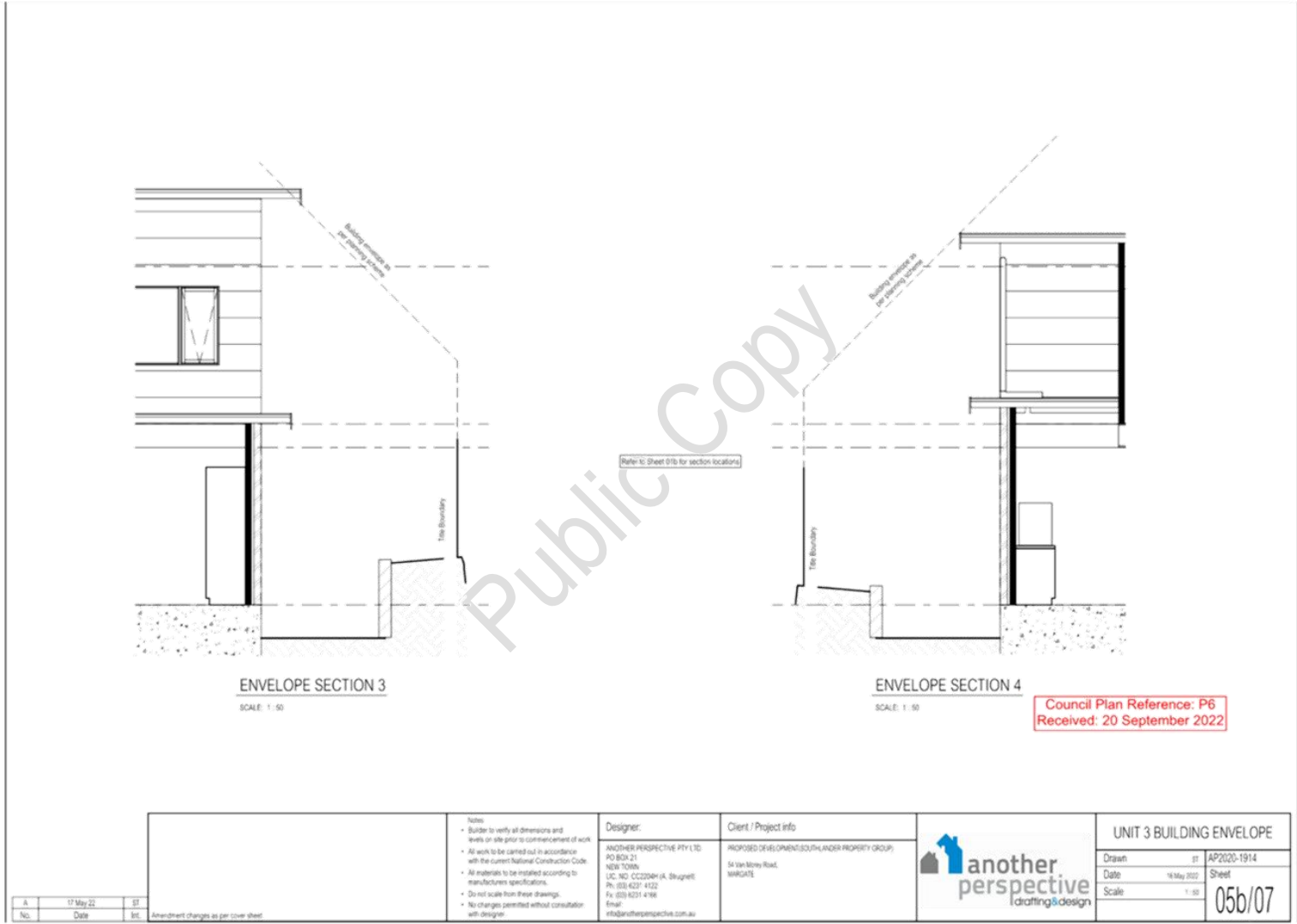
Client / Project Info
 PROPOSED DEVELOPMENT (SOUTHLAND PROPERTY GROUP)
 54 Van Mee Road,
 MARGATE

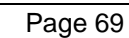


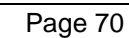
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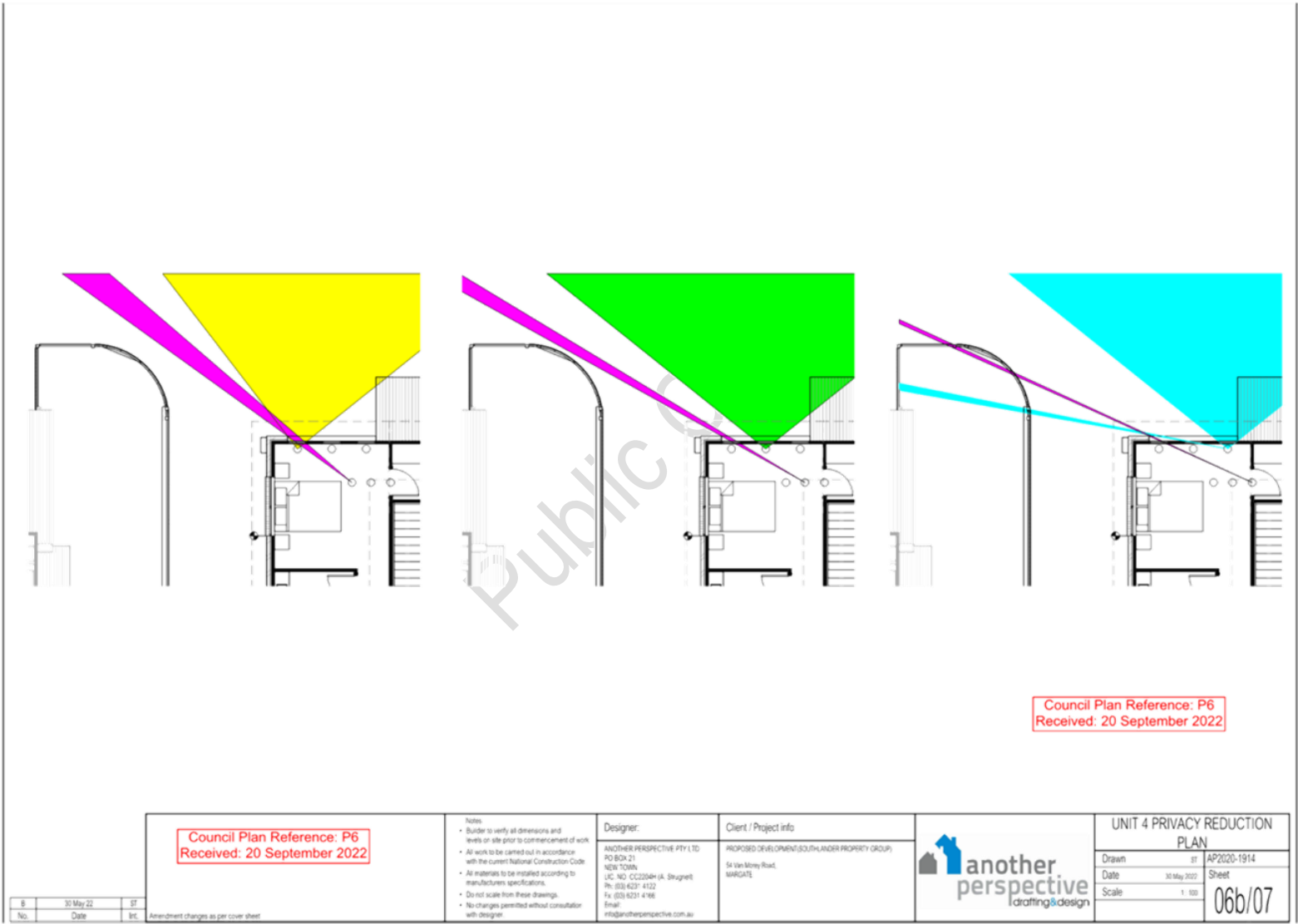
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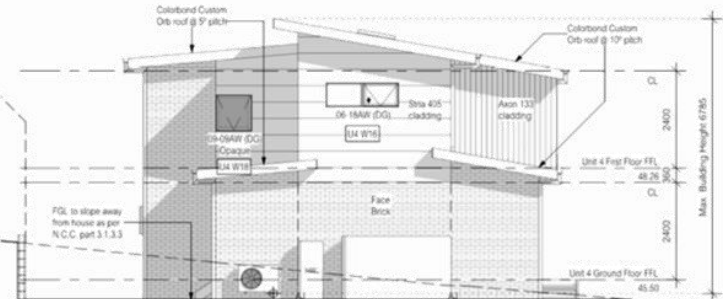








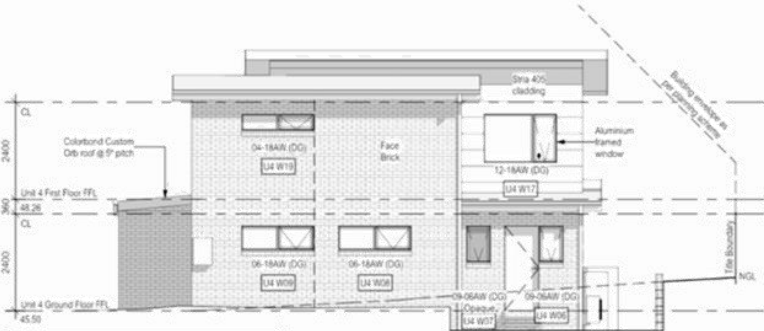
UNIT 4 ELEVATIONS SHEET 1	
Drawn	ST AP2020-1914
Date	13 December 2021 Sheet
Scale	1:100 07/07



Unit 4 South West Elevation

Material	Colour
Colorbond Roof	Monument
Face Brick	Peel
Acorn 133 Cladding	Monument
Stru 405 Cladding	Beast

• W10, W14, W16 & W17
Protection of operable
windows to comply with
N.C.C. 3.9.2.6 & 3.9.2.7



Unit 4 North West Elevation

Council Plan Reference: P6
Received: 20 September 2022

B	30 May 22	ST
A	17 May 22	ST
No.	Date	ST

Amendment changes as per cover sheet

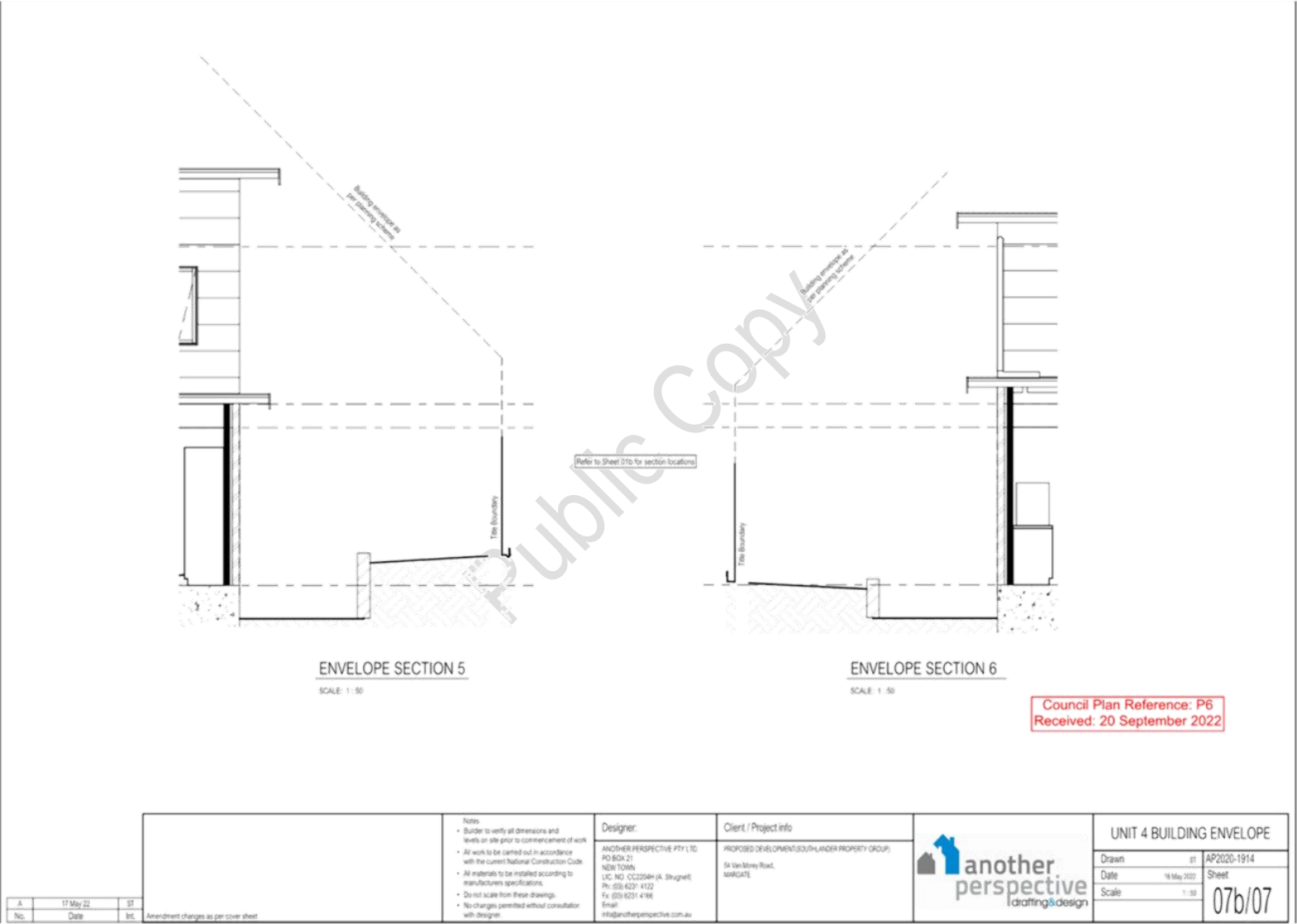
Notes
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Client / Project info
PROPOSED DEVELOPMENT (SOUTHLAND PROPERTY GROUP)
54 Glenelg Road,
WARRAGLE



UNIT 4 ELEVATIONS SHEET 2		
Drawn	ST	AP2020-1914
Date	13 December 2021	Sheet
Scale	1:100	07a/07



DEVELOPMENT APPLICATION NUMBER: DA-2022-43

Application No: DA-2022-43	Description: Four multiple dwellings (1 existing)
Applicant: Another Perspective	Owner: Miss N M Kingston
Location: 54 Van Morey Road, Margate	

Zone Provisions

Clause	Compliance/Comments
<p>Setbacks and building envelope (Cl. 12.4.2)</p> <ul style="list-style-type: none"> A1 – setback from frontage A2 – setback from primary frontage for carport/garage A3 – A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m horizontally beyond the building envelope, must: <ul style="list-style-type: none"> (a) be contained within a building envelope (refer to diagrams 12.4.2A, 12.4.2B, 12.4.2C and 12.4.2D) determined by: <ul style="list-style-type: none"> (i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a lot with an adjoining frontage; and (ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3m above natural ground level at the side boundaries and a distance of 4m from the rear boundary to a building height of not more than 8.5m above natural ground level; and (b) only have a setback within 1.5m of a side boundary if the dwelling: <ul style="list-style-type: none"> (i) does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining lot; or (ii) does not exceed a total length of 9m or one-third the length of the side boundary (whichever is the 	<p>A1 – complies- the existing minimum setback to the frontage will be maintain. The proposed units would be located to the rear of the existing dwelling, which is proposed to be retained.</p> <p>A2 – complies- the garages for proposed Units 2, 3 and 4 would be more than 5.5m from the frontage, as these units are proposed to be located to the rear of the existing dwelling.</p> <p>A3 – does not comply- a 0.19m high retaining wall is greater than 9m in length within 1.5m of this boundary.</p> <p>The proposed units would have the following setbacks:</p> <ul style="list-style-type: none"> NW front setback: 40m approx. from the closest Unit 2 from the frontage – proposed units would be located to the rear of the existing dwelling – complies; SE rear boundary setback: 14.6m minimum from Unit 4, closest to the rear boundary. All other units would be in front of Unit 4- complies; NE side boundary: minimum 6.084m from Units 2 and 3 and 5.084m from Unit 4; complies SW side boundary: Unit 2, 3 and 4 - buildings would be 3.1m, 3m and 4m respectively – complies. However there would be a 0.19m high retaining wall with a total length greater than 9m within 1.5m of this boundary. Therefore does not comply. <p>All the three units comply along the SW side boundary – All are within the BE and have complying protrusions (eaves) that do not extend more than 0.6m horizontally beyond the building envelope. Units 2, 3 and 4 would have a proposed building height of 7.54m, 6.629m and 6.785m above NGL.</p> <p>A4 – Complies - here are no environmental</p>

DEVELOPMENT APPLICATION NUMBER: DA-2022-43

<p>lesser).</p> <ul style="list-style-type: none"> A4 – Impact on trees 	<p>impacts on trees.</p> <p>The works comply with the acceptable solution as they do not impact on any trees of high conservation value.</p> <p>A site visit conducted by Council's Environmental Planner on the 2nd March 2022 confirms that a very high conservation value tree is present on Council's land zoned Open Space (CT: 153645/1) adjacent to the subject lot. This tree is a <i>Eucalyptus obliqua</i> (Stringybark) with a 112cm DBH and a 13.44m TPZ. This tree is 0.7m from the rear boundary fence of the subject lot. The nearest part of the proposed rear unit, Unit 4, is outside the TPZ of this tree. Any permit issued will included tree protection measures be implemented during construction. Therefore, the proposal complies with A4.</p>
<p>Site coverage and private open space (Cl. 12.4.3)</p> <ul style="list-style-type: none"> A1 – (a) site coverage 25% A1 – (b) pervious surfaces 25% A1 – (c) 60m² private open space per dwelling <p>A2 –</p> <p>A dwelling must have an area of private open space that:</p> <p>(a) is in one location and is at least:</p> <p>(i) 24 m²; or</p> <p>(ii) 12 m², if the dwelling has a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(b) has a minimum horizontal dimension of:</p> <p>(i) 4 m; or</p> <p>(ii) 2 m, if the dwelling has a</p>	<p>A1(a) – complies- the proposed site coverage of the development would be 430.43m² i.e. 21.62%.</p> <p>A1(b) – complies- proposed area free of impervious surfaces would be 1097.7m², i.e. 55.13%.</p> <p>A1(c) – complies- the total POS are for each unit is as follows:</p> <p>Unit 1: 262m²</p> <p>Unit 2: 112.11m²</p> <p>Unit 3: 134.61m²</p> <p>Unit 4: 384.65m²</p> <p>A2 – Complies – The proposal complies with A2 as follows:</p> <p>(a) Area: all the units would have at least 24 m² of POS;</p> <p>(b) Minimum Dimension: each unit would have a POS that has a minimum dimension of at least 4m wide;</p> <p>(c) Accessibility: the proposed new units have POS area that is directly accessible from habitable areas;</p> <p>(d) Location/ orientation: The lot has an orientation of 46 degrees west of north for its long axis. The private open space areas for the dwellings are located to the east and partially to the south east of the dwellings. However the POS areas are</p>

DEVELOPMENT APPLICATION NUMBER: DA-2022-43

<p>finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and</p> <p>(c) is directly accessible from, and adjacent to, a habitable room (other than a bedroom); and</p> <p>(d) is not located to the south, south-east or south-west of the dwelling, unless the area receives at least 3 hours of sunlight to 50% of the area between 9.00am and 3.00pm on the 21st June; and</p> <p>(e) is located between the dwelling and the frontage only if the frontage is orientated between 30 degrees west of north and 30 degrees east of north, excluding any dwelling located behind another on the same site; and</p> <p>(f) has a gradient not steeper than 1 in 10; and</p> <p>(g) is not used for vehicle access or parking.</p>	<p>located such that while they would have parts of their areas impacted early morning and late afternoon by shadows and the areas will receive at least 3 hours of sunlight to 50% of the area.</p> <p>(e) Location/ frontage - the POS for each of the units would not be located between the dwellings and the frontage;</p> <p>(f) Gradient - the gradient of the POS for each of the units would be lesser than 1 in 10;</p> <p>(g) Vehicle access/ parking - The POS for each of the units would not be used for vehicular access or parking.</p>
<p>Sunlight and overshadowing (Cl. 12.4.4)</p> <ul style="list-style-type: none"> A1 – A dwelling must have at least one habitable room (other than a bedroom) window that faces between 30 degrees west of north and 30 degrees east of north (see diagram 12.4.4A). A2 – location of multiple dwelling to the north of a habitable room of another dwelling on the same site A3 – A multiple dwelling, that is to the north of the private open space, of another dwelling on the same site, required in accordance with A2 or P2 of 12.4.3, must be in accordance with (a) or (b), unless excluded by (c): <p>(a) The multiple dwelling is contained within a line projecting (see diagram 12.4.4C):</p> <p>(i) at a distance of 3 m from the northern edge of the private</p>	<p>A1 – does not comply- The lot has an orientation of 46 degrees west of north for its long axis. The dwellings have the same orientation.</p> <p>Each of the units would have windows orientated 46 degrees to the west of north. The existing windows in the existing dwelling (unit 1) would remain unchanged.</p> <p>A2 – n/a- while the multiple dwellings would have a northerly aspect to a window of another multiple dwelling on the same site, the windows would be more than 30 degrees west of north.</p> <p>A3- Complies - the multiple dwellings (Units 1, 2, 3) that are north of another multiple dwelling on the same site, comply with the Acceptable Solution A3 due to the separation of the units from the relevant private open space areas.</p>

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<p>open space; and</p> <p>(ii) vertically to a height of 3 m above natural ground level and then at an angle of 45 degrees from the horizontal.</p> <p>(b) The multiple dwelling does not cause 50% of the private open space to receive less than 3 hours of sunlight between 9.00 am and 3.00 pm on 21st June.</p> <p>(c) That part, of a multiple dwelling, consisting of:</p> <p>(i) an outbuilding with a building height no more than 2.4 m; or</p> <p>(ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6 m horizontally from the multiple dwelling.</p>	
<p>Width of openings for garages and carports (Cl. 12.4.5)</p> <ul style="list-style-type: none"> A1 – width of garage openings 	<p>A1 – complies- the proposed new units would have a single garage each, with an opening width of 3.5m wide. These garages would be located more than 40m from the frontage.</p>
<p>Privacy (Cl. 12.4.6)</p> <ul style="list-style-type: none"> A1 – A balcony, deck, roof terrace, parking space, or carport (whether freestanding or part of the dwelling) that has a finished surface or floor level more than 1 m above natural ground level must have a permanently fixed screen to a height of at least 1.7 m above the finished surface or floor level, with a uniform transparency of no more than 25%, along the sides facing a: <ul style="list-style-type: none"> (a) side boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 3 m from the side boundary; (b) rear boundary, unless the balcony, deck, roof terrace, parking space or carport has a setback of at least 4m from the rear boundary; (c) dwelling on the same site, unless the balcony, deck, roof 	<p>A1 – n/a the proposal includes no decks roof terrace, parking space, or carport (whether freestanding or part of the dwelling) that has a finished surface or floor level more than 1 m above natural ground level.</p> <p>A2 –Complies - Proposed Units 2, 3 and 4 have a second floor level and therefore have windows, to a habitable room, of a dwelling, that has a floor level more than 1 m above the natural ground level. All the windows are more than 3m from a side boundary, more than 4m from a rear boundary, and more than 6m from a window or glazed door, to a habitable room and the private open space of another dwelling on the same site.</p> <p>A3 – Complies –</p> <p>The shared driveway passes along the side of the existing dwelling (Unit 1). The front porch has a 1.7m high screen along the side facing the driveway. There is also a 1.8m high screen along the rear of the dwelling around the rear corner of the building and the bay window, and around the back yard and private open space area.</p> <p>The side windows facing the driveway are to be treated with opaque film to a height of 1.7m above the floor level.</p>

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<p>terrace, parking space, or carport is at least 6 m:</p> <ul style="list-style-type: none"> (i) from a window or glazed door, to a habitable room of the other dwelling on the same site; or (ii) from a balcony, deck, roof terrace or the private open space, or the other dwelling on the same site. <ul style="list-style-type: none"> • A2 – A window or glazed door, to a habitable room, of a dwelling, that has a floor level more than 1 m above the natural ground level, must be in accordance with (a), unless it is in accordance with (b): <p>(a) The window or glazed door:</p> <ul style="list-style-type: none"> (i) is to have a setback of at least 3 m from a side boundary; (ii) is to have a setback of at least 4 m from a rear boundary; (iii) if the dwelling is a multiple dwelling, is to be at least 6 m from a window or glazed door, to a habitable room, of another dwelling on the same site; (iv) if the dwelling is a multiple dwelling, is to be at least 6 m from the private open space of another dwelling on the same site. <p>(b) The window or glazed door:</p> <ul style="list-style-type: none"> (i) is to be offset, in the horizontal plane, at least 1.5 m from the edge of a window or glazed door, to a habitable room of another dwelling; or (ii) is to have a sill height of at least 1.7 m above the floor level or has fixed obscure glazing extending to a height of at least 1.7 m above the floor level; or (iii) is to have a permanently fixed external screen for the full length of the window or 	<p>Units 2, 3 and 4 – Comply - Windows to habitable rooms for proposed Units 2, 3 and 4 would be at least 1m from the shared driveway and separated by an internal strata fence of 1.8m high.</p>
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<p>glazed door, to a height of at least 1.7 m above floor level, with a uniform transparency of not more than 25%.</p> <ul style="list-style-type: none"> A3 – A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a window, or glazed door, to a habitable room of a multiple dwelling by a horizontal distance of at least: <ul style="list-style-type: none"> (a) 2.5m; or (b) 1m if: <ul style="list-style-type: none"> (i) it is separated by a screen of at least 1.7 m in height; or (ii) the window, or glazed door, to a habitable room has a sill height of at least 1.7 m above the shared driveway or parking space, or has fixed obscure glazing extending to a height of at least 1.7 m above the floor level. 	
<p>Frontage fences (Cl. 12.4.7)</p> <ul style="list-style-type: none"> A1 – maximum height of fences 	<p>A1 – Complies- There is no change to the side paling fence within 4.5m of the frontage.</p> <p>The plans have been notated to clarify the north side boundary fence and parapet wall issue (this was an issue raised by a submitter) – The existing garage is to be demolished and its existing brick parapet wall is to be removed. The existing shared boundary retaining wall associated with the garage is to be retained subject to Engineer confirmation on site. A new paling fence will be installed to match existing. The existing side fence elsewhere is to remain and any damage caused to it by the proposed development will be repaired at the developers cost. There is no change to the side paling fence within 4.5m of the frontage.</p>
<p>Waste storage for multiple dwellings (Cl. 12.4.8)</p> <ul style="list-style-type: none"> Waste storage and recycle bin areas for multiple dwellings 	<p>A1 – complies- each unit has an exclusive waste storage area of 1.5m² per dwelling. (see Landscaping Plan).</p>
<p>Residential density for multiple dwellings (Cl. 12.4.9)</p> <ul style="list-style-type: none"> A1 – site area for multiple dwellings not less than 1000m² 	<p>A1 – does not comply- the residential density of each unit on the site would be 498m².</p>

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Code Provisions

Clause	Compliance/Comments
E1.0 Bushfire-Prone Areas Code Residential - While the proposed development is located within a Bushfire Prone Area, the Bushfire Prone Areas Code does not apply to the residential use class. Notwithstanding, impacts of any bushfire hazard management measures and vegetation removal have been assessed against the provisions of the Scheme. A Bushfire Hazard Report (GES, May 2021) has assessed the proposal as BAL-12.5 for Units 1 and 2 and BAL-19 for the rear unit, Unit 3. This demonstrates that the hazard management area will be contained entirely within the boundaries of the subject lot and does not rely upon management of the adjacent Council owned land zoned Open Space (CT: 153645/1). The BAL ratings are notated on the amended plans.	
E5.0 Road and Railway Assets Code	
Clause E5.5.1 – Existing road accesses and junctions A1 – The annual average daily traffic (AADT) of vehicle movements, to and from a site, onto a category 1 or category 2 road, in an area subject to a speed limit of more than 60km/h, must not increase by more than 10% or 10 vehicle movements per day, whichever is the greater.	A1 – NA-
A2 – The annual average daily traffic (AADT) of vehicle movements, to and from a site, using an existing access or junction, in an area subject to a speed limit of more than 60km/h, must not increase by more than 10% or 10 vehicle movements per day, whichever is the greater.	A2 – NA
A3 – The annual average daily traffic (AADT) of vehicle movements, to and from a site, using an existing access or junction, in an area subject to a speed limit of 60km/h or less, must not increase by more than 20% or 40 vehicle movements per day, whichever is the greater.	A3 – Complies – Complies with A3 (road/area with speed limit of 60km/h or less). The increase in AADT of vehicle movements from the site using the existing vehicular access will be less than 40 vehicle movements per day.
E5.5.2 Exiting level crossings A1 – Where use has access across part of a rail network, the annual average daily traffic (AADT) at an existing level crossing must not be increased by greater than 10% or 10 vehicle movements per day, whichever is the greater.	A1 – NA
Clause E5.6.1 - Development adjacent to roads and railways A1.1 – Except as provided in A1.2, the following	A1.1 – NA

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development must be located at least 50m from the rail network, or a category 1 road or category 2 road, in an area subject to a speed limit of more than 60km/h: (a) new buildings; (b) other road or earth works; and (c) building envelopes on new lots.	
A1.2 – Buildings, may be: (a) located within a row of existing buildings and setback no closer than the immediately adjacent building; or (b) an extension which extends no closer than: (i) the existing building; or (ii) an immediately adjacent building.	A1.2 – NA
Clause E5.6.2 - Road access and junctions A1 – No new access or junction to roads in an area subject to a speed limit of more than 60km/h.	A1 – NA
A2 – No more than one access providing both entry and exit, or two accesses providing separate entry and exit, to roads in an area subject to a speed limit of 60km/h or less.	A2 – Complies
Clause E5.6.3 – New level crossings A1 – No acceptable solution (requires assessment against performance criteria)	A1 – NA
Clause E5.6.4 - Sight distance at accesses, junctions and level crossings A1 – Sight distances at: (a) an access or junction must comply with the Safe Intersection Sight Distance shown in Table E5.1; and (b) rail level crossings must comply with AS1742.7 Manual of uniform traffic control devices - Railway crossings, Standards Association of Australia.	A1 – Complies - Existing vehicular access to be widened.
E6.0 Parking and Access Code	
Clause E6.6.1 - Number of car parking spaces A1 - The number of on-site car parking spaces must be: (a) no less than the number specified in Table E6.1;	A1 – complies- each unit would have 2 x car parking spaces, and 1 visitor parking is proposed. Therefore, total of 9 (including 1 visitor space) car spaces are proposed, which meets the requirements of Table E6.1.

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except if: (i) the site is subject to a parking plan for the area adopted by Council, in which case parking provision (spaces or cash-in-lieu) must be in accordance with that plan;	
Clause E6.7.1 - Number of vehicular accesses A1 – The number of vehicle access points provided for each road frontage must be no more than 1 or the existing number of vehicle access points, whichever is the greater.	A1 – Complies - existing one vehicular access is proposed.
Clause E6.7.2 - Design of vehicular accesses A1 – Design of vehicle access points must comply with all of the following: (a) in the case of non-commercial vehicle access; the location, sight distance, width and gradient of an access must be designed and constructed to comply with section 3 – "Access Facilities to Off-street Parking Areas and Queuing Areas" of AS/NZS 2890.1:2004 Parking Facilities Part 1: Off-street car parking; (b) in the case of commercial vehicle access; the location, sight distance, geometry and gradient of an access must be designed and constructed to comply with all access driveway provisions in section 3 "Access Driveways and Circulation Roadways" of AS2890.2 - 2002 Parking facilities Part 2: Off-street commercial vehicle facilities.	A1 – complies The existing vehicular access to be widened as per TSD-R09. Sight distance is in excess of required 45m for frontage road with 50km/h speed limit.
Clause E6.7.3 - Vehicular passing areas along an access A1 – Vehicular passing areas must: (a) be provided if any of the following applies to an access: (i) it serves more than 5 car parking spaces; (ii) is more than 30 m long; (iii) it meets a road serving more than 6000 vehicles per day (b) be 6 m long, 5.5 m wide, and taper to the width of the driveway; (c) it meets a road serving more than 6000 vehicles per day; (d) have the first passing area constructed at the kerb; (e) be at intervals of no more than 30 m along	A1 – does not comply - the first passing bay is unable to be constructed at the road kerb because of the existing stormwater side entry pit. Although the first passing bay is unable to be constructed at the road kerb because of the existing stormwater side entry pit and one of the passing bay layouts does not comply as it is not tapered to driveway as required, the driveway has sufficient passing bays to make it safe, efficient and to avoid conflicts with traffic and other road users.

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the access.	
Clause E6.7.4 - On-site turning A1 – On-site turning must be provided to enable vehicles to exit a site in a forward direction, except where the access complies with any of the following: (a) it serves no more than two dwelling units;	A1 – complies- on-site turning for vehicles proposed to enable vehicles to exit the site in forward direction.
Clause E6.7.5 - Layout of parking areas A1 – The layout of car parking spaces, access aisles, circulation roadways and ramps must be designed and constructed to comply with section 2 "Design of Parking Modules, Circulation Roadways and Ramps" of AS/NZS 2890.1:2004 Parking Facilities Part 1: Off-street car parking and must have sufficient headroom to comply with clause 5.3 "Headroom" of the same Standard.	A1 – complies-
Clause E6.7.6 - Surface treatment of parking areas A1 – Parking spaces and vehicle circulation roadways must be in accordance with all of the following: (a) paved or treated with a durable all-weather pavement where within 75m of a property boundary or a sealed roadway; (b) drained to an approved stormwater system, unless the road from which access is provided to the property is unsealed.	A1 – Complies - Complies subject to condition. It will be conditioned to provide sealed driveway and parking areas with SW drainage provision.
Clause E6.7.7 - Lighting of parking areas A1 – Parking and vehicle circulation roadways and pedestrian paths serving 5 or more car parking spaces, used outside daylight hours, must be provided with lighting in accordance with clause 3.1 "Basis of Design" and clause 3.6 "Car Parks" in AS/NZS 1158.3.1:2005 Lighting for roads and public spaces Part 3.1: Pedestrian area (Category P) lighting.	A1 – Complies – bollard lighting.
Clause E6.7.8 - Landscaping of parking areas A1 – Landscaping of parking and circulation areas must be provided where more than 5 car parking spaces are proposed. This landscaping must be no less than 5 percent of the area of the car park, except in the Central Business Zone where no landscaping is required.	A1 – Complies Complies as required landscaping is proposed. It is conditioned to provide landscaping such that it won't have any impact on the vehicular movements and turning.

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<p>Clause E6.7.14 - Access to a road</p> <p>A1 – Access to a road must be in accordance with the requirements of the road authority.</p>	<p>A1 – complies- subject to condition.</p> <p>It is conditioned to widen vehicular access as per relevant TSDs such that it will have 1m separation from the existing SW side entry pit and obtain RWP prior to commencement of any works.</p>
E7.0 Stormwater Management Code	
<p>Clause E7.7.1 - Stormwater drainage and disposal</p> <p>A1 – Stormwater from new impervious surfaces must be disposed of by gravity to public stormwater infrastructure.</p>	<p>A1 – does not comply</p> <p>The SW runoff from all impervious surfaces to be pumped into the existing roadside entry pit.</p> <p>It is conditioned to provide on-site soakage trench for pump overflow</p>
<p>A2 – A stormwater system for a new development must incorporate water sensitive urban design principles R1 for the treatment and disposal of stormwater if any of the following apply:</p> <p>(a) the size of new impervious area is more than 600 m²;</p> <p>(b) new car parking is provided for more than 6 cars;</p> <p>(c) a subdivision is for more than 5 lots.</p>	<p>A2 – does not comply</p> <p>The SW runoffs are proposed to be collected into water tanks and will be pumped into the existing roadside side entry pit.</p> <p>The total concrete area (parking and driveway) including existing is 485.59m²). The surface runoff will be detained in water tanks, which acts as sedimentation tanks as well. In addition, the side entry pit receives pollutants from the Van Morey Road itself. In this case, it is not considered feasible to provide on-site stormwater treatment system.</p>
<p>A3 – A minor stormwater drainage system must be designed to comply with all of the following:</p> <p>(a) be able to accommodate a storm with an ARI of 20 years in the case of non-industrial zoned land and an ARI of 50 years in the case of industrial zoned land, when the land serviced by the system is fully developed;</p> <p>(b) stormwater runoff will be no greater than pre-existing runoff or any increase can be accommodated within existing or upgraded public stormwater infrastructure.</p>	<p>A3 – Complies - subject to condition.</p> <p>On-site SW detention system is proposed.</p> <p>Conditioned to submit engineering details and associated hydraulic calculations prior to commencement of any works</p>
<p>A4 – A major stormwater drainage system must be designed to accommodate a storm with an ARI of 100 years.</p>	<p>A4 – n/a</p>

Note: Codes not listed in this Checklist have been assessed as not being relevant to the assessment of this application.



Submission to Planning Authority Notice

Council Planning Permit No.	DA-2022-43	Council notice date	23/02/2022
TasWater details			
TasWater Reference No.	TWDA 2022/00246-KIN	Date of response	02/03/2022
TasWater Contact	Jake Walley	Phone No.	0467 625 805
Response issued to			
Council name	KINGBOROUGH COUNCIL		
Contact details	kc@kingborough.tas.gov.au		
Development details			
Address	54 VAN MOREY RD, MARGATE	Property ID (PID)	5795244
Description of development	Multiple Dwellings x4 (1 ex, 3 new)		
Schedule of drawings/documents			
Prepared by	Drawing/document No.	Revision No.	Date of Issue
Another Perspective	Ground Floor Drainage Plan 01a/07	--	10/01/2022
Conditions			
<p>Pursuant to the <i>Water and Sewerage Industry Act 2008</i> (TAS) Section 56P(1) TasWater imposes the following conditions on the permit for this application:</p> <p>CONNECTIONS, METERING & BACKFLOW</p> <ol style="list-style-type: none"> A suitably sized water supply with metered connections and sewerage system and connections to each lot of the development must be designed and constructed to TasWater's satisfaction and be in accordance with any other conditions in this permit. Advice: The new water connection will need to come off the existing DN100mm water main on the opposite side of Van Morey Road, and the water meter assembly must be high hazard due to the use of a private sewerage pump. Any removal/supply and installation of water meters and/or the removal of redundant and/or installation of new and modified property service connections must be carried out by TasWater at the developer's cost. Prior to commencing construction/use of the development, any water connection utilised for construction/the development must have a backflow prevention device and water meter installed, to the satisfaction of TasWater. <p>56W CONSENT</p> <ol style="list-style-type: none"> Prior to the issue of the Certificate for Certifiable Work (Building) and/or (Plumbing) by TasWater the applicant or landowner as the case may be must make application to TasWater pursuant to section 56W of the <i>Water and Sewerage Industry Act 2008</i> for its consent in respect of that part of the development which is built within a TasWater easement or over or within two metres of TasWater infrastructure. <p>DEVELOPMENT ASSESSMENT FEES</p> <ol style="list-style-type: none"> The applicant or landowner as the case may be, must pay a development assessment fee of \$363.57 to TasWater, as approved by the Economic Regulator and the fee will be indexed, until the date paid to TasWater. 			



The payment is required within 30 days of the issue of an invoice by TasWater.

Advice

General

For information on TasWater development standards, please visit <https://www.taswater.com.au/building-and-development/technical-standards>

For application forms please visit <https://www.taswater.com.au/building-and-development/development-application-form>

56W Consent

The plans submitted with the application for the Certificate for Certifiable Work (Building) and/or (Plumbing) will need to show footings of proposed buildings located over or within 2.0m from TasWater pipes and will need to be designed by a suitably qualified person to adequately protect the integrity of TasWater's infrastructure, and to TasWater's satisfaction, be in accordance with AS3500 Part 2.2 Section 3.8 to ensure that no loads are transferred to TasWater's pipes. These plans will need to also include a cross sectional view through the footings which clearly shows;

- (a) Existing pipe depth and proposed finished surface levels over the pipe;
- (b) The line of influence from the base of the footing must pass below the invert of the pipe and be clear of the pipe trench and;
- (c) A note on the plan indicating how the pipe location and depth were ascertained.
- (d) The location of the property service connection and sewer inspection opening (IO).

Declaration

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

Authorised by

Jason Taylor
Development Assessment Manager

TasWater Contact Details

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

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PLANNING AUTHORITY SESSION ADJOURNS

OPEN SESSION RESUMES

14 PETITIONS STILL BEING ACTIONED

There are no petitions still being actioned.

15 PETITIONS RECEIVED IN LAST PERIOD

At the time the Agenda was compiled no Petitions had been received.

16 OFFICERS REPORTS TO COUNCIL

16.1 DONATIONS POLICY 3.3

File Number: 12.81

Author: Tim Jones, Manager Finance

Authoriser: John Breen, Chief Financial Officer

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 a review of the Donations Policy 3.3 (see attached).

2. BACKGROUND

- 2.1 The Donations Policy was formulated in 2014, subsequently renewed twice and is scheduled for review.
- 2.2 The policy was developed to establish Council's position in relation to requests for financial assistance.

3. STATUTORY REQUIREMENTS

- 3.1 The policy refers to requirements under section 77 of the Local Government Act with respect to the statutory requirements relating to the provision of grants and benefits.

77. Grants and benefits

(1) A council may make a grant or provide a pecuniary benefit or a non-pecuniary benefit that is not a legal entitlement to any persons, other than a councillor, for any purposes it considers appropriate.

2) The details of any grant made or benefit provided are to be included in the annual report of the council.

4. DISCUSSION

- 4.1 There is no change proposed to the Policy, attached is the previous Policy with the applicable dates changed.

5. FINANCE

- 5.1 The current budget for all Donations is \$15,000 made up of

Council Policy Donations	\$11,700
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Mayoral Donations	\$ 3,300
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6. ENVIRONMENT

- 6.1 There are no environmental implications associated with the review of this policy.

7. COMMUNICATION AND CONSULTATION

- 7.1 Council's Donations Policy is publicly available on Council's website.

8. RISK

- 8.1 There are no risks to Council are identified in updating the policy.

9. CONCLUSION

- 9.1 The Policy be renewed unchanged.

10. RECOMMENDATION

That Council renew Donations Policy 3.3.

ATTACHMENTS

- 1. Existing Policy with Track Changes**
- 2. Updated Policy for Approval**

EXISTING POLICY WITH TRACK CHANGES



Policy No:	3.3	Minute No:	C730/23-2020
Approved by Council:	December <u>2020 November 2022</u>	ECM File No:	12.81
New Review Date:	December <u>2022 November 2027</u>	Version:	67.0
Responsible Office:	Manager Finance		

Donations Policy	
POLICY STATEMENT:	<p>1.1 This Policy sets out Council's position in relation to requests for financial assistance for not-for-profit registered welfare, schools or community service groups working within Kingborough.</p> <p>1.2 This Policy also sets out Council's position in relation to requests for financial assistance from persons chosen to represent Tasmania/Australia in sporting, social, economic, environmental development and/or related to the wellbeing of the community.</p>
OBJECTIVE:	<p>2.1 The objective of this Policy is to provide a structure for making donations which are honest and accountable in accordance with the community's core values.</p> <p>2.2 This Policy provides opportunities for Council to support encourage and assist community groups.</p> <p>2.3 To facilitate and manage requests for financial assistance by way of donations through timely responses and with a consistent approach.</p> <p>2.4 This Policy is in line with Section 77 on the <i>Local Government Act 1993</i>, which provides guidance on providing gifts and benefits and the requirement to include details in the annual report.</p>
SCOPE:	<p>3.1 This Policy applies to both requests for assistance from not for profit registered welfare, school, community or service groups working within Kingborough, and;</p> <p>3.2 Applies to all requests for (one off) financial assistance from persons chosen to represent Tasmania/Australia in sporting, social, economic, environmental development and/or related to the wellbeing of the community.</p>
PROCEDURE (POLICY DETAIL):	<p>4.1 <u>Assistance for not-for-profit groups</u></p> <p>4.1.1 Requests for assistance from not-for-profit registered welfare, school community, or service groups working within Kingborough will be considered on a case-by-case basis, with the maximum donation being \$1,000. Assistance will not be given for projects that would be eligible for consideration within Council's Community Project Support allocation, whether or not the project was submitted or successful.</p> <p>4.1.2 Where a donation in excess of \$500 is proposed, the Mayor and the General Manager must agree upon the quantum, or else the request is to be brought before Council for a final decision.</p> <p>4.2 <u>Amount of Assistance for persons chosen to represent Tasmania/Australia</u></p> <p>4.2.1 Assistance will be provided within the following structure:</p>

	<ul style="list-style-type: none"> • Interstate representation \$100 • Overseas representation \$200 • Commonwealth, Olympic Games or World Championship representation \$250 <p>4.3 <u>School Citizenship Awards</u></p> <p>4.3.1 Council will give each Primary and High School located in the Kingborough Municipality \$100 for a School Citizenship Award.</p> <p>4.3.2 The Mayor has discretion to provide donations outside of this Policy as long as the benefits are in line with Section 77 of the <i>Local Government Act 1993</i> and the total of the donations is within the annual budget allocation for Mayoral donations.</p> <p>4.3.3 The assistance will be available upon request to residents of Kingborough achieving State or National representation.</p> <p>4.3.4 Evidence of selection will be required prior to the allocation of funds.</p> <p>4.3.4 Grants will be provided to individuals only (not teams).</p> <p>4.3.5 Grants will not be provided to officials (ie coaches, managers, judges).</p>
GUIDELINES:	<p>5.1 All requests for financial assistance must be in writing addressed to the Mayor or General Manager.</p> <p>5.2 This Policy is to be implemented within the allocation provided in the Annual Estimates. Any proposed additional expenditure is to be specifically authorised by an absolute majority of Council.</p> <p>5.3 Subject to paragraph 5.2, the Mayor and General Manager are individually authorised to approve a donation not exceeding \$500, or jointly to an amount not exceeding \$1,000 in line with the provisions of this Policy.</p> <p>5.4 Budget allocations will be considered as part of the Annual Estimates.</p> <p>5.5 A report on all donations will be provided to Council on a quarterly basis.</p> <p>5.6 All recipients of donations provided under this Policy will be listed in Council's Annual Report in accordance with Section 77 of the <i>Local Government Act 1993</i>.</p>
COMMUNICATION:	<p>Members of the public.</p> <p>Kingborough Councillors</p> <p>Kingborough Council Staff</p>
LEGISLATION:	The <i>Local Government Act 1993</i> at section 77

UPDATED POLICY FOR APPROVAL



Donations Policy

Policy No:	3.3
Approved by Council:	November 2022
New Review Date:	November 2027
Minute No:	TBA
ECM File No:	12.81
Version:	7.0
Responsible Officer:	Manager Finance
Strategic Plan Reference:	1.1 A Council that engages with and enables its community



Donations Policy 3.3

1. POLICY STATEMENTS

- 1.1 This Policy sets out Council's position in relation to requests for financial assistance for not-for-profit registered welfare, schools or community service groups working within Kingborough.
- 1.2 This Policy also sets out Council's position in relation to requests for financial assistance from persons chosen to represent Tasmania/Australia in sporting, social, economic, environmental development and/or related to the wellbeing of the community.

2. OBJECTIVE

- 2.1 The objective of this Policy is to provide a structure for making donations which are honest and accountable in accordance with the community's core values.
- 2.2 This Policy provides opportunities for Council to support encourage and assist community groups.
- 2.3 To facilitate and manage requests for financial assistance by way of donations through timely responses and with a consistent approach.
- 2.4 This Policy is in line with Section 77 on the Local Government Act 1993, which provides guidance on providing gifts and benefits and the requirement to include details in the annual report.

3. SCOPE

- 3.1 This Policy applies to both requests for assistance from not for profit registered welfare, school, community or service groups working within Kingborough, and;
- 3.2 Applies to all requests for (one off) financial assistance from persons chosen to represent Tasmania/Australia in sporting, social, economic, environmental development, academic, artistic, cultural and/or related to the wellbeing of the community.

4. PROCEDURE (POLICY DETAIL)

4.1 Assistance for not-for-profit groups

- 4.1.1 Requests for assistance from not-for-profit registered welfare, school community, or service groups working within Kingborough will be considered on a case-by-case basis, with the maximum donation being \$1,000. Assistance will not be given for projects that would be eligible for consideration within Council's Community Project Support allocation, whether or not the project was submitted or successful.
- 4.1.2 Where a donation in excess of \$500 is proposed, the Mayor and the General Manager must agree upon the quantum, or else the request is to be brought before Council for a final decision.

4.2 Amount of Assistance for persons chosen to represent Tasmania/Australia

- 4.2.1 Assistance will be provided within the following structure:

Interstate representation	\$100
Overseas representation	\$200
Commonwealth, Olympic Games or	
World Championship representation	\$250



Donations Policy 3.3

4.3 School Citizenship Awards

- 4.3.1 Council will give each Primary and High School located in the Kingborough Municipality \$100 for a School Citizenship Award.
- 4.3.2 The Mayor has discretion to provide donations outside of this Policy as long as the benefits are in line with Section 77 of the *Local Government Act 1993* and the total of the donations is within the annual budget allocation for Mayoral donations.
- 4.3.3 The assistance will be available upon request to residents of Kingborough achieving State or National representation.
- 4.3.4 Evidence of selection will be required prior to the allocation of funds.
- 4.3.5 Grants will be provided to individuals only (not teams).
- 4.3.6 Grants will not be provided to officials (ie coaches, managers, judges).

5. GUIDELINES

- 5.1 All requests for financial assistance must be in writing addressed to the Mayor or General Manager.
- 5.2 This Policy is to be implemented within the allocation provided in the Annual Estimates. Any proposed additional expenditure is to be specifically authorised by an absolute majority of Council.
- 5.3 Subject to paragraph 5.2, the Mayor and General Manager are individually authorised to approve a donation not exceeding \$500, or jointly to an amount not exceeding \$1,000 in line with the provisions of this Policy.
- 5.4 Budget allocations will be considered as part of the Annual Estimates.
- 5.5 A report on all donations will be provided to Council on a quarterly basis.
- 5.6 All recipients of donations provided under this Policy will be listed in Council's Annual Report in accordance with Section 77 of the *Local Government Act 1993*.

6. COMMUNICATION

- 6.1 Members of the public.
- 6.2 Kingborough Councillors
- 6.3 Kingborough Council Staff

7. LEGISLATION

- 7.1 The *Local Government Act 1993* at section 77

8. RELATED DOCUMENTS

- 8.1 Nil.

9. AUDIENCE

- 9.1 Public.

16.2 WASTE WISE EVENTS POLICY

File Number: 12.227

Author: Carol Swards, Coordinator Community Services and Hub

Authoriser: Dr Samantha Fox, Director Environment, Development & Community 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 The purpose of this report is to seek endorsement of a revised *Waste Wise Events Policy* and associated Guidelines.

2. BACKGROUND

- 2.1 On 22 May 2020, Council adopted the *Waste Wise Events Policy* and associated Guidelines in relation to Council run events, Council supported events and all public events held on Council owned or managed property.
- 2.2 The *Waste Wise Events Policy* and associated Guidelines have been reviewed and a revised Policy and Guidelines, with minor modifications, is attached for Council consideration.

3. STATUTORY REQUIREMENTS

- 3.1 There are no statutory requirements in relation to the introduction and revision of the Policy and Guidelines.

4. DISCUSSION

- 4.1 The *Waste Wise Events Policy* and associated Guidelines are due for review.
- 4.2 Over the past two years, the Policy and Guidelines have been accepted by event organisers with minimal non-compliance and have assisted with education and waste reduction at events.
- 4.3 The revised Policy and Guidelines incorporate minor amendments which include the deleting of local suppliers of compostable packaging, as this information falls quickly out of date. These suppliers will instead be listed on the 'Waste Wise Events' brochure which is available on the Council website and is distributed to all event organisers.
- 4.4 Other minor amendments have also been made in relation to definitions and disposal of biodegradable, compostable and organic materials.

5. FINANCE

- 5.1 There are no financial implications to Council associated with this policy.

6. ENVIRONMENT

- 6.1 The intent of the Policy and Guidelines is to minimise waste produced at events.

7. COMMUNICATION AND CONSULTATION

- 7.1 Community engagement was undertaken when the Policy was developed in 2020 and as it has been well received to date, no further engagement is considered necessary at this time.
- 7.2 The revised Policy and Guidelines will be available via Council's website and will be referred to in Council permits, leases, or licenses where appropriate.

8. RISK

- 8.1 As the current Policy and Guidelines are working well, there is no identified risk associated with adopting the revised document.

9. CONCLUSION

- 9.1 The revised *Waste Wise Events Policy* and associated Guidelines provide an appropriate and accepted tool for reducing and avoiding waste at Council run events, Council supported events and all public events held on Council owned or managed property.

10. RECOMMENDATION

That Council endorse the revised *Waste Wise Events Policy 4.14* as attached to this report.

ATTACHMENTS

1. Existing Policy with Track Changes
2. Updated Policy for Approval

EXISTING POLICY WITH TRACK CHANGES



Policy No: 4.14
 Approved by Council: ~~May 2020~~ November 2022
 New Review Date: ~~May 2022~~ November 2024
 Responsible Officer: ~~Manager Compliance & Community Development~~ Coordinator Community Services and Hub

Minute No: C317/9-2020
 ECM File No: 12.227
 Version: ~~2.03.0~~

Waste Wise Events Policy

POLICY STATEMENT	<p>1.1 Council is committed to ensuring that waste avoidance, waste minimisation, resource recovery and sustainable procurement practices are an integral part of the planning and delivery of Council run events, Council supported events and all public events held on Council owned or managed property.</p> <p>1.2 Council will educate event organisers to support the minimisation of waste at public events and to reduce the amount of waste sent to landfill.</p> <p>1.3 All public events and functions held on Council owned or managed property must adhere to the Kingborough Waste Wise Events policy.</p>
DEFINITIONS	<p>2.1 Event – an organised occurrence held within the Kingborough municipality where people assemble at a given time and location for the purpose of entertainment, recreation, community, ceremonial or promotional purposes, either for free or for the payment of a fee, and includes but is not limited to:</p> <ul style="list-style-type: none"> • Festivals, fairs and markets • Concerts, shows, film screenings and exhibitions • One-off sporting events • Civic, cultural or commemorative ceremonies or celebrations <p>This is inclusive of Council run events that are organised by Kingborough Council for members of the public or internally for Councillors and staff; Council supported events that are organised by local community groups but have either Council staff involvement or Council funding; and all public events and functions, markets, organised sporting and recreational activities held on land, in buildings or roads owned or managed by Kingborough Council.</p> <p>2.2 Waste - any substance that is discharged or deposited in the environment in such volume, constituency, or manner as to cause an alteration in the environment.</p> <p>2.3 Single use plastics - any disposable plastic and polystyrene items such as straws, balloons, bags, cutlery or food/drink packaging that is only designed to be used once and then discarded e.g.e.g., single use sachets for tomato sauce, sugar, salt or sunscreen.</p> <p>2.4 Biodegradable - sugarcane fiber, bamboo, cornstarch, polylactide (PLA), and cellophane wrap made from cellulose and some other <u>a materials that can be broken down into organic matter or degraded over a period of time if exposed to the right conditions. For example, biodegradable plastic bags have additives that, over time, will break the plastic down into smaller pieces of plastic (micro-plastics).</u></p> <p>2.5 Compostable -- <u>a product, package or material that will safely decompose, in a composting system, into a non-toxic, natural, organic material. For example, food scraps, paper products, plastics made from plant starches</u> and some other materials that will break down into organic matter.</p> <p>2.6 Recyclable -</p> <ul style="list-style-type: none"> • Aluminium and steel cans • Food and drink cans, including pressure packs and pet food cans; milk and juice cartons <u>(except UHT, Tetra packs or long-life containers)</u> • Cardboard, cartons, newspapers and office paper



Policy No: 4.14
 Approved by Council: ~~May 2020~~ November 2022
 New Review Date: ~~May 2023~~ November 2024
 Responsible Officer: ~~Manager Compliance & Community Development~~ Coordinator Community Services and Hub

Minute No: C317/9-2020
 ECM File No: 12.227
 Version: 2-03.0

	<ul style="list-style-type: none"> • Glass bottles and jars • Plastic beverage, food and non-food containers with the triangle symbol 1-7 (except polystyrene and styrofoam).
OBJECTIVE	<p>3.1 The objective of the Kingborough Waste Wise Events Policy is to underpin the <i>Kingborough Waste Management Strategy</i>. The strategy has been developed to achieve a planned and collaborative approach to waste management, which is cost effective, supportive of the local community and economy and achieves recycling rates which exceed Tasmania's state wide performance. Kingborough is committed to working with its community to transition to a low carbon lifestyle. Events are a method of raising public awareness about recycling and show casing different ways to avoid and minimise waste.</p>
SCOPE	<p>4.1 The policy will be applied to all Council run events, Council supported events and all public events held on Council owned or managed property within the Kingborough municipal area.</p> <p>4.2 The policy is implemented through Kingborough Council's Waste Wise at Events Guidelines, which forms part of Council's event and reserve bookings application and approval process.</p> <p>4.3 The event holder/organiser will be responsible for the costs of implementing the Waste Wise Events Policy.</p> <p>4.4 The policy does not apply to private functions or the ongoing or seasonal operation of sports club canteens and other community venues that hold events and functions as part of their normal operations; however, these organisations are encouraged to transition towards the principles of this policy.</p>
PROCEDURE (POLICY DETAIL)	<p>5.1 The Policy ensures that Waste Wise strategies are utilised in the planning and delivery of public events and functions held on Council owned or managed property.</p> <p>a) Council will provide Waste Wise at Events Guidelines to support Council staff and event organisers to ensure that planning for events includes planning for avoidance, minimisation and recycling of waste.</p> <p>b) Event organisers are required to promote and practise waste avoidance principles by:</p> <ul style="list-style-type: none"> • minimising of the amount of waste generated; • prohibiting the sale and/or distribution of single-use plastic products and single use sachets, polystyrene, plastic bags, plastic straws, bottles and/or balloons; • minimising the sale/and or distribution of bottled water, except in cases of potential breach of health and safety requirements; • responsibly managing any waste to ensure the cleanliness of the area is maintained during and after the event; • <u>maximising recycling providing recycling bins to ensure that recyclable items are kept out of landfill;</u> • <u>providing FOGO (Food Organics, Green Organics) bins to ensure that compostable materials are kept out of landfill;</u> • promoting and engaging in sustainable procurement practices;



Policy No: **4.14**
 Approved by Council: [May 2020 November 2022](#)
 New Review Date: [May 2022 November 2024](#)
 Responsible Officer: [Manager Compliance & Community Development](#)
 Minute No: **C317/9-2020**
 ECM File No: **12.227**
 Version: **2.03.0**
[Coordinator Community Services and Hub](#)

	<ul style="list-style-type: none"> minimising the environmental impact of any products, supplies and promotional materials used at the event. <p>c) If waste is unavoidable due to health or safety requirements, then discarded materials are separated and recycled or disposed of responsibly.</p> <p>d) Council will promote the policy to ensure an emphasis on the use of re-usable, recyclable or compostable/biodegradable products.</p>
GUIDELINES	6.1 This policy is supported by a set of operational Waste Wise at Events Guidelines.
COMMUNICATION	<p>7.1 The policy will be applied to all Council run, Council supported events and all public events held on Council owned or managed property within the Kingborough municipal area.</p> <p>7.2 The policy and Waste Wise at Events Guidelines will be made available to the public through Council's website.</p> <p>7.3 The Waste Wise at Events Guidelines will be promoted through local media and social media where appropriate.</p> <p>7.4 Adherence to the Waste Wise at Events Guidelines will be controlled via the issuing of event permits, leases, or licenses.</p>
LEGISLATION	<p>8.1 <i>Plastic Shopping Bags Ban Act 2013</i></p> <p>8.2 <i>Environmental Management and Pollution Control (Waste Management) Regulations 2020</i></p> <p>8.3 <i>Litter Act Tasmania 2007</i></p> <p>8.4 <i>Environmental Management and Pollution Control Act 1994</i></p>
RELATED DOCUMENTS	<p>9.1 Kingborough Waste Management Strategy 2017</p> <p>9.2 Kingborough Strategic Plan 2020-2025</p> <p>9.3 Tasmanian Waste & Resource Management Strategy 2009</p> <p>9.4 National Waste Policy 2018</p>
AUDIENCE	10.1 Available to the public.

Waste Wise at Events Guidelines

~~May 2020~~ July 2022

Why be Waste Wise?

Waste minimisation and environmental considerations are an integral part of every event. Kingborough Council has developed a Waste Wise Policy for Council run and Council supported events and all public events held on Council owned property or public open space.

Most events generate waste, much of which could be avoided or recycled to conserve resources. Waste is a costly issue both financially and environmentally. If we can avoid creating waste, then we also avoid having to dispose of waste to landfill or paying the cost of sorting waste for recycling.

Plastics do not breakdown, ~~particles become smaller and smaller and are absorbed by wildlife.~~ When they are buried in landfill, toxins from plastics enter our waterways. Toxic waste (found in plastics and polystyrenes) can impact human health and can still be found in the environment hundreds of years after production.

Biodegradable plastics are also problematic. ~~They contain, and do not break down. Instead, biodegradable plastic has an additive that makes it break apart faster into smaller and smaller pieces, eventually becoming micro-plastics. Biodegradable plastic cannot be recycled.~~

~~Many events now stipulate that waste is not acceptable unless it is compostable or recyclable.~~ The aim of this guide is to provide event organisers and Council staff with practical solutions to manage and reduce waste at community events.

What is a Waste Wise event?

The key aspects of a Waste Wise event include:

- Event organisers are committed to responsible waste management and purposefully plan to avoid and minimise waste;
- Event attendees are encouraged to reduce their waste through the provision of information, infrastructure and facilities;
- Event vendors/suppliers use reusable, recyclable (glass or aluminium) or compostable packaging and serving ware (cardboard, paper, certified compostable plastics);
- There is an emphasis on the use of re-usable, recyclable, biodegradable or compostable products;
- All plastic packaging and plastic materials used must be certified as compostable and made from 100% renewable resources;
- There is good signage and placement of bins to enable discarded materials to be separated and recycled, composted or disposed of responsibly.

How to be Waste Wise

Reduction/Avoidance

- Appropriate steps to avoid waste should be taken whenever possible. For example, packaging which is not essential to the use, distribution, retail sale, storage or safety of your products must be avoided.
- There are to be no plastic bags, balloons, straws, polystyrene cups, plastic takeaway food containers, sachets and plastic cutlery used at any Council run or Council supported event.
- Packaging or utensils that are essential must be constructed from 100% renewable resources compostable materials such as cardboard, paper, plant starches or other certified compostable plastic containers and cutlery materials.

- Consider offering discounts to people who bring their own container/cup/utensils or charging a small fee to cover the cost of disposable compostable containers and cutlery. Consider offering reusable items where health and other criteria deem appropriate like cups, plates and cutlery which can be borrowed (perhaps for a deposit) and returned to be washed and reused.
- Use event advertising to remind people to bring their own bags, drink bottles, cups, plates and cutlery to the event.
- Provide a water dispenser or water refilling station to minimise purchase of bottled water.
- Divert food scraps and other compostable materials from landfill. Hire a composting bin from a waste management provider (eg.Veolia) and collect food scraps, paper, cardboard and compostable plastic packaging from stall holders to be composted at a commercial composting facility (Hobart City Council currently offers this service).
- Where health and other regulations permit, and where practicable, packaging should be designed for re-use. For example:
 - to be re-filled with the same product e.g. water stations;
 - to be returned and re-used e.g. washable crockery and cutlery; or
 - to be re-used by patrons for the same or a similar purpose where possible e.g. use of sauce bottles rather than single serve sauce containers.

Sorting and Recycling

- ~~Ensure you use only compostable plastic materials.~~
- Provide highly visible, clearly labelled landfill, food organics (composting) and recycling bins together. By placing bins together, patrons are more likely to sort their waste.
- For ~~other packaging materials, items~~ such as glass, ~~and~~ aluminum, ~~cardboard and recyclable plastic~~, take all steps possible to ensure that these materials are collected for recycling and do not end up in landfill. These are usually collected via yellow, 240L Recycling bins, with labelled lids.
 - ~~Provide highly visible, clearly labelled landfill, food organics and recycling bins: aluminum, glass, plastic, steel and paper recycling is usually collected via yellow, 240L recycling bins, with labelled lids.~~
 - ~~Consider a waste sorting station to collect bins and sort waste at the event. This process can divert food waste and compostable packaging from landfill, and ensure that all recyclable materials get recycled.~~
- Compostable materials such as Food organics (food scraps), paper and compostable containers can be disposed of using the green 240L Green Organics bin, with labelled lid. These bins can be sourced-hired from Veolia who will deliver and collect the bins for your event. Alternatively, compostable materials can also be collected and dropped off at Kingborough Waste Services, 1922 Channel Highway, Barretta and taken to the Hobart City Council commercial composting facility.

Responsible Disposal

- Empty bins before they are full.
- Arrange bins consistently throughout the site with a recycling and compost bin associated with each landfill waste bin.
- Locate bins near to where food and beverages will be consumed, at entry/exit points, close to toilets and at the intersection of pathways.
- Make bins as ~~visible as~~ visible as possible with clear, easy to understand signage.
- Use bin monitors to encourage appropriate bin use.
- Donate re-useable items to charity.

Calculating how many bins are required

There are a number of variables for calculating needs for bins (such as catering, formality of event, number of guests, waste strategies, etc); however, a general rule is to expect a minimum of one litre of waste per person per meal. As an example 1,000 people x 2 meal times = 2,000 litres of estimated waste.

Waste Wise Education

- Inform the community that your event is Waste Wise via social media posts and media releases prior to the event. Remind people to bring their own reusable bags, drink bottles, cups, plates and cutlery to the event.
- Public announcements relating to the re-use, recycling and disposal facilities at the event are recommended at hourly intervals (where a public address system is available). Signage should be placed prominently to inform patrons of the correct usage of recycling, organic and waste facilities. It is important that the signage displayed corresponds with the service that is being offered. Refer to sample signage in this document and the Kingborough Council Recycling Guide.
- The use of bin monitors or a waste sorting station is recommended to assist in educating event attendees as to how to use the bin system in place, and to ensure minimal contamination.

AVOID	ALTERNATIVES
Non-essential disposable plastics and packaging	Re-useable items. Where plastic packaging is essential, it must be constructed from 100% renewable resources and must be certified as compostable.
All Polystyrene including clamshells, plates, bowls & cups	Encourage customers to bring their own serving ware, coffee cups and containers. Use cardboard clams, plates, bowls, cups, paper bags. Offer on a serviette.
Aluminum foil trays/plates	Re-useable/washable trays. Cardboard trays.
Pre-wrapped or plastic straws	No straws. Use compostable or paper straws.
Balloons	Reusable Bunting or Pinwheels; Tissue Paper Pom Poms; Painted Rocks; Bubbles.
Plastic stirrers or spoons for hot drinks	Provide re-washable spoons for use at stall.
Polystyrene boxes	Ask suppliers for cardboard boxes.
Plastic bags	Ask customers to bring own bag or supply paper bag.
Individual sauce, sugar, salt and pepper sachets	Provide bulk shakers or dispensers.
Coffee Cup Lids	Provide only on request. Offer a discount to customers who bring their own coffee cups.

PACKAGING ALTERNATIVES	
Non-Biodegradable Packaging	Compostable Alternative
Plastic plate or takeaway container	Paper or sugarcane plate; palm leaf plate; paper noodle box; cardboard food tray; cornstarch container.
Polystyrene / plastic cup	Paper cup (cold drinks); sugarcane cup (for cold and hot drinks).
Plastic cutlery	Wooden, bamboo or cornstarch cutlery.
Aluminium food bags	Cardboard tray or paper bag.
Cling Wrap	Cellophane wrap (made from cellulose).
Plastic Bags	Cornstarch bags and paper bags.

LOCAL SUPPLIER	CONTACT DETAILS	PRODUCTS
Abel Pakk	71 Lampton Avenue, Derwent Park, TAS Ph: 0409 986 174 www.abelpakk.com.au	Full range of bio-pack packaging and additional products. Catalogue available: www.biopak.com.au
Going Green Solutions	946 Main Rd, Hurstbridge, VIC Ph: (03) 9718 0126 www.goinggreensolutions.com.au	PLA (polylactic acid) catering and packaging ware, sugarcane fibre wares, corn starch cutlery. Distributor of Biopak goods.
Tasmanian Hotel & Catering Supplies	321 Liverpool St, Hobart TAS 7000 Ph: (03) 6231 2055 www.tashotel.com.au	Biodegradable/compostable catering and packaging ware (sugarcane fibre, bamboo, bio wood). www.tashotel.com.au/packaging/biodegradable-plates-cutlery-platters.html?p=1
Veolia	95 Kennedy Drive, Cambridge TAS Ph: (03) 6244 0000 www.veolia.com.au	Recycling and Compost Bins hire, includes drop off of bins and collection of waste.
Ridge Packaging	3/95 Albert Road, Moonah, TAS Ph: (03) 6278 2234 Mobile: 0438 291 237 www.ridgepackaging.com.au	Eco Banana Leaf Plate and Bowl, fish & chip paper, wooden cutlery, cardboard containers.

Sample Bin Signs



Contact

For more information on Waste Wise events, please contact Council's Community Services unit, Kingborough Council on 6211 8200 or kc@kingborough.tas.gov.au

UPDATED POLICY FOR APPROVAL



Waste Wise Events Policy

Policy No:	4.14
Approved by Council:	November 2022
New Review Date:	November 2024
Minute No:	TBA
ECM File No:	12.227
Version:	3.0
Responsible Officer:	Director Environment, Development & Community Services
Strategic Plan Reference:	1.5 An active and healthy community, with vibrant, clean local areas that provide social, recreational and economic opportunities



Waste Wise Events Policy 4.14

1. POLICY STATEMENTS

- 1.1 Council is committed to ensuring that waste avoidance, waste minimisation, resource recovery and sustainable procurement practices are an integral part of the planning and delivery of Council run events, Council supported events and all public events held on Council owned or managed property.
- 1.2 Council will educate event organisers to support the minimisation of waste at public events and to reduce the amount of waste sent to landfill.
- 1.3 All public events and functions held on Council owned or managed property must adhere to the Kingborough Waste Wise Events policy.

2. DEFINITIONS

- 2.1 **Event** – an organised occurrence held within the Kingborough municipality where people assemble at a given time and location for the purpose of entertainment, recreation, community, ceremonial or promotional purposes, either for free or for the payment of a fee, and includes but is not limited to:

- 2.1.1 Festivals, fairs and markets
- 2.1.2 Concerts, shows, film screenings and exhibitions
- 2.1.3 One-off sporting events
- 2.1.4 Civic, cultural or commemorative ceremonies or celebrations

This is inclusive of Council run events that are organised by Kingborough Council for members of the public or internally for Councillors and staff; Council supported events that are organised by local community groups but have either Council staff involvement or Council funding; and all public events and functions, markets, organised sporting and recreational activities held on land, in buildings or roads owned or managed by Kingborough Council.

- 2.2 **Waste** - any substance that is discharged or deposited in the environment in such volume, constituency or manner as to cause an alteration in the environment.
- 2.3 **Single use plastics** - any disposable plastic and polystyrene items such as straws, balloons, bags, cutlery or food/drink packaging that is only designed to be used once and then discarded e.g. single use sachets for tomato sauce, or sunscreen.
- 2.4 **Biodegradable** - a material that can be broken down or degraded over a period of time if exposed to the right conditions. For example, biodegradable plastic bags have additives that, over time, will break the plastic down into smaller pieces of plastic (micro-plastics).
- 2.5 **Compostable** – a product, package or material that will safely decompose, in a composting system, into a non-toxic, natural, organic material. For example, food scraps, paper products, plastics made from plant starches will break down into organic matter.
- 2.6 **Recyclable** -
 - 2.6.1 Aluminium and steel cans
 - 2.6.2 Food and drink cans, including pressure packs and pet food cans; milk and juice cartons (except UHT, Tetra packs or long-life containers)
 - 2.6.3 Cardboard, cartons, newspapers and office paper
 - 2.6.4 Glass bottles and jars
 - 2.6.5 Plastic beverage, food and non-food containers with the triangle symbol 1-7 (except polystyrene and styrofoam).



Waste Wise Events Policy 4.14

3. OBJECTIVE

- 3.1 The objective of the Kingborough Waste Wise Events Policy is to underpin the *Kingborough Waste Management Strategy*. The strategy has been developed to achieve a planned and collaborative approach to waste management, which is cost effective, supportive of the local community and economy and achieves recycling rates which exceed Tasmania's statewide performance. Kingborough is committed to working with its community to transition to a low carbon lifestyle. Events are a method of raising public awareness about recycling and show casing different ways to avoid and minimise waste.

4. SCOPE

- 4.1 The policy will be applied to all Council run events, Council supported events and all public events held on Council owned or managed property within the Kingborough municipal area.
- 4.2 The policy is implemented through Kingborough Council's Waste Wise at Events Guidelines, which forms part of Council's event and reserve bookings application and approval process.
- 4.3 The event holder/organiser will be responsible for the costs of implementing the Waste Wise Events Policy.
- 4.4 The policy does not apply to private functions or the ongoing or seasonal operation of sports club canteens and other community venues that hold events and functions as part of their normal operations; however, these organisations are encouraged to transition towards the principles of this policy.

5. PROCEDURE (POLICY DETAIL)

- 5.1 The Policy ensures that Waste Wise strategies are utilised in the planning and delivery of public events and functions held on Council owned or managed property.
- 5.1.1 Council will provide Waste Wise at Events Guidelines to support Council staff and event organisers to ensure that planning for events includes planning for avoidance, minimisation and recycling of waste.
- 5.1.2 Event organisers are required to promote and practise waste avoidance principles by:
- minimising the amount of waste generated;
 - prohibiting the sale and/or distribution of single-use plastic products and single use sachets, polystyrene, plastic bags, plastic straws, bottles and/or balloons;
 - minimising the sale/and or distribution of bottled water, except in cases of potential breach of health and safety requirements;
 - responsibly managing any waste to ensure the cleanliness of the area is maintained during and after the event;
 - providing recycling bins to ensure that recyclable items are kept out of landfill;
 - providing FOGO (Food Organics, Green Organics) bins to ensure that compostable materials are kept out of landfill;
 - promoting and engaging in sustainable procurement practices;
 - minimising the environmental impact of any products, supplies and promotional materials used at the event.
- 5.1.3 If waste is unavoidable due to health or safety requirements, then discarded materials are separated and recycled or disposed of responsibly.



Waste Wise Events Policy 4.14

- 5.1.4 Council will promote the policy to ensure an emphasis on the use of re-usable, recyclable or compostable products.

6. GUIDELINES

- 6.1 This policy is supported by a set of operational Waste Wise at Events Guidelines

7. COMMUNICATION

- 7.1 The policy will be applied to all Council run, Council supported events and all public events held on Council owned or managed property within the Kingborough municipal area.
- 7.2 The policy and Waste Wise at Events Guidelines will be made available to the public through Council's website.
- 7.3 The Waste Wise at Events Guidelines will be promoted through local media and social media where appropriate.
- 7.4 Adherence to the Waste Wise at Events Guidelines will be controlled via the issuing of event permits, leases, or licenses.

8. LEGISLATION

- 8.1 *Plastic Shopping Bags Ban Act 2013*
- 8.2 *Environmental Management and Pollution Control (Waste Management) Regulations 2020*
- 8.3 *Litter Act Tasmania 2007*
- 8.4 *Environmental Management and Pollution Control Act 1994*

9. RELATED DOCUMENTS

- 9.1 Kingborough Waste Management Strategy 2017
- 9.2 Kingborough Strategic Plan 2020-2025
- 9.3 Tasmanian Waste & Resource Management Strategy 2009
- 9.4 National Waste Policy 2018

10. AUDIENCE

- 10.1 Public.



Waste Wise at Events Guidelines

Why be Waste Wise?

Waste minimisation and environmental considerations are an integral part of every event. Kingborough Council has developed a Waste Wise Policy for Council run and Council supported events and all public events held on Council owned property or public open space.

Most events generate waste, much of which could be avoided or recycled to conserve resources. Waste is a costly issue both financially and environmentally. If we can avoid creating waste, then we also avoid having to dispose of waste to landfill or paying the cost of sorting waste for recycling.

Plastics do not breakdown. When they are buried in landfill, toxins from plastics enter our waterways. Toxic waste (found in plastics and polystyrenes) can impact human health and can still be found in the environment hundreds of years after production.

Biodegradable plastics are also problematic. They contain additive that makes them break apart faster into smaller and smaller pieces, eventually becoming microplastics.

The aim of this guide is to provide event organisers and Council staff with practical solutions to manage and reduce waste at community events.

What is a Waste Wise event?

The key aspects of a Waste Wise event include:

- Event organisers are committed to responsible waste management and purposefully plan to avoid and minimise waste;
- Event attendees are encouraged to reduce their waste through the provision of information, infrastructure and facilities;
- Event vendors/suppliers use reusable, recyclable (glass or aluminium) or compostable packaging and serving ware (cardboard, paper, certified compostable plastics);
- There is an emphasis on the use of re-usable, recyclable, or compostable products;
- All plastic packaging and plastic materials used must be certified as compostable and made from 100% renewable resources;
- There is good signage and placement of bins to enable discarded materials to be separated and recycled, composted or disposed of responsibly.

How to be Waste Wise

Reduction/Avoidance

- Appropriate steps to avoid waste should be taken whenever possible. For example, packaging which is not essential to the use, distribution, retail sale, storage or safety of your products must be avoided.
- There are to be no plastic bags, balloons, straws, polystyrene cups, plastic takeaway food containers, sachets and plastic cutlery used at any Council run or Council supported event.
- Packaging or utensils that are essential must be constructed from compostable materials such as cardboard, paper, plant starches or other certified compostable materials.



Waste Wise at Events Guidelines

- Consider offering discounts to people who bring their own container/cup/utensils or charging a small fee to cover the cost of disposable compostable containers and cutlery. Consider offering reusable items where health and other criteria deem appropriate like cups, plates and cutlery which can be borrowed (perhaps for a deposit) and returned to be washed and reused.
- Use event advertising to remind people to bring their own bags, drink bottles, cups, plates and cutlery to the event.
- Provide a water dispenser or water refilling station to minimise purchase of bottled water.
- Divert food scraps and other compostable materials from landfill.
- Where health and other regulations permit, and where practicable, packaging should be designed for re-use. For example:
 - to be re-filled with the same product e.g. water stations;
 - to be returned and re-used e.g. washable crockery and cutlery; or
 - to be re-used by patrons for the same or a similar purpose where possible e.g. use of sauce bottles rather than single serve sauce containers.

Sorting and Recycling

- Provide highly visible, clearly labelled landfill, food organics (composting) and recycling bins together. By placing bins together, patrons are more likely to sort their waste.
- For items such as glass, aluminum, cardboard and recyclable plastic, take all steps possible to ensure that these materials are collected for recycling and do not end up in landfill. These are usually collected via yellow, 240L Recycling bins, with labelled lids.
- Compostable materials such as food scraps, paper and compostable containers can be disposed of using the green 240L Green Organics bin, with labelled lid. These bins can be hired from Veolia who will deliver and collect the bins for your event. Alternatively, compostable materials can also be collected and dropped off at Kingborough Waste Services, 1922 Channel Highway, Barretta.

Responsible Disposal

- Empty bins before they are full.
- Arrange bins consistently throughout the site with a recycling and compost bin associated with each landfill waste bin.
- Locate bins near to where food and beverages will be consumed, at entry/exit points, close to toilets and at the intersection of pathways.
- Make bins as visible as possible with clear, easy to understand signage.
- Use bin monitors to encourage appropriate bin use.
- Donate re-useable items to charity.



Waste Wise at Events Guidelines

Calculating how many bins are required

There are a number of variables for calculating needs for bins (such as catering, formality of event, number of guests, waste strategies, etc); however, a general rule is to expect a minimum of one litre of waste per person per meal. As an example 1,000 people x 2 meal times = 2,000 litres of estimated waste.

Waste Wise Education

- Inform the community that your event is Waste Wise via social media posts and media releases prior to the event. Remind people to bring their own reusable bags, drink bottles, cups, plates and cutlery to the event.
- Public announcements relating to the re-use, recycling and disposal facilities at the event are recommended at hourly intervals (where a public address system is available). Signage should be placed prominently to inform patrons of the correct usage of recycling, organic and waste facilities. It is important that the signage displayed corresponds with the service that is being offered. Refer to sample signage in this document and the Kingborough Council Recycling Guide.
- The use of bin monitors or a waste sorting station is recommended to assist in educating event attendees as to how to use the bin system in place, and to ensure minimal contamination.

AVOID	ALTERNATIVES
Non-essential disposable plastics and packaging	Re-useable items. Where plastic packaging is essential, it must be constructed from 100% renewable resources and must be certified as compostable.
All Polystyrene including clamshells, plates, bowls & cups	Encourage customers to bring their own serving ware, coffee cups and containers. Use cardboard clams, plates, bowls, cups, paper bags. Offer on a serviette.
Aluminum foil trays/plates	Re-useable/washable trays. Cardboard trays.
Pre-wrapped or plastic straws	No straws. Use compostable or paper straws.
Balloons	Reusable Bunting or Pinwheels; Tissue Paper Pom Poms; Painted Rocks; Bubbles.
Plastic stirrers or spoons for hot drinks	Provide re-washable spoons for use at stall.
Polystyrene boxes	Ask suppliers for cardboard boxes.
Plastic bags	Ask customers to bring own bag or supply paper bag.
Individual sauce, sugar, salt and pepper sachets	Provide bulk shakers or dispensers.
Coffee Cup Lids	Provide only on request. Offer a discount to customers who bring their own coffee cups.



Waste Wise at Events Guidelines

PACKAGING ALTERNATIVES	
Non-Biodegradable Packaging	Compostable Alternative
Plastic plate or takeaway container	Paper or sugarcane plate; palm leaf plate; paper noodle box; cardboard food tray; cornstarch container.
Polystyrene / plastic cup	Paper cup (cold drinks); sugarcane cup (for cold and hot drinks).
Plastic cutlery	Wooden, bamboo or cornstarch cutlery.
Aluminium food bags	Cardboard tray or paper bag.
Cling Wrap	Cellophane wrap (made from cellulose).
Plastic Bags	Cornstarch bags and paper bags.

Sample Bin Signs



Contact

For more information on Waste Wise events, please contact Council's Community Services unit, Kingborough Council on 6211 8200 or kc@kingborough.tas.gov.au

16.3 KINGBOROUGH POSITIVE AGEING POLICY

File Number: 12.149

Author: Carol Swards, Community Services Coordinator

Authoriser: Dr Samantha Fox, Director Environment, Development & Community Services

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 seek endorsement of a revised *Kingborough Positive Ageing Policy*.

2. BACKGROUND

2.1 In August 2020, the former Council endorsed the *Kingborough Positive Ageing Policy*.

2.2 The policy has now been reviewed and a revised policy, with minor modifications, is attached for Council's endorsement.

3. STATUTORY REQUIREMENTS

3.1 There are no statutory requirements associated with this matter.

4. DISCUSSION

4.1 A review of the policy has identified a minor amendment required to reference the *Kingborough Positive Ageing Strategy* instead of the *Kingborough Positive Ageing Plan*.

5. FINANCE

5.1 There are no financial implications associated with this matter.

6. ENVIRONMENT

6.1 There are no environmental implications associated with this matter.

7. COMMUNICATION AND CONSULTATION

7.1 The policy is available for public viewing on Council's website.

8. RISK

8.1 No risks have been identified in relation to this matter.

9. CONCLUSION

9.1 A review of the *Kingborough Positive Ageing Policy* has been undertaken. Minor changes are recommended prior to adoption of the Policy for a further five years.

10. RECOMMENDATION

That Council endorse the revised *Kingborough Positive Ageing Policy* as attached to this report.

ATTACHMENTS

1. Existing Policy with Track Changes
2. Updated Policy for Approval

Public Copy

EXISTING POLICY WITH TRACK CHANGES



Policy No: 4.10
 Approved by Council: ~~August 2020~~ November 2022
 New Review Date: ~~August 2022~~ November 2024
 Responsible Officer: Director Environment, Development & Community Services
 Minute No: ~~C458/15-2020~~ TBA
 ECM File No: 12.149
 Version: 2.03.0
 Executive Manager: Governance & Community Services

Kingborough Positive Ageing Policy	
POLICY STATEMENT	1.1 Council will acknowledge and promote the valuable contribution that older people make to the community. 1.2 Council will support older people's rights to be engaged and connected within their community. 1.3 Council will actively work towards improving access to information about programs and services that meet the needs of older people.
OBJECTIVE	2.1 The objective of the Kingborough Positive Ageing Policy is to underpin the Kingborough Positive Ageing Plan 2017 Strategy 2018 that was developed to provide direction for Council's activities in relation to older people.
SCOPE	3.1 The policy principles will be applied to all aspects of the delivery of P positive A geing services by the Kingborough Council.
POLICY <u>PRINCIPLES GUIDELINES</u>	4.1 The following principles will be applied to all aspects of the delivery of P positive A geing services by the Kingborough Council: <ul style="list-style-type: none"> • Communication – provision of information to older people regarding available services and opportunities within Kingborough. • Inclusion: Providing for older people's involvement and ability to influence decision making. Increase the capacity of individuals and organisations to respond to the needs of their community via connection to Council's communications networks and information sharing capabilities. • Building on Ccommunity Ccapacity – identifying and using the diverse skills and characteristics of older people to add to the social, environmental and economic well-being of the community. • Respect – recognising the absolute dignity of every older person and treating them accordingly. • Equity – striving towards equality of outcomes by adhering to non-discriminatory policies and practices. • Responsiveness – being sensitive to the needs of older people and providing appropriate and timely responses to these needs. • Accountability – being open to scrutiny and able to explain and justify all actions undertaken.
PROCEDURE	5.1 The Kingborough Positive Ageing Policy will be applied through the implementation of actions contained within the Positive Ageing Plan 2017 Strategy 2018 in the following five key activity areas to support older residents to become and/or remain: <ul style="list-style-type: none"> • Informed about services, programs and activities • Engaged in their local community • Valued, visible and respected community members • Promote programs which encourage older people to remain healthy, independent and safe • Support where possible the provision of appropriate and affordable accommodation options
COMMUNICATION	6.1 This policy will be communicated to all staff.



Policy No: 4.10
 Approved by Council: ~~August 2020~~ November 2022
 New Review Date: ~~August 2022~~ November 2024
 Responsible Officer: ~~Director Environment, Development & Community Services~~ Executive Manager Governance & Community Services

Minute No: ~~C458/15-2020~~ TBA
 ECM File No: 12.149
 Version: 2.03.0

LEGISLATION	7.1 <i>Age Discrimination Act 2004 (Commonwealth)</i> 7.2 <i>Universal Declaration of Human Rights 1948</i> 7.3 <i>Commonwealth Racial Discrimination Act 1975</i> 7.4 <i>Anti-Discrimination Act 1998 (Tasmania)</i> 7.5 <i>Equal Employment Opportunity Act 1984 (Commonwealth)</i> 7.6 <i>Sex Discrimination Act 1984 (Commonwealth)</i> 7.7 <i>Racial Discrimination Act 1975 (Commonwealth)</i> 7.8 <i>Human Rights and Equal Opportunity Act 1986 (Commonwealth)</i> 7.9 <i>Disability Discrimination Act 1992 (Commonwealth)</i>
RELATED DOCUMENTS	8.1 Kingborough Positive Ageing Strategy Plan
AUDIENCE	9.1 Public

UPDATED POLICY FOR APPROVAL



Positive Ageing Policy

Policy No:	4.10
Approved by Council:	November 2022
New Review Date:	November 2024
Minute No:	TBA
ECM File No:	12.149
Version:	3.0
Responsible Officer:	Director Environment, Development & Community Services
Strategic Plan Reference:	1.1 A Council that engages with and enables its community

Kingborough

Positive Ageing Policy

1. POLICY STATEMENTS

- 1.1 Council will acknowledge and promote the valuable contribution that older people make to the community
- 1.2 Council will support older people's rights to be engaged and connected within their community.
- 1.3 Council will actively work towards improving access to information about programs and services that meet the needs of older people.

2. DEFINITIONS

- 2.1 Nil.

3. OBJECTIVE

- 3.1 The objective of the Kingborough Positive Ageing Policy is to underpin the Kingborough Positive Ageing Strategy 2018 that was developed to provide direction for Council's activities in relation to older people

4. SCOPE

- 4.1 The policy principles will be applied to all aspects of the delivery of Positive Ageing services by the Kingborough Council.

5. PROCEDURE (POLICY DETAIL)

- 5.1 The Kingborough Positive Ageing Policy will be applied through the implementation of actions contained within the Positive Ageing Strategy 2018 in the following five key activity areas to support older residents to become and/or remain:
 - 5.1.1 Informed about services, programs and activities;
 - 5.1.2 Engaged in their local community;
 - 5.1.3 Valued, visible and respected community members;
 - 5.1.4 Promote programs which encourage older people to remain healthy, independent and safe;
 - 5.1.5 Support where possible the provision of appropriate and affordable accommodation options.

6. GUIDELINES

- 6.1 The following principles will be applied to all aspects of the delivery of Positive Ageing services by the Kingborough Council:
 - 6.1.1 Communication – provision of information to older people regarding available services and opportunities within Kingborough.
 - 6.1.2 Inclusion - providing for older people's involvement and ability to influence decision making. Increase the capacity of individuals and organisations to respond to the needs of their community via connection to Council's communications networks and information sharing capabilities.
 - 6.1.3 Building on Community Capacity – identifying and using the diverse skills and characteristics of older people to add to the social, environmental and economic well-being of the community.
 - 6.1.4 Respect – recognising the absolute dignity of every older person and treating them accordingly.



Positive Ageing Policy

- 6.1.5 Equity – striving towards equality of outcomes by adhering to non-discriminatory policies and practices.
- 6.1.6 Responsiveness – being sensitive to the needs of older people and providing appropriate and timely responses to these needs.
- 6.1.7 Accountability – being open to scrutiny and able to explain and justify all actions undertaken.

7. COMMUNICATION

- 7.1 This policy will be communicated to all staff.

8. LEGISLATION

- 8.1 *Age Discrimination Act 2004 (Commonwealth)*
- 8.2 *Universal Declaration of Human Rights 1948*
- 8.3 *Commonwealth Racial Discrimination Act 1975*
- 8.4 *Anti-Discrimination Act 1998 (Tasmania)*
- 8.5 *Equal Employment Opportunity Act 1984 (Commonwealth)*
- 8.6 *Sex Discrimination Act 1984 (Commonwealth)*
- 8.7 *Racial Discrimination Act 1975 (Commonwealth)*
- 8.8 *Human Rights and Equal Opportunity Act 1986 (Commonwealth)*
- 8.9 *Disability Discrimination Act 1992 (Commonwealth)*

9. RELATED DOCUMENTS

- 9.1 Kingborough Positive Ageing Strategy

10. AUDIENCE

- 10.1 Public

16.4 SOUTHERN TASMANIAN REGIONAL WASTE AUTHORITY - APPOINTMENT OF FORUM REPRESENTATIVE

File Number: 24.22

Author: David Reeve, Director Engineering Services

Authoriser: Gary Arnold, General Manager

Strategic Plan Reference

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

Strategic Outcome: 3.3 Council is able to demonstrate strong environmental stewardship and leadership.

1. PURPOSE

- 1.1 The purpose of this report is to seek and endorse a nomination from Council to be a forum representative for the Southern Tasmanian Regional Waste Authority (STRWA).

2. BACKGROUND

- 2.1 A report was provided to Council in June 2022 in regard to the formation of the STRWA, with the resolution authorising the General Manager to undertake all necessary actions to enable the establishment of the authority.
- 2.2 The STRWA has now been established but now needs to move to being an operational organisation by appointing a board, staff (Chief Executive Officer (CEO) plus administration staff), governing documentation (policies, governance framework) and physical establishment (offices, bank accounts etc). The southern councils have appointed a consultant, RiverRoad consulting and a project control group (consisting of representatives from member councils) to commence this process. A newsletter outlining progress to date is attached to this report.
- 2.3 An important step is to now establish the STRWA forum (Forum) who will appoint a Chief representative and Deputy Chief representative to be directors of the new board, independent directors, and have a role in providing input into the objectives and functions of the authority.
- 2.4 The Forum will consist of representatives from each participatory council.

3. STATUTORY REQUIREMENTS

- 3.1 The *Local Government Act 1993* provides the ability for the establishment of a single or a Joint Authority under section 30-33.

4. DISCUSSION

- 4.1 Under the adopted rules of the STRWA each participatory council is to provide one (1) representative to attend the Forum and the Annual General Meeting.
- 4.2 Member councils may also appoint one (1) substitute representative who may attend Forum meetings and vote if the representative is unable to do so. For decision making it is one (1) vote per member council.
- 4.3 The role of the Forum is to:

- 4.3.1 Elect a Chief Members Representative and Deputy Chief Member Representative from within Forum members (they will be directors of the board directly representing the member councils);
- 4.3.2 Appoint independent directors; and
- 4.3.3 Receive information from and provide feedback to, the Board and STRWA CEO on performance of the STRWA against its objectives, functions and Strategic Plan.
- 4.4 It is expected the Forum will meet three (3) times per year.
- 4.5 It is important that the Forum is made up of representatives who have a genuine interest in the future of waste management in the region. A representative can either be an elected member or an officer of a participating council.
- 4.6 A copy of the STRWA rules is attached providing more information on how the authority will operate.
- 4.7 To allow the timely establishment of the STRWA, the first meeting of the Forum is planned for 8 December 2022 at 9.00am. The matters to be considered at this first meeting to be:
 - 4.7.1 Election of Chief Representative and Deputy Chief Representative; and
 - 4.7.2 Appointment of a Board Selection Committee.

5. FINANCE

- 5.1 Directors of the STRWA will be remunerated in accordance with the Tasmanian Government Boar Fee Policy and escalated in line with increases to the Tasmanian State Service Award.

6. ENVIRONMENT

- 6.1 There are no direct environmental impacts as regards this decision, although the STRWA will be involved in projects that will be to improve waste related environmental improvements.

7. COMMUNICATION AND CONSULTATION

- 7.1 Not applicable to this decision.

8. RISK

- 8.1 There are no major risks associated with the recommendation, provided the chosen party to represent Council has genuine interest in improving waste management regionally.

9. CONCLUSION

- 9.1 Council is required to provide both a representative and substitute representative to be part of the STRWA Forum.
- 9.2 Representatives chosen by Council may either be an elected member or a Council Officer or both.
- 9.3 The representative chosen by Council may continue as members on the Forum until Council resolves otherwise.

- 9.4 If elected as the Chief or Deputy Chief Representative, they will serve as directors on the Board for three years.
- 9.5 Only the nominated representative is eligible to be considered for election to the board, the substitute representative role is as an observer.

Representatives are not remunerated unless they are elected as Chief or Deputy Chief Representative at which time they will be remunerated as outlined in the body of the report.

10. RECOMMENDATION

That Council endorses:

- (a)as Council's representative on the Southern Tasmanian Regional Waste Authority; and
- (b) as Council's substitute representative on the Southern Tasmanian Regional Waste Authority.

ATTACHMENTS

1. STRWA Rules
2. STRWA Newsletter

Public Copy

**CERTIFICATION OF THE RULES OF THE
SOUTHERN TASMANIAN REGIONAL WASTE AUTHORITY
PURSUANT TO SECTION 32 OF THE LOCAL GOVERNMENT ACT 1993 (TAS)**

I, KATHRYN SPEED, of 179 Murray Street, Hobart in Tasmania, qualified legal practitioner,
HEREBY CERTIFY that the Rules of the Southern Tasmanian Regional Waste Authority (a copy
of which is annexed to this certification) are in accordance with the law.

This certificate is given in accordance with Section 32(2) of the *Local Government Act 1993*
(Tas).

DATED this day of 2021

SIGNED by KATHRYN SPEED

in the presence of:

Witness Signature:.....

Print full name:.....

Occupation:.....

Full Address:.....

**CERTIFICATION OF THE RULES OF THE
SOUTHERN TASMANIAN REGIONAL WASTE AUTHORITY
PURSUANT TO SECTION 32 OF THE LOCAL GOVERNMENT ACT 1993 (TAS)**

I, [INSERT NAME], of [insert address] in Tasmania, [insert role of signatory and name of relevant Council], (a Participating Council of the Authority), HEREBY CERTIFY that the Rules of the Southern Tasmanian Regional Waste Authority (a copy of which are annexed to this certification) have been made in accordance with the *Local Government Act 1993* (Tas).

This certificate is given in accordance with Section 32(3)(b) of the *Local Government Act 1993* (Tas).

DATED this day of 2021

SIGNED by [INSERT NAME]

in the presence of:

Witness Signature:.....

Print full name:.....

Occupation:.....

Full Address:.....

Rules of the Southern Tasmanian Regional Waste Authority

1. Establishment and commencement

- 1.1 The Southern Tasmanian Regional Waste Authority (**STRWA**) is a joint authority established pursuant to section 30 of the *Local Government Act 1993* (Tas) (the **Act**).
- 1.2 The STRWA is a body corporate with perpetual succession and has the powers and functions specified in the Act and these Rules.
- 1.3 These Rules come into effect on and from the commencement date agreed to by resolution of the STRWA as constituted immediately before the coming into effect of these Rules.

2. Definitions and interpretation

2.1 In these Rules, unless the contrary intention is expressed, defined terms have the meanings set out below:

Act has the meaning given in Rule 1.1.

AGM has the meaning given in Rule 7.1.

Annual Plan has the meaning given in Rule 11.1.

Board means the Board of Directors of the STRWA appointed in accordance with Rule 8.

Budget has the meaning given in Rule 14.2.a.

Chair means the Chair of the Board appointed in accordance with Rule 8.6.

Close Associate has the meaning given in section 51 of the Act.

Council means a Council established under section 18 of the Act.

Corporations Act means the *Corporations Act 2001* (Cth).

Director means a person appointed under these Rules as the Chair or as a member of the Board.

Financial Contribution means the annual financial contribution of each Member for its membership of the STRWA as determined in accordance with Rule 14.2.

Forum has the meaning given in Rule 6.1.

General Manager means the General Manager or Chief Executive Officer of a Council or the General Manager's or Chief Executive Officer's nominee.

Member means a Participating Council.

Officer has the same meaning as given in the Corporations Act.

Participating Council means those Councils that established the STRWA in accordance with the Act or were admitted to the STRWA after its establishment in accordance with these Rules but does not include a Council that has withdrawn from the STRWA or has been expelled from the STRWA in accordance with these Rules.

Representative means a natural person appointed by a Member to be the representative of the Member in accordance with Rule 6.

Rules means these Rules of the Southern Tasmanian Regional Waste Authority as altered or added to from time to time.

Special Resolution means a resolution that is passed by 75 percent of the votes cast by Members entitled to vote on the resolution where a Member has the number of votes set out opposite their name in Schedule 1.

Strategic Plan has the meaning given in Rule 10.1.

STRWA has the meaning given in Rule 1.1.

STRWA Chief Executive Officer or **STRWA CEO** means the Chief Executive Officer of the STRWA appointed under Rule 9.

Treasurer means the Treasurer for the State of Tasmania.

Waste Action Plan means the Tasmanian Government's Draft Waste Action Plan Consultation Draft, June 2019 as may be amended or finalised.

Yearly Member Contribution Budget means the aggregate Financial Contributions required to be paid by all Members in a financial year as determined in accordance with Rule 14.2.

Yearly Member Contribution Cap means \$360, 170.

2.2 Interpretation

In these Rules, a reference to:

- a. words and phrases which are defined in the Act have the same meaning in these Rules;
- b. the singular includes the plural and the plural includes the singular;
- c. a person includes a body corporate or unincorporate;
- d. a party includes the party's executors, administrators, successors and permitted assigns;

- e. a statute, regulation or provision of a statute or regulation (**Statutory Provision**) includes:
 - (A) that Statutory Provision as amended or re-enacted from time to time;
 - (B) a statute, regulation or provision enacted in replacement of that Statutory Provision; and
 - (C) another regulation or other statutory instrument made or issued under that Statutory Provision;
- f. “including” and similar expressions are not words of limitation;
- g. a reference to a Rule or schedule is a reference to a Rule of or a schedule to these Rules;
- h. a reference to a document (including, without limitation, a reference to these Rules) is to that document as amended, novated or replaced;
- i. where a word or expression is given a particular meaning, other parts of speech and grammatical forms of that word or expression have a corresponding meaning; and
- j. headings and any table of contents or index are for convenience only and do not form part of these Rules or affect their interpretation.

3. Purpose

- 3.1. The purpose of the STRWA is to coordinate local government’s resource recovery and management of solid waste in the southern region for a more sustainable future.
- 3.2. The objectives and goals of the STRWA are to:
 - a. Foster sustainable use of resources
 - b. Deliver efficient collection and reprocessing of resources
 - c. Support opportunities for the circular economy to reduce environmental impact and grow Tasmania’s economy
 - d. Provide a collective voice for Member Councils on the circular economy, resource recovery and waste management.

4. Functions and Powers

- 4.1. The functions of the STRWA are to:
 - a. Support Members to deliver on their Council’s resource recovery and waste management strategies or objectives.
 - b. Manage resource recovery or waste management contracts on behalf of Members, ensuring contract compliance and timely, on-budget delivery of contract outcomes and output.
 - c. Develop a Strategic Plan, and subsidiary plans, for the region to deliver upon its purpose and objectives.

- d. Identify and implement, with partners, opportunities to recover more resources from waste.
- e. Identify and seek external funding opportunities and partnerships to support the objectives of the STRWA.
- f. Partner with the Tasmanian Government on delivery of the Waste Action Plan, or future similar strategy, where appropriate.
- g. Support Members to engage their communities through resource education and behaviour change programs.
- h. Support the development of policies and guidance for Members in their resource recovery and waste management activities.
- i. Undertake reasonably incidental actions in achieving its purpose and objectives that are not explicitly identified.
- j. Advocate for policy or legislative change in collaboration with the Local Government Association of Tasmania that will support the achievement of the STRWA's objectives.

4.2. The powers of the STRWA in performing its functions include:

- a. Anything the Act authorises a joint authority to do.
- b. Anything that a Member Council is empowered to do under statute¹ and that the Council could otherwise perform in relation to the functions of the STRWA.
- c. Anything the STRWA is otherwise empowered to do specifically, or generally under statute.
- d. Raising of revenue by:
 - i. calling for contributions from all or some Members additional to annual Financial Contributions;
 - ii. applying for and receiving grants or contributions from the Tasmanian Government or Australian Government;
 - iii. sourcing funds from service agreements for regional resource recovery or waste management.
- e. Acquiring land to deliver the STRWA's purpose, objectives and functions provided that such acquisition is approved by a Special Resolution of Members at a Forum meeting or AGM.
- f. To acquire, hold, dispose of or otherwise deal with property.
- g. To enter into contracts for the performance or exercise of any of its functions or powers.

¹ An Act, Regulation or By-law made by State of Tasmania, Commonwealth of Australia or by a participating Council

- h. To set fees, charges, terms and conditions relating to work done, or services, goods or information supplied by it, except any fee or charge referred to in section 205(2) of the Act or any rate or charge referred to in Part 9 of the Act.
- i. To make by-laws under Part 11 of the Act as if it were a Council.

5. Members

5.1. Councils able to participate as Members of the STRWA are listed in Schedule 1.

5.2. Councils are Members when a Council:

- a. resolves to agree to these Rules and Council provides written notification of such resolution to the STRWA Chief Executive Officer (**STRWA CEO**); and
- b. pays their respective annual Financial Contribution (if any), amended by yearly notice.

5.3. Subject to any requirements of the Act and of these Rules, Member Councils may withdraw their membership by providing a notice of intent to withdraw to the STRWA CEO at least six months prior to the commencement of the new financial year, provided that:

- a. the Member provides written notice of its intention to withdraw, detailing reasons, addressed to the STRWA CEO; and
- b. such withdrawal does not take effect until the completion of the STRWA's financial year following the STRWA's financial year in which written notice of the intention to withdraw is provided; and
- c. until the period referred to in Rule 5.3(b) expires, the Member pays the Financial Contributions as determined by the STRWA in accordance with these Rules; and
- d. prior to withdrawal the Member pays to the STRWA all sums of money (if any) presently payable by that Member to the STRWA whether on account of Financial Contributions or otherwise.

5.4. A Member ceases to be a member of the STRWA at the completion of the period referred to in Rule 5.3(b).

5.5. Where the STRWA has entered into a contract with a third party on behalf of, or for the benefit of, a Member and that Member ceases to be a Member of the STRWA in accordance with Rule 5.3 (**Exiting Council**), that Exiting Council will, unless otherwise agreed by the STRWA, be required to enter into a contract individually with the third party on the same terms and conditions as the STRWA contract, for the balance of the term of the STRWA contract in order to continue the scope of services provided by the third party for the benefit of the Exiting Council.

5.6. A Member may, in writing to the STRWA CEO, withdraw a notice of intention to withdraw at any time.

6. Member Representatives

- 6.1. Member Councils are to appoint one Representative to attend meetings of the STRWA Local Government Forum (**Forum**) (Rule 6.8) and the Annual General Meetings (Rule 7).
- 6.2. Subject to clause 6.3, the Member Council Representative is the only person authorised to vote on behalf of a Member Council.
- 6.3. Member Councils are to appoint one substitute Representative who may vote if the Representative is unable.
- 6.4. Member Councils may appoint an observer to attend Forum meetings and the Annual General Meeting.
- 6.5. A Member Representative must be an elected representative of the Council² or an employee of the Council. Where the Representative ceases to be either an elected representative of the Council or an employee of the Council, they will cease to be a member of:
 - a. The Forum; or
 - b. Any of the Forum's subsidiary groups, except if approved by the Forum.
- 6.6. Representatives may be changed when:
 - a. A Representative provides notice to the Member Council's General Manager;
 - b. A Member Council terminates an appointment and appoints a new Representative; or
 - c. A Member Council's General Manager temporarily appoints a substitute Representative if the Representative is unable to act as a Representative.
- 6.7. Changes to a Member Council's Representative are effective when the STRWA CEO has been advised in writing.
- 6.8. STRWA Local Government Forum
 - a. The role of the Forum is to:
 - i. Elect a Chief Member Representative and Deputy Chief Member Representative from within Forum members.
 - ii. Elect Directors of the STRWA in accordance with Rule 8.5.
 - iii. Receive information from, and provide feedback to, the Board and STRWA CEO on performance of the STRWA against its objectives, functions and Strategic Plan.
 - b. Members of the Forum

² Includes Mayor, Deputy Mayor, Alderman, or Councillor.

- i. Each Participating Council will have one Representative and may have a Council observer as part of the Forum.
- ii. Members of the Forum will vote on the Chief Member Representatives and Deputy Chief Member Representatives on a three yearly basis. The Chief Member Representative and the Deputy Chief Member will also be Directors of the Board.
- iii. Member votes will carry the number of votes opposite their name in Schedule 1.
- c. The Chief Member Representative will be the Chair of the Forum.
- d. The Forum will meet at least three times a year.
- e. In addition to the three Forum meetings per year, the Board may provide notice to Members of a Special Forum in accordance with Rule 6.9.
- f. The STRWA will provide secretariat to the Forum.
- g. The Forum may, following consultation with the STRWA, develop working groups where these will help to deliver on the objectives of the STRWA or to deliver particular projects or programs.
- h. The Local Government Association of Tasmania may have an observer at Forum meetings.

6.9. Special Forums

- a. The Board may, at its discretion, convene a Special Forum of the STRWA at any time.
- b. A Special Forum means any Forum of the STRWA that is not one of the three Forums provided for in Rule 6.8.
- c. The Board, on the requisition in writing of at least 25% of Members of the STRWA, is to convene a Special Forum of the STRWA.
- d. A requisition for a Special Forum is to state the objects of the Special Forum.
- e. Where the nature of the business proposed to be dealt with at a Special Forum requires a Special Resolution of the STRWA, the Board must, at least 14 days before the date fixed for the holding of the Special Forum, cause notice to be sent to each Member specifying the intention to propose a resolution as a Special Resolution.

7. Annual General Meeting of Members and Forum meetings

7.1. Annual General Meeting

The STRWA must hold an Annual General Meeting (**AGM**) within four months after the end of the financial year.

7.2. Purpose of AGM

The purpose of the AGM is for Members to:

- a. Receive the annual report

- b. Receive the annual financial statements
- c. Be updated on the performance of the STRWA against its objectives and Annual Plan for the financial year just ended.

7.3. Convening an AGM or Forum meeting

An AGM or Forum meeting may be convened by resolution of the Board whenever they think fit and must be convened if required to do so under these Rules or the Act.

7.4. Notice of meeting

Notice of an AGM or Forum meeting must be provided to Members, Directors and an auditor of the STRWA. It must specify the date, time and place and the general nature of the business and must be provided in writing at least 14 days before the meeting.

7.5. Cancellation or postponement of meeting

The Board may, whenever they think fit, postpone, cancel or change the venue for an AGM or Forum meeting by giving notice as follows:

- a. The notice must be provided not later than five business days before the time the AGM or Forum meeting was to be held to Members, directors, the auditor of the STRWA.
- b. A notice postponing or changing the venue for an AGM or Forum meeting must specify the date, time and place of the meeting.

7.6. Directors may attend an AGM or Forum meeting.

7.7. At least 50 per cent of the Members by number are a quorum at an AGM or Forum meeting. A quorum must be present to conduct any business, except to adjourn the meeting by an elected Chair.

7.8. Decisions at an AGM or Forum meeting

- a. Except if a Special Resolution is required under these Rules, a resolution at the AGM or a Forum meeting is taken to be carried if 50% by number of the total votes as set out in Schedule 1 is cast by the Members present at the meeting are in favour of it and that decision is for all purposes a decision of the STRWA.
- b. In the case of an equality of votes upon any proposed resolution:
 - i. the chair of the meeting does not have a second or casting vote; and
 - ii. the proposed resolution is taken as having been lost.

7.9. Electronic technology to conduct meetings

- a. Any meeting of the STRWA may be conducted by video conference or other means of communication that gives the Members a reasonable opportunity to participate.
- b. A Member who participates in a meeting as permitted under this Rule is taken to be present at the meeting.

8. Board

8.1. Board to manage STRWA

The STRWA is governed by the Board which shall have the responsibility to manage the business and other affairs of the STRWA, ensuring that the STRWA acts in accordance with these Rules. The Board is a board of management for the purposes of the Act.

8.2. Decisions of Board

A question arising at a meeting of Directors is to be decided by a majority of votes of Directors present and entitled to vote with each Director having one vote.

8.3. Meetings of the Board

- a. The Board shall meet at such times and places, which includes by electronic means, as are determined by the Board as often as is necessary to properly discharge its responsibilities and functions under these Rules, and shall meet at least ten times each year.
- b. The Chair, after giving each Director reasonable notice of a meeting, may convene a meeting at any time.
- c. A Director may participate in a meeting of the Board by telephone or any electronic means of communication. A Director who participates by such means shall be taken to have been present in person at the meeting.
- d. The number of Directors whose presence in person is necessary to constitute a quorum for a meeting of Directors is more than half of the Directors by number.
- e. A quorum must be present to conduct any business, except to adjourn the meeting by the Chair.
- f. The STRWA CEO shall attend meetings of the Board and shall provide information as required.

8.4. Composition

- a. The Board of the STRWA will comprise five Directors one of who will be appointed as Chair.
- b. Directors are appointed based on merit, through a transparent process, and in alignment with the purpose and strategy, and ability to manage the financial and strategic affairs of the STRWA.
- c. The Chief Member Representative and Deputy Chief Member Representative appointed by the Forum will be Directors of the Board (refer to Rule 6.8).

- d. Directors are appointed for terms of up to three years, and may be reappointed provided that no Director shall be appointed for more than six consecutive years.
- e. Director recruitment is to balance renewal of Board, knowledge and perspective, and corporate knowledge.

8.5. Appointment of the Board

- a. Members of the Forum appoint, or reappoint, Directors to the Board through a Special Resolution of the Forum. The Forum appoints a total of five Directors as follows:
 - i. the Chief Member Representative and Deputy Chief Member Representative in accordance with Rule 6.8.a; and
 - ii. three Directors at a Forum meeting.
- b. In making the Board appointments, Forum members and the Chair are to:
 - i. consider the skills and experience and personal attributes needed of the Chair and Directors to deliver on the Board's functions
 - ii. consider the gender, social and cultural diversity of the Board
 - iii. take into account any likely or perceived conflict of interest(s) arising from employment or association with other organisations
 - iv. consult with the Chair regarding desirable skills, experience and diversity required in Director(s) appointment
 - v. consult with the Chair to set terms of appointment that support continuity of knowledge and skills within the Board and respond to the Director's personal circumstances, in line with this Rule 8.5.

8.6. The Chair of the Board

- a. The Directors may elect one of their number as Chair and may also determine the period for which the person elected as chairman is to hold office.
- b. Directors are to consider the skills and experience and personal attributes needed of the Chair.
- c. The Chair is to be appointed for a term of between one and three years and may be reappointed provided that no Chair is appointed for more than six consecutive years.

8.7. Eligibility as Chair or Director

- a. Persons are ineligible for appointment as Chair or Director if they:

- i. are an elected representative³ of a Member Council, except the local government Representatives appointed by the Forum; or an administrator appointed by the Tasmanian Government;
 - ii. are an undischarged bankrupt;
 - iii. have entered into a personal insolvency agreement under the *Bankruptcy Act 1966* (Cth) and failed to fully comply with the terms of the agreement;
 - iv. have been banned by ASIC or a court from managing corporations under the Corporations Act;
 - v. have been convicted of dishonesty-related offences, such as fraud; or
 - vi. are suspending payment to creditors, or compounding with, or assigning, their estate for the benefit of creditors.
- b. Persons will immediately cease to be the Chair or Director if they:
- i. become ineligible by meeting one of the conditions detailed in Rule 8.7a;
 - ii. for the local government representative(s) appointed by the Forum, cease to be an elected representative, or for an Officer, are no longer be employed within the local government sector;
 - iii. die;
 - iv. become of unsound mind;
 - v. are physically or mentally incapable of acting as Director;
 - vi. fail to attend Board meetings for a continuous period of 3 meetings without first obtaining a leave of absence;
 - vii. are not permitted under the Corporations Act to be a Director;
 - viii. resign by notice in writing; or
 - ix. fail to be appointed by the Forum.

8.8. Suspension or removal of Chair or Director

- a. Members may, by Special Resolution suspend the Chair or a Director where there is reasonable suspicion that they are not fulfilling their Directors' duties (see Rule 8.10).
- b. Suspension may be for a period of up to three months while an investigation in relation to the Chair or Director is undertaken.
- c. Whether or not a period of suspension has occurred or is occurring, Members may without prior notice, by Special Resolution, immediately remove the Chair or Director where Members form the reasonable view that they are guilty of grave misconduct, or are wilfully negligent in the discharge of their duties.

8.9. Functions of the Board

Functions of the Board are to:

³ Includes Mayor, Deputy Mayor, Alderman, or Councillor.

- a. ensure the business and affairs of the STRWA and other functions and powers are conducted in a manner that is commercially sound, is consistent with the STRWA's strategic and business plans and objectives, and in accordance with its approvals, permits, licences and statute.
- b. approve the annual Budget and annual Financial Contributions.
- c. declare dividends in accordance with Rule 14.8.
- d. provide advice, information and assistance to the STRWA on its functions and powers as needed.
- e. consult with Members on the strategic direction of the STRWA.
- f. have regard to the economic and social wellbeing of its customers, employees and the community generally.
- g. follow environmentally sound principles in its development and resource management activities.
- h. prepare the Strategic Plan for the STRWA.
- i. manage annual reporting.
- j. appoint the STRWA CEO.
- k. ensure appropriate risk management and policy frameworks are in place.
- l. ensure a safe and healthy workplace through the implementation and monitoring of appropriate systems, in line with legislative requirements.
- m. brief Members on the performance of the Board's functions from time to time.

8.10. Directors' duties

Directors' duties are to:

- a. act honestly, lawfully and ethically.
- b. exercise a degree of care and diligence that a reasonable person in a like position would exercise in the circumstances.
- c. not make improper use of information acquired through the position on the Board to gain, directly or indirectly, an advantage for themselves or another person, or to cause direct or indirect damage to the STRWA or any other person, or similarly a disadvantage.
- d. avoid and declare conflicts of interest.
- e. prevent insolvent trading.
- f. disclose to the STRWA CEO any direct or indirect pecuniary or other interest in a matter being considered by the STRWA.

8.11. Directors' remuneration and expenses

- a. The Chair and Directors are to be remunerated in accordance with the Tasmanian Government Board Fee Policy⁴ and escalated in line with increases to the Tasmanian State Service Award.
- b. The relevant category under Rule 8.11.a is Regional/state-wide (narrow focus), the competitive situation Category C Full Monopoly/Non-competitive; and turnover is the total value of the contracts let in the applicable financial year.
- c. Directors' remuneration may be increased by up to 20 per cent to attract particular skills with the approval of the Chair.
- d. The Chair's remuneration may be increased through a Special Resolution at the Forum.
- e. Directors will be reimbursed for all reasonable travel, accommodation and other expenses they incur while engaged on the business of the STRWA.

9. Chief Executive Officer and employees

- 9.1. The Board may appoint a STRWA CEO to be responsible for the operation and administration of the STRWA.
- 9.2. The CEO may be removed by the Board at any time.
- 9.3. The Board may delegate to the STRWA CEO, any of the STRWA's powers, discretions and duties as they think fit, and may resolve to delegate any powers, discretions and duties vested in, or exercisable by the directors to the STRWA CEO in writing.
- 9.4. The Board may withdraw, suspend or vary any of the powers, discretions and duties to the STRWA CEO at any time.
- 9.5. The Board may authorise the STRWA CEO to delegate all or any of the powers, discretions and duties conferred on the STRWA CEO.
- 9.6. The Board may require the STRWA CEO to attend meetings of the Board, or leave any part of a Board meeting.
- 9.7. The STRWA CEO may appoint, or remove, staff as necessary to fulfil the objectives, functions and strategic aims of the STRWA.
- 9.8. The STRWA CEO is to keep a register of interests of the Board of the STRWA in accordance with section 53B of the Act.

10. Strategic Plan

- 10.1. The STRWA is to prepare a strategic plan that sets out the strategic priorities of the STRWA (**Strategic Plan**).
- 10.2. Each Strategic Plan is to be for at least a three to five year period.
- 10.3. In preparing a proposed Strategic Plan, the STRWA will consult with each Member and any other organisations that it considers appropriate.

⁴ Available at:

http://www.dpac.tas.gov.au/divisions/People_Performance_and_Governance/Executive_Services/tasmanian_government_boards

- 10.4. The STRWA CEO is to make a copy of a proposed Strategic Plan available for public inspection at the STRWA's office during ordinary office hours and online on the STRWA's website.

11. Annual Plan

- 11.1. The STRWA is to prepare an annual plan for each financial year (**Annual Plan**).
- 11.2. Each Annual Plan is to:
- a. Be consistent with the Strategic Plan;
 - b. Include a statement of the manner in which the STRWA is to meet the goals and objectives of the Strategic Plan; and
 - c. Include a summary of the major strategies to be used in relation to the STRWA's objectives and goals outlined in Rule 3.2.

12. Annual reporting

- 12.1. The STRWA will provide an annual report no later than 30 October each year to Members and publish the report on its website following its adoption at the Annual General Meeting.
- 12.2. The annual report is to include at a minimum:
- a. A summary of the STRWA's activities for the preceding year and performance against the authority's overall goals and objectives, as set in any Strategic Plan.
 - b. Performance of contracts let for resource recovery, waste management or other activities.
 - c. Financial statements for the preceding year and accompanying audit opinion.
 - d. Any other information it considers appropriate or necessary to inform the Member Councils of its performance and progress during the financial year.

13. Quarterly reporting

- 11.1 The STRWA must provide a report to Members as soon as practicable after the end of March, June, September and December in each year.
- 11.2 The quarterly report must include:
- a. A statement of the STRWA's general performance; and
 - b. A statement of the STRWA's financial performance.

14. Finance, accounts and audit

- 14.1. Financing of the STRWA
- a. The STRWA's expenses are to be met or defrayed from:

- i. Financial Contributions and other Member contributions
- ii. Fees charged for services or facilities provided by the STRWA, including to Members
- iii. Other revenue received by the STRWA
- iv. Loans taken by the STRWA from a financial institution with the authorisation of the Board
- v. Loans taken by the STRWA from one or more Member Councils with the prior written consent of all Member Councils.

14.2. Member contributions

- a. The budget of the STRWA for each financial year (**Budget**), which includes the Yearly Member Contribution Budget (if any, depending on the external sources of revenue available to the STRWA), will be determined by the Board not less than 60 days prior to the end of the previous financial year. The Yearly Member Contribution Budget will not exceed the Yearly Member Contribution Cap unless the proposed Yearly Member Contribution Budget is first approved by a Special Resolution of the Board.
- b. If Annual Member Financial Contributions are required, they will be required in proportion to the contribution percentage for each Member Council as set out in Schedule 1. The Board will give written notice to each Member of the Member's required Financial Contribution for each financial year.
- c. Each Member must pay its Financial Contribution within 30 days of receiving the written notice under rule 14.2 **Error! Reference source not found.**

14.3. The STRWA may only invest money in a manner in which a trustee is authorised by law to invest trust funds.

14.4. Borrowing

- a. The Board, for the purpose of raising a loan or obtaining any form of financial accommodation may decide by an absolute majority to provide any of the following forms of security:
 - i. debentures
 - ii. mortgages , security interests or other charges
 - iii. guarantees
 - iv. any other document evidencing indebtedness other than bearer instruments.
- b. The STRWA may not raise a loan in any financial year exceeding any amount the Treasurer determines for that financial year.

14.5. The STRWA is to keep accounting records that correctly record and explain its transaction and financial position and keep those records in line with standards detailed by the Australian Accounting Standards Board and Australian law.

14.6. Financial statements

- a. Within the time prescribed by the Tasmanian Audit Office, the Board is to prepare the financial statements of the STRWA relating to that financial year including statements of:
 - i. financial performance for the financial year
 - ii. financial position as at the end of the financial year
 - iii. cash flows for the financial year
 - iv. reports and notes attached to, or intended to be read with, the financial statements.

14.7. Audit

- a. The accounts and financial reports of the STRWA are subject to the *Audit Act 2008* (Tas).
- b. The Board shall keep accounting records that correctly record and explain its transactions and financial position.
- c. The accounts and financial reports of the STRWA may be audited by private auditors with the approval of, and subject to any terms and conditions determined by the Auditor-General.
- d. The Member Representatives are to appoint and review the appointment of the auditor.
- e. The auditor is to report to the Board.

14.8. Dividends

- a. The Board may declare a dividend in respect of the results of the financial transactions of the STRWA during each financial year, that is to be distributed to the Members. The dividend is to be paid by the end of the following financial year.
- b. The dividend may be paid only out of profits and after payment of fees and taxes and must be distributed in proportion to the percentage contribution of each Member as set out in Schedule 1.
- c. The Board may:

- i. before paying any dividend, set aside out of the profits of the STRWA such sums as they think proper as a reserve, to be applied, at the discretion of the Directors, for any purpose for which the profits of the STRWA may be properly applied; and
- ii. carry forward so much of the profits remaining as they consider ought not to be distributed as dividends without transferring those profits to a reserve.

Pending application, any sum set aside as a reserve may, at the discretion of the Directors, be used in the business of the STRWA or be invested as the Directors think fit.

- d. The Directors may deduct from any dividend payable to a Member all sums of money (if any) presently payable by that Member to STRWA whether on account of Financial Contributions or otherwise.

15. Winding Up

- 15.1. The STRWA may only be wound up in accordance with section 37 of the Act.
- 15.2. Winding up will be triggered when Member Councils resolve by majority of Member Councils that the STRWA will be wound up.
- 15.3. Winding up is to be notified in the Gazette by one of the STRWA's Members.

15.4. Distribution of surplus - subject to these Rules

If the STRWA is wound up and the property of the STRWA is more than sufficient to pay all of its debts and liabilities; and the costs, charges and expenses of the winding up, then the excess must be divided among the Members in accordance with the equity proportions of each member set out in Schedule 1 of these Rules, irrespective of the amounts paid or credited as paid on the shares; and for the purpose of calculating the excess referred in previous point, any amount unpaid on an annual Financial Contribution is to be treated as property of the STRWA.

15.5. Division of property

If the STRWA is wound up, the liquidator may divide among the Members the whole or any part of the property of the STRWA in accordance with the proportions as set out in Schedule 1 of these Rules.

- 15.6. In the case of insolvency, Member Councils are responsible for the net liabilities of the STRWA in proportion to the contributions as listed in Schedule 1. This also includes former Member Councils that have withdrawn within the last two years of the decision to wind up.

16. Indemnity and insurance

16.1. Applicable persons for rules 16.2 and 16.4

- a. Each person who is, or has been, a Director or STRWA CEO of the STRWA.
- b. Other Officers or former Officers of the STRWA that the Directors determine on a case-by-case basis.
- c. Any auditor or former auditor of the STRWA determined by the Directors.

16.2. Indemnity

The STRWA must indemnify to the extent permitted by law each person to whom this Rule applies for all losses or liabilities incurred by the person as an Officer, or an auditor of the STRWA if the Directors so determine, including, but not limited to, a liability for negligence and for legal costs on a full indemnity basis.

16.3. Extent of indemnity

The indemnity in Rule 16.2:

- a. is a continuing obligation and is enforceable by a person whom Rule 16.2 applies even though that person may have ceased to be an Officer or auditor of the STRWA;
- b. applies to losses and liabilities incurred both before and after the date of adoption of that rule; and
- c. operates only to the extent that the loss or liability is not covered by insurance.

16.4. Insurance

The STRWA may, to the extent permitted by law:

- a. purchase and maintain insurance; or
- b. pay or agree to pay a premium for insurance

for any person to whom this Rule applies against any liability incurred by the person as an Officer or auditor of the STRWA including, but not limited to, a liability for negligence and for legal costs.

17. Dispute resolution**17.1. This Rule applies to dispute between:**

- a. Any or all of the Member Councils; or
- b. Any or all of the Member Councils and the Representatives or the Board; or
- c. The Representatives and the Board; or
- d. Any withdrawn Member Council and the STRWA, the Board or the Representatives.

17.2. This Rule does not apply where a dispute has arisen from a Member Council in its capacity as a customer of the STRWA.

- 17.3. The dispute resolution process is:
- a. Negotiation in good faith;
 - b. If negotiation do not resolve the dispute, then mediation;
 - c. If mediation does not resolve the dispute then arbitration, if rule 17.8 applies.

17.4. Other parties may require that they join a dispute resolution process as a party.

17.5. If a dispute arises, the disputed party must give written notice to the other, and to the STRWA.

17.6. If after 30 days of the dispute notice, any party that considers that the dispute, or part of, is unlikely to be resolved through negotiation may give written notice to the other and the STRWA that mediation is required.

17.7. Mediation rules

- a. If within 14 days of receiving the notice of mediation the parties do not agree on:
 - i. the selection and compensation of an appropriate mediator; or
 - ii. another dispute resolution technique and procedures; or
 - iii. an actual resolution of the dispute;

then the dispute must be mediated in accordance with the mediation rules of the Law Society of Tasmania. The mediator is to be selected by the President of the Local Government Association of Tasmania who may determine the mediator's remuneration.

17.8. Arbitration

- a. If the mediator appointed under 17.7 certifies that the mediation has been unable, and is unlikely, to resolve the dispute, or any part of it, then the dispute, or that part that is unresolved is to be referred to arbitration under the *Commercial Arbitration Act 2011* (Tas). If the parties cannot agree on an arbitrator, the arbitrator is to be selected by the President of the Local Government Association of Tasmania.
- b. Rule 17.8(a) only applies if the unresolved dispute is one where the party had a right enforceable in a Court of law and that party wishes to enforce that right.

18. Adverse developments

- 18.1. The Board shall notify Members as soon as practicable after becoming aware of any development which, in the opinion of the STRWA may:
- a. significantly affect the financial viability or operating ability of the STRWA; or
 - b. significantly affect the STRWA in an adverse manner.

19. Disclosure of interests

- 19.1. A Member, Representative or Director shall disclose to the STRWA CEO a direct or indirect pecuniary or other interest in a matter being considered or about to be considered by the STRWA.
- 19.2. At any meeting of the STRWA or the Board, a Representative or Director shall not participate in any discussion or vote on any matter in respect of which the Representative or Director has an interest or is aware or ought to be aware that a Close Associate has an interest.
- 19.3. A Member, Representative or Director shall declare any interest in a matter before any discussion on that matter commences.
- 19.4. On declaring an interest, a Representative or Director is to leave the room in which the meeting is being held.
- 19.5. A Member, Representative or Director shall advise the STRWA CEO in writing of the details of any interest declared in accordance with these Rules within 7 days.
- 19.6. The STRWA CEO must ensure that an employee of the STRWA notifies them in writing of any interest (pecuniary or otherwise) of the employee in any matter in respect of which they:
- a. provide advice to the STRWA or to the Board;
 - b. make a decision or determination; or
 - c. make a recommendation to the STRWA or to the Board.
- 19.7. The STRWA CEO must advise the Board of the existence of any interest notified under Rule 19.6.
- 19.8. The STRWA CEO shall:
- a. ensure that the declaration of interest of any Representative or Director is recorded in the minutes of the meeting at which it is made; and
 - b. keep a register of interests of Members, Representatives, Directors and employees of the STRWA in accordance with sections 48A, 53B and 55A of the Act.

20. Seal and Execution of Sealed Documents

- 20.1. The STRWA is a body corporate with a common seal.
- 20.2. The seal of the STRWA is to be in the form of a rubber stamp, inscribed with the name of the Southern Tasmanian Regional Waste Authority and the words "common seal".
- 20.3. The seal may be affixed to documents requiring execution under seal and where affixed must be witnessed by two Board Directors.
- 20.4. The seal must not be affixed to a document except to give effect to a resolution of the Board.

- 20.5. The Board may, by instrument under seal, authorise a person to execute documents on behalf of the STRWA.

21. Amendment of Rules

- 21.1. These Rules may be amended by a resolution of a majority of Member Councils.
- 21.2. Amendment of these Rules must comply with sections 31 and 32 of the Act in respect to publishing a notice and approval.
- 21.3. These Rules must be reviewed at least every five years and updated to reflect contemporary best practice and the requirements of Members.

Schedule 1

Council	Population (2019-20 estimate)	% Population	Contribution % of relevant part of budget	Votes
Brighton (M)	18,123	6%	% population x budget	2
Central Highlands (M)	2,166	1%	"	1
Clarence (C)	58,729	21%	"	3
Derwent Valley (M)	10,518	4%	"	1
Glamorgan-Spring Bay (M)	4,750	2%	"	1
Glenorchy (C)	47,963	17%	"	3
Hobart (C)	55,250	20%	"	3
Huon Valley (M)	17,966	6%	"	2
Kingborough (M)	38,628	14%	"	3
Sorell (M)	16,030	6%	"	2
Southern Midlands (M)	6,400	2%	"	1
Tasman (M)	2,479	1%	"	1
TOTAL Southern Region	279,002	100%	\$yearly member contribution budget	23

STRWASouthern Tasmanian
Regional Waste
Authority

NEWSLETTER

October 2022
Issue 2

Southern Tasmanian Regional Waste Authority (STRWA)

Welcome to the second Newsletter for the Southern Tasmanian Regional Waste Authority (STRWA). This Newsletter is provided to keep all 12 Member Councils aware of the work being undertaken as part of the 'establishment phase'.

Project Sponsor Group

The Project Sponsor Group leading the 'establishment phase' until the STRWA Local Government Forum is established includes:

▶ Dion Lester (LGAT)	▶ David Reeve (Kingborough)
▶ Emilio Reale (Glenorchy)	▶ Greg Robertson (Sorell)

The purpose of the Project Sponsor Group is to work through a number of the 'establishment' tasks to ensure that when the Board and CEO are in place they can 'hit the ground running'.

Governance Arrangements

STRWA Local Government Forum

- ▶ Member Councils are reminded they will be asked to appoint one Representative (and a substitute Representative) to attend meetings of the STRWA Local Government Forum in November 2022. This will allow the inaugural meeting of the STRWA Forum to be convened in early December.
- ▶ A Representative must be either an elected member or an employee of the Member Council.
- ▶ Councils are encouraged to nominate Representatives who have a good understanding of waste management generally and the background as to why STRWA has been created.

STRWA Board

- ▶ A 'Director Role Statement' has been prepared for use during the recruitment process for the three (3) independent Directors. The other two (2) Directors will be the Chief Representative and Deputy Chief Representative.
- ▶ The Project Sponsor Group has determined that a 'recruitment consultant' will be engaged to assist in recruiting the Directors.
- ▶ It is expected the Board will be in place by the end of January 2023.

Chief Executive Officer

- ▶ The Project Sponsor Group also determined that a 'recruitment consultant' will be engaged to assist in recruiting the CEO.
- ▶ The CEO recruitment will commence in early December with the aim for the Board to make an appointment in February 2023.
- ▶ CEO Position Description to be prepared in October 2022 for review by Project Sponsor Group.
- ▶ CEO Employment Contract is to be based on the LGAT/LG Professionals Model Contract.

Governance Framework

- ▶ A STRWA Governance Framework document has been drafted.
- ▶ The Governance Framework document will be used initially as part of the Board recruitment process. The aim would be for the new CEO and Board to review and update the Framework early in their terms.

Policies

The Project Sponsor Group have determined the following are priority policies to be developed:

- ▶ Code of Conduct Policy (completed)
- ▶ CEO Recruitment Policy (not started)
- ▶ Governance Framework (completed)
- ▶ Board Remuneration Policy (in progress)
- ▶ Confidential Information (not started)
- ▶ Credit Card Policy (completed)
- ▶ Work Health and Safety (not started)
- ▶ Records Management (not started)
- ▶ Vehicle Use Policy (not started)
- ▶ ICT Policy (not started)
- ▶ Gifts and Conflicts of Interest Policy (in progress)

Other policies identified during the 'established phase' will be added to this list.

Risk Management

- ▶ A Risk Register has been prepared and will be monitored by the Project Sponsor Group until the Board is in place.

Waste and Resource Recovery Board

The newly created Waste and Resource Recovery Board requested details on the southern regions 2022/2-23 strategic waste and resource recovery plan and proposed budget.

In responding to this request the Board were advised in 2022/23 the priority regional waste activities for the 12 southern Tasmanian councils is to establish the long-term regional waste and resource recovery governance arrangements (formation of the STRWA) and to secure an efficient and sustainable end-of-collection facility for processing commingled recycling (southern MRF).

Other priority projects submitted as part of the submission included:

- ▶ Ongoing statewide educational activities
- ▶ Container Refund Scheme (CRS) support activities
- ▶ Regional Register of waste and resource recovery initiatives
- ▶ Developing a regional litter management plan to address illegal disposal

The total funding requested is \$502,500.

PRIORITY ACTIONS BY COUNCILS

It is imperative the first meeting of the STRWA Local Government Forum is convened in early December 2022. This meeting will consider the following priority matters:

- ▶ Election of Chief Representative and Deputy Chief Representative
- ▶ Appointment of a Board Selection Committee

Notification of each Councils Representative nominee (and Substitute Representative) needs to be provided by Friday 25 November 2022.

16.5 APPOINTMENT OF MEMBERS TO COUNCIL SPECIAL COMMITTEES

File Number: 22.99

Author: Janelle Kingston, Recreation & Property Services Administration Officer

Authoriser: Daniel Smee, Director Governance, Recreation & Property Services

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 recommend to Council the appointment of members to Special Committees to manage Council's Community Halls.

2. BACKGROUND

- 2.1 During September and October 2022, nominations were called for membership of the following Special Committees:

- Adventure Bay Hall Management Committee
- Bruny Island Community Centre Hall Management Committee
- Kettering Hall Management Committee
- Lower Longley Hall Management Committee
- Lunawanna Hall Management Committee
- North Bruny Community Centre Management Committee
- Snug Hall Management Committee
- Taroon Community Hall Management Committee
- Woodbridge Hall Management Committee

- 2.2 Under the terms of reference for these committees, appointment is for a period of two years.

3. STATUTORY REQUIREMENTS

- 3.1 Committees to manage Council's Community Halls are constituted as Special Committees of Council under Section 24 of the *Local Government Act 1993*.

4. DISCUSSION

- 4.1 The terms of reference for Council's Special Committees provides for a standard composition of up to eleven members for each committee.
- 4.2 All nominations received have been made in accordance with the standard procedures for these Special Committees and no issues are raised with the proposed nominees.
- 4.3 Nominations received for the respective committees do not exceed the maximum quota of members, so it is recommended all nominees be appointed.

- 4.4 A list of all nominations received are detailed in the recommendation below. The majority of nominees are current members of their respective committees, with a small number of new nominees.

5. FINANCE

- 5.1 There are no financial implications associated with the appointment members to Council's Special Committees.

6. ENVIRONMENT

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

7. COMMUNICATION AND CONSULTATION

- 7.1 Advertisements calling for nominations were published in the Kingborough Chronicle on 6 September 2022, the Bruny News September 2022 Edition and on Council's website from 1 September 2022 to 28 October 2022.
- 7.2 Nomination forms were made available to download from Council's website.
- 7.3 Emails were sent to all current members of each of the Special Committees, thanking them for their contribution during the previous term and inviting members to re-nominate for another term.

8. RISK

- 8.1 There are no identified risks to Council associated with this matter.

9. CONCLUSION

- 9.1 Hall Management Committees provide a valuable service in managing Council assets for the benefit of local communities.
- 9.2 The appointment of members to the Special Committees of Council to manage Community Halls in accordance with the terms of reference established for these facilities is recommended.

10. RECOMMENDATION

That approval be given for the appointment of members of Special Committees of Council to manage Kingborough's Community Halls in accordance with the provisions of Section 24 of the *Local Government Act 1993*, effective from 1 December 2022 for a term of two years, as follows:

Adventure Bay Hall Management Committee 1. Julius Schwing 2. Bernd Farasin 3. Margaret Graham	Bruny Island Community Centre Management Committee 1. Trevor Adams 2. Mathew Fagan 3. Caroline Rannersberger
Kettering Hall Management Committee: 1. Shane Proctor 2. Annick Ansselin 3. Tony Owen 4. David Davey	Woodbridge Hall Management Committee: 1. Craig Meredith 2. Jo Dixon 3. Suzanne Edwards 4. Graham Rae 5. Penny Egan

Lunawanna Hall Management Committee: <ol style="list-style-type: none"> 1. David Conley 2. Kerry Marvell 3. Rodney Hopwood 4. Karen Maddern 5. Victoria Bull 6. William Hughes 	North Bruny Community Centre Management Committee: <ol style="list-style-type: none"> 1. Kristine Jones 2. John Braakhus 3. Kate Morton 4. Geoff Bain 5. Suzanne Gorrington 6. Garth Pope 7. Walter Truesdale 8. Mick Way 9. Jan Richards
Snug Hall Management Committee: <ol style="list-style-type: none"> 1. Marcus Thalmann 2. Margaret Thalmann 3. Michael Christie 4. Laura Blake 5. Isaac Forster 	Lower Longley Hall Management Committee: <ol style="list-style-type: none"> 1. Janet Symons 2. John Cox 3. Stephen Ward 4. Guy Greener 5. Sue Larson 6. Colleen Burdon 7. Susan Cooper 8. Andrew Pinner
Taroona Community Hall Management Committee: <ol style="list-style-type: none"> 1. Maureen Robinson 2. Lynn Romeo 3. Long Nguyen 4. Joanne Nash 5. Pamela Rowell 6. Gillian Paxton 7. Alex Terhell 	

ATTACHMENTS

Nil

16.6 FINANCIAL REPORT - OCTOBER 2022

File Number: 10.47
Author: John Breen, Chief Financial Officer
Authoriser: Gary Arnold, General Manager

Strategic Plan Reference

Key Priority Area: 2 Deliver quality infrastructure and services.
Strategic Outcome: 2.4 The organisation has a corporate culture that delivers quality customer service, encourages innovation and has high standards of accountability.

1. PURPOSE

- 1.1 The purpose of this report is to provide the October 2022 financial report information to Council for review.

2. BACKGROUND

- 2.1 The attached report has been prepared based on current information with estimates being used where final information is not available.
- 2.2 The recent increases in inflation are starting to impact the financial outcomes of Council with more details to be provided in the mid-year financial review.

3. STATUTORY REQUIREMENTS

- 3.1 There are no specific requirements under the *Local Government Act* 1993 regarding financial reporting, however best practice would indicate that a monthly financial report is required to enable adequate governance of financial information.

4. DISCUSSION

- 4.1 The Summary Operating Statement contains several variances to the original budget. The following are the major variances and explanations:
- Rates are \$200k over budget due primarily to the receipt of \$174k of supplementary rates in September and a further \$47k in October against the \$30k budget. The reason for the substantial amount is the catch-up in supplementary rates from March 2022 that were delayed due to the revaluation of properties.
 - Statutory Fees and Fines are \$132k under budget due to revenue from planning being \$82k under budget because of post approval and planning application fee income being less than expected. Also, compliance income is \$43k under budget due to by-law and parking income being less than budget.
 - User fees are \$114k over budget due to greater than expected income from KSC (+\$63k) and the Community Hub (+\$12k).
 - Other income is \$144k under budget primarily due to Private Works revenue of \$142k under budget as a result of the loss of the State Government contract for Bruny Island.

- Employee Costs are \$46k over budget due primarily to annual leave provisions being over budget. This is a timing difference and is expected to be corrected over the summer period when employees take annual leave.
- Interest income is \$142k over budget due to the recent increases in interest rates producing additional interest income.
- Grants Capital is over budget by \$4.3m due to grants carried over from 2021/22, the largest being \$2.2m for the Transform Kingston project. In October, Council received \$326K in capital grants made up of \$100k for the Woodbridge footpath, \$175k for the Kingston Beach boat ramp and breakwater upgrade.

4.2 Council's cash and investments amount to \$23.4m at the end of the month, which is down \$2.2m from the October 2022 figure. Borrowings of \$22.3 million offset this amount.

5. FINANCE

5.1 Council's result for October 2022 is a \$22.0 million underlying surplus, which is a \$107k favourable variance on the budget for 2022/23. The forecast result for 2022/23 of a \$79k underlying deficit, which is down \$100k on the original budget. The move to a deficit highlights the impact of inflationary pressures on the Council budget.

6. ENVIRONMENT

6.1 There are no environmental issues associated with this matter.

7. COMMUNICATION AND CONSULTATION

7.1 The financial results for October 2022 are available for public scrutiny in the Council meeting agenda.

8. RISK

8.1 The result for October is around the budget expectations and does not present a significant financial risk to Council.

9. CONCLUSION

9.1 Council is on track to deliver a result that is slightly below the budget for 2022/23.

10. RECOMMENDATION

That Council endorses the attached Financial Report as at 31 October 2022.

ATTACHMENTS

- 1. Financial Report - October 2022**
- 2. Capital Report - October 2022**



Kingborough

KINGBOROUGH COUNCIL

**SUMMARISED FINANCIAL REPORT
FOR THE PERIOD
1ST JULY, 2022
TO
31ST OCTOBER, 2022**

**SUBMITTED TO COUNCIL
21ST NOVEMBER, 2022**

kingborough.tas.gov.au



KINGBOROUGH COUNCIL - October 2022

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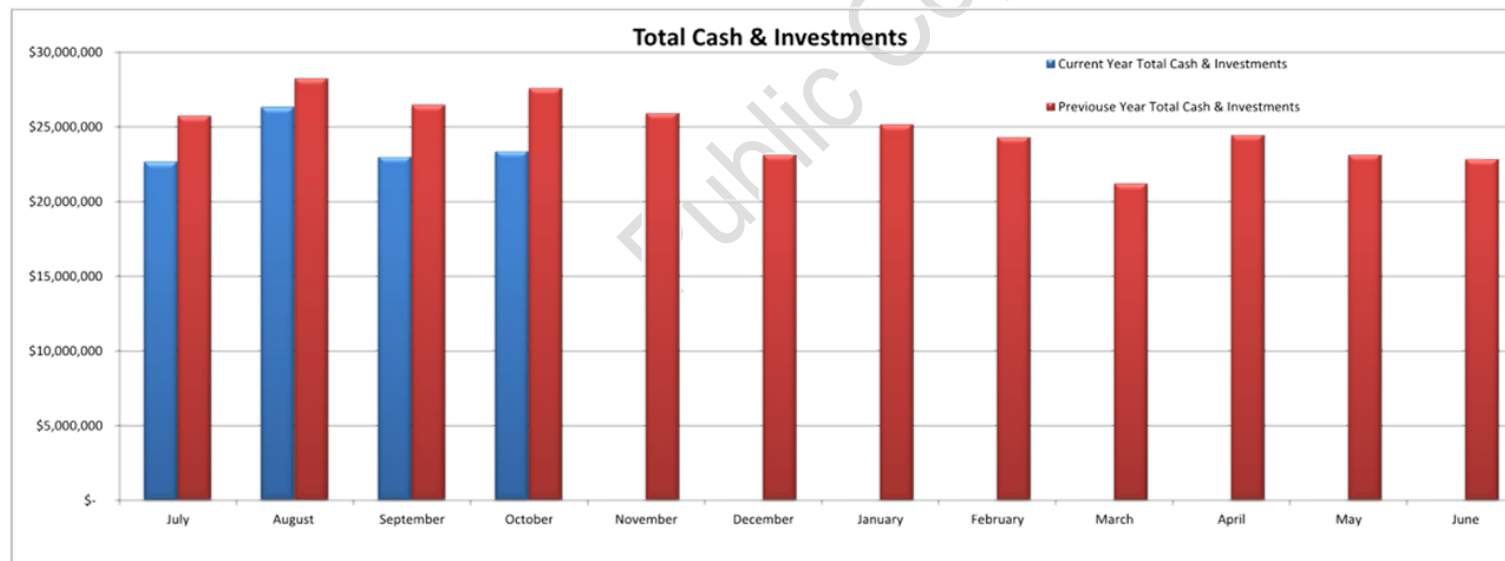
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KINGBOROUGH COUNCIL - October 2022

CASH BALANCES

Balance Type	July	August	September	October	November	December	January	February	March	April	May	June
Reserves	\$ 3,171,178	\$ 3,371,968	\$ 2,992,671	\$ 2,997,893								
Held in Trust	\$ 1,723,151	\$ 1,715,862	\$ 1,718,254	\$ 1,715,302								
Unexpended Capital Works*	\$ 945,687	\$ 1,701,369	\$ 2,217,072	\$ 2,705,472								
Current Year Total Committed Cash	\$ 5,840,016	\$ 6,789,199	\$ 6,927,997	\$ 7,418,667	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Previous Year Total Committed Cash	\$ 5,796,140	\$ 5,850,837	\$ 6,475,439	\$ 7,077,500	\$ 7,443,381	\$ 8,159,380	\$ 9,343,942	\$ 10,790,363	\$ 12,140,597	\$ 12,868,125	\$ 13,995,239	\$ 14,314,832
Uncommitted Funds	\$ 16,810,790	\$ 19,508,246	\$ 16,063,655	\$ 15,936,819	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Current Year Total Cash	\$ 22,650,806	\$ 26,297,444	\$ 22,991,651	\$ 23,355,485	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Previous Year Total Cash	\$ 25,723,190	\$ 28,233,547	\$ 26,455,395	\$ 27,587,940	\$ 25,928,817	\$ 23,133,230	\$ 25,155,559	\$ 24,311,116	\$ 21,196,633	\$ 24,453,870	\$ 23,132,264	\$ 22,845,498

*Unexpended Capital Works excludes Kingston Park expenditure



KINGBOROUGH COUNCIL - October 2022

CASH, INVESTMENTS & BORROWINGS

CASH ACCOUNTS	Interest Rate	Maturity Date	July	August	September	October	November	December	January	February	March	April	May	June
BA - Overdraft Account	1.85%	Ongoing	\$ 1,534,176	\$ 4,317,757	\$ 625,976	\$ 3,326,731								
BA - Applications Account	1.85%	Ongoing	\$ 133,571	\$ 370,506	\$ 496,030	\$ 46,346								
BA - AR Account	1.85%	Ongoing	\$ 301,705	\$ 917,998	\$ 1,157,922	\$ 227,541								
BA - Business Online Saver	2.45%	Ongoing	\$ 3,397,838	\$ 3,402,488	\$ 3,408,030	\$ 2,414,613								
Total Cash			\$ 5,367,289	\$ 9,008,750	\$ 5,687,958	\$ 6,015,231	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
INVESTMENTS														
Endigo 4	3.30%	11-Jan-23	\$ 5,019,292	\$ 5,019,292	\$ 5,019,292	\$ 5,019,292								
Vlystate 3	4.20%	22-Mar-23	\$ 2,027,712	\$ 2,027,712	\$ 2,036,605	\$ 2,036,605								
Vlystate 4	4.25%	01-May-23	\$ 3,009,948	\$ 3,009,948	\$ 3,009,948	\$ 3,037,715								
Nestpac	3.08%	03-Jan-23	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000								
ascorp HT	2.56%	Managed Trust	\$ 2,121,098	\$ 2,124,373	\$ 2,128,302	\$ 2,132,943								
ascorp Cash Indexed	2.32%	Managed Trust	\$ 2,105,467	\$ 2,107,369	\$ 2,109,546	\$ 2,113,699								
Total Investments			\$ 17,283,517	\$ 17,288,694	\$ 17,303,693	\$ 17,340,254	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Current Year Total Cash & Investments			\$ 22,650,806	\$ 26,297,444	\$ 22,991,651	\$ 23,355,485	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Previous Year Cash & Investments			\$ 25,723,190	\$ 28,233,547	\$ 26,455,395	\$ 27,587,940	\$ 25,928,817	\$ 23,133,230	\$ 25,155,559	\$ 24,311,116	\$ 21,196,633	\$ 24,453,870	\$ 23,132,264	\$ 22,845,498
Borrowings														
ascorp (Grant Funded)	3.43%	22-Jun-23	\$2,700,000	\$2,700,000	\$2,700,000	\$2,700,000								
ascorp	3.47%	11-Oct-23	\$2,800,000	\$2,800,000	\$2,800,000	\$2,800,000								
ascorp (Grant Funded)	2.13%	27-Jun-24	\$2,400,000	\$2,400,000	\$2,400,000	\$2,400,000								
ascorp (Grant Funded)	1.99%	21-Jan-25	\$2,100,000	\$2,100,000	\$2,100,000	\$2,100,000								
ascorp (Grant Funded)	1.32%	16-Jun-23	\$2,900,000	\$2,900,000	\$2,900,000	\$2,900,000								
ascorp (Grant Funded)	1.10%	19-Jun-24	\$9,422,500	\$9,422,500	\$9,422,500	\$9,422,500								
			\$ 22,322,500	\$ 22,322,500	\$ 22,322,500	\$ 22,322,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

KINGBOROUGH COUNCIL - October 2022

RESERVES

Accounts	July	August	September	October	November	December	January	February	March	April	May	June
Boronia Hill Reserve	\$ 10,733	\$ 10,733	\$ 10,733	\$ 10,733								
Car Parking	\$ 46,248	\$ 46,248	\$ 46,248	\$ 46,248								
Hall Equipment Replacement	\$ 72,668	\$ 72,668	\$ 72,668	\$ 72,668								
IT Equipment Replacement	\$ 83,119	\$ 83,119	\$ 83,119	\$ 83,119								
KSC Equipment Replacement	\$ 130,717	\$ 130,717	\$ 130,717	\$ 130,717								
Office Equipment Replacement	\$ 106,059	\$ 106,059	\$ 106,059	\$ 106,059								
Plant & Equipment Replacement	\$ 814,932	\$ 814,932	\$ 814,932	\$ 814,932								
Public Open Space	\$ 996,796	\$ 1,191,796	\$ 801,796	\$ 801,796								
Tree Preservation Reserve	\$ 909,906	\$ 915,696	\$ 926,399	\$ 931,621								
Unexpended Grants	\$ -	\$ -	\$ -	\$ -								
Current Year Total Reserve	\$ 3,171,178	\$ 3,371,968	\$ 2,992,671	\$ 2,997,893	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Previous Year Total Reserve	\$ 3,622,695	\$ 2,853,365	\$ 2,614,265	\$ 2,614,265	\$ 2,636,623	\$ 2,636,623	\$ 2,685,373	\$ 2,690,623	\$ 2,881,315	\$ 2,893,611	\$ 2,912,261	\$ 2,929,381

PUBLIC OPEN SPACE COMMITMENTS

Public Open Space Balance \$ 801,796

Less Projects Committed, yet to be taken from POS

Project Amount

\$ -

Public Open Space Uncommitted Balance \$ 801,796

Commitments yet to be taken from Public Open Space, to be funded by land sales

Donohoe Gardens \$ 275,000 Funded by sale of 41 Hiern Road

Funds to come to Public Open Space

Sale of 110 Channel Highway Funds already used for Louisa Hinsby Park \$125,000

KINGBOROUGH COUNCIL - October 2022

BUDGET NOTES

RECONCILIATION OF ORIGINAL TO FORECAST BUDGET	
BUDGET UNDERLYING RESULT	20,770
Forecast Changes:	
Rates - over budget and supplementary rates	200,000
User Fees - Sports Centre and Twin Ovals (cricket)	100,000
Interest Income - interest rates	200,000
Employee Costs - Loss of Bruny Island State Government Contract	50,000
Materials & Services - Loss of Bruny Island State Government Contract	250,000
Statutory Fees & Fines - Planning revenue	(200,000)
Other Income - Loss of Bruny Island State Government Contract	(500,000)
Other Expenses - Land Tax increase	(200,000)
FORECAST UNDERLYING RESULT	(79,230)
Adjustments not affecting the Underlying Surplus:	
Net Surplus.	6,120,770

Public Copy

KINGBOROUGH COUNCIL - October 2022

Summary Operating Statement All

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Income						
Rates	34,076,953	33,876,833	200,120	33,981,000	34,181,000	200,000
Income Levies	1,903,757	1,863,000	40,757	1,863,000	1,863,000	0
Statutory Fees & Fines	757,937	890,220	(132,283)	2,563,200	2,363,200	(200,000)
User Fees	596,973	483,445	113,528	1,480,000	1,580,000	100,000
Grants Recurrent	390,341	446,640	(56,299)	2,988,500	2,988,500	0
Contributions - Cash	42,715	74,360	(31,645)	223,000	223,000	0
Reimbursements	1,169,750	1,216,340	(46,590)	1,220,000	1,220,000	0
Other Income	197,774	341,980	(144,206)	1,291,400	791,400	(500,000)
Internal Charges Income	73,332	73,320	12	220,000	220,000	0
Total Income	39,209,531	39,266,138	(56,607)	45,830,100	45,430,100	(400,000)
Expenses						
Employee Costs	6,117,877	6,071,890	(45,987)	16,729,680	16,679,680	50,000
Expenses Levies	463,247	465,750	2,503	1,863,000	1,863,000	0
Loan Interest	32,742	32,680	(62)	98,000	98,000	0
Materials and Services	4,110,031	4,149,450	39,419	11,740,770	11,490,770	250,000
Other Expenses	2,760,315	2,763,410	3,095	4,154,480	4,354,480	(200,000)
Internal Charges Expense	73,332	73,320	(12)	220,000	220,000	0
Total Expenses	13,557,543	13,556,500	(1,043)	34,805,930	34,705,930	100,000
Net Operating Surplus/(Deficit) before:	25,651,989	25,709,638	(57,649)	11,024,170	10,724,170	(300,000)
Depreciation	4,107,245	4,127,760	20,515	12,383,400	12,383,400	0
Loss/(Profit) on Disposal of Assets	(1,684)	0	1,684	400,000	400,000	0
Net Operating Surplus/(Deficit) before:	21,546,428	21,581,878	(35,450)	(1,759,230)	(2,059,230)	(300,000)
Interest	172,112	30,000	142,112	90,000	290,000	200,000
Dividends	308,000	308,000	0	1,440,000	1,440,000	0
Share of Profits/(Losses) of Invest. In Assoc	0	0	0	100,000	100,000	0
Investment Copping	0	0	0	150,000	150,000	0
NET OPERATING SURPLUS/(DEFICIT)	22,026,541	21,919,878	106,663	20,770	(79,230)	(100,000)
Grants Capital	4,492,935	150,000	4,342,935	5,100,000	5,100,000	0
Contributions - Non Monetary Assets	0	0	0	1,000,000	1,000,000	0
NET SURPLUS/(DEFICIT)	26,519,476	22,069,878	4,449,598	6,120,770	6,020,770	(100,000)
Underlying Result						
Grant Received in Advance	0	0	0	0	0	0
UNDERLYING RESULT	22,026,541	21,919,878	106,663	20,770	(79,230)	(100,000)
TOTAL CASH GENERATED	26,133,786	26,047,638	86,148	12,404,170	12,304,170	(100,000)

KINGBOROUGH COUNCIL - October 2022

Summary Operating Statement Governance

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Income						
Rates	27,686,069	27,560,000	126,069	27,630,000	27,730,000	100,000
Income Levies	1,903,757	1,863,000	40,757	1,863,000	1,863,000	0
Statutory Fees & Fines	0	0	0	0	0	0
User Fees	30,956	31,680	(724)	95,000	95,000	0
Grants Recurrent	198,379	325,000	(126,621)	2,600,000	2,600,000	0
Contributions - Cash	20,000	46,680	(26,680)	140,000	140,000	0
Reimbursements	1,169,750	1,216,340	(46,590)	1,220,000	1,220,000	0
Other Income	19,282	16,000	3,282	293,000	293,000	0
Internal Charges Income	0	0	0	0	0	0
Total Income	31,028,192	31,058,700	(30,508)	33,841,000	33,941,000	100,000
Expenses						
Employee Costs	141,575	137,000	(4,575)	398,100	398,100	0
Expenses Levies	463,247	465,750	2,503	1,863,000	1,863,000	0
Loan Interest	0	0	0	0	0	0
Materials and Services	146,648	112,600	(34,048)	186,800	186,800	0
Other Expenses	1,732,176	1,768,540	36,364	2,391,000	2,591,000	(200,000)
Internal Charges Expense	0	0	0	0	0	0
Total Expenses	2,483,645	2,483,890	245	4,838,900	5,038,900	200,000
Net Operating Surplus/(Deficit) before:	28,544,547	28,574,810	(30,263)	29,002,100	28,902,100	(100,000)
Depreciation	77,204	78,320	1,116	235,000	235,000	0
Loss/(Profit) on Disposal of Assets	(1,684)	0	1,684	400,000	400,000	0
Net Operating Surplus/(Deficit) before:	28,469,028	28,496,490	(27,462)	28,367,100	28,267,100	(100,000)
Interest	0	0	0	0	0	0
Dividends	308,000	308,000	0	1,440,000	1,440,000	0
Share of Profits/(Losses) of Invest. In Assoc	0	0	0	100,000	100,000	0
Investment Copping	0	0	0	150,000	150,000	0
NET OPERATING SURPLUS/(DEFICIT)	28,777,028	28,804,490	(27,462)	30,057,100	29,957,100	(100,000)
Grants Capital	4,492,935	150,000	4,342,935	5,100,000	5,100,000	0
Contributions - Non Monetary Assets	0	0	0	1,000,000	1,000,000	0
Initial Recognition of Infrastructure Assets	0	0	0	0	0	0
NET SUPRPLUS/(DEFICIT)	33,269,963	28,954,490	4,315,473	36,157,100	36,057,100	(100,000)
TOTAL CASH GENERATED	28,699,824	28,726,170	(26,346)	29,822,100	29,722,100	100,000

KINGBOROUGH COUNCIL - October 2022

Summary Operating Statement Corporate Services

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Income						
Rates	0	0	0	0	0	0
Income Levies	0	0	0	0	0	0
Statutory Fees & Fines	88,337	106,400	(18,063)	319,200	319,200	0
User Fees	0	0	0	0	0	0
Grants Recurrent	0	0	0	0	0	0
Contributions - Cash	0	0	0	0	0	0
Reimbursements	0	0	0	0	0	0
Other Income	41,247	37,780	3,467	130,800	130,800	0
Internal Charges Income	50,000	50,000	0	150,000	150,000	0
Total Income	179,583	194,180	(14,597)	600,000	600,000	0
Expenses						
Employee Costs	1,005,384	995,560	(9,824)	2,904,100	2,904,100	0
Expenses Levies	0	0	0	0	0	0
Loan Interest	32,742	32,680	(62)	98,000	98,000	0
Materials and Services	396,659	416,310	19,651	877,700	877,700	0
Other Expenses	715,845	704,300	(11,545)	1,061,400	1,061,400	0
Internal Charges Expense	0	0	0	0	0	0
Total Expenses	2,150,630	2,148,850	(1,780)	4,941,200	4,941,200	0
Net Operating Surplus/(Deficit) before:	(1,971,046)	(1,954,670)	(16,376)	(4,341,200)	(4,341,200)	0
Depreciation	82,391	82,800	409	248,400	248,400	0
Loss/(Profit) on Disposal of Assets	0	0	0	0	0	0
Net Operating Surplus/(Deficit) before:	(2,053,438)	(2,037,470)	(15,968)	(4,589,600)	(4,589,600)	0
Interest	172,112	30,000	142,112	90,000	290,000	(200,000)
Dividends	0	0	0	0	0	0
Share of Profits/(Losses) of Invest. In Assoc	0	0	0	0	0	0
Investment Copping	0	0	0	0	0	0
NET OPERATING SURPLUS/(DEFICIT)	(1,881,325)	(2,007,470)	126,145	(4,499,600)	(4,299,600)	200,000
Grants Capital	0	0	0	0	0	0
Contributions - Non Monetary Assets	0	0	0	0	0	0
Initial Recognition of Infrastructure Assets	0	0	0	0	0	0
NET SUPRPLUS/(DEFICIT)	(1,881,325)	(2,007,470)	126,145	(4,499,600)	(4,299,600)	200,000
TOTAL CASH GENERATED	(1,798,934)	(1,924,670)	125,736	(4,251,200)	(4,051,200)	200,000

KINGBOROUGH COUNCIL - October 2022

Summary Operating Statement Governance & Property Services

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Income						
Rates	0	0	0	0	0	0
Income Levies	0	0	0	0	0	0
Statutory Fees & Fines	156,473	199,460	(42,987)	491,000	441,000	(50,000)
User Fees	498,304	392,205	106,099	1,206,300	1,306,300	100,000
Grants Recurrent	89,579	83,320	6,259	250,000	250,000	0
Contributions - Cash	0	0	0	0	0	0
Reimbursements	0	0	0	0	0	0
Other Income	21,967	36,600	(14,633)	109,700	109,700	0
Internal Charges Income	0	0	0	0	0	0
Total Income	766,323	711,585	54,738	2,057,000	2,107,000	50,000
Expenses						
Employee Costs	1,087,314	1,081,070	(6,244)	3,133,071	3,133,071	0
Expenses Levies	0	0	0	0	0	0
Loan Interest	0	0	0	0	0	0
Materials and Services	536,639	445,810	(90,829)	1,262,850	1,262,850	0
Other Expenses	62,231	68,110	5,879	185,400	185,400	0
Internal Charges Expense	0	0	0	0	0	0
Total Expenses	1,686,184	1,594,990	(91,194)	4,581,321	4,581,321	0
Net Operating Surplus/(Deficit) before:	(919,861)	(883,405)	(36,456)	(2,524,321)	(2,474,321)	50,000
Depreciation	322,164	327,640	5,476	983,000	983,000	0
Loss/(Profit) on Disposal of Assets	0	0	0	0	0	0
Net Operating Surplus/(Deficit) before:	(1,242,025)	(1,211,045)	(30,980)	(3,507,321)	(3,457,321)	50,000
Interest	0	0	0	0	0	0
Dividends	0	0	0	0	0	0
Share of Profits/(Losses) of Invest. In Assoc	0	0	0	0	0	0
Investment Copping	0	0	0	0	0	0
NET OPERATING SURPLUS/(DEFICIT)	(1,242,025)	(1,211,045)	(30,980)	(3,507,321)	(3,457,321)	50,000
Grants Capital	0	0	0	0	0	0
Contributions - Non Monetary Assets	0	0	0	0	0	0
Initial Recognition of Infrastructure Assets	0	0	0	0	0	0
NET SUPRPLUS/(DEFICIT)	(1,242,025)	(1,211,045)	(30,980)	(3,507,321)	(3,457,321)	50,000
TOTAL CASH GENERATED	(919,861)	(883,405)	(25,503)	(2,524,321)	(2,474,321)	50,000

KINGBOROUGH COUNCIL - October 2022

Summary Operating Statement Environment, Development & Community Services

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Income						
Rates	0	0	0	0	0	0
Income Levies	0	0	0	0	0	0
Statutory Fees & Fines	513,127	584,360	(71,233)	1,753,000	1,603,000	(150,000)
User Fees	38,247	27,240	11,007	81,700	81,700	0
Grants Recurrent	93,394	38,320	55,074	138,500	138,500	0
Contributions - Cash	22,715	26,680	(3,965)	80,000	80,000	0
Reimbursements	0	0	0	0	0	0
Other Income	19,613	13,480	6,133	40,500	40,500	0
Internal Charges Income	0	0	0	0	0	0
Total Income	687,095	690,080	(2,985)	2,093,700	1,943,700	(150,000)
Expenses						
Employee Costs	1,839,640	1,836,330	(3,310)	5,341,895	5,341,895	0
Expenses Levies	0	0	0	0	0	0
Loan Interest	0	0	0	0	0	0
Materials and Services	228,425	345,420	116,995	942,000	942,000	0
Other Expenses	153,431	139,100	(14,331)	355,500	355,500	0
Internal Charges Expense	0	0	0	0	0	0
Total Expenses	2,244,211	2,320,850	76,639	6,639,395	6,639,395	0
Net Operating Surplus/(Deficit) before:	(1,557,115)	(1,630,770)	73,655	(4,545,695)	(4,695,695)	(150,000)
Depreciation	55,786	58,320	2,534	175,000	175,000	0
Loss/(Profit) on Disposal of Assets	0	0	0	0	0	0
Net Operating Surplus/(Deficit) before:	(1,612,902)	(1,689,090)	76,188	(4,720,695)	(4,870,695)	(150,000)
Interest	0	0	0	0	0	0
Dividends	0	0	0	0	0	0
Share of Profits/(Losses) of Invest. In Assoc	0	0	0	0	0	0
Investment Copping	0	0	0	0	0	0
NET OPERATING SURPLUS/(DEFICIT)	(1,612,902)	(1,689,090)	76,188	(4,720,695)	(4,870,695)	(150,000)
Grants Capital	0	0	0	0	0	0
Contributions - Non Monetary Assets	0	0	0	0	0	0
Initial Recognition of Infrastructure Assets	0	0	0	0	0	0
NET SUPRPLUS/(DEFICIT)	(1,612,902)	(1,689,090)	76,188	(4,720,695)	(4,870,695)	(150,000)
TOTAL CASH GENERATED	(1,557,115)	(1,630,770)	73,655	(4,545,695)	(4,695,695)	(150,000)

KINGBOROUGH COUNCIL - October 2022

Summary Operating Statement Infrastructure Services

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Income						
Rates	6,390,884	6,316,833	74,051	6,351,000	6,451,000	100,000
Income Levies	0	0	0	0	0	0
Statutory Fees & Fines	0	0	0	0	0	0
User Fees	29,466	32,320	(2,854)	97,000	97,000	0
Grants Recurrent	8,990	0	8,990	0	0	0
Contributions - Cash	0	1,000	(1,000)	3,000	3,000	0
Reimbursements	0	0	0	0	0	0
Other Income	95,666	238,120	(142,454)	717,400	217,400	(500,000)
Internal Charges Income	23,332	23,320	12	70,000	70,000	0
Total Income	6,548,338	6,611,593	(63,255)	7,238,400	6,838,400	(400,000)
Expenses						
Employee Costs	2,043,964	2,021,930	(22,034)	4,952,514	4,902,514	50,000
Expenses Levies	0	0	0	0	0	0
Loan Interest	0	0	0	0	0	0
Materials and Services	2,801,659	2,829,310	27,651	8,482,600	8,232,600	250,000
Other Expenses	96,632	83,360	(13,272)	150,000	150,000	0
Internal Charges Expense	73,332	73,320	(12)	220,000	220,000	0
Total Expenses	5,015,587	5,007,920	(7,667)	13,805,114	13,505,114	300,000
Net Operating Surplus/(Deficit) before:	1,532,750	1,603,673	(70,923)	(6,566,714)	(6,666,714)	(100,000)
Depreciation	3,569,700	3,580,680	10,980	10,742,000	10,742,000	0
Loss/(Profit) on Disposal of Assets	0	0	0	0	0	0
Net Operating Surplus/(Deficit) before:	(2,036,950)	(1,977,007)	(59,943)	(17,308,714)	(17,408,714)	(100,000)
Interest	0	0	0	0	0	0
Dividends	0	0	0	0	0	0
Share of Profits/(Losses) of Invest. In Assoc	0	0	0	0	0	0
Investment Copping	0	0	0	0	0	0
NET OPERATING SURPLUS/(DEFICIT)	(2,036,950)	(1,977,007)	(59,943)	(17,308,714)	(17,408,714)	(100,000)
Grants Capital	0	0	0	0	0	0
Contributions - Non Monetary Assets	0	0	0	0	0	0
Initial Recognition of Infrastructure Assets	0	0	0	0	0	0
NET SUPRPLUS/(DEFICIT)	(2,036,950)	(1,977,007)	(59,943)	(17,308,714)	(17,408,714)	(100,000)
TOTAL CASH GENERATED	(5,606,650)	(5,557,687)	(48,963)	(6,566,714)	(6,666,714)	(100,000)

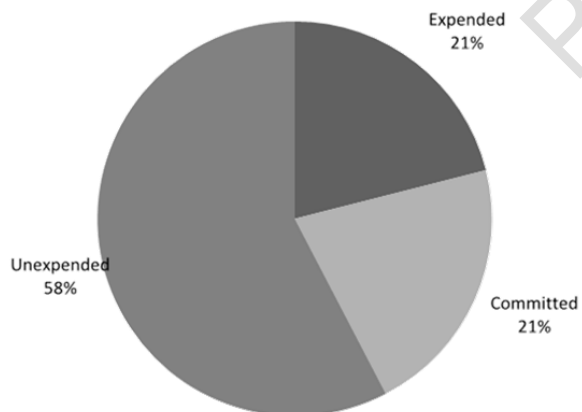
**KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/10/2022**

EXPENDITURE BY ASSET TYPE

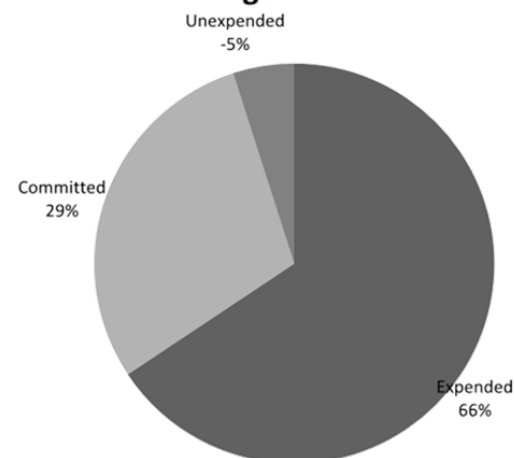
Roads	4,465,592	6,913,000	-	237,742	11,616,334	2,751,888	2,158,495	4,910,383	6,705,951
Stormwater	1,031,426	2,842,000	142,500	-	4,015,926	821,586	219,668	1,041,255	2,974,671
Property	3,751,078	2,334,000	213,000	278,715	6,576,793	961,389	2,253,146	3,214,535	3,362,259
Other	421,088	-	-	(606,457)	(185,369)	100,892	62,960	163,853	(349,222)
Sub total	9,669,184	12,089,000	355,500	(90,000)	22,023,684	4,635,756	4,694,269	9,330,025	12,693,659
Kingston Park	734,528	3,800,000	-	-	4,534,528	3,304,440	1,478,912	4,783,352	(248,824)
Bruny Island Tourism	384,626	-	-	90,000	474,626	5,295	452,428	457,723	16,903
City Deal Funding	1,274,280	-	-	(270,000)	1,004,280	46,038	67,988	114,026	890,254
Local Roads and Community Infrastructure to Operational Expenditure	-	-	-	-	-	-	-	-	-
Grand Total	12,062,619	15,889,000	355,500	(270,000)	28,037,119	7,991,529	6,693,597	14,685,126	13,351,993

(1)

Infrastructure Assets



Kingston Park



KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/10/2022

Closd	Capital Project No.	Description	Department	Renewal, Upgrade, or New	Budget						Actual			Remaining	
					Carry Forward	2022/23	Grants Rec., POS Funding Council decision	On costs allocated	IMG Adjustments	Total	Actual	Commitments	Total		
KINGSTON PARK															
					KP C'tee										
1	KP	Overall Project budget	Kingston Park	New	270,000					(270,000)	-	-	-	-	-
2	TRUE C00688	KP Goshawk Way Construction	Kingston Park	New	-			-	-	-	-	-	-	-	-
3	FALSE C00689	KP Pardalote Parade Design & Construction	Kingston Park	New	46,122			-		(46,122)	-	-	-	-	-
4	TRUE C00690	KP Community Hub Design	Kingston Park	New	-			-	-	-	-	-	-	-	-
5	FALSE C00691	KP Open Space Design (Playstreet)	Kingston Park	New	35,391			-		(35,391)	-	-	46,420	46,420	(46,420)
6	TRUE C01606	KP Parking Strategy	Kingston Park	New	-			-	-	-	-	-	-	-	-
7	TRUE C03179	KP Temporary Car Park	Kingston Park	New	-			-	-	-	-	-	-	-	-
8	TRUE C01618	Boulevard Construction Stage 1A	Kingston Park	New	-			-	-	-	-	-	98,650	98,650	(98,650)
9	FALSE C01627	KP Site - Land Release Strategy	Kingston Park	New	(91,574)	30,000		-		91,574	30,001	4,207	-	4,207	25,794
10	FALSE C01628	KP Site - General Expenditure	Kingston Park	New	(94,687)	100,000		-		94,687	100,000	51,765	-	51,765	48,235
11	TRUE C03068	Kingston Park Operational Expenditure	Kingston Park	New	-			-	-	-	-	-	-	-	-
12	TRUE C03069	KP Community Hub Construction	Kingston Park	New	-			-	-	-	-	-	-	-	-
13	TRUE C03175	KP Community Hub Plant & Equipment	Kingston Park	New	-			-	-	-	-	-	-	-	-
14	FALSE C03173	KP Public Open Space - Playground	Kingston Park	New	(44,173)			-		44,173	0	293	332,008	332,301	(332,301)
15	FALSE C03277	KP Public Open Space - Stage 2	Kingston Park	New	(267,442)	200,000		-		267,442	200,000	270,360	35,848	306,208	(106,208)
16		KP Playground Stage 2 Security Cameras	Kingston Park	New	-	70,000		-	-	-	70,000	-	-	-	70,000
17	KP1	KP Public Open Space - Stage 2 LRC12	Kingston Park	New	-			-	-	-	-	-	-	-	-
18	KP2	KP Public Open Space - Stage 3 LRC13	Kingston Park	New	-			-	-	-	-	-	-	-	-
19	TRUE C03504	KP Playground Security Cameras	Kingston Park	New	-			-	-	-	-	-	-	-	-
20	FALSE C03293	Pardalote Parade Northern Section (TIIP)	Kingston Park	New	(64,196)			-		98,725	34,529	25,000	-	25,000	9,529
21	FALSE C03278	KP Perimeter shared footpath	Kingston Park	New	-			-	-	-	-	-	-	-	-
22	TRUE C03174	KP Public Open Space - Hub link to Playground	Kingston Park	New	-			-	-	-	-	-	-	-	-
23	FALSE C03279	KP Goshawk Way Stage 1B	Kingston Park	New	324,292	3,000,000		-		(324,292)	3,000,000	2,804,326	833,306	3,637,632	(637,633)
24	FALSE C03532	John St Roundabout Upgrade	Kingston Park	New	700,000			-	1	-	700,000	5,285	275	5,560	694,440
25	TRUE C03306	KP Sparrowhawk St Design and Construct	Kingston Park	New	-			-	-	-	-	-	30,003	30,003	(30,003)
26	FALSE C03280	KP Stormwater wetlands	Kingston Park	New	(79,204)	400,000		-		79,204	400,000	143,204	102,402	245,606	154,393
27								-	-	-	-	-	-	-	-
28					734,528	3,800,000	-	-	-	-	4,534,528	3,304,440	1,478,912	4,783,352	(248,824)
29															
30	BRUNY ISLAND TOURISM GRANT														
31															
32	BI	Brny Island Tourism Grant	Brny Tourism	New	-			-	-	-	-	-	-	-	-
33	TRUE C03282	Alonnah footpath - BI Tourism Grant	Brny Tourism	New	-			-	-	-	-	-	-	-	-
34	TRUE C03283	Dennes Point public toilets - BI Tourism Grant	Brny Tourism	Upgrade	-			-	-	-	-	-	3,277	3,277	(3,277)
35	FALSE C03284	Adventure Bay Road road safety measures - BI Tour	Brny Tourism	New	384,626			-		90,000	474,626	5,295	449,151	454,446	20,180
36	TRUE C03285	Waste disposal sites - BI Tourism Grant	Brny Tourism	New	-			-	-	-	-	-	-	-	-
37	TRUE C03286	Visitor information - BI Tourism Grant	Brny Tourism	New	-			-	-	-	-	-	-	-	-
38	FALSE C03287	Mavista Falls Track and picnic area - BI Tourism Gra	Brny Tourism	New	-			-	-	-	-	-	-	-	-
39	TRUE C03288	Nebraska Road road safety measures - BI Tourism G	Brny Tourism	New	-			-	-	-	-	-	-	-	-
40															
41					384,626	-	-	-	-	90,000	474,626	5,295	452,428	457,723	16,903
42															

KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/10/2022

Closed	Capital Project No.	Description	Department	Renewal, Upgrade, or New	Budget						Actual			Remaining
					Carry Forward	2022/23	Grants Rec., POS Funding Council decision	On costs allocated	IMG Adjustments	Total	Actual	Commitments	Total	
43	CITY DEAL FUNDING													
44														
45	G10034	City Deal Funding - \$5.9m to come (Funding \$7,900,000 to come \$5.9m - paid 2020/21 \$2.0m, 2021/22 \$2m, 2022/23 \$3.9)			(204,381)	(626,339)		-		(830,720)	-	-	-	(830,720)
46	Place	Place Strategy development	Expenditure in C03107 Channel Hwy 2019/20		-	-		-		-	-	-	-	-
47	FALSE C03530	Kingston Bus Interchange			800,000			-		800,000	10,490	8,850	19,340	780,660
48	CD2	Other initiatives to be determined			-			-		-	-	-	-	-
49	CD3	Whitewater Creek Track - construct			-			-		-	-	-	-	-
50	FALSE C03524	Channel Highway Vic 15-45 - Design	Upgrade		36,575	(1,575)		-		35,000	32,192	59,138	91,330	(56,330)
51	FALSE C03525	Channel Highway Vic 15-45 - Construct			600,000	350,000		-		950,000	1,856	-	1,856	948,144
52	FALSE C03526	Fantail Parade Walkway - design			50,000			-		50,000	-	-	-	50,000
53	CD7	Bus interchange - design			-			-		-	-	-	-	-
54	FALSE C03523	Property purchase - 40 Channel Hwy			(7,914)	7,914		-		-	1,500	-	1,500	(1,500)
55	G80001	Transform Kingston Program	in Operational expenditure		-	270,000		-	(270,000)	-	in Operational expenditure			
56	CD8	John St Roundabout Upgrade			-			-		-	in Kingston Park above C03532			
57	G80002	Kingborough Bicycle Plan	in Operational expenditure		-			-		-	in Operational expenditure			
58					-			-		-	-	-	-	-
59					1,274,280	-	-	-	(270,000)	1,004,280	46,038	67,988	114,026	890,254
60														
61	LOCAL ROADS & COMMUNITY INFRASTRUCTURE Phase 3													
62														
63					-			-	-	-	-	-	-	-
64					-			-	-	-	-	-	-	-
65														
66					-	-		-	-	-	-	-	-	-
67														
68	FALSE C03265	Cat holding facility Bruny Island fit out	Property	Renewal	4,051	-		-	-	4,051	-	-	-	4,051
69	TRUE C03324	Civic Centre - Office Accommodation Design	Property	Upgrade	72,663	-		-	-	72,663	131	-	131	72,532
70	FALSE C03325	Kettering Community Hall Public Toilets Upgrade	Property	Upgrade	111,358	-		-	-	111,358	24,678	124,712	149,390	(38,032)
71	FALSE C03326	Kingston Beach Oval Changerooms Upgrade	Property	Upgrade	455,716	-		-	-	455,716	-	-	-	455,716
72	FALSE C03340	Christopher Johnson Park Toilet Upgrade	Property	Upgrade	134,408	-		-	-	134,408	2,516	138,085	140,601	(6,193)
73	FALSE C03341	Woodbridge Hall Toilet Upgrade	Property	Renewal	171,487	-		-	-	171,487	-	170,000	170,000	1,487
74	FALSE C03454	Adventure Bay Hall Electrical Upgrade	Property	Upgrade	(995)	-		-	-	(995)	-	-	-	(995)
75	FALSE C03455	Alamo Close Play Space and Parkland Works	Property	New	220,000	-		-	-	220,000	114	12,575	12,689	207,311
76	FALSE C03456	Boronia Beach Track Refurbishment	Property	Renewal	63,196	-		-	-	63,196	63,871	-	63,871	(675)
77	FALSE C03459	Donohoe Gardens Playground Upgrade	Property	Upgrade	275,000	-		-	-	275,000	-	-	-	275,000
78	FALSE C03460	Dru Point Playground Upgrade	Property	Upgrade	495,000	-		-	-	495,000	-	178,500	178,500	316,500
79	FALSE C03461	Kelvedon Oval Fencing	Property	New	27,500	-		-	-	27,500	-	-	-	27,500
80	FALSE C03463	KSC Solar PhotoVoltaic and Battery System	Property	New	6,145	-		-	-	6,145	-	20,615	20,615	(14,470)
81	FALSE C03465	Longley Hall Upgrade	Property	Upgrade	20,000	-		-	-	20,000	5,108	-	5,108	14,893
82	FALSE C03466	Louise Hinsby Park Playground Upgrade	Property	Upgrade	64,188	-		-	-	64,188	32,913	18,605	51,518	12,671
83	FALSE C03468	Margate Hall Disability Toilet	Property	Upgrade	110,000	-		-	90,000	200,000	-	179,293	179,293	20,707
84	FALSE C03469	Margate Hall Access Ramp	Property	New	16,000	-		-	-	16,000	-	-	-	16,000
85	FALSE C03470	North West Bay River Multi-Use Trail - Stage 1	Property	New	173,469	-		-	-	173,469	39,048	127,660	166,708	6,761
86	FALSE C03472	Taroona Hall Upgrade	Property	Upgrade	71,268	-		-	-	71,268	159,435	109,631	269,066	(197,798)
87	FALSE C03475	Willowbend Park Playground Upgrade	Property	Upgrade	137,500	-		-	-	137,500	-	-	-	137,500
88	FALSE C03425	Whitewater Creek Track Rehabilitation - Stage 1	Property	Renewal	771,297	-		-	-	771,297	496,905	292,379	789,284	(17,987)
89	FALSE C03477	Margate Oval Fence Extension	Property	New	10,000	-		-	-	10,000	-	-	-	10,000
90	FALSE C03515	Kettering Hall - Floor Renewal	Property	Renewal	22,374	-		-	18,095	40,469	40,469	-	40,469	(0)
91	FALSE C03531	Kingston Mountain Bike Park Shelter	Property	New	20,922	-		-	-	20,922	10,330	-	10,330	10,592
92	TRUE C90016	Community Halls Security Systems Upgrade	Property	Upgrade	-	50,000		-	-	50,000	-	-	-	50,000
93	FALSE C03473	Taroona Beach Foreshore Toilet	Property	Renewal	21,100	250,000		-	-	271,100	-	20,000	20,000	251,100
94	FALSE C03545	Works Depot CCTV Replacement	Property	Renewal	-	25,000		-	-	25,000	-	-	-	25,000
95	FALSE C03533	Mountain Bike Park Pump Track Upgrade	Property	Upgrade	261,302	325,000		-	-	586,302	32,523	296,695	329,218	257,085
96	FALSE C03546	Civic Centre HVAC System Upgrade - Design Only	Property	Upgrade	-	30,000		-	-	30,000	-	-	-	30,000

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Closed		Capital Project No.	Description	Department	Renewal, Upgrade, or New	Budget					Actual			Remaining	
						Carry Forward	2022/23	Grants Rec., POS Funding Council decision	On costs allocated	IMG Adjustments	Total	Actual	Commitments		Total
97	FALSE	C03547	Gormley Park Changerooms Upgrade	Property	Upgrade	-	100,000	-	-	-	100,000	-	-	-	100,000
98	FALSE	C03548	KWS Re-Use Shop Asphalt sealing of gravel area.	Property	New	-	23,000	-	-	15,620	38,620	-	-	-	38,620
99	FALSE	C03529	Longley Reserve Public Toilet	Property	Renewal	5	125,000	-	-	-	125,005	16,078	97,193	113,271	11,733
100	FALSE	C03549	Cathederal Road to Nierinna Road Connector Track	Property	New	-	15,000	-	-	-	15,000	15,000	-	15,000	-
101	FALSE	C03550	Gormley Park Oval Upgrade	Property	Upgrade	-	330,000	-	-	125,000	455,000	6,691	446,917	453,608	1,392
102	FALSE	C03521	Leslie Vale Oval Upgrade	Property	Upgrade	35,007	25,000	18,000	-	-	78,007	4,080	-	4,080	73,927
103	FALSE	C03551	McKenzie's Road - Leslie Vale Track Upgrade POS	Property	Upgrade	-	150,000	-	-	-	150,000	-	-	-	150,000
104	FALSE	C03552	Kingston Mountain Bike Park Carpark	Property	Renewal	-	65,000	-	-	-	65,000	-	-	-	65,000
105	FALSE	C03553	Dog Bag Dispenser Upgrade	Property	Upgrade	-	56,000	-	-	-	56,000	-	4,096	4,096	51,904
106	FALSE	C03314	Silverwater Park Upgrade	Property	Upgrade	(18,884)	300,000	-	-	-	281,117	113	1,417	1,530	279,587
107	FALSE	C03554	Twin Ovals to Spring Farm Connector Track	Property	New	-	143,000	-	-	-	143,000	1,371	-	1,371	141,629
108	FALSE	C03555	Spring Farm Track to Whitewater Creek	Property	New	-	269,000	-	-	-	269,000	10,016	-	10,016	258,984
109	FALSE	C03556	Dru Point Dog Exercise Soakage Trenches	Property	Renewal	-	15,000	-	-	-	15,000	-	-	-	15,000
110	FALSE	C03557	Greenhill Reserve Playground Fence	Property	New	-	38,000	-	-	-	38,000	-	-	-	38,000
111	FALSE	C03595	Playground at Spring Farm or Whitewater Park	Property	New	-	-	195,000	-	-	195,000	-	14,774	14,774	180,227
112	FALSE	C03596	Electric Vehicle Charging Station Civic Centre	Property	New	-	-	-	-	30,000	30,000	-	-	-	30,000
113	FALSE	C03597	Kingborough Hub additional fit out costs	Property	New	-	-	-	-	-	-	-	-	-	-
114						-	-	-	-	-	-	-	-	-	-
115						-	-	-	-	-	-	-	-	-	-
116						3,751,078	2,334,000	213,000	-	278,715	6,576,793	961,389	2,253,146	3,214,535	3,362,259
117															
118	FALSE	C03130	Multi-function devices - CC, Depot, KSC etc	IT	New	66,720	-	-	-	-	66,720	-	-	-	66,720
119	FALSE	C00613	Purchase IT Equipment	IT	New	-	-	-	-	-	-	4,453	-	4,453	(4,453)
120	FALSE	C00672	Digital Local Government Program	IT	New	60,406	-	-	-	-	60,406	-	-	-	60,406
121	FALSE	C01602	Financial Systems Replacement	IT	Renewal	163,962	-	-	-	-	163,962	-	-	-	163,962
122	FALSE	C03403	Replace two way system in vehicles	IT	Renewal	130,000	-	-	-	-	130,000	96,439	62,960	159,400	(29,400)
123	FALSE	C03405	Wireless networking	IT	Renewal	-	-	-	-	-	-	-	-	-	-
124						-	-	-	-	-	-	-	-	-	-
125						421,088	-	-	-	-	421,088	100,892	62,960	163,853	257,235
126															
127	TRUE	C90003	Design/survey for future works	Design		-	100,000	-	-	-	100,000	-	-	-	100,000
128	FALSE	C03535	Channel Hwy (vic3345-3451) Woodbridge Footp	Design	New	5,000	-	-	-	-	5,000	7,536	-	7,536	(2,536)
129	FALSE	C03537	Recreation Street Carpark Rehabilitation	Design	Renewal	4,862	-	-	-	-	4,862	-	-	-	4,862
130	FALSE	C03538	Kingston Beach Kindergarten Carpark Rehabilitation	Design	Renewal	4,862	-	-	-	-	4,862	-	-	-	4,862
131	FALSE	C03539	Channel Hwy (vic3004-3018) Kettering Footpath	Design	New	2,201	-	-	-	-	2,201	1,569	-	1,569	632
132	FALSE	C03542	Allens Rivulet Road (vic305) Bridge Replacement	Design	Renewal	1,000	-	-	-	65,000	66,000	-	-	-	66,000
133	FALSE	C03342	Pelverata Road (vic 609) Reconstruction - Design	Design	Upgrade	302	-	-	-	-	302	7,194	-	7,194	(6,892)
134				Design		-	-	-	-	-	-	-	-	-	-
135						18,226	100,000	-	-	65,000	183,226	16,299	-	16,299	166,927
136															
137						-	-	-	-	-	-	-	-	-	-
138						-	-	-	-	-	-	-	-	-	-
139						-	-	-	-	-	-	-	-	-	-
140															
141	FALSE	C03276	Upgrade Street Lighting to LED	Roads	Upgrade	304,477	-	-	-	-	304,477	60,642	-	60,642	243,835
142	FALSE	C03096	Adventure Bay Road (vic 334) Realignment	Roads	Upgrade	4,000	-	-	-	-	4,000	-	3,885	3,885	115
143	FALSE	C01183	Beach Road (vic 2-14)Footpath	Roads	Renewal	10,000	-	-	-	-	10,000	-	-	-	10,000
144	FALSE	C03311	Browns Road (vic 1-51) Rehabilitation - Stage 1 De	Roads	New	645,000	-	-	-	-	645,000	398,441	220,952	619,392	25,608
145	FALSE	C03312	Groombridges Road (vic Oxleys Rd-99) Sealing	Roads	Renewal	25,000	-	-	-	-	25,000	17,397	-	17,397	7,603
146	FALSE	C03441	Kingston Beach Breakwater Rehabilitation	Roads	Renewal	114,200	-	-	-	-	114,200	441	-	441	113,759
147	FALSE	C03489	Adventure Bay Road Upgrade vicinity No. 290	Roads	Upgrade	655,959	-	-	-	-	655,959	592,765	43,396	636,161	19,799
148	FALSE	C03490	Allens Rivulet Road Sealing of Approaches to Platyp	Roads	Upgrade	15,887	-	-	-	-	15,887	250	-	250	15,637
149	FALSE	C03491	Burwood Drive Gravel Footpath	Roads	Upgrade	15,000	-	-	-	-	15,000	21,284	500	21,784	(6,784)
150	FALSE	C03492	Cades Drive Rehabilitation	Roads	Upgrade	156,264	-	-	-	-	156,264	300	-	300	155,964
151	TRUE	C03493	Endeavour Place Junction Sealing	Roads	Upgrade	50,000	-	-	-	-	50,000	14,309	-	14,309	35,691
152	FALSE	C03495	Lockleys Road Junction Resealing	Roads	Renewal	36,000	-	-	-	-	36,000	158	-	158	35,842

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Closed	Capital Project No.	Description	Department	Renewal, Upgrade, or New	Budget						Actual			Remaining	
					Carry Forward	2022/23	Grants Rec., POS Funding Council decision	On costs allocated	IMG Adjustments	Total	Actual	Commitments	Total		
153	FALSE	C03199	Snug Tiers Road Reconstruction vic 42-120	Roads	Renewal	1,048,192	-	-	-	-	1,048,192	65,718	1,035,205	1,100,923	(52,731)
154	FALSE	C03498	Wells Parade Reconstruction between Carinya Street and	Roads	Renewal	490,314	-	-	-	-	490,314	259,486	239,186	498,672	(8,358)
155	FALSE	C03499	Wyburton Place and Clare Street Reconstruction	Roads	Renewal	30,549	-	-	-	-	30,549	219	-	219	30,329
156	FALSE	C03431	Gemalla Road Reconstruction	Roads	Renewal	503,713	-	-	-	-	503,713	492,270	455	492,725	10,989
157	FALSE	C03508	Pelverata Road Slope Failure Repair	Roads	New	30,000	-	-	-	-	30,000	156	7,298	7,454	22,546
158	FALSE	C03494	Harvey Street Sealing	Roads	New	252,970	325,000	-	-	104,000	681,970	4,423	18,780	23,203	658,767
159	FALSE	C03566	Jamieson Road (vic23) Passing Lane	Roads	New	-	40,000	-	-	-	40,000	-	-	-	40,000
160	FALSE	C03567	Olivia Court to Whitewater Track Link	Roads	New	-	130,000	-	-	-	130,000	3,446	106,817	110,263	19,737
161	FALSE	C03528	Wells Parade (vic37-59) Footpath	Roads	New	9,897	250,000	-	-	-	259,897	3,680	-	3,680	256,217
162	FALSE	C03568	Roslyn Avenue to Carinya Street Footpath	Roads	New	-	44,000	-	-	-	44,000	912	-	912	43,088
163	FALSE	C03517	Nierinna Rd Walking Track Bridge 28604 Replacement	Roads	Renewal	-	60,000	-	-	-	60,000	-	-	-	60,000
164	FALSE	C03518	Nierinna Rd Walking Track Bridge 28605 Replacement	Roads	Renewal	-	60,000	-	-	-	60,000	-	-	-	60,000
165	FALSE	C03519	Summerleas Rd Bridge 28599 Safety Barrier Upgrade	Roads	Upgrade	-	40,000	-	-	-	40,000	-	-	-	40,000
166	FALSE	C03569	Whitewater Ck pedestrian Underpass Summerleas Road	Roads	Upgrade	-	837,000	-	-	-	837,000	-	65,150	65,150	771,850
167	FALSE	C03570	Nierinna Rd Tracks Bridges 28592 28593 Upgrade	Roads	Upgrade	-	16,000	-	-	-	16,000	-	-	-	16,000
168	FALSE	C03571	Auburn Road Reconstruction - Design	Roads	Renewal	-	40,000	-	-	-	40,000	314	-	314	39,686
169	FALSE	C03527	Blowhole Road (vic5-59) Reconstruction	Roads	Renewal	817	1,190,000	-	-	-	1,190,817	15,765	-	15,765	1,175,052
170	FALSE	C03541	Browns River Pedestrian Bridge Replacement - Design	Roads	Renewal	4,488	30,000	-	-	-	34,488	-	-	-	34,488
171	FALSE	C03572	Browns Road Stg2 (vic1-19) Reconstruction	Roads	Renewal	-	660,000	-	-	-	660,000	12,271	9,800	22,071	637,929
172	FALSE	C03573	Roslyn Avenue Bike Lane and Footpath - Design	Property	Renewal	-	30,000	-	-	-	30,000	414	-	414	29,586
173	FALSE	C03574	Taroona Bike Lanes Upgrade - Design	Roads	Renewal	-	30,000	-	-	-	30,000	-	-	-	30,000
174	FALSE	C03575	Gemalla Road (vic37-Wharf) Reconstruction	Roads	Renewal	-	1,027,000	-	-	-	1,027,000	41,031	53,617	94,648	932,352
175	FALSE	C03576	Kingston Beach Precinct LATM Study	Roads	New	-	30,000	-	-	-	30,000	-	-	-	30,000
176	FALSE	C03577	Kingston Beach Precinct LATM - Stage 1	Roads	New	-	150,000	-	-	-	150,000	-	-	-	150,000
177	FALSE	C03578	Gormley Drive Sealing	Roads	Renewal	-	130,000	-	-	-	130,000	-	-	-	130,000
178	FALSE	C03579	Lawless Road Extension & Carpark Facilities	Roads	New	-	320,000	-	-	-	320,000	-	-	-	320,000
179				Roads		-	-	-	-	-	-	-	-	-	-
180	TRUE	C90006	Access ramps	Roads	New	-	20,000	-	-	(12,000)	8,000	-	-	-	8,000
181	FALSE	C03598	Access Ramp Kingston Heights	Roads	New	-	-	-	-	12,000	12,000	4,203	1,615	5,818	6,182
182						-	-	-	-	-	-	-	-	-	-
183	TRUE	C90002	2020/21 Resheeting Program	Roads	Renewal	-	-	-	-	-	-	-	-	-	-
184		C03564	Lighthouse Road (vic1-1000) Resheet	Roads	Renewal	-	624,000	-	-	48,000	672,000	279,083	313,182	592,265	79,735
185		C03565	Van Morey Road (vic233-311) Resheet	Roads	Renewal	-	76,000	-	-	-	76,000	-	-	-	76,000
186				Roads	Renewal	-	-	-	-	-	-	-	-	-	-
187						-	-	-	-	-	-	-	-	-	-
188	RS		2020/21 Resealing Program	Roads	Renewal	-	-	-	-	-	-	-	-	-	-
189	TRUE	C03479	Willowbend Rd - Summerleas Rd to Olivia Court - reseal	Roads	Renewal	4,638	-	-	-	-	4,638	-	-	-	4,638
190	TRUE	C03540	Huntingfield Ave (vic1179 Channel Hwy) Reseal	Roads	Renewal	40,000	-	-	-	-	40,000	42,956	-	42,956	(2,956)
191		C03558	Kingston Heights (Nicholas Drive to end of road) Reseal	Roads	Renewal	-	66,000	-	-	66,742	132,742	141,955	24,046	166,001	(33,259)
192		C03559	Hawthorn Drive (Redwood Rd-Willow Ave) Reseal	Roads	Renewal	-	57,000	-	-	38,200	95,200	96,810	-	96,810	(1,610)
193		C03560	Nicholas Drive (Kingston Heights-Jerrim Place) Reseal	Roads	Renewal	-	90,000	-	-	32,642	122,642	108,029	14,613	122,642	(0)
194		C03561	Roslyn Ave (Tarana Road-Tinderbox Road) Reseal	Roads	Renewal	-	58,000	-	-	-	58,000	-	-	-	58,000
195		C03562	Yallaroo Drive (Crystal Downs Drive to Ch 274) Reseal	Roads	Renewal	-	61,000	-	-	-	61,000	56,460	-	56,460	4,540
196		C03563	Summerleas Road (Ch 804 to Summerleas Road) Reseal	Roads	Renewal	-	72,000	-	-	-	72,000	-	-	-	72,000
197				Roads	Renewal	-	-	-	-	-	-	-	-	-	-
198	TRUE	C90001	Prep works 2023/24	Roads	Renewal	-	250,000	-	-	(116,842)	133,158	-	-	-	133,158
199	TRUE	C90015	Various heavy patching and junction sealing - re: 2020/21	Roads	Renewal	-	-	-	-	-	-	-	-	-	-
200						-	-	-	-	-	-	-	-	-	-
201						4,447,366	6,813,000	-	-	172,742	11,433,108	2,735,589	2,158,495	4,894,083	6,539,024
202						-	-	-	-	-	-	-	-	-	-
203			Other	Renewal		-	-	-	-	-	-	-	-	-	-
204						-	-	-	-	-	-	-	-	-	-
205						-	-	-	-	-	-	-	-	-	-
206						-	-	-	-	-	-	-	-	-	-
207	FALSE	C03241	Burwood Drive stormwater upgrade	Stormwater	50% N / 50% R	38,182	-	-	-	-	38,182	34,600	-	34,600	3,582
208	FALSE	C03242	Leslie Road Stormwater Upgrade	Stormwater	New	77,048	-	-	-	-	77,048	-	-	-	77,048

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Closed	Capital Project No.	Description	Department	Renewal, Upgrade, or New	Budget						Actual			Remaining	
					Carry Forward	2022/23	Grants Rec., POS Funding Council decision	On costs allocated	IMG Adjustments	Total	Actual	Commitments	Total		
209	FALSE	C03251	Hillside Drive Stormwater Upgrade	Stormwater	50% N / 50% R	31,298	-	-	-	31,298	12,999	4,540	17,539	13,759	
210	FALSE	C03362	Flowerpot Outlet Improvements	Stormwater	Upgrade	4,000	-	-	-	4,000	2,849	505	3,354	646	
211	FALSE	C03443	Bundalla Catchment Investigation	Stormwater	New	21,315	-	-	-	21,315	-	-	-	21,315	
212	FALSE	C03450	Denison Street Wetlands Upgrade	Stormwater	Upgrade	28,097	-	142,500	-	170,597	16,742	149,061	165,803	4,794	
213	FALSE	C03449	Kingston Depot Wash Down Bay	Stormwater	New	24,760	-	-	-	24,760	2,894	-	2,894	21,866	
214	FALSE	C03447	Woodlands-View-Hazell Catchment Invest incl Surv	Stormwater	New	62,760	-	-	-	62,760	-	-	-	62,760	
215	FALSE	C03500	Allens Rivulet Road Footway Improvements	Stormwater	Upgrade	(703)	-	-	-	(703)	-	-	-	(703)	
216						-	-	-	-	-	-	-	-	-	
217	FALSE	C03580	Pit replacement & upgrades 22/23	Stormwater	50% R / 50% U	-	50,000	-	-	50,000	36,208	1,064	37,272	12,728	
218	FALSE	C03543	Oakleigh Avenue, Tarroona SW Upgrade	Stormwater	Upgrade	1,174	355,000	-	-	356,174	1,237	-	1,237	354,937	
219	FALSE	C03581	Snug River Rain Guage	Stormwater	New	-	22,000	-	-	22,000	-	-	-	22,000	
220	TRUE	C03445	Van Morey Rd / Frosts Rd Intersection SW Upgrade	Stormwater	Upgrade	-	15,000	-	-	15,000	-	-	-	15,000	
221	FALSE	C03582	Victoria Avenue Dennes Point Erosion Investigation	Stormwater	New	-	35,000	-	-	35,000	-	-	-	35,000	
222	TRUE	C03121	Wetlands Beach Road Kingston Litter Trap	Stormwater	New	-	98,000	-	-	98,000	-	-	-	98,000	
223	FALSE	C03583	Roslyn Ave / James Ave Stormwater Investigation	Stormwater	New	-	60,000	-	-	60,000	-	-	-	60,000	
224	FALSE	C03252	Willowbend Catchment Investigation	Stormwater	New	1,500	31,000	-	-	32,500	250	-	250	32,250	
225	FALSE	C03444	Roslyn, Pearsall & Wells Catchment Investigation	Stormwater	New	40	37,000	-	-	37,040	1,273	-	1,273	35,767	
226	FALSE	C03584	CBD/Wetlands High Flow Bypass	Stormwater	New	-	170,000	-	-	170,000	250	-	250	169,750	
227	FALSE	C03544	Illawong to Hinsby Stworwater Upgrade	Stormwater	Upgrade	1,500	518,000	-	-	519,500	920	-	920	518,580	
228	FALSE	C03585	Atunga Street Stormwater Upgrade - relining	Stormwater	Upgrade	-	120,000	-	-	120,000	-	-	-	120,000	
229	FALSE	C03586	Argyle Drive (vic343-356) SW Rehabilitation	Stormwater	Renewal	-	21,000	-	-	21,000	-	-	-	21,000	
230	FALSE	C03587	Bruny Island Works Depot SW Upgrade	Stormwater	Upgrade	-	49,000	-	-	49,000	-	-	-	49,000	
231	FALSE	C03588	Garnett Street (vic1-41) SW Upgrade	Stormwater	Upgrade	-	538,000	-	-	538,000	5,569	-	5,569	532,431	
232	FALSE	C03589	Snug Tiers (vic195) Stormwater Upgrade	Stormwater	Upgrade	-	43,000	-	-	43,000	-	-	-	43,000	
233	FALSE	C03590	Roslyn ave (vic42) Stormwater Upgrade	Stormwater	Upgrade	-	173,000	-	-	173,000	4,470	-	4,470	168,530	
234	FALSE	C03591	Davies Road (vic8-20) SW Investigation	Stormwater	New	-	28,000	-	-	28,000	5,822	-	5,822	22,178	
235	FALSE	C03592	Old Bernies Road (vic 102) SW Upgrade	Stormwater	Upgrade	-	27,000	-	-	27,000	-	-	-	27,000	
236	FALSE	C03593	Stanfields Road (vic25) Sw Upgrade	Stormwater	Upgrade	-	118,000	-	-	118,000	-	-	-	118,000	
237	FALSE	C03594	Talbots Road (vic19) SW Upgrade	Stormwater	Upgrade	-	74,000	-	-	74,000	-	-	-	74,000	
238	FALSE	C03424	Meath Avenue (vic1-27) Stormwater Upgrade	Stormwater	Upgrade	740,457	260,000	-	-	1,000,457	695,504	64,498	760,002	240,455	
239				Stormwater		-	-	-	-	-	-	-	-	-	
240															
241						1,031,426	2,842,000	142,500	-	4,015,926	821,586	219,668	1,041,255	2,974,671	
242	B00000	Capital Balancing Account	Other							(606,457)	(606,457)	-	-	(606,457)	
243	OC	On costs on capital project								-	-	-	-	-	
TOTAL CAPITAL EXPENDITURE						12,062,619	15,889,000	355,500	-	(270,000)	28,037,119	7,991,529	6,693,597	14,685,126	13,351,993

Transferred to Operational expenditure (992,086)

	Budget	Actual incl Commitments
Renewal	8,861,553	4,722,338
Upgrade	8,968,406	3,553,105
New	4,193,727	1,054,586
	22,023,686	9,330,029
Kingston Park New	4,534,530	4,783,352
Bruny Island Tourism grant New	474,626	457,723
City Deal funding	1,004,280	114,026
Local Roads and Community Infrastructure	-	-
	28,037,123	14,685,130

NOTE: Classification is an estimate at the start of a project and may change on completion of job.

**KINGSTON PARK
CAPITAL EXPENDITURE TO 31/10/2022**

	Budget & Carried Forward Expenditure		Actual	Commit- ments	Total	Variance
Overall Project budget (yet to be allocated)	0					0
C00688 KP Goshawk Way Construction	0		0	0	0	0
C00689 KP Pardalote Parade Design & Construction	0		0	0	0	0
C00690 KP Community Hub Design	0		0	0	0	0
C00691 KP Open Space Design (Playstreet)	0		0	46,420	46,420	(46,420)
C01606 KP Parking Strategy	0		0	0	0	0
C03179 KP Temporary Car Park	0		0	0	0	0
C01618 Boulevard Construction Stage 1A	0		0	98,650	98,650	(98,650)
C01627 KP Site - Land Release Strategy	30,001		4,207	0	4,207	25,794
C01628 KP Site - General Expenditure	100,000		51,765	0	51,765	48,235
C03069 KP Community Hub Construction	0		0	0	0	0
C03175 KP Community Hub Plant & Equipment	0		0	0	0	0
C03173 KP Public Open Space - Playground	0		293	332,008	332,301	(332,301)
C03277 KP Public Open Space - Stage 2	200,000		270,360	35,848	306,208	(106,208)
KP Playground Stage 2 Security Cameras	70,000		0	0	0	70,000
C03504 KP Playground Security Cameras	0		0	0	0	0
C03293 Pardalote Parade Northern Section (TIP)	34,529		25,000	0	25,000	9,529
C03278 KP Perimeter shared footpath	0		0	0	0	0
C03174 KP Public Open Space - Hub link to Playground	0		0	0	0	0
C03279 KP Goshawk Way Stage 1B	3,000,000		2,804,326	833,306	3,637,632	(637,633)
C03532 John St Roundabout Upgrade	700,000		5,285	275	5,560	694,440
C03306 KP Sparrowhawk St Design and Construct	0		0	30,003	30,003	(30,003)
C03280 KP Stormwater wetlands	400,000		143,204	102,402	245,606	154,393
Total	4,534,528		3,304,440	1,478,912	4,783,352	(248,824)

17 NOTICES OF MOTION

At the time the Agenda was compiled there were no Notices of Motion received.

18 CONFIRMATION OF ITEMS TO BE DEALT WITH IN CLOSED SESSION

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*

Consideration of Amended Plans for Planning Application DA2021-548

Regulation 15(2)(g), and (2)(i) *information of a personal and confidential nature or information provided to the council on the condition it is kept confidential, and relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council.*

Acquisition of Land for Road Widening - Browns Road, Kingston

Regulation 15(2)(f) *proposals for the council to acquire land or an interest in the land or for the disposal of land.*

Kingborough Bowls Club - Loan

Regulation 15(2)(g) *information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.*

Taroona Bowls and Community Club - Loan

Regulation 15(2)(g) *information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.*

Tender Assessment - AB2218 Garnett Street

Regulation 15(2)(b), and (2)(d) *information that, if disclosed, is likely to confer a commercial advantage on a person with whom the Council is conducting, or proposes to conduct business, and contracts, and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal.*

Tender Assessment - AB2219 Gemalla Road Stage 2 Reconstruction

Regulation 15(2)(b), and (2)(d) *information that, if disclosed, is likely to confer a commercial advantage on a person with whom the Council is conducting, or proposes to conduct business, and contracts, and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal.*

Rates Delegated Authority

Regulation 15(2)(g) *information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.*

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

Public Copy

OPEN SESSION ADJOURNS

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	
Consideration of Amended Plans for Planning Application DA2021-548	
Acquisition of Land for Road Widening - Browns Road, Kingston	
Kingborough Bowls Club - Loan	
Taroona Bowls and Community Club - Loan	
Tender Assessment - AB2218 Garnett Street	
Tender Assessment - AB2219 Gemalla Road Stage 2 Reconstruction	
Rates Delegated Authority	

CLOSURE

APPENDIX

- A Audit Panel Report for 2021/22
- B Audit Panel Minutes
- C Quarterly Summary Action Report to September 2022
- D Councillor Attendance at Meetings from 1 July 2022 to 30 September 2022
- E Councillor Allowances and Expenses
- F Donations YTD September 2022

A AUDIT PANEL REPORT FOR 2021/22**File Number: 12.195****Author: John Breen, Chief Financial Officer****Authoriser: Gary Arnold, General Manager****Kingborough Council Audit Panel Report September 2022****Composition and Attendance:**

During the financial year ended 30th June 2022, the members of the Panel were:

Panel Member	Period	Capacity
Paul McTaggart	Full Year	Independent Chairman
John Hills	July to December 2021	Independent Member
Paul Viney	January to June 2022	Independent Member
Colette Millar	Full Year	Independent Member
Councillor Flora Fox	Full Year	Councillor Member
Councillor Christian Street	Full Year	Councillor Member

The Panel met five times in the financial year ended 30th June 2022 (FY2021: Met five times) with attendance by management, including the General Manager, Chief Financial Officer, Finance Manager, Executive Manager – Information Services and various other Council employees as required.

External Auditors from the Tasmania Audit Office (“TAO”) and representatives of our Internal Auditors (WLF Accounting & Advisory – “WLF”) attended the Audit Panel’s meetings on an “as required” basis.

Panel Member Meeting Attendance:	6 th Aug 2021	15 th Oct 2021	10 th Dec 2021	11 th Feb 2022	13 th May 2022	Total attended
Paul McTaggart	✓	✓	✓	✓	✓	5 from 5
John Hills	✓	✓	✓			3 from 3
Paul Viney				✓	✓	2 from 2
Colette Millar	✓	✓		✓	✓	4 from 5
Councillor Flora Fox		✓	✓	✓	✓	4 from 5
Councillor Christian Street	✓		✓	✓	✓	4 from 5

Key Activities as per the Charter

Risk Management

The Risk Framework and associated Policy was reviewed by the Panel during the year.

With the Council, a risk workshop was performed in September 2021 facilitated by WLF. The purpose of this workshop was to discuss two strategic risks in depth from the Councils Strategic Risk Register against the risk appetite statements. These two risks were;

- Climate change and carbon; and
- Community Resilience and Emergency Management.

Management is currently conducting a review of the operational risk register with a view that it will be reviewed by the Panel at a future meeting.

The Panel also conducted “deep dives” into the following strategic risks;

- Climate Change;
- Community Resilience/Emergency Management; and
- The Kingston Park Project.

Emerging risks are also reviewed regularly by the Panel to identify any new risks and any impacts on the strategic risks.

Insurance

The Panel reviewed the current insurance arrangements with the brokers JLT.

Fraud Control

The Panel at their December 2021 meeting reviewed the fraud control plans and associated policies. These then went to Council for approval.

Compliance

There was review of the legislative compliance by the panel. This is done via the compliance checklists that management complete.

A legal claims list was reviewed by the Panel.

Internal Audit

There were a number of internal audits performed by WLF Accounting and Advisory (WLF) from the approved Strategic Internal audit Plan. These included;

Cyber Security (December 2021)

A high level review of Management of IT Security governance within Council was completed. This included the structures and processes by which Council assesses and manages IT Security and cyber risks.

The audit found the Council has invested in resourcing the IT function to ensure cyber security risks and issues are known and understood. Good progress has been made to benchmark current arrangements and to implement mitigating strategies to address cyber security treats.

Reporting to the Audit Panel and Executive Leadership Team has been centred around providing updates on the strategic risk for cyber security. Over time this could develop internally to ensure the “human shield” component of cyber security is developed alongside training and education programs.

Payroll (February 2022)

There was a targeted compliance review of payroll, specifically focussing on payments against contract, Enterprise Agreement (EBA) including allowances.

The audit found Board and Management can have confidence that payroll processes are being performed in line with Council procedures and fair work obligations. There continues to be a reliable internal control environment in place which has been reconfirmed since the last payroll review in 2018.

WLF’s contract was extended after a review of their performance.

Internal Audit Plan

A new three year Internal Audit Plan was presented and approved at the May 2022 meeting. This includes the following projects for the 2022/23 year;

- Climate Change – A review of processes in place to assess Climate Change risks including planning schemes, policies and mitigating strategies.
- WHS (Qualifications and certifications including contractors) – A review into processes and controls to ensure all employees and contractors have the required qualifications and certifications required to undertake duties in accordance with the requirements of the Work Health and Safety Act.
- Project Management – A review of project management methodology and effective projects management processes. This project may include a review of significant projects that the Council may be undertaking at the time of the review.

Other Internal Audit Areas

The Panel continues to review the performance of Internal Audit with an Effectiveness Form received after each report. These showed the audits met or exceeded the expectations of management.

In accordance with good governance the Panel met separately with the Internal Auditors (WLF) without management present.

External Audit and Financial Statements

The Tasmanian Audit Office (TAO) is Council's External Auditor. The TAO attended two Audit Panel meetings during the year. The Audit Panel also met separately with members of the TAO audit team during the year.

FY2021 External Audit

The Audit Panel reviewed and endorsed the signing of the financial statements (and accompanying Management Representation Letters) for the financial year ending June 2021 by the General Manager and Chief Financial Officer at its meetings in August 2021 and October 2021.

FY2022 External Audit

The 2021/22 Financial Audit Services Strategy was outlined by the Assistant Auditor General Financial Services of the at the May 2022 meeting. The External Audit this year is to be completed by Crowe on behalf of the Tasmanian Audit Office. The Tasmanian Audit Office will still sign the accounts but Crowe will do the audit work.

The Panel considered all reports received from the TAO on their activities undertaken in reviewing and auditing the control environment in order to assess the quality and effectiveness of the internal control systems. All matters raised are being monitored to ensure they are being addressed by management.

Other Activities in 2021/22*Audit Panel Performance*

In line with the Charter the panel reviewed its performance at the October 2021 meeting to determine whether it is functioning effectively by reference to current best practice. This, like in previous years was completed via a survey.

There were 23 questions and overall results were all positive. Most importantly the survey showed that in the opinion of the respondents they strongly agreed the Audit Panel has added value to the organisation.

Review of Audit Panel Charter

The Audit Panel Charter was reviewed at the May 2022 meeting. It was agreed that the Charter should be changed to align with the Model Audit Charter.

Asset Infrastructure Reconciliation and Depreciation Protocols

As per previous years the above protocols were reviewed.

Gift Registers

Gift registers were reviewed to ensure items are being disclosed by management.

Presentations from Management

There were a number of presentations by management that included the cyber strategies to address any risks.

Capital Work in Progress

This area has been raised by TAO in previous audits. While the amount of Capital Work in Progress has increased future work will reduce balances.

Long Term Financial and Asset Management Plans

This is a key responsibility of the Panel and these were reviewed at May 2021 meeting. It was noted that management has made significant progress on the integration of the plans. The model developed will be a useful tool for future Council Planning.

Induction of New Members

There was induction of new members which included IT and cyber coverage.

Paul McTaggart

Chair Kingborough Audit Panel

B AUDIT PANEL MINUTES

File Number: 12.195

Author: John Breen, Chief Financial Officer

Authoriser: Gary Arnold, General Manager



**AUDIT PANEL
MINUTES**

14 October 2022

MINUTES of the Kingborough Council Audit Panel held at the Council Chambers on Friday, 14 October 2022 at 8.00 am.

PRESENT:

		PRESENT	APOLOGY
Chair	Mr P McTaggart	Y	
	Mr P Viney	Y	
	Ms C Millar	Y	
	Cr F Fox	Y	
	Cr C Street		Y

IN ATTENDANCE

Chief Financial Officer
 Chief Information Officer
 Internal Auditor
 WLF
 External Auditor
 Tasmanian Audit Office (TAO)
 Crowe

Mr J Breen
 Mr F Moulton
 Ms A Leis
 Mr D Bond
 Ms A Flakemore

WELCOME:

The Chair welcomed the Panel.

APOLOGIES

CR Street.

ADOPTION OF THE AGENDA

The agenda as provided was accepted.

DECLARATIONS OF INTEREST

Mr P Viney indicated that he has joined the Audit Panel at Wynyard Waratah Council and the Cradle Coast Authority.

CONFIRMATION OF MINUTES

The Panel endorsed the minutes of the Kingborough Council Audit Panel meeting of 5 August 2022, as a true and correct record.

BUSINESS ARISING FROM THE MINUTES

Nil.

ACTION LIST**Action List**

The operational risk register will be reviewed by November 2022 with the results coming to the December meeting.

The investigation on increasing the excess on property insurance claims will take some time and will be included in the June 2023 renewal process.

INTERNAL AUDIT

Ms A Leis from WLF joined the meeting at 8.05am.

Business Continuity

Ms Leis took the Panel through the Business Continuity audit report which reviewed Council's preventative measures, preparedness, implementation, and response arrangements under the business continuity process (BCP).

The review found that Council's BCP framework provides a strong foundation for effective response to business disruption events, and it includes several scenarios that have been recognised as relevant sources of disruption to critical business functions.

There were two key findings both with a medium risk rating. The first was for Council to consider preventative and preparedness strategies for identifying business disruption risk. The second was for Council to identify and assess its critical functions, critical dependencies, and disruption risk.

Project Management Scope Document

The scope document prepared by WLF on project management was accepted by the Panel. The review will consider Council's project management methodologies and processes.

WHS Licensing and Certification Scope Document

The scope for the WHS licensing and certification was accepted by the Panel. The aim of the review is to look into the processes and controls to ensure employees and contractors have the required qualifications and certifications to undertake duties in accordance with the requirements of the WH&S Act 2012.

Internal Audit Effectiveness Survey

The Panel noted the positive feedback on the BCP audit.

Internal Audit Status Report

The status report from WLF was noted.

Internal Audit Recommendations Tracker

The Panel reviewed the action items under the internal audit recommendation tracker. The risk awareness training was to be undertaken by December 2022, and the two cyber security findings were being progressed. The excess leave actions had been undertaken and the status is now completed.

Ms Leis left the meeting at 8.35am.

EXTERNAL AUDIT

Mr David Bond from TAO and Ms Alison Flakemore from Crowe joined the meeting at 8.40am.

TAO Interim Audit

Ms Flakemore discussed the current status of the external audit and advised that the workpapers had been finalised by Crowe and had now been passed to the TAO for their review process. She also discussed the accounting treatment of the clubrooms on Council land and the rehabilitation of the quarry at Pybus Hill on Bruny Island.

Once the TAO had completed their review, an audit opinion will be issued and then the memorandum of audit findings will follow.

AO and Audit Panel Discussion

Management left the meeting at 9.05am to allow the Panel to have a discussion with TAO.

Mr David Bond from TAO and Ms Alison Flakemore from Crowe left the meeting at 9.15am.

The Panel discussed the performance of the Auditors, particularly in relation to the delays in concluding the audit and the lack of communication. The Panel requested management to register their disappointment to the TAO with the outcome of this years audit.

TAO Report Tracker

The Panel noted the outstanding TAO recommendations in the audit tracker. The review of the revaluation process is waiting the final audit completion report and the inclusion of internal controls in procedures is underway but will take some time to be finalised.

KEY MATTERS – COUNCIL MEETINGS OVERVIEW

The CFO indicated that the Council had been in caretaker mode since early September and therefore there was little to report to the Panel. There was some discussion on the Local Government review with the CFO indicating that a number of workshops were being held with Council Officers to discuss outcomes from various workstreams.

The Panel requested that Council provide information on succession planning for Council management. A report to be provided to the next meeting.

RISK MANAGEMENT & BUSINESS CONTINUITY UPDATE**Strategic Risk Register Review**

The strategic risk register was reviewed by Council management with the changes highlighted in the register. The CFO went through each of the changes and explained the reason for the update. The Panel were advised that a risk workshop with Council will be held in January 2023.

Mr F Moulton joined the meeting at 9.30am.

Data Security Discussion

Mr Moulton discussed Council's data retention and disposal framework as specified by the Archive Act. He explained that work is currently underway to identify information that is no longer required to be retained and the upcoming system upgrade will allow electronic disposals to be initiated.

The Panel requested a report back on the status and adequacy of the cyber insurance policy and for the CIO to attend and give an update on cyber security activities with the results of the vulnerabilities testing.

IT Security and Policy Breaches

Nil to report.

Mr F Moulton left the meeting at 9.50am.

REGULATORY/GOVERNANCE UPDATES:**Audit Panel Performance Survey**

The Panel noted the survey results with all 23 questions scoring a result above 4 which indicated a strong agreement with the stated objective. The Panel were happy with the result with no need for an improvement plan.

Insurance Matters / Emerging Risks / Legal Claims

The CFO detailed an emerging risk on financial outcomes from the impacts of CPI increases on material and service contracts.

The Workers Compensation figures for the 2021/22 year were completed with \$74k in paid compensation and \$298k in estimated future payments primarily due to one case.

NON-STANDING ITEMS**Employee Entitlements / Leave**

The Panel noted the report on employee leave entitlements highlighting employees with leave in excess of policy. Annual leave figures indicated that the number of employees with leave in excess of 11 weeks had increased by four and for long service leave, the number in excess of policy had decreased by one over the previous year.

A new graph highlighting unplanned leave was included in the report showing both sick leave and pandemic leave over the past 18 months.

Gift Register

The Panel noted the one entry in the Council Officers gift register for the six-month period to June 2022. There were no declarations in the Councillor gift register for the same period.

Kingborough Council Audit Panel Report

The Chair's report to the Council was tabled. It was noted that feedback had been provided via email. The Chair was to prepare a summary report for inclusion in the Annual Report.

Audit Panel Charter

The Panel noted the model Audit Panel Charter and subject to minor alterations, was happy to review the Charter via email. The CFO was to update the document based on discussions at the meeting and circulate once completed.

The Panel also decided to adopt the Local Government Model Audit Panel Code of Conduct as a requirement under the Charter.

September 2022 Financial Report

The Panel noted the financial report at 30 September 2022

STANDING ITEMS**Annual Work Plan and Timetable**

The Annual Work Program 2022 (from Charter) was provided.

Upcoming Education Events

Nil.

OTHER BUSINESS

The Panel discussed the possibility of benchmarking against other Councils. The CFO is to circulate the link to the Tasmanian Council Data Dashboards will be published on an annual basis.

ACTION SHEET

Item	Responsibility	Due Date
Strategic & Corporate Plan – to be circulated to the Panel.	CFO	Aug 2022
Operational Risks – Once the register has been reviewed and updated, email out a copy to the Panel.	CFO	Dec 2022
Insurance Portfolio – determine the benefits of an increase excess on property insurance.	Finance Manager	Jun 2023
Audit Panel Report Summary – Chair to prepare a summarised version of the report to Council.	Chair	Oct 2022
Cyber Insurance Policy – provide a report on the adequacy of the policy.	Manager Finance	Dec 2022
Cyber Security – CIO to provide an update at the next meeting on activities and vulnerability testing.	CIO	Dec 2022
Audit Panel Charter – An update Charter based on feedback from the Panel to be emailed for review.	CFO	Nov 2022
Council Data – Circulate the link to the Council Data Dashboard.	CFO	Nov 2022





CLOSURE

There being no further business the Chair declared the meeting closed at 10.40 am.

Confirmed as a true and correct record:

.....
Chair,
Audit Panel

C QUARTERLY SUMMARY ACTION REPORT TO SEPTEMBER 2022

Key to Status Symbols			
			
None	On Target	Ahead of Schedule	Ongoing

	Result			YTD Result			
Description	Target %	Actual %	Status	Target %	Actual %	Status	Comment
Kingston Park							
1.5.3 Subdivide and sell the designated land parcels in accordance with the Kingston Park project delivery agreement and in partnership with the developer, Traders in Purple	25	25		25	25		
Community Resilience							
1.3.1 Continue to build strong working relationships within State and Local Government to ensure a robust emergency management capability exists in Kingborough	25	25		25	25		
Compliance							
3.3.2 Implement the Kingborough Dog Management Policy 2018 and provide education and enforcement of restrictions in areas with environmental values	25	25		25	25		
Development Services							
2.1.7 Provide high quality, accurate and timely advice in relation to building and planning requirements	25	90		25	90		Ongoing. Website updates. Staff training. Work review.
2.2.9 Develop a precinct plan for the Kingston CBD which supports and strategic land use and economic growth.	25	40		25	40		Delayed due to work on the LPS, Currently considering principles for the design guidelines.
Environmental Services							
1.3.2 Continue to develop and implement Council's Public Health Emergency Management Sub-Plan to guide the management of risks to the community.	25	100		25	100		Review complete
1.3.6 Act as Council's key COVID response and information provider as well as providing support to immunization initiatives of the Government	25	100		25	100		Immunisation clinic support complete. Covid response ongoing
1.4.1 Implement the Kingborough Climate Change Action Plan 2019-2024 to reinforce Council's commitment to understanding climate change, the risk it poses and response strategies	25	25		25	25		Action Plan audit complete. Some program delivery delays due to staffing changes.

Description	Result			YTD Result			Comment
	Target %	Actual %	Status	Target %	Actual %	Status	
1.4.2 Progress the development of an alternative energy precinct at the Barretta Waste Disposal Site	25	25	●	25	25	●	Commitment of provider to project delivery received
1.5.5 Review and implement the Recreational Water Quality Management Strategy to improve the water quality of Council's beaches used for recreational activities	25	25	●	25	25	●	Strategy requires review. Recreation water sampling ongoing including new winter sampling. Working with DEP to improve beach closure forecasting.
2.1.6 Undertake statutory compliance duties and functions with regards to food safety, public health and environmental management	25	50	✓	25	50	✓	Inspections on target
3.1.3 Deliver biodiversity offset projects under the Kingborough Environmental Fund Implementation Plan 2019-2023	25	25	●	25	25	●	New conservation covenants progressed. Stewardship plans being implemented on new private conservation reserves.
3.1.4 Continue to protect, manage and monitor the network of bushland, riparian and coast reserves under Council's care	25	25	●	25	25	●	
3.1.5 Continue to implement solutions to improve water quality and quantity impacts from stormwater in urban waterways	25	75	✓	25	75	✓	Creek maintenance project designed for Coffee Creek and Mary Knoll Creek. Waterway revegetation projects complete as planned.
3.2.1 Develop a natural areas interpretation plan that provides a framework of activities for community education	25	75	✓	25	75	✓	Plan drafted and implementation ongoing
3.2.2 Provide a variety of opportunities for the community to actively participate in the conservation and management of our natural areas, flora and fauna through on ground activities, contribution to	25	25	●	25	25	●	Events ongoing including seniors walks, dose of nature walks and mental health week activities in reserves.
3.2.3 Foster positive working relationships with landcare groups across the municipality, coordinating the network of volunteers to achieve good environmental outcomes	25	25	●	25	25	●	Landcare groups active and supported to carry out restoration projects. Review of role and objectives Kingborough Landcare Advisory Group nearing completion
3.2.4 Foster community interest and involvement in the management of invasive weeds through actions contained in the Weed Management Strategy 2017-2027	25	25	●	25	25	●	
3.2.5 Implement the North West Bay River Catchment Management Plan in partnership with the community and key land managers in the catchment	25	0	➔	25	0	➔	Stakeholder engagement and community action planning delayed. Planned for next quarter.
3.3.3 Support and lead environmental projects through the provision of technical advice and the provision of plants from Council's native nursery	25	50	✓	25	50	✓	Winter 2022 revegetation complete. 12 000 plants supplied to restoration Council projects.

Description	Result			YTD Result			Comment
	Target %	Actual %	Status	Target %	Actual %	Status	
3.3.4 Manage the natural area reserve through the development and implementation of both new and existing reserve management plans	25	25	●	25	25	●	Development of Alum Cliffs Reserve Conservation Management Plan progressed,
3.3.5 Continue to provide leadership in responsible cat management including through introduction of new Cat Prohibited Areas and the pilot Bruny Island community ranger project.	25	50	✓	25	50	✓	New Prohibited Cat Areas declared and notification sent to adjacent landowners. Camera monitoring in the cat prohibited areas underway.
3.3.6 Deliver a range of events, information and opportunities to encourage exploration of local reserves and increased knowledge in land management	25	50	✓	25	50	✓	
3.4.4 Progress implementation of the Barretta Environmental Management Plan	25	25	●	25	25	●	Weed Management contract for site awarded. Gas, groundwater and leachate monitoring on target.
3.4.5 Implement the Kingborough Weed Management Strategy 2017-2027	25	25	●	25	25	●	Strategic review of Spanish heath management complete and implementation commenced at Tinderbox. Patersons Curse and Ragwort management complete.
3.5.1 Develop and implement a natural areas and biodiversity strategy to underpin the management of Council's natural area reserves network and approach to threatened species recovery and wildlife mgt	25	0	➔	25	0	➔	Action delayed until 23-24. Replaced with Tree Management Strategy.
3.5.2 Implement recommendations from the Coastal Hazards Prioritisation Project and Bushfire Risk Reduction Strategy for Council land	25	50	✓	25	50	✓	Coastal Hazard Policy progressed. Snug Climate change adaptation project on target. Tinderbox Beach Erosion Engagement complete.
3.5.3 Contribute to projects that improve the health of local waterways and coastal areas through the Derwent Estuary Program	25	25	●	25	25	●	Penguin colony surveys and on-ground management complete. Saltmarsh restoration ongoing Browns River Estuary. Eco Mooring Project ongoing.
3.5.4 Collaborate with key stakeholders to contribute to the recovery of threatened species and threatened vegetation communities using innovative methods and the latest research	25	25	●	25	25	●	Recovery actions including habitat restoration and protection and participation of various State and regional project groups ongoing.
3.5.5 Develop and implement a biodiversity monitoring program for natural area reserves to improve knowledge of the values present and facilitate adaptive management programs	25	25	●	25	25	●	Monitoring health and diversity of bushland reserves ongoing through flora surveys, camera monitoring for wildlife and feral animals and condition assessments.
3.5.6 Continue to implement the Bushfire Risk Reduction Strategy including reducing the risk from bushfire on Council land through the management of fire breaks, fuel trails and fire reduction burns	25	25	●	25	25	●	Management of fuel breaks and fire trails commenced. Bushfire Road Risk Assessment Project nearing completion.

Description	Result			YTD Result			Comment
	Target %	Actual %	Status	Target %	Actual %	Status	
Executive Management							
1.1.1 Ensure effective communication on council activities including through social, print and broadcast media	25	25	●	25	25	●	
1.1.5 Support the operations of the Kingborough Community Consultative Committee as a means of receiving feedback on Council's policies, strategies and projects	25	25	●	25	25	●	
2.1.2 Continue to lobby the State Government to improve public transport services within Kingborough	25	25	●	25	25	●	
2.2.7 Work collaboratively with other stakeholders as part of the Hobart City Deal and Greater Hobart Act, ensuring both regional cohesion and strong representation of Kingborough's needs	25	25	●	25	25	●	
2.2.8 Advocate for an appropriate level of hard and soft infrastructure provision by Federal and State Government in recognition of the fast pace of growth for Kingborough	25	25	●	25	25	●	
2.4.3 Develop an operational plan which clearly articulates the values, key results areas, performance measures and deliverables for the organisation and that this plan is clearly conveyed to all employees	25	25	●	25	25	●	
2.4.4 Implement the Kingborough Council Leadership Framework for managers and supervisors as a key driver of continuous improvement and accountability	25	25	●	25	25	●	
Building Maintenance							
2.3.5 Implement schedule of inspections of community facilities	25	25	●	25	25	●	
Engineering Services							
1.4.3 Develop and Implement a Stormwater System Management Plan to address the management of the flood risk and within Council's urban drainage catchments	25	25	●	25	25	●	
1.5.5 Review and implement the Recreational Water Quality Management Strategy to improve the water quality of Council's beaches used for recreational activities	25	25	●	25	25	●	
2.2.2 Develop and implement a CBD Masterplan and associated Central Kingston Parking Strategy	25	25	●	25	25	●	
2.2.4 Deliver the annual infrastructure Capital Works program	25	25	●	25	25	●	

	Result			YTD Result			
Description	Target %	Actual %	Status	Target %	Actual %	Status	Comment
3.3.1 Implement the Kingborough Waste Management Strategy 2018 to deliver cost effective and efficient waste and recycling services to residents, improve recycling rates, reduce emissions and energy	25	25	●	25	25	●	
Financial Services							
2.4.5 Review the Long Term Financial Plan to ensure the strategic actions identified in the Plan are delivered and implement strategies to improve the financial performance of the organisation	25	25	●	25	25	●	
Community Services							
1.2.1 Continue to partner, support, facilitate and deliver a variety of events (subject to public health/COVID 19 advice) to support and celebrate our business, visitor and residential communities	25	25	●	25	25	●	
1.2.2 Continue to progress initiatives under the Arts and Culture Strategy	25	25	●	25	25	●	
1.2.3 Maximise the usage of the Kingborough Community Hub as a focal point for community activities	25	25	●	25	25	●	
1.2.5 Develop and implement programs to support population cohorts who may be vulnerable or have specific and different needs, including through implementation of the Kingborough Youth Strategy and t	25	25	●	25	25	●	
1.3.3 Operate the Kingborough Volunteer Program to assist older residents to continue to live in the community with dignity	25	25	●	25	25	●	
1.3.4 Enhance organisational support for volunteering opportunities and recognise and celebrate volunteers in the community	25	25	●	25	25	●	
1.3.5 Provide support to community groups through a transparent and targeted provision of grants for community based projects	25	25	●	25	25	●	
1.4.4 Develop and implement a strategy for reducing Council's carbon footprint	25	25	●	25	25	●	
1.4.5 Continue to support community education on waste minimization	25	25	●	25	25	●	
Property Management							
1.2.4 In partnership with local community groups, develop heritage trails and interpretative signage for areas of historical and cultural significance	25	25	●	25	25	●	

Description	Result			YTD Result			Comment
	Target %	Actual %	Status	Target %	Actual %	Status	
1.5.2 Implement the Kingborough Open Space Strategy 2019 which provides direction on the planning, provision, development and management of public open space and recreational facilities in Kingborough	25	25	●	25	25	●	
2.3.2 Implement the Kingborough Public Toilet Strategy and ensure effective provision, upgrading and maintenance of Council owned public toilets throughout the Municipal Area	25	25	●	25	25	●	
Organisational Development							
2.5.2 Develop and implement the annual Workforce Plan which sets the priorities for workforce strategies, learning and development programs and resourcing capacity	25	100	✓	25	100	✓	The 2022 Annual Workforce Plan was completed in February.
2.5.3 Undertake the biennial employee engagement survey and link the results into the Workforce Plan	0	0	●	0	0	●	An employee engagement survey will be conducted in mid 2023, depending on funding arrangements.
2.5.4 Review the Council's Work Health and Safety Management Plan and System and deliver the identified WHS strategies to meet Council's obligations under the Work Health and Safety Act 2012 (Tas)	25	100	✓	25	100	✓	The WHS Management System, WHS Action Plan and Risk Registers are reviewed in February of each year.
2.5.5 Implement and deliver an annual employee health and well-being program with a key focus delivering the community action plan for mental health	25	50	✓	25	50	✓	The employee health and well being program is due for review in 2023.

D COUNCILLOR ATTENDANCE AT MEETINGS FROM 1 JULY 2022 TO 30 SEPTEMBER 2022

	Council		Special Meetings		Audit Panel		Workshops		Leave of Absence Approved during the period
	Number Held	Number Attended	Number Held	Number Attended	Number Held	Number Attended	Number Held	Number Attended	
Mayor Cr Paula Wriedt	8	7					4	3	1/8/2022 - 21/8/2022
Deputy Mayor Cr Jo Westwood	8	5					4	3	30/9/2022 - 3/10/2022; 3/8/2022 - 7/8/2022
Cr Sue Bastone	8	7					4	1	24/7/2022 - 31/7/2022; 25/8/2022 - 29/8/2022
Cr Gideon Cordover	8	8					4	4	
Cr Flora Fox *	8	7			2	1	4	4	1/8/2022 - 8/8/2022
Cr Clare Glade-Wright	8	7					4	4	1/08/2022
Cr David Grace	8	6					4		
Cr Amanda Midgley	8	7					4	4	24/9/2022 - 9/10/2022
Cr Christian Street *	8	8			2	1	4	4	
Cr Steve Wass	8	8					4	3	

Note: Special Meetings also includes the Annual General Meeting

** Audit Panel Member*

Council Minute C390/14-12 determined that Councillor Attendance and Approved Leave of Absences be reported.

E COUNCILLOR ALLOWANCES AND EXPENSES FOR THE PERIOD 1 JULY 2022 TO 30 SEPTEMBER 2022

	Mayoral Allowance \$	Deputy Mayoral Allowance \$	Councillor Allowance \$	Councillor Expenses						Total \$
				Mileage Claimed \$	Mayor's Vehicle Mileage \$	Bruny Ferry \$	Internet & Telephone \$	Conference & Meeting Attendance \$	Code of Conduct \$	
Mayor Cr Wriedt	19,703	-	7,882	-	262	-	-	456	-	\$ 28,303
Deputy Mayor Cr Westwood	-	5,477	7,882	-	-	-	54	-	-	\$ 13,412
Cr Bastone	-	-	7,882	-	-	-	-	-	-	\$ 7,882
Cr Cordover	-	-	7,882	-	-	-	-	-	-	\$ 7,882
Cr Fox	-	-	7,882	305	-	-	240	464	-	\$ 8,890
Cr Grace	-	-	7,882	-	-	-	-	-	-	\$ 7,882
Cr Midgley	-	-	7,700	-	-	-	-	-	-	\$ 7,700
Cr Street	-	-	7,700	-	-	-	-	-	-	\$ 7,700
Cr Wass	-	-	7,882	-	-	-	-	-	-	\$ 7,882
Cr Glade-Wright	-	-	7,882	-	-	-	-	-	-	\$ 7,882
Code of Conduct Complaints									-	\$ -
TOTAL	\$ 19,703	\$ 5,477	\$ 78,453	\$ 305	\$ 262	\$ -	\$ 294	\$ 920	\$ -	\$ 105,413

Notes:

Cllrs Bastone, Cordover and Westwood declined the Nov 2020 Allowance increase in July to October but reverted to the full 2021/22 allowance in November.

Cllrs Midgley and Street declined the Nov 2020 Allowance increase, however accepted the Nov 2021 increase.

Council Minute C390/14-12 determined that Councillor Allowances and Expenses paid under the "Payment of Councillors Expenses and Provision of Facilities" Policy be reported.

Bruny Ferry costs are also included as required in Minute GF101/6-12 Bruny Ferry = cost of fares at \$38 per trip from 01/11/2018

NUMBER OF CODE OF CONDUCT COMPLAINTS DETERMINED

	Number of Complainers			Cost of Complaints
	Number	Upheld	Dismissed	
2022-23	-	-	-	-

F DONATIONS YTD SEPTEMBER 2022**MAYORAL DONATIONS**

Name	Amount	Description
Scouts Tasmania	\$ 3,129.00	Reimbursement of DA fees
	<u>\$ 3,129.00</u>	
Annual Budget	<u>\$ 3,300.00</u>	

COUNCIL POLICY DONATIONS

Name	Amount	Description
Lucy Larcombe	\$ 100.00	Interschool Equestrian Competition
Brodie Nicolson	\$ 100.00	Interschool Equestrian Competition
Sarah Shelverton	\$ 100.00	Interschool Equestrian Competition
Chloe Daun	\$ 100.00	Interschool Equestrian Competition
Daisy Tunstall	\$ 100.00	National Gymnastics
Riley Fenn	\$ 100.00	National Gymnastics
Sarah Glancy	\$ 100.00	National Gym Club
Oliver McAdie	\$ 100.00	National Cross Country Championships
Riley Bain	\$ 100.00	National Cross Country Championships
Josie Rose	\$ 100.00	2022 National Soccer
Matthew French	\$ 100.00	Aust National Gymnastics Club
Billy French	\$ 100.00	Aust National Gymnastics Club
Amber French	\$ 100.00	Aust National Gymnastics Club
Willow Stainsby	\$ 100.00	National Soccer Tournament
	<u>\$ 1,400.00</u>	
Annual Budget	<u>\$ 11,700.00</u>	