



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, 16 January 2023 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. 1 to be held on Monday, 16 January 2023 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, 10 January 2023

Public Copy

Table of Contents

Item	Page No.
Open Session	
1 Audio Recording	1
2 Acknowledgement of Traditional Custodians	1
3 Attendees	1
4 Apologies	1
5 Confirmation of Minutes	1
6 Workshops held since Last Council Meeting	1
7 Declarations of Interest	2
8 Transfer of Agenda Items	2
9 Questions Without Notice from the Public	2
10 Questions on Notice from the Public	2
10.1 Enforcement Policy	2
10.2 Davies Road Upgrade	5
11 Questions Without Notice from Councillors	5
12 Questions on Notice from Councillors	5
12.1 Works on Sproules Road	5
12.2 Road Line Markings	6
12.3 Auburn Road	6
13 Petitions still being Actioned	7
14 Petitions Received in Last Period	7
14.1 Revise and Recall the Draft Local Provisions Schedule	7
15 Officers Reports to Council	8
15.1 Consent to Lodgement of Application for a Habitable Building Outside the Building Area at 21 Graham Street, Electrona	8
15.2 Code of Conduct for Councillors	73
15.3 Civic Centre Flag Policy	91
15.4 Kingborough Community Safety Committee Minutes - 12 December 2022	100
15.5 Kingborough Bicycle Advisory Committee Community Representation Nominations	111
15.6 Audit Panel Charter	125
15.7 Financial Report - December 2022	144
16 Notices of Motion	202
17 Confirmation of Items to be Dealt with in Closed Session	202

Table of Contents *(cont.)*

Item	Page No.
Appendix	
A General Manager's Activities 31 October 2022 to 23 December 2022	205
B Minutes of the Disability Inclusion Access Advisory Committee Meeting 14 December 2022	207
C Audit Panel Minutes - Dec 2022	219

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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, 16 January 2023 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:

Mayor Councillor P Wriedt
Deputy Mayor Councillor C Glade-Wright
Councillor D Bain
Councillor G Cordover
Councillor K Deane
Councillor F Fox
Councillor A Midgley
Councillor M Richardson
Councillor C Street

4 APOLOGIES

Councillor A Antolli

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the open session of the Council Meeting No. 24 held on 19 December 2022 be confirmed as a true record.

6 WORKSHOPS HELD SINCE LAST COUNCIL MEETING

On 9 January 2023:

- | | | |
|------------------------|---|--|
| Sportsground User Fees | - | Presentation and discussion regarding various options |
| Crisis Accommodation | - | Presentation/discussion regarding current data and potential sites for accommodation |

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 Enforcement Policy

Professor Michael Rowan submitted the following question on notice:

1. *Does the Mayor recall that, at the 'meet the candidates event' at the Taroona Bowls Club on 5 October 2022, I recounted a story of a woman who had been ordered by Kingborough Council to cease occupying a shed she was living in on the grounds that it was not compliant with the Building Act 2016 and she did not have an occupancy permit for the building, and that in consequence of being evicted from her shed the woman had no option but to live in her car?*
2. *Does the Mayor further recall her comment made while I was speaking, I believe to Deputy Mayor Glare-Wright, that 'We would never do that'?*
3. *If Kingborough Council, to quote the Mayor, would 'never do' something which, in fact, Council is required to do under the Building Act 2016, does this show that Council has discretion in the enforcement of the Act?*
4. *Is the exercise of any such discretion governed by the Council's Enforcement Policy, which has as one objective among others 'To ensure that enforcement action is proportionate to the alleged offence in each case'?*
5. *Further, is it intended that application of the Council's Enforcement Policy will ensure that Council's actions in enforcing an act which it has the responsibility to administer are consistent with the promotion of the first mentioned function of the Council in the Local Government Act (1993), Sec (21.a), namely 'the promotion of the health, safety and welfare of the community' and that its enforcement actions do not produce perverse outcomes?*
6. *Is it correct that the Enforcement Policy allows for 'No Action' or 'Informal Action' to achieve 'an appropriate outcome for breaches of legislation', and only 'formal action' would lead to an eviction as described above, or prosecution for failing to comply with an act which Council administers?*
7. *Noting that section 5.3 of the Enforcement Policy states that "Council will ensure that Authorised Officers are competent to use procedures that support the policy", can the*

General Manager confirm that all staff currently or recently employed whose actions might give effect to the Enforcement Policy have received appropriate training to ensure that they 'use procedures that support the policy'?

8. *Given that the exercise of discretion in respect of how to deal with breaches of a law which an authority administers can readily give rise to corrupt behaviour by officers of the administering authority, either by officers declining to prosecute or otherwise enforce the law in response to receiving some favour from a party in breach of the law, or, alternatively, by over-zealously pursuing enforcement of the law including to prosecution in consequence of some personal animus towards the person or persons the subject of their enforcement action, has Council ensured that all staff who's actions might influence the application of the Enforcement Policy have received appropriate training in separating their personal advantages, hurts and interests from their professional duties?*
9. *In particular, has the General Manager ensured that Council complies with the Integrity Commission Act 2009, which requires (Sec 32) public officers to be given education and training relating to ethical conduct, stating*
 - (1) The principal officer of a public authority is to ensure that public officers of the public authority are given appropriate education and training relating to ethical conduct.*
 - (2) In particular, the education and training must relate to –*
 - (a) the operation of this Act and any Act that relates to the conduct of the public officer; and*
 - (b) the application of ethical principles and obligations to public officers; and*
 - (c) the content of any code of conduct that applies to the public authority; and*
 - (d) the rights and obligations of public officers in relation to contraventions of any code of conduct that applies to public officers.*
10. *Noting that the Integrity Commission Act 2009 is not listed in the Council's Risk Management Policy among the acts which the policy needs to respond to, and that the Council's risk register does not appear to recognise unethical or corrupt behaviour by Council staff as a risk requiring management, can the General Manager confirm that over the last period in which an aggrieved party might seek to have the Integrity Commission hear a complaint about the actions of the Council (say the last three years), all staff of Kingborough Council who have been involved in actions or deliberations that have led to consideration of actions that Council should take to enforce all of the Acts that Council administers, have received the education and training that demonstrably meets the requirements of the Integrity Commission Act 2009, as above?*
11. *Noting that there appears to be no mention of the required ethical education and training in either the current Annual Plan or Annual Report, has the Council received reports of such education and training?*
12. *If Council has not been receiving such reports how has Council assured itself that there are no unethical practices in the administration of the Council's Enforcement Policy?*

Officer's Response:

Response to questions 1, 2, 3 & 4:

The Mayor has indicated that she does recall a story along these lines. The Mayor has indicated that she believes what she commented to Cr Glade-Wright at the time was "We've not heard anything about that", or words to that effect. Council's compliance records don't show this as a compliance action taken by Kingborough Council.

Where enforcement action may require a person to change their current accommodation by seeking alternative housing arrangements, Council works with Tasmania Police and Housing Connect which is a collaboration between Anglicare, CatholicCare, Colony 47, Hobart City Mission, and the Salvation Army. Council also proactively provides information to people at risk of homelessness (or suffering homelessness) regarding urgent access to housing support, seeking housing assistance, and crisis and transitional accommodations services.

Councils Enforcement policy defines the standards and expectations set by Council, for the exercise of duties, functions and responsibilities involved in carrying out any enforcement in the Kingborough Municipal Area. The policy is not discrete to the *Building Act 2016* (the Act) and is a high-level policy which provides direction for Councils enforcement activities.

Pursuant s.237 of the Act, Council's Permit Authority is to issue a Building Notice to a person for the use of a building that contravenes the Act (i.e. illegal occupancy). The use and occupancy of a building as a dwelling without authorisation to do so is a contravention of the Act. If a Building Notice for the illegal occupancy is not revoked, in accordance with under s.246 of the Act, Councils Permit Authority is to issue a Building Order to the person issued with the Building Notice. The issuing of Building Notices and Building Orders is a statutory process.

Response to Question 5:

As an example, it is a requirement of the Act that buildings intended to be used as dwellings are constructed in compliance with the National Construction Code and the relevant Australian Standards. This is to ensure that these buildings are safe for their intended use. Council's Permit Authority and Council have responsibilities under the Act to ensure that buildings are used in accordance with the Act. The appropriate administration of the Act by Council's Permit Authority and Council is consistent with s.20(1)(a) of the *Local Government Act 1993*.

Response to Question 6:

In accordance with Council's endorsed Enforcement Policy 4.16 (the Policy) an Authorised Officer may use options such as no action, informal action, and formal action to achieve an appropriate outcome for breaches of legislation. Examples of each action and their use are provided in the policy.

Response to Question 7:

All Authorised Officers are competent to use procedures that support the policy.

Response to Questions 8, 9, 10 & 11:

Public Officers are competent to use procedures which support the policy, including receiving training around managing Conflicts of Interest, Disclosure of Relevant Personal Interests, and attending Integrity Commission Code training modules.

Due to the sporadic nature of the Integrity Commission Code modules (taking place bi-annually in March & August) there may be times when new staff are yet to complete those modules, however, this is mitigated by ensuring Public Officers complete training modules on Ethical Decisions at Work and Integrity in Public Service as part of their induction program, and all staff are required to adhere to Kingborough Council's Code of Conduct.

Response to Question 12

The Council is committed to developing and maintaining an organisational culture which is supported by appropriate controls, procedures, and strategies, which prevent unethical behaviour. Council adopts contemporary practices concerning enforcement decisions which mitigates unethical behaviour and results in fairness, equality, consistency, and professionalism. These practices include, but are not limited to:

- fostering strong leadership by councillors and management;

- policy and procedure development (employee code of conduct etc.);
- utilisation of investigation and decision-making tools (offence risk matrix & seriousness etc);
- not making decisions in isolation (establishment of compliance groups, peer review culture);
- where possible, separation of the investigator and decision maker (provides objectivity, minimising bias and maintains investigation integrity);
- independent compliance committee; and
- legal counsel review.

It is relevant to note that the November 2019 WLF Accounting and Advisory compliance report referred to Council's compliance business model as sector leading.

*Scott Basham, Compliance Coordinator
Angie Everingham, Manager People & Safety*

10.2 Davies Road Upgrade

Mr Richard Mount submitted the following question on notice:

Does the plan for the imminent Davies Road upgrade include provision for pedestrian and cycling needs (e.g. a pavement) besides the improvements to the road and stormwater?

Officer's Response:

Design has not commenced on this project yet although it is predominantly a stormwater project, some consideration will be given to improving the road for all users including cyclists.

David Reeve, Director Engineering Services

11 QUESTIONS WITHOUT NOTICE FROM COUNCILLORS

12 QUESTIONS ON NOTICE FROM COUNCILLORS

12.1 Works On Sproules Road

At the Council meeting held on 19 December 2022 , **Cr Richardson** asked the following question without notice to the General Manager, with a response that the question would be taken on notice:

I've had a couple of emails during the week concerning the condition of the road and the residents are saying that a normal maintenance schedule would be okay, but for the last couple of years, there has been a succession of Council trucks going up the road attending to something on a property further up the road which has caused additional damage. Further to that, today I have been informed that there has been a grader there today which is wonderful, but is there an opportunity to look at a tar and chip solution for Sproules Road in Snug?

Officer's Response:

Sproules Road carries low volumes of traffic and is currently not listed for any upgrade works in Council's 5-year Capital Works Program. Sealing of unsealed roads is an expensive option and not justified unless a combination of factors are in place, including large traffic volumes, elevated

maintenance costs, and significant safety concerns. Sproules Road would not currently meet these criteria and performs well as an unsealed road.

David Reeve, Director Engineering Services

12.2 Road Line Markings

At the Council meeting held on 19 December 2022, **Cr Cordover** asked the following question without notice to the General Manager, with a response that the question would be taken on notice:

Since the last Council meeting I have been contacted by a constituent raising the issue of the following roads in Blackmans Bay that also have faded line markings, potentially causing a safety concern – Roslyn, Burwood, Illawarra, Opal, Diamond Drive, Suncoast Drive and Wells Parade. Last time we heard about the responsibility falling to the State Government and essentially we submit roads that need doing to the State Government and then the answer came back that there is always a paucity of resources and funds available for the number of roads that we need marked up. Have we ever lobbied the State Government to more adequately fund line marking on the imperative of road safety and perhaps advocating for the inclusion of better road safety line markings as an inclusion towards zero strategy and action plan which has a focus on road safety efforts over the next decade?

Officer's Response:

Council officers will advise the Department of State Growth (DSG) of the safety concerns raised due to faded line markings and seek an early remarking. The response from DSG will determine whether Council advocacy may be required.

David Reeve, Director Engineering Services

12.3 Auburn Road

At the Council meeting held on 19 December 2022, **Cr Midgley** asked the following question without notice to the General Manager, with a response that the question would be taken on notice:

I'm not sure if other Councillors received a letter regarding Auburn Road but I've been written by a local resident regarding a potentially fatal situation, and they are referring to Auburn Road in Kingston where cars park on both sides of the street. Three quarters park from Hutchins Street side, cars are parking on the left side of the road, near the crest of the road as well as before the crest and after the crest. The resident believes that it is a traffic hazard as motorists can't see safely ahead around the crest and they feel that it is very dangerous and could lead to crash and injuries. It has resulted in motorists driving on the wrong side of the road to avoid parked cars and oncoming traffic. They noted that school buses and Metro buses use this road which is another concern. There is no room to pass and it is very tight and horrendous. Embarking and disembarking passengers are fraught with unacceptable risks when traffic is so congested. Could Council investigate how to best solve this potentially dangerous situation?

Officer's Response:

Council officers are currently investigating no parking in a section of Auburn Road near Tanina Street, the rest of the street occasionally has some cars parked but the sight distance is adequate for vehicles to slow and pass when safe. Auburn Road is listed for reconstruction in the 5 year Capital Works Plan (24/25) and other improvements will be considered as part of this project.

David Reeve, Director Engineering Services

13 PETITIONS STILL BEING ACTIONED

There are no petitions still being actioned.

14 PETITIONS RECEIVED IN LAST PERIOD

14.1 Revise and Recall the Draft Local Provisions Schedule

A petition containing **339** signatures has been received by Council petitioning Council as follows:

As a matter of priority, we're asking Council to:

- *request of the Minister and the Tasmanian Planning Commission to recall the draft Local Provisions Schedule (LPS).*
- *withdraw the widespread application of Landscape Conservation Zone (LCZ) to privately owned land*
- *apply LCZ to Conservation Covenanted land, or at landowners' request only.*
- *commit to directly notify all owners of property that has a change of zone proposed in the LPS.*
- *refrain from releasing the draft LPS in its current form whilst including LCZ.*
- *commit to Council's obligations under S20 of the Local Government Act 1993 and ensure good governance of all actions undertaken.*

RECOMMENDATION

That the petition containing **339** signatures be received and referred to the appropriate Department for a report to Council.

15 OFFICERS REPORTS TO COUNCIL

15.1 CONSENT TO LODGEMENT OF APPLICATION FOR A HABITABLE BUILDING OUTSIDE THE BUILDING AREA AT 21 GRAHAM STREET, ELECTRONA

File Number: PID 3598108
Author: Mary McNeill, Planner
Authoriser: Melissa Stevenson, Coordinator Statutory Planning

Strategic Plan Reference

Key Priority Area: 3 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.

1. PURPOSE

- 1.1 The purpose of this report is for Council to consider granting consent, in accordance with Covenant 1 on Sealed Plan No. 173543, to enable the construction of a habitable building partially outside the building area on Lot 3 of Sealed Plan No.173543 known as 21 Graham Street, Electrona. See Attachment 1.

The applicant, Tony Mathers, acting for the owners Mathew and Robyne Gardner, proposes to construct a habitable building outside the abovementioned building area to the north by an additional 3.8 metres to accommodate a rear deck and steps and to the south by an additional 2 metres to accommodate a front verandah. The proposed front verandah also provides for consistency with frontage setbacks and design elements of existing buildings within the Electrona Heritage Precinct.

2. BACKGROUND

- 2.1 The subject land is located in the residential settlement of Electrona and was part of a previous residential subdivision which took place in 2002.
- 2.2 The properties to the east and west are low density residential lots containing single dwellings whilst a more recent residential subdivision has occurred to the south (Peggy's Beach Estate) which provides for a higher density of residential development. An existing fish processing facility owned and operated by Aquatas Pty Ltd is located directly to the north of the subject land.
- 2.3 In 2002, under DAS-2002-4, Lot 7 (5477m²) on SP141189 was created. It was during the course of the assessment of this subdivision that Building Areas through a covenant were placed on the titles to the lots to provide a buffer zone between residential development and the activities of Aquatas Pty Ltd, specifically the associated emissions of noise, light and odour. A second covenant restricted impact to *Eucalyptus ovata* trees. The existing covenants are as follows:
1. *Not to undertake the construction of any habitable building on such lot other than within the area marked "B-C-L-Ac-M" on the plan without the approval of the Kingborough Council.*
 2. *Not to undertake any development or activity that may damage or that may harm the existing or any future "Eucalyptus ovata" tree or tress on the subject lot. This covenant shall not include that portion of the lot labelled "B-C-L-Ac-M".*

- 2.4 In 2016, under DAS-2016-1, Lot 7 was further subdivided into 3 Lots. An additional covenant was placed on the titles in response to the concerns raised during the public notification process and to meet the requirements of the Attenuation Code.

The additional covenant is as follows:

3. *Not to construct a dwelling on the lot other than a dwelling that:*
- a. *is designed and constructed with all bedrooms located on the south facing side of the dwelling; and*
 - b. *has a minimum double glazing on all window and glass door fittings.*
- 2.5 The new titles were issued on 6 July 2018. The building areas on the approved lots are shown in Attachment 1.
- 2.6 The covenants registered within the Sealed Plans 141189 and 173543 are with the Vendor and the Kingborough Council.
- 2.7 A development application for a residential building on Lot 3 on SP173543 was received in June 2022 (DA-2022-270) and Council staff have been working with the Applicant to address the limitations of the site.
- 2.8 On 30 November 2022 the applicant submitted a request for Council to grant consent for the proposed dwelling to extend outside of the building area described on the Folio Plan to enable the development application to be progressed.

3. STATUTORY REQUIREMENTS

- 3.1 The covenants contained within the Sealed Plan registered on the Certificate of Title prevent a habitable building from being erected outside the described building area without the approval of the Kingborough Council.
- 3.2 Section 94(5)(b) of the *Local Government (Building and Miscellaneous Provisions) Act 1993* provides that:

“(5) When a plan has taken effect a person must not –

(a); or

(b) contravene a restriction on the use of land shown on the plan.”

A fine not exceeding 10 penalty units may apply to a contravention of this section

- 3.3 Therefore prior to Council, as a Planning Authority, processing a development application with a proposed habitable building outside the building area, a decision must be made by Council whether to grant consent in accordance with the requirements of the covenant on the title.

4. DISCUSSION

- 4.1 The original subdivision application was approved under a different planning scheme to that which Council currently administers.
- 4.2 Under the Kingborough Interim Planning Scheme 2015 (the Scheme) a proposed residential (single dwelling) development would have a No Permit Required (NPR) use status. A dwelling at the subject site would maintain an NPR status only if it could comply with all relevant use and development standards under the Scheme.

- 4.3 The subject site is located within an area which is subject to several code overlays under the Scheme, including the Attenuation, Biodiversity and Historic Heritage Code overlays. The application does not meet the acceptable solutions under the aforementioned Codes. Therefore, the application is a discretionary application type and is subject to advertising and public representation.
- 4.4 The covenant restricting the construction of a habitable building outside the building area on the title was required by Council at the time of the assessment of the subdivision application under the previous planning scheme.
- 4.5 The subject land is located wholly within the specified attenuation distance for the adjoining fish processing facility to the north. The current planning scheme requires the following attenuation distances:
- 100m to a fish processing (primary) facility – potential odours, noise and light
 - 200m to a liquid waste facility – potential odours

Given that the length of the lot is 88.19 lineal metres and the northern edge of the building area is approximately 67 metres from the fish processing facility boundary the proposed sensitive residential use cannot comply with the attenuation distances.

- 4.6 The subject lot was purchased with this covenant in place; however, the owner has requested Council to allow the construction of a four bedroom, three bathroom dwelling which would be located partially outside the building area. See Attachment 2.
- 4.7 The lot is a narrow 1930m² linear block with an elbow towards the east with a boundary to Council's Recreation Area on the waterfront. The lot fronts Graham Street to the south and the fish processing facility to the north in the Light Industrial Zone. The building area is approximately 211m² in area and extends approximately 16 metres into the lot from the frontage.
- 4.8 The proposed building would extend beyond the building area to the north by approximately 3.8 metres and would include part of the north facing elevated deck and steps which would provide for outdoor amenity adjacent to the upper level living area of the proposed dwelling. The dwelling proper is wholly within the required envelope.
- 4.9 The proposed building would extend beyond the building area to the south towards the street frontage for 2 metres. This reduced setback would ensure that the building is sited and designed for compatibility with other buildings within the Electra Heritage Precinct and reduces the requirement to extend the proposed building further to the north and closer to the fish processing facility.
- 4.10 The proposed building has been designed with consideration for the Electra Heritage Precinct characteristics including the use of weatherboard cladding, a front verandah and a design approach to allow for a lower storey usable area whilst being compatible visually with single storey construction when viewed from Graham Street. The siting of the proposed building closer to the street frontage (south) would ensure that the proposal is consistent with the neighbourhood character and prevailing pattern of development.
- 4.11 The design and siting of the dwelling is such that all of the internal habitable living areas would be located within the building area and only the south facing verandah and northern elevated deck and steps are proposed to be located outside of the building area. Both of these areas would provide access to outdoor garden areas and sunlight adjacent to the building. Whilst the deck and verandah serve as an extension to the building, they are considered an outdoor area, similar to other areas within the 1718m²

lot outside of the building area where non-habitable buildings, gardens, and recreational activities are not restricted under the covenant.

- 4.12 It is considered that the outdoor areas associated with the proposed deck and verandah could be vacated if environmental nuisances from the fish processing facility occur from time to time, as noise, odour and light emissions vary with operations of the facility and weather conditions.
- 4.13 The proposed building is in proximity to a mature *Eucalyptus ovata* of very high conservation value. The proposed northern deck would encroach into the tree root protection zone (TPZ), but outside of the structural root zone of the tree (as shown in Attachment 3). The Arboricultural Impact Assessment (Philip Jackson, June 2022) submitted with the development application estimated the encroachment of the deck and steps to be approximately 9%. It is generally accepted that under 10% encroachment into a TPZ is a minor incursion and tolerable. The Assessment also considered the impact of the construction of the driveway and determined an unacceptable level of encroachment by the driveway, and cumulative incursion into the TPZ of the tree of approximately 34%. In assessment of likely impacts, the Assessment determines: "*Excavations for the verandah and steps posts may sever/damage fibrous roots*". Recommendations were included in the Assessment which advised that the tree is able to be retained by designing and/or employing alternative non-destructive construction methods. Such methods would be included as conditions of approval in any permit issued in relation to the development application and the implementation of such methods is considered to enable the proposal to satisfy the requirements of Covenant 2.
- 4.14 The requirements under Covenant 3 for southern facing bedrooms and double glazing on all window and glass door fittings have been satisfied under the proposal.
- 4.15 It is considered that the design and siting of the proposed habitable building in which only the external areas of the dwelling sit outside of the building area is a pragmatic solution to the limitations of the building area and lot characteristics.
- 4.16 There is no planning reason to refuse consent under the covenant as the provisions of the Scheme will control whether a residential building is appropriate for the site and the form in which it is built.

5. FINANCE

- 5.1 There are no financial implications for Council.

6. ENVIRONMENT

- 6.1 There are no impacts to the environment.

7. COMMUNICATION AND CONSULTATION

- 7.1 No consultation is required at this stage. The associated development application under DA-2022-270 will be advertised in due course.

8. RISK

- 8.1 There are no likely risks to Council.

9. CONCLUSION

- 9.1 The Council's approval or otherwise is required under the covenant to enable an existing development application to be considered against the provisions of the

Kingborough Interim Planning Scheme 2015. The Council therefore has two choices as follows:

- (a) Grant consent under the covenant on the title to the construction of part of the habitable building outside the building area marked on the Sealed Plan and allow the development application to be assessed on its merits in accordance with the requirements of the Kingborough Interim Planning Scheme 2015.
- (b) Refuse to grant consent under the covenant on the title to the construction of part of the habitable building outside the building area marked on the Sealed Plan and thereby restrict the location of a habitable building only as originally intended by the conditions on the subdivision.

10. RECOMMENDATION

That Council:

- (a) determine to grant consent under the covenant on Sealed Plan No.173543 to allow a development application, under the provisions of the *Land Use Planning and Approvals Act 1993* and the Kingborough Interim Planning Scheme 2015, to be considered for a habitable building to be constructed outside the building area on Lot 3; generally in accordance with the plans shown in Attachment 4; and
- (b) note that this consent does not imply approval for the development which will be subject to an assessment of the application under the above Act and planning scheme.

ATTACHMENTS

- 1. Title Documentation
- 2. Extent of proposed habitable building outside of building area
- 3. Arboricultural Impact Assessment
- 4. Proposal plans



REORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



SEARCH OF TORRENS TITLE

VOLUME 173543	FOLIO 3
EDITION 2	DATE OF ISSUE 10-Apr-2019

SEARCH DATE : 26-Jun-2022

SEARCH TIME : 06.48 PM

DESCRIPTION OF LAND

Parish of KINGBOROUGH Land District of BUCKINGHAM

Lot 3 on Sealed Plan 173543

Derivation : Part of 200A-2R-5P Vested in The Australian Commonwealth Carbide Company Limited

Prior CT 141189/7

SCHEDULE 1

M743815 TRANSFER to MATHEW JAMES GARDNER and ROBYNE LEE-ANNE
GARDNER Registered 10-Apr-2019 at 12.01 PM

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

SP173543 EASEMENTS in Schedule of Easements

SP173543 COVENANTS in Schedule of Easements

SP173543 FENCING PROVISION in Schedule of Easements

SP141189 COVENANTS in Schedule of Easements

SP141189 FENCING COVENANT in Schedule of Easements

C527755 AGREEMENT pursuant to Section 71 of the Land Use

Planning and Approvals Act 1993 Registered

21-Apr-2004 at 12.02 PM

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations



RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



OWNER DARYL STEPHEN HARRINGTON SUSAN JANE HARRINGTON FOLIO REFERENCE C.T.141189/7 GRANTEE PART OF 200A-2R-5P. VESTED IN THE AUSTRALIAN COMMONWEALTH CARBIDE COMPANY LIMITED		PLAN OF SURVEY BY SURVEYOR ANDREW STEPHEN BIRCH ROGERSON AND BIRCH SURVEYORS UNIT 1 - 2 KENNEDY DRIVE, CAMBRIDGE PARK PH 6248-5898 MOB. 0419-594-966 PARISH OF KINGBOROUGH LAND DISTRICT OF BUCKINGHAM SCALE 1: 400 LENGTHS IN METRES		Registered Number SP 173543 APPROVED EFFECTIVE FROM 6 JUL 2018 <i>Neil Renda</i> Recorder of Titles	
MAPSHEET MUNICIPAL CODE No. 117 5223-41		LAST UPI No.		LAST PLAN No. SP141189	
ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN					

GRAHAM STREET

Neil Renda 28/11/2018
 COUNCIL DELEGATE DATE



RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



SCHEDULE OF EASEMENTS	Registered Number
NOTE: THE SCHEDULE MUST BE SIGNED BY THE OWNERS & MORTGAGEES OF THE LAND AFFECTED. SIGNATURES MUST BE ATTESTED.	SP 173543

EASEMENTS AND PROFITS

PAGE 1 OF 4 PAGE/S

Each lot on the plan is together with:-

- (1) such rights of drainage over the drainage easements shown on the plan (if any) as may be necessary to drain the stormwater and other surplus water from such lot; and
- (2) any easements or profits a prendre described hereunder.

Each lot on the plan is subject to:-

- (1) such rights of drainage over the drainage easements shown on the plan (if any) as passing through such lot as may be necessary to drain the stormwater and other surplus water from any other lot on the plan; and
- (2) any easements or profits a prendre described hereunder.

The direction of the flow of water through the drainage easements shown on the plan is indicated by arrows.

Easements

Lot 1, 2 and 3 are subject to a right of drainage in favour of the Kingborough Council over DRAINAGE EASEMENT 3.00 WIDE as shown on the plan passing through such lot.

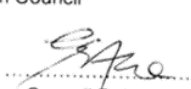
Lots 1, 2 and 3 ("the Lot") are subject to a PIPELINE AND SERVICES EASEMENT in gross in favour of the Tasmanian Water and Sewerage Corporation Pty Limited, its successors and assigns ("TasWater") over the land PIPELINE & SERVICE EASEMENT 3.00 WIDE shown on the Plan ("the Easement Land").

The Pipeline and Services Easement is defined as follows:-

THE FULL RIGHT AND LIBERTY for the TasWater at all times to:

- (1) enter and remain upon the Easement Land with or without employees, contractors, agents and all other persons duly authorised by it and with or without machinery, vehicles, plant and equipment;
- (2) investigate, take soil, rock and other samples, survey, open and break up and excavate the Easement Land for any purpose or activity that TasWater is authorised to do or undertake;
- (3) install, retain, operate, modify, relocate, maintain, inspect, cleanse and repair the Infrastructure;
- (4) remove and replace the Infrastructure;
- (5) run and pass sewage, water and electricity through and along the Infrastructure;
- (6) do all works reasonably required in connection with such activities or as may be authorised or required by any law:
 - (1) without doing unnecessary damage to the Easement Land; and
 - (2) leaving the Easement Land in a clean and tidy condition; and
- (7) if the Easement Land is not directly accessible from a highway, then for the purpose of undertaking any of the preceding activities TasWater may with or without employees, contractors, agents and all other persons authorised by it, and with or without machinery, vehicles, plant and equipment enter

(USE ANNEXURE PAGES FOR CONTINUATION)

SUBDIVIDER: Susan Jane & Daryl Stephen Harrington	PLAN SEALED BY: Kingborough Council
FOLIO REF: 141189/7	DATE: 23/6/2018
SOLICITOR & REFERENCE: Lyndall Johnson (170248)	REF No DAS-2016-1
 Council Delegate	
NOTE: The Council Delegate must sign the Certificate for the purposes of identification.	



RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



<p align="center">ANNEXURE TO SCHEDULE OF EASEMENTS</p> <p align="center">PAGE 2 OF 4 PAGE/S</p>	<p align="center">Registered Number</p> <p align="center">SP 173543</p>
<p>SUBDIVIDER: Susan Jane & Daryl Stephen Harrington FOLIO REFERENCE: 141189/7</p>	

the Lot from the highway at any then existing vehicle entry and cross the Lot to the Easement Land;
and

- (8) use the Easement Land as a right of carriageway for the purpose of undertaking any of the preceding purposes on other land, TasWater reinstating any damage that it causes in doing so to any boundary fence of the Lot.

PROVIDED ALWAYS THAT:

- (1) The registered proprietors of the Lot in the folio of the Register ("the Owner") must not without the written consent of TasWater first had and obtained (which cannot be unreasonably refused) and only in compliance with any conditions which form the consent:
 - (a) alter, excavate, plough, drill or otherwise penetrate the ground level of the Easement Land;
 - (b) install, erect or plant any building, structure, fence, pit, well, footing, pipeline, paving, tree, shrub or other object on or in the Easement Land;
 - (c) remove any thing that supports, protects or covers any Infrastructure on or in the Easement Land;
 - (d) do anything which will or might damage or contribute to damage to any of the Infrastructure on or in the Easement Land;
 - (e) in any way prevent or interfere with the proper exercise and benefit of the Easement Land by TasWater or its employees, contractors, agents and all other persons duly authorised by it; or
 - (f) permit or allow any action which the Owner must not do or acquiesce in that action.
- (2) TasWater is not required to fence any part of the Easement Land.
- (3) The Owner may erect a fence across the Easement Land at the boundaries of the Lot.
- (4) The Owner may erect a gate across any part of the Easement Land subject to these conditions:
 - (a) the Owner must provide TasWater with a key to any lock which would prevent the opening of the gate; and
 - (b) if the Owner does not provide TasWater with that key or the key provided does not fit the lock, TasWater may cut the lock from the gate.
- (5) If the Owner causes damage to any of the Infrastructure, the Owner is liable for the actual cost to TasWater of the repair of the Infrastructure damaged.
- (6) If the Owner fails to comply with any of the preceding conditions, without forfeiting any right of action, damages or otherwise against the Owner, TasWater may:
 - (a) reinstate the ground level of the Easement Land; or
 - (b) remove from the Easement Land any building, structure, pit, well, footing, pipeline, paving, tree, shrub or other object; or
 - (c) replace anything that supported, protected or covered the Infrastructure.

NOTE: Every annexed page must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.



RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



<p align="center">ANNEXURE TO SCHEDULE OF EASEMENTS</p> <p align="center">PAGE 3 OF 4 PAGE/S</p>	<p align="center">Registered Number</p> <p align="center">SP 173543</p>
<p>SUBDIVIDER: Susan Jane & Daryl Stephen Harrington FOLIO REFERENCE: 141189/7</p>	

Covenants

The owner of Lot 1, 2 and 3 on the plan covenants with the Vendor and every other owner for the time being of every other lot shown on the plan and the Kingborough Council to the intent to burden of this covenant will run with and bind the covenantor's lot and every part thereof and the benefit shall be annexed to and devolve with each and every part of every other lot shown on the plan and in favour of the Kingborough Council to observe the following stipulation, namely:

1. Not to undertake the construction of any habitable building on such lot other than within the area marked "B-C-L-Ac-M" on the plan without the approval of the Kingborough Council.
2. Not to undertake any development or activity that may damage or that may harm the existing or any future "Eucalyptus Ovata" tree or trees on the lot. This covenant shall not include that portion of the lot labelled "B-C-L-Ac-M".
3. Not to construct a dwelling on the lot other than a dwelling that:
 - a. is designed and constructed with all bedrooms located on the south facing side of the dwelling;; and
 - b. has a minimum double glazing on all window and glass door fittings.
4. Not to erect on such lot any building for use as a dwelling house that is of a transportable nature or style which has been relocated from another site.
5. Not to use any dwelling house erected on the lot for any purpose other than a private dwelling house.
6. Not to be permitted to be worked on used or operated on any lot, any engine, machine driven by gas electricity, fuel or petroleum products or other mechanical power except for machines used in the course of erection and repair of authorised works or building on the Lot.
7. Not without the approval of the Vendor in writing keep any domestic animals other than cats or dogs.
8. Not to keep poultry.
9. Not without the approval of the Vendor in writing to keep or agist any livestock.
10. Not to permit any caravan, campervan or mobile home to be occupied on any Lot for a period exceeding 30 days in any calendar year.
11. Not to keep on any lot any vehicles, vehicles bodies, or vehicle parts which do not belong to a vehicle which is currently registered or in contemplation of registration. Any vehicle or vehicle bodies which have remained on any lot for a period in excess of 90 days and is not registered and operational shall be deemed to be defunct and shall be removed from the lot by the owner
12. Not to drive, ride or operate or permit any other person to drive ride or operate any motorcycle motor car or other vehicle on any lot for sport or recreation.
13. Not to permit any lot to become overgrown or to accumulate or collect any large quantity of any materials which shall constitute an untidy or unsightly view so as to affect the general amenity and view afforded to the other lot holders.

The Vendor reserves the right for themselves or their assigns to sell lease, or otherwise deal with any lot on the plan either subject to the above conditions and/or restrictive covenants or any one of them or not subject to such modifications thereof as they in their sole discretion deem fit. The exercise of the said right in relation to any lot shall not release the Owners of any other Lot from any of the conditions or covenants affecting or imposed upon such other lots or give the owners of any lot any right of action against the Vendor or any other person.

NOTE: Every annexed page must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.



RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



ANNEXURE TO SCHEDULE OF EASEMENTS PAGE 4 OF 4 PAGE/S	Registered Number SP. 173543
SUBDIVIDER: Susan Jane & Daryl Stephen Harrington FOLIO REFERENCE: 141189/7	

Fencing Provision

In respect of each lot on the Plan the Vendor *Daryl Stephen Harrington & Susan Jane Harrington* shall not be required to fence.

Interpretation

"Infrastructure" means infrastructure owned or for which TasWater is responsible and includes but is not limited to:

- (a) sewer pipes and water pipes and associated valves;
- (b) telemetry and monitoring devices;
- (c) inspection and access pits;
- (d) power poles and lines, electrical wires, electrical cables and other conducting media (excluding telemetry and monitoring devices);
- (e) markers or signs indicating the location of the Easement Land, the Infrastructure or any warnings or restrictions with respect to the Easement Land or the Infrastructure;
- (f) anything reasonably required to support, protect or cover any of the Infrastructure;
- (g) any other infrastructure whether of a similar nature or not to the preceding which is reasonably required for the piping of sewage or water, or the running of electricity, through the Easement Land or monitoring or managing that activity; and
- (h) where the context permits, any part of the Infrastructure.

"Vendor" means Susan Jane Harrington and Daryl Stephen Harrington.

Signed by the Vendor }

In the presence of: }

Witness Signature

Witness Name

72 END LORIMER CCT CHISHOLM 2905 ACT

Witness Address

COMMUNICATIONS LINESMAN

Witness Occupation

NOTE: Every annexed page must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.

SCHEDULE OF EASEMENTS	Registered Number
NOTE: THE SCHEDULE MUST BE SIGNED BY THE OWNERS & MORTGAGEES OF THE LAND AFFECTED. SIGNATURES MUST BE ATTESTED.	SP 14 1189

PAGE 1 OF 6 PAGE/S

EASEMENTS AND PROFITS

Each lot on the plan is together with:-

- (1) such rights of drainage over the drainage easements shown on the plan (if any) as may be necessary to drain the stormwater and other surplus water from such lot; and
- (2) any easements or profits a prendre described hereunder.

Each lot on the plan is subject to:-

- (1) such rights of drainage over the drainage easements shown on the plan (if any) as passing through such lot as may be necessary to drain the stormwater and other surplus water from any other lot on the plan; and
- (2) any easements or profits a prendre described hereunder.

The direction of the flow of water through the drainage easements shown on the plan is indicated by arrows.

EASEMENTS

Lot 16 on the plan is subject to a **right of drainage & pipeline** easement for Kingborough Council over the **Drainage Easement & Pipeline Easement 3.00 wide** shown on the plan passing through such lot.

Lot 76 is together with a right of carriageway over the **Drainage Easement & Right of Way (Private) 6.00 wide** over Lots 77, 78, 79 & 80 as shown on the plan.

Lot 77 is together with a right of carriageway over the **Drainage Easement & Right of Way (Private) 6.00 wide** over Lots 78, 79 & 80 as shown on the plan.

Lot 78 is together with a right of carriageway over the **Drainage Easement & Right of Way (Private) 6.00 wide** over Lots 79 & 80 as shown on the plan.

Lot 79 is together with a right of carriageway over the **Drainage Easement & Right of Way (Private) 6.00 wide** over Lot 80 as shown on the plan.

Lot 80 on the plan is subject to a right of carriageway (appurtenant to Lots 76, 77, 78 & 79 on the plan) over such portion of the **Drainage Easement & Right of Way (Private) 6.00 wide** shown on the plan passing through such lot.

Lot 79 on the plan is subject to a right of carriageway (appurtenant to Lots 76, 77, & 78 on the plan) over such portion of the **Drainage Easement & Right of Way (Private) 6.00 wide** shown on the plan passing through such lot.

Lot 78 on the plan is subject to a right of carriageway (appurtenant to Lots 76, & 77 on the plan) over such portion of the **Drainage Easement & Right of Way (Private) 6.00 wide** shown on the plan passing through such lot.

Lot 77 on the plan is subject to a right of carriageway (appurtenant to Lot 76 on the plan) over such portion of the **Drainage Easement & Right of Way (Private) 6.00 wide** shown on the plan passing through such lot.

(USE ANNEXURE PAGES FOR CONTINUATION)

SUBDIVIDER: Oyster Bay Pine Views Pty Ltd FOLIO REF: 127158/1 SOLICITOR Goodman Solicitors & REFERENCE: Matt Goodman	PLAN SEALED BY: <i>KINGBOROUGH COUNCIL</i> DATE: <i>15TH MARCH 2004</i> <i>201-40</i> REF NO. _____ <div style="text-align: right;"> <i>GEORGE HANCOCK</i> Council Delegate </div>
NOTE: The Council Delegate must sign the Certificate for the purposes of identification.	

<p align="center">ANNEXURE TO SCHEDULE OF EASEMENTS</p> <p align="center">PAGE 2 OF 6 PAGES</p>	<p align="center">Registered Number</p> <p align="center">SP 14 1189</p>
<p>SUBDIVIDER: Oyster Bay Pine Views Pty Ltd FOLIO REFERENCE: 127158/1</p>	

Lot 203 is subject to a **Sewerage Easement** for Kingborough Council in the terms created by and more fully set forth in Sealed Plan No. 23263 over the **Sewerage Easement** 4.00 wide as shown on Plan No. 127158 and on the plan.

Lot 81 on the plan is subject to a right of drainage for Kingborough Council over the **Drainage Easement** 3.00 wide shown on the plan passing through such lot.

FENCING COVENANT

The owner of each lot on the plan covenants with the Vendor, Oyster Bay Pine Views that the Vendor shall not be required to fence. These words shall have the meaning expressed by the Conveyancing and Law of Property Act 1884.

COVENANTS

The owner of Lot 1 on the plan covenant with the Vendor and the owners for the time being of every other lot shown on the plan and the Kingborough Council to the intent that the burden of this covenant may run with and bind the covenantor's lot and every part thereof and that the benefit shall be annexed to and devolve with each and every part of every other lot shown on the plan and be in favour of the Kingborough Council to observe the following stipulation, namely:

1. Not to undertake the construction of any habitable building on such lot other than within the area marked "A-Y-R-S-T-U-V-W-X" on the plan without the approval of the Kingborough Council.
2. Not to undertake any development or activity that may damage or that may harm the existing or any future "Eucalyptus Ovata" tree or trees on the subject lot. This covenant shall not include that portion of the lot labelled A-Y-R-S-T-U-V-W-X.

The owner of Lot 3 on the plan covenant with the Vendor and the owners for the time being of every other lot shown on the plan and the Kingborough Council to the intent that the burden of this covenant may run with and bind the covenantor's lot and every part thereof and that the benefit shall be annexed to and devolve with each and every part of every other lot shown on the plan and be in favour of the Kingborough Council to observe the following stipulation, namely:

1. Not to undertake the construction of any habitable building on such lot other than within the area marked "Y-Z-Q-R" on the plan without the approval of the Kingborough Council.

The owner of Lot 4 on the plan covenant with the Vendor and the owners for the time being of every other lot shown on the plan and the Kingborough Council to the intent that the burden of this covenant may run with and bind the covenantor's lot and every part thereof and that the benefit shall be annexed to and devolve with each and every part

NOTE: Every annexed page must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.

<p align="center">ANNEXURE TO SCHEDULE OF EASEMENTS</p> <p align="center">PAGE 3 OF 6 PAGES</p>	<p align="center">Registered Number</p> <p align="center">SP 14 1189</p>
<p>SUBDIVIDER: Oyster Bay Pine Views Pty Ltd FOLIO REFERENCE: 127158/1</p>	

of every other lot shown on the plan and be in favour of the Kingborough Council to observe the following stipulation, namely:

1. Not to undertake the construction of any habitable building on such lot other than within the area marked "Z-Aa-P-Q" on the plan without the approval of the Kingborough Council.

The owner of Lot 5 on the plan covenant with the Vendor and the owners for the time being of every other lot shown on the plan and the Kingborough Council to the intent that the burden of this covenant may run with and bind the covenantor's lot and every part thereof and that the benefit shall be annexed to and devolve with each and every part of every other lot shown on the plan and be in favour of the Kingborough Council to observe the following stipulation, namely:

1. Not to undertake the construction of any habitable building on such lot other than within the area marked "Aa-Bb-O-P" on the plan without the approval of the Kingborough Council.

The owner of Lot 6 on the plan covenant with the Vendor and the owners for the time being of every other lot shown on the plan and the Kingborough Council to the intent that the burden of this covenant may run with and bind the covenantor's lot and every part thereof and that the benefit shall be annexed to and devolve with each and every part of every other lot shown on the plan and be in favour of the Kingborough Council to observe the following stipulation, namely:

1. Not to undertake the construction of any habitable building on such lot other than within the area marked "Bb-B-M-N-O" on the plan without the approval of the Kingborough Council.

The owner of Lot 7 on the plan covenant with the Vendor and the owners for the time being of every other lot shown on the plan and the Kingborough Council to the intent that the burden of this covenant may run with and bind the covenantor's lot and every part thereof and that the benefit shall be annexed to and devolve with each and every part of every other lot shown on the plan and be in favour of the Kingborough Council to observe the following stipulation, namely:

1. Not to undertake the construction of any habitable building on such lot other than within the area marked "B-C-L-Ac-M" on the plan without the approval of the Kingborough Council.
2. Not to undertake any development or activity that may damage or that may harm the existing or any future "Eucalyptus Ovata" tree or trees on the subject lot. This covenant shall not include that portion of the lot labelled "B-C-L-Ac-M".

The owner of Lot 8 on the plan covenant with the Vendor and the owners for the time being of every other lot shown on the plan and the Kingborough Council to the intent that the burden of this covenant may run with and bind the covenantor's lot and every part thereof and that the benefit shall be annexed to and devolve with each and every part of every other lot shown on the plan and be in favour of the Kingborough Council to observe the following stipulation, namely:

1. Not to undertake the construction of any habitable building on such lot other than within the area marked "C-D-E-F-G-H-I-J-K-L" on the plan without the approval of the Kingborough Council.

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ANNEXURE TO SCHEDULE OF EASEMENTS PAGE 4 OF 6 PAGES	Registered Number SP 14 1189
SUBDIVIDER: Oyster Bay Pine Views Pty Ltd FOLIO REFERENCE: 127158/1	

The owner of Lots 1, 76, 77, 78, 79, 80, & 81 inclusive on the plan covenant with the Vendor and the owners for the time being of every other lot shown on the plan and the Kingborough Council to the intent that the burden of this covenant may run with and bind the covenantor's lot and every part thereof and that the benefit shall be annexed to and devolve with each and every part of every other lot shown on the plan and be in favour of the Kingborough Council to observe the following stipulation, namely:

1. Not to construct or permit to be constructed along the western boundary of such lot any direct means of access to the Channel Highway from such lot.

The owner of Lots 1, 76 77, 78, 79, 80, & 81 inclusive on the plan covenant with the Vendor and the owners for the time being of every other lot shown on the plan and the Kingborough Council to the intent that the burden of this covenant may run with and bind the covenantor's lot and every part thereof and that the benefit shall be annexed to

and devolve with each and every part of every other lot shown on the plan and be in favour of the Kingborough Council to observe the following stipulation, namely:

1. Not to undertake or permit to be undertaken any further residential development beyond the existing structures erected thereon without each such residence receiving, as applicable, double glazing, sound proofed cladding or insulation or any other requirement Kingborough Council may require to minimise noise from either Channel Highway or neighbouring industrial uses as the context permits.

The owner of each lot on the plan covenants with the Vendor Oyster Bay Pine Views Pty Ltd and the owners for the time being of every other Lot shown on the plan to the intent that the burden of this covenant may run with and bind the Covenantor's Lot and every part thereof and that the benefit thereof shall be annexed to and devolve with each and every part of every other lot shown on the plan to observe the following stipulations:

1. Not to erect on such lot any building for use as a dwelling house that is of a transportable nature or style or which has been relocated from another site.
2. Not to use any dwelling house erected on the Lot for any purpose other than a private dwelling house.
3. Not to be permitted to be worked on used or operated on any lot, any engine or machine driven by gas, electricity fuel or petroleum products or other mechanical power except for machines commonly used for ordinary gardening or domestic purposes, or except for machines used in the course of erection and repair of authorised works or building on the Lot.
4. Not without the approval of the Vendor in writing to keep any domestic animals other than cats or dogs.
5. Not to keep any poultry.
6. Not without the approval of the Vendor in writing to keep or agist any livestock.
7. Not to permit any caravan, campervan or mobile home to be occupied on any Lot for a period exceeding thirty (30) days in any calendar year.

NOTE: Every annexed page must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.

ANNEXURE TO SCHEDULE OF EASEMENTS PAGE 5 OF 6 PAGES	Registered Number SP 14 1189
SUBDIVIDER: Oyster Bay Pine Views Pty Ltd FOLIO REFERENCE: 127158/1	

8. Not to keep on any lot any vehicles, vehicles bodies or vehicle parts which do not belong to a vehicle which is either currently registered or in contemplation of registration. Any vehicle or vehicle bodies which have remained on any lot for a period in excess of 90 days and is not registered and operational shall be deemed to be defunct and shall be removed from the lot by the lot owner.
9. Not to drive, ride or operate nor to permit any other person to drive ride or operate any motorcycle, motor car or other vehicle on any Lot for sport or recreation.
10. Not to permit any lot to become overgrown or to accumulate or collect any large quantity of any materials which shall constitute an untidy or unsightly view so as to affect the general amenity and view afforded to the other lot holders.

The Vendor reserves the right for themselves or their assigns to sell lease or otherwise deal with any Lot on the plan either subject to the above conditions and/or restrictive covenants or any one of them or not subject to such modifications thereof as they in their sole discretion deem fit. The exercise of the said right in relation to any Lot shall not release the Owners of any other Lot from any of the conditions or covenants affecting or imposed upon such other Lots or give the Owners of any Lot any right of action against the Vendors or any other person.

INTERPRETATION:

VENDOR DEFINITION

"Vendor" means Oyster Bay Pine Views Pty Ltd and its registered or duly authorised officers.

PIPELINE DEFINITION

"Pipeline Easement" means the full right and liberty for every person who is at any time entitled to an estate or interest in possession of the land herein indicated as the dominant tenement or any part thereto to lay beneath the soil of the Pipeline Easement pipe or pipes and to maintain such pipe or pipes as may be required for the purpose of the supply of water to the dominant tenement or part thereof TOGETHER WITH the right of every such person who is at any time entitled to an estate or interest in possession of the land indicated as the dominant tenement or any part thereof by his servants or agents or workmen from time to time and at all reasonable times to enter upon the area of the Pipeline Easement and to open such lands for the purpose of laying cleaning repairing replacing or renewing the said pipes as the occasion may require doing no unnecessary damage to such lands nor necessarily hindering access to subservient tenements and upon the completion of the works of the surface shall be immediately restored to its former condition or as near thereto as shall be reasonably possible.

OYSTER BAY PINE VIEWS PTY LTD by its
 Attorney John Bender pursuant to Power of Attorney
 No. PA 4815 and he declares that he has received no
 notice of revocation of the said Power of Attorney

in the presence of:

John Bender
 John Bender
 26 Church St
 Kingston

) *[Signature]*
)
)
)
)

NOTE: Every annexed page must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.

<p align="center">ANNEXURE TO SCHEDULE OF EASEMENTS</p> <p align="center">PAGE 6 OF 6 PAGES</p>	<p align="center">Registered Number</p> <p align="center">SP 14 1189</p>
<p>SUBDIVIDER: Oyster Bay Pine Views Pty Ltd FOLIO REFERENCE: 127158/1</p>	

NATIONAL AUSTRALIA BANK LTD by its Attorney)
CARLTON PATRICK Dixon)
 pursuant to Power of Attorney No. 6710742 and)
 amended by 7115033.)
 declares that he has received no notice of revocation of)
 the said Power of Attorney)

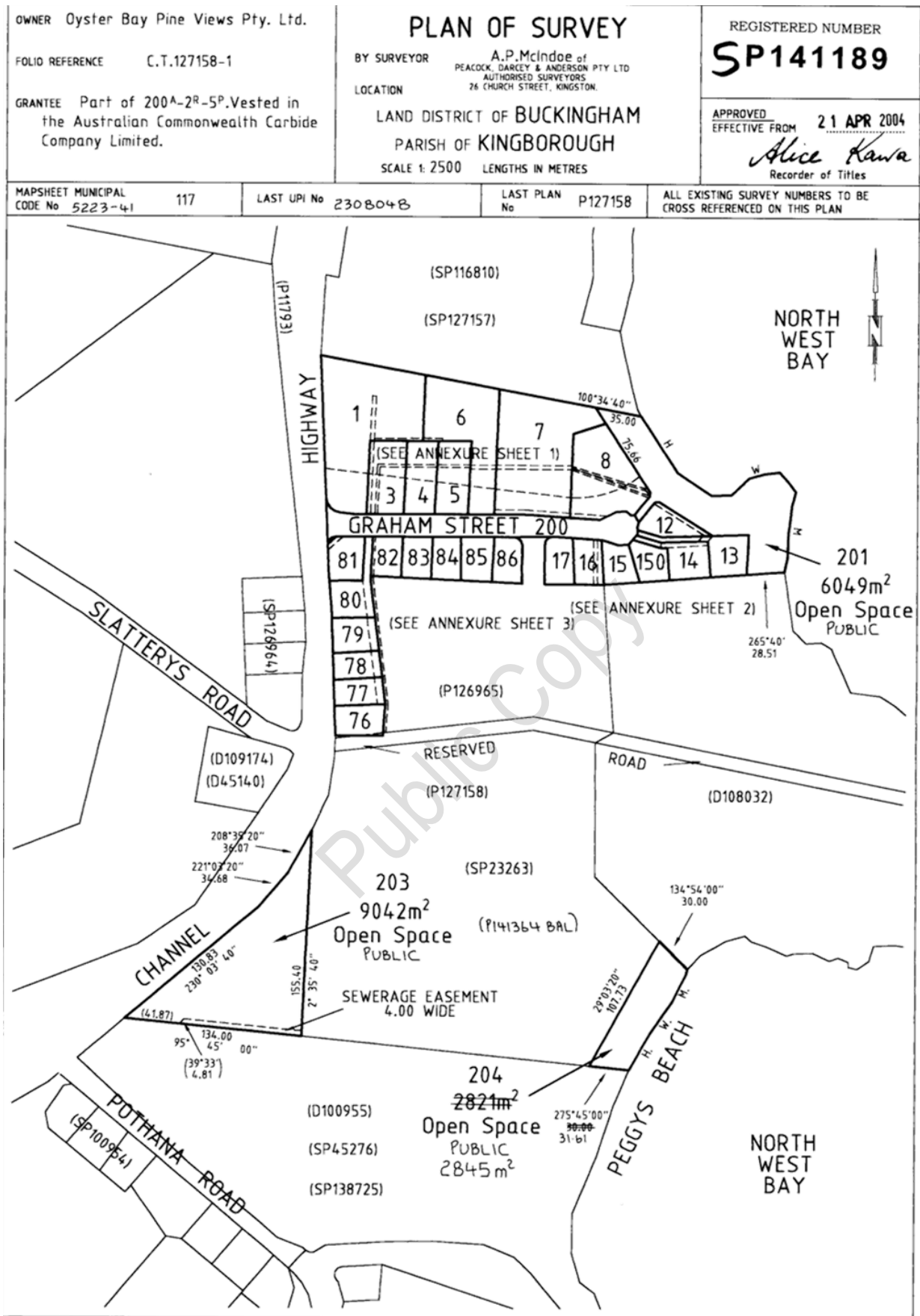


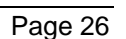
in the presence of:

David Higgins
CRIPPT AWARD ST
10126 COWLEY ST
HOBART TAS

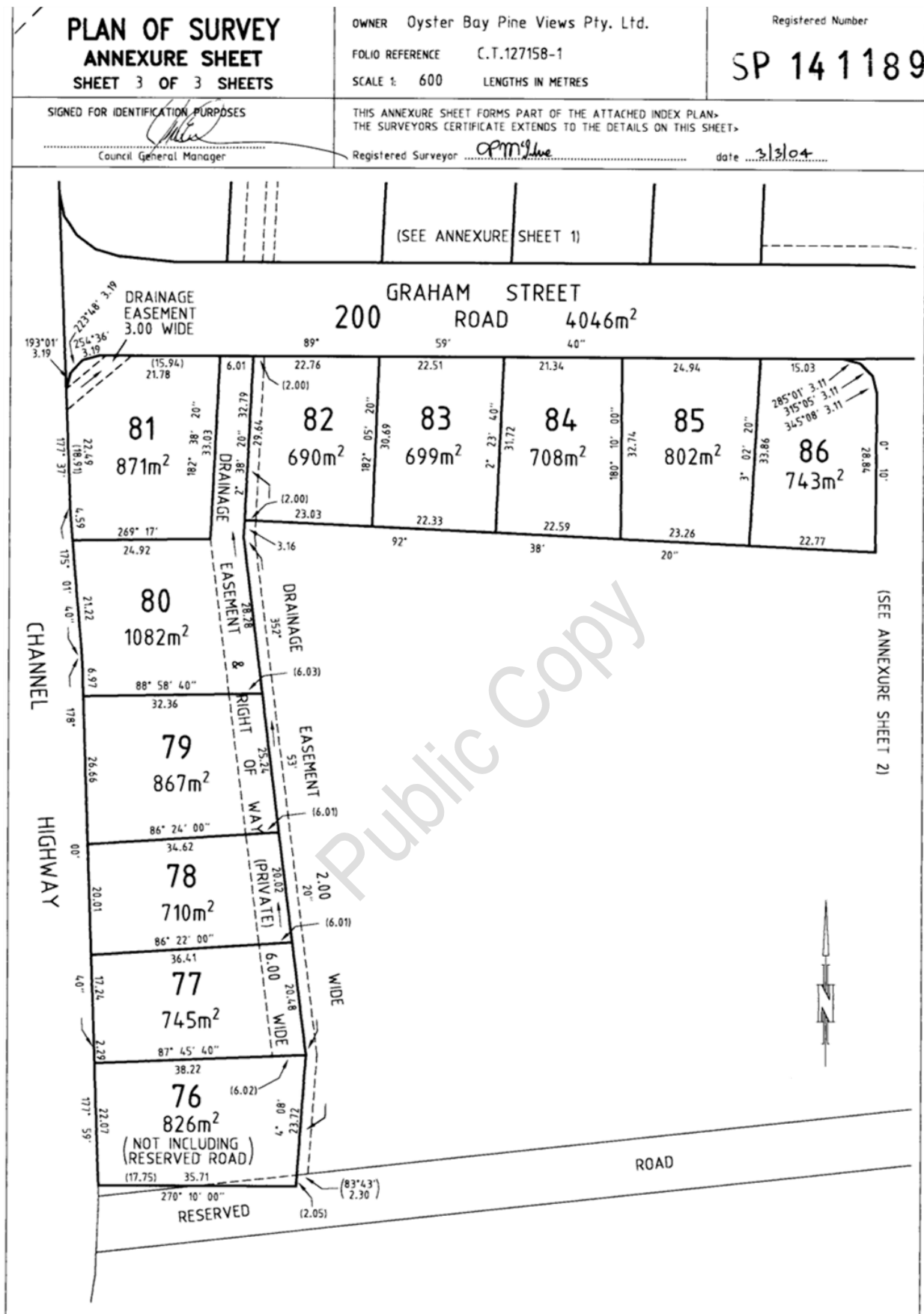
Public Copy

NOTE: Every annexed page must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.





Page 27



TASMANIAN LAND TITLES OFFICE

Notification of Agreement
under theLand Use Planning and Approvals Act 1993
(Section 71)

C527755

DESCRIPTION OF LAND			
Folio of the Register			
Volume	Folio	Volume	Folio
127158	1		

REGISTERED PROPRIETOR:
Oyster Bay Pine Views Pty Ltd

PLANNING AUTHORITY:
Kingborough Council

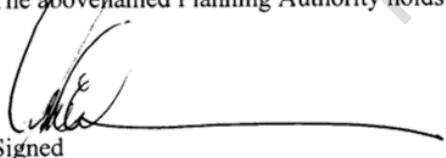
Dated this 16th day of March 2004

I R A McClean

of General Manager, Kingborough Council, 15 Channel Highway, Kingston

the abovenamed Planning Authority, certify that the above particulars are correct and that attached is a certified executed copy of the agreement between the abovenamed parties, notice of which is to be registered against the abovementioned folio of the Register.

The abovenamed Planning Authority holds the original executed Agreement.


Signed
(on behalf of the Planning Authority)

Land Titles Office Use Only

LUA


Version 1

21 APR 2004

THE BACK OF THIS FORM MUST NOT BE USED

Stamp Duty

Certified copy of original agreement


R A McClean
General Manager, Kingborough Council

AGREEMENT UNDER LAND USE PLANNING AND APPROVALS
ACT 1993, PART 5

This deed is made the ^{15th} day of ~~February~~ ^{MARCH} 2004 pursuant to the Land Use Planning and Approvals Act 1993

BETWEEN

KINGBOROUGH COUNCIL of 15 Channel Highway, Kingston in Tasmania ("the Council") of the one part;

AND

OYSTER BAY PINE VIEWS PTY LTD ("the Owner") of the second part.

WHEREAS

Oyster Bay Pine Views Pty Ltd ("the Owner") is the registered proprietor of the land comprised in folio of the register Volume 127158 Folio 1.

The owner has made three applications to the Council for subdivision of land in various stages at Graham Street Electrona of the land comprised in the title.

The Kingborough Council subsequently approved the development use permit and set conditions upon those permits being DAS 2002-4, DAS 2003-40, & DAS 2003-132.

Condition 3 of each of the permits DAS 2002-4, DAS 2003-40 related to implementation of a landscape strategy and provided as follows:

The open space and landscape strategy be prepared for the entire site but particularly the public open space areas identifying:

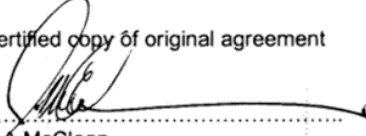
The extent and type of weed infestations and how these will be addressed prior to the land being dedicated to Council

The measures that will be introduced to protect existing bushland links between the proposed open space near Channel Highway and the Peggys Beach Treatment plant (eg leaving trees in road reservation, supplementary planning where trees must be removed for road construction and infrastructure provision etc): and

Details of a street tree planting program for the entire village, particularly promoting E ovata as a local endemic species.

In compliance with the two conditions of the respective permits, the parties enter into this Deed.

Certified copy of original agreement


R.A McClean
General Manager, Kingborough Council

NOW THIS DEED WITNESSES AS FOLLOWS:

In this Deed, unless the contrary intention appears:

“Development Application” means the Development Applications submitted to Council by Peacock Darcey & Anderson as agents for the owner including all plans and supporting documentation.

“Plan of Subdivision” means the Plan of Subdivision submitted to the Council that forms part of the various development permits issued by the Kingborough council namely DAS 2002-4, DAS 2003-40, & DAS 2003-132 and is annexed hereto and marked “A”.

This part 5 agreement is entered into pursuant to condition 3 of the permit.

The parties acknowledge that this Deed is to be registered pursuant to s.78 of the Land Use Planning & Approvals Act 1993 with the effect that the burden of the covenants in this Deed run with the land as if they were covenants to which s102(2) of the Land Titles Act 1980 applied and hereby acknowledges that this agreement is enforceable between the parties to it and any persons deriving subsequent title.

The owner covenants with the Council that the subdivision and development of the land shall be undertaken in accordance with the Open Space and Landscape Strategy/Plan prepared by Lesley Gulson (refer attachment “B”).

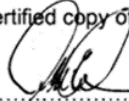
The plan applies to all lots identified on the attached plan marked annexure “B”.

This deed imposes obligations on the parties to it and any persons deriving title under the subdivision which has a lot identified in the attached plan “B”.

Those lots identified are to be endorsed for the protection of the identified species. Existing trees are to be maintained and where necessary subsequent trees as specified are to be planted to maintain current levels of endemic species.

Owners will be responsible to maintain the tree in the location shown on their title, in good health and in its natural form and at its natural height. If the tree is damaged or dies it is to be replaced by another in that location or within 3 metres of that location comparable in terms of the height, form and character of the tree by reference to the attached plan “B”.

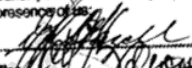

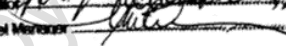
Certified copy of original agreement


R A McClean
General Manager, Kingborough Council

IN WITNESS WHEREOF the parties hereto have executed this Deed on the day and year first hereinbefore written.

THE COMMONS SEAL of
KINGBOROUGH COUNCIL
was hereunto affixed
in the presence of:


The COMMON SEAL of the Kingborough Council has
been hereunto affixed pursuant to a resolution of the
said Council passed the 13 day of February 2004
in the presence of:

Mayor 
Councillor 
General Manager 



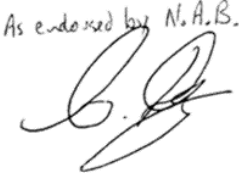
Witness
Full Name
Address
Occupation


OYSTER BAY PINE VIEWS PTY LTD by it
Attorney John Bender pursuant to Power of Attorney
No. PA4815 and he declares that he has received no
Notice of revocation of the said Power of Attorney

In the presence of: 
Matthew Kent Goodnan
Solicitor
10/56 Collins St Hobart

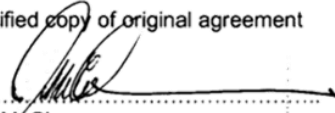
NATIONAL AUSTRALIA BANK LTD by it Attorney
CARLTON PATRICK DIXON
pursuant to Power of Attorney No. 67/0241 and he
declares that he has received no notice of revocation of
the said Power of Attorney

As endorsed by N.A.B. Ltd.



in the presence of: 
David Siggins
Bus Banking Officer
10/56 Collins St Hobart

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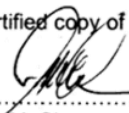

 R A McClean
 General Manager, Kingborough Council

"ANNEXURE B"

(TABLE 2) FOR CURRENT PART 5 AGREEMENT

Stage One: Graham Street + Channel Highway									
Lot no. 'X'	Tree descriptors 'Y'								
	L1	L2	L3	L4	C	B	E/C	E	S
1		1	1	1					
3		1							
4			1						
5				1					
6						1			
7							3		
8								5	
12							1		
13 - No trees									
14 - No trees									
150							1		
15							3		
16								1	
17								2	
76		1	1						
77		1							
78		1							
79			2						
80		1	1						
81	1	1							
82		1	1						
83			2						
84		1		1					
85		1	2						
86			1						

Certified copy of original agreement

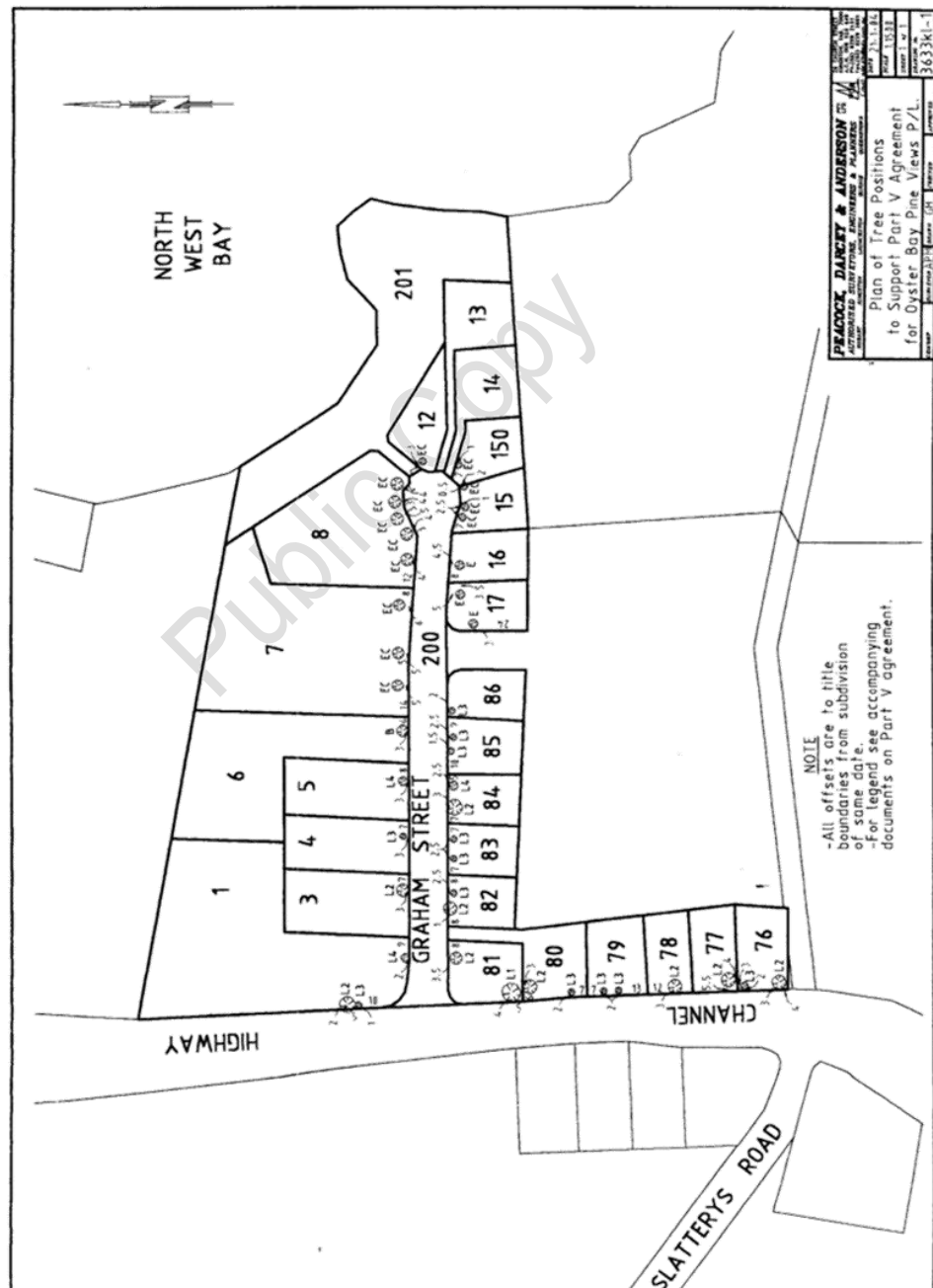

 R A McClean
 General Manager, Kingborough Council

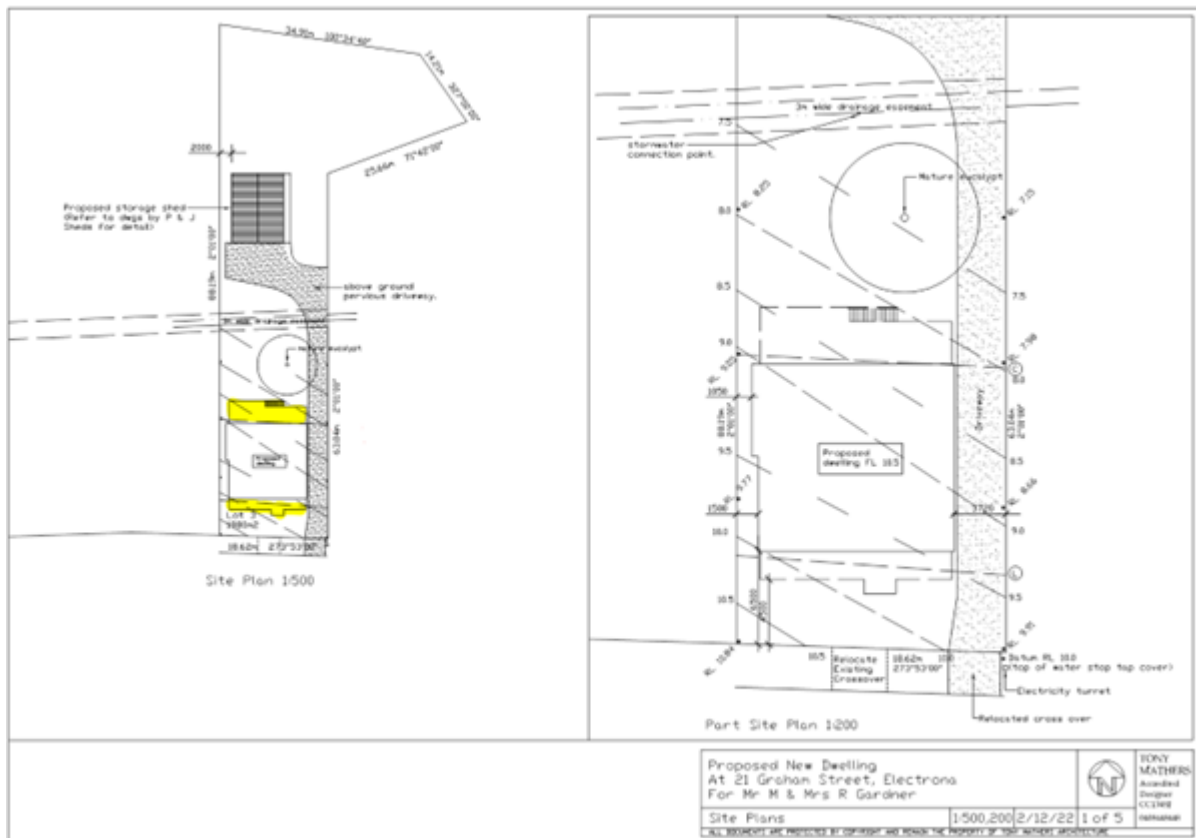
STREETSCAPE PLANTING CONCEPT AND PLANT KEY

	Index	Description	Indicative species	Common name
HISTORIC ELECTRONA STREETS	L1	Tall landmark tree -one species	<i>Cupressus arizonica glauca</i>	Arizona cypress
	L2	Moderate height trees, pale colour - mixed species	<i>Betula pendula</i>	Silver birch
			<i>Eucalyptus pulchella</i>	White Peppermint
	L3	Small filler plants- paler colour -mixed species	<i>Callistemon pallidus</i>	
			<i>Malus ionensis</i>	Flowering pear
			<i>Prunus serrulata</i> form	Flowering pear
			<i>Pyrus ussuriensis</i>	Flowering pear
	L4	Smaller trees -	<i>Callitris oblonga</i>	South Esk Pine
NEW STREETSCAPE			<i>Juniperus</i> cv "Sky Rocket"	Skyrocket juniper
	C	Semi-formal native conifer	<i>Callitris oblonga</i>	South Esk pine
			<i>Callitris rhomboidea</i>	Oyster Bay pine
	B	Blackwood	<i>Acacia melanoxylon</i> - form selected if possible	Blackwood
	E/c	Irregular groupings of eucalypts and callitris		
	E	Mixed smaller eucalypts	<i>E. barberii</i> <i>E. perriana</i> <i>E. pulchella</i> and <i>E. morrisbyi</i>	Spinning gum White peppermint
		Seasonal interest - plant in copses and some short-lived acacias for fast effect.	<i>Banksia marginata</i> ,	Common banksia
			<i>Leptospermum grandifolium</i> Upright form	Eastern tea tree
			<i>Melaleuca pustulata</i>	Yellow paperbark
			<i>Acacia mucronata</i> Weeping form 'Derwent Water'	Narrow leaf wattle, graceful
			<i>Callistemon pallidus</i>	Bottlebrush

Certified copy of original agreement

R A McClean
General Manager, Kingborough Council







PHILIP JACKSON-Arborist & Tree Management Services

Ref: electrona.graham21.aia

ARBORICULTURAL IMPACT ASSESSMENT & TREE PROTECTION SPECIFICATION

NEW DWELLING, SHED AND VEHICLE ACCESS

21 GRAHAM STREET, ELECTRONA

SEPTEMBER 2022

Prepared for: MATHEW GARDNER

Prepared by: PHILIP JACKSON



P: 0447 759865

E: tastreereports@gmail.com

W: www.tastreereports.com

ABN 36 943 862547

TABLE OF CONTENTS

EXECUTIVE SUMMARY	3
1.0 INTRODUCTION	5
1.1 BACKGROUND	5
1.2 DOCUMENTS & PLANS REFERENCED	5
1.3 REPORT LIMITATIONS	5
2.0 THE SITE	6
3.0 THE SUBJECT TREES	7
3.1 TREES SUBJECT TO THE PROTECTION	7
4.0 TREES AND DEVELOPMENT (AS-4970)	7
4.1 TREE PROTECTION & STRUCTURAL ROOT ZONES	7
4.2 ACCEPTABLE INCURSIONS TO THE TREE PROTECTION ZONE.	8
4.3 ACCEPTABLE ENCROACHMENTS TO THE CANOPY	9
5.0 THE PROPOSED DEVELOPMENT	10
5.1 THE PROPOSAL	10
5.2 IMPACT ASSESSMENT	10
5.3 RECOMMENDATIONS	11
6.0 TREE PROTECTION SPECIFICATION	12
6.1 ARBORICULTURAL SUPERVISION	12
6.2 TREE PROTECTION	12
6.3 WORKING WITHIN TREE PROTECTION ZONES	15
6.4 CONSTRUCTION OF VEHICULAR ACCESS WITHIN TPZs	16
6.5 INSTALLING SERVICES WITHIN TPZs	18
6.6 POLLUTION CONTROL WITHIN TPZs	18
6.7 CANOPY AND ROOT PRUNING	19
6.8 LANDSCAPING WITHIN TPZ	19
APPENDIX 1: TREE PROTECTION PLAN	20
APPENDIX 2 – TREE SCHEDULE	22
APPENDIX 3 - ACCEPTABLE INCURSIONS TO THE TREE PROTECTION ZONE (TPZ)	24
APPENDIX 4 – METHODOLOGY	25
A1.0 QUALIFICATIONS	25
A1.1 GENERAL	25
A1.2 TREE HEALTH ASSESSMENT	25
A1.3 TREE STRUCTURE ASSESSMENT	26
A1.4 REMAINING LIFE EXPECTANCY (RLE)	26
A1.5 CONSERVATION VALUE ASSESSMENT	27
REFERENCES	27

EXECUTIVE SUMMARY

1. This Arboricultural Impact Assessment (AIA) & Tree Protection Specification has been prepared for Mathew Gardner to support the assessment of a Development Application for construction of new dwelling, shed & vehicle access at 21 Graham St, Electrona (the site).
2. One (1) individual tree and two (2) tree groups are subject to this report. The subject trees are comprised of the Tasmanian/Australian Eucalypt species black gum (*Eucalyptus ovata*) and black peppermint (*E. amygdalina*). Only tree T1 has been survey located and the location of the remaining trees was estimated. As such the Tree Protection Zone (TPZ) extents of tree groups G2 & G3 are approximate. All black gums within the site are subject to the protection provisions of the covenant registered with the property title Schedule of Easements.
3. All works shall be conducted in accordance with the Tree Protection Specification in Section 6.
4. **Construct the new vehicle access above the present surface grade employing 'no dig' methodology within the TPZ of tree T1.**
5. **All service lines should be located outside the TPZ of tree T1, along the western perimeter of the site wherever practicable.**
6. **Conduct all excavations for the deck support post footings within the TPZ of trees T1 by hand. Alter location of poles/footings if roots 40mm or greater in diameter are encountered.**

SUMMARY OF SITE ACTIVITIES REQUIRING ARBORICULTURAL INPUT

Activity Summary	Trees Affected	Relevant Tree Protection Specification Sections
Pre-commencement meeting: Meeting on site with all parties to agree protective measures. <i>Will be carried out before any significant site works begin.</i>	T1	6.1 Arboricultural Supervision
Installing/Altering Tree Protection: Agreed tree protection measures will be installed and checked. Project Arborist advice before altering the position of tree protection. <i>Will be completed before any significant site works begin.</i>	T1	6.2 Tree Protection
Excavation and works with SRZ/TPZs: Project Arborist notification &/or supervision before and during any significant works, excavation or significant roots are cut within SRZ/TPZs	T1	6.3 Working within Tree Protection Zones. 6.4 Construction of Vehicle access within TPZ 6.5 Installing Services within TPZs 6.6 Pollution Control Within TPZs 6.7 Canopy & Root Pruning 6.8 Landscaping within TPZ
Removing Tree Protection: Tree Protection and fencing can only be removed when there is no risk of damage to retained trees	T1	6.1 Arboricultural Supervision

1.0 INTRODUCTION

1.1 Background

- 1.1.1 This Arboricultural Impact Assessment (AIA) & Tree Protection Specification has been prepared for Mathew Gardner, property owner of 21 Graham St, Electrona (the site) to support the assessment of a Development Application for construction of a new dwelling, shed & vehicle access at the site.
- 1.1.2 The purpose of this report is to determine the potential impact of the proposed construction works on relevant existing trees at/adjacent to the site and, where appropriate, make recommendations for amendments to the design or construction methods to minimise adverse impacts on them.
- 1.1.3 This report has been prepared in accordance and with reference to the objectives of the *Kingborough Interim Planning Scheme 2015* and the *Australian Standard for Protection of Trees on Development Sites AS4970* (The Standard). This report complies with '2.3.5 Arboricultural Impact Assessment' of The Standard.
- 1.1.4 I conducted a site inspection on 24th August 2022. Relevant inspection methods and background administrative information are presented in **Appendix 4**.

1.2 Documents & Plans Referenced

- 1.2.1 The conclusions and recommendations in this report are based on the findings from the site inspection, discussions with the client, and analysis of the following plans and documents:
- Architectural Drawings Set "**Proposed New Dwelling at 21 Graham Street Electrona**"; Sheets 1-5; prepared by: Tony Mathers; Dated: 17/7/2022

1.3 Report Limitations

- 1.3.1 All plans are based on provided information, are illustrative and intended for design purposes only. They should only be used relating to tree issues and are not suitable for any other purpose. Although all data have been verified as far as possible there is no guarantee, nor responsibility for the accuracy of information provided by others.
- 1.3.2 Although a basic visual tree health and structural condition assessment was conducted as part of the site tree inspections, many factors may contribute to tree failure and cannot always be predicted and accordingly a tree's internal structural condition may not always correlate to visible external indicators. Where relevant, further detailed structural assessment of specific trees is recommended in the Tree Schedule (Appendix 2).
- 1.3.3 There is no warranty or guarantee, expressed or implied that problems or deficiencies regarding the subject tree(s) or the site may not arise in the future. Information contained in this report covers only the subject tree(s) assessed and reflects their health and structural condition at the time of inspection.

2.0 THE SITE



Figure 1: The Site with the subject trees indicated (Source –www.thelist.tas.gov.au)

Address	21 Graham St, Electrona
Slope & Aspect	Sloping easterly aspect
Planning Scheme (The Scheme)	Kingborough Interim Planning Scheme 2015
Status	Undeveloped
PID/Title Ref	3598108 : 173543/3
Zoning	12.0 Low Density Residential
Code Overlays	<ul style="list-style-type: none"> • Heritage Precinct • Bushfire Prone Area • Attenuation Area

3.0 THE SUBJECT TREES

- 3.0.1 One (1) individual tree and two (2) tree groups are subject to this report. The subject trees are comprised of the Tasmanian/Australian Eucalypt species black gum (*Eucalyptus ovata*) and black peppermint (*E. amygdalina*). Only tree T1 has been survey located and the location of the remaining trees was estimated. As such the Tree Protection Zone (TPZ) extents of tree groups G2 & G3 are approximate. Relevant observations regarding the age class, dimensions, health, structural condition & Remaining Life Expectancy of the subject trees are presented in the Tree Schedule in **Appendix 2**.

3.1 Trees Subject to the Protection

- 3.1.1 All black gums within the site are subject to the protection provisions of the covenant registered with the property title Schedule of Easements. In addition, tree T1 has a sufficiently large trunk diameter (DBH) to be ascribed a "High/Very High Conservation Value" (HCV) as described in Kingborough Council Policy 6.10 "Biodiversity Offset Policy" (Section A1.5 in **Appendix 4**). Accordingly the trees are also considered to have 'Moderate Priority Biodiversity Values' as set out in Table "E10.1- Priority Biodiversity Values" of The Scheme and should be retained and protected wherever practicable as prescribed in "E10.0 - Biodiversity Code" of The Scheme.

4.0 TREES AND DEVELOPMENT (AS-4970)

4.1 Tree Protection & Structural Root Zones

- 4.1.1 *Australian Standard 4970 Protection of Trees on Development Sites (2009) (AS-4970)* outlines that a **Tree Protection Zone (TPZ)** should be created to protect a tree and its growing environment throughout the development process. The theoretical TPZ is calculated as a radial measurement based on twelve (12) times the tree's diameter at breast height (DBH) (see figure 2 below). This formula is based on extensive research and is generally accepted within the arboricultural industry as being suitable for calculating areas designed to maintain the long term viability of trees on development sites.
- 4.1.2 The intention of the TPZ is to ensure protection of the root system and canopy from potential damage from construction works and ensure the long-term health and stability of each tree to be retained. Incursions to the root zone often occur due to excavations, changes in ground levels, (either lowering or raising the grade), trenching or other forms of soil disturbance such as ripping, grading or inverting the soil profile. Such works can cause damage or loss of part of the root system, leading to an adverse impact on the tree.
- 4.1.3 Ideally works should be avoided within the TPZ. Where works within the TPZ are unavoidable, exploratory excavation and/or root mapping can be undertaken to provide information on the size and number of roots located along a specified line of excavation. This information helps to identify the level of root damage that would result from an excavation and therefore the potential impact the works may have on the tree. Root sensitive design and construction techniques can then be specified based on the results of exploratory root trenching/mapping.

- 4.1.4 In addition to the TPZ, AS-4970 provides calculations to determine a tree's **Structural Root Zone (SRZ)**. The SRZ is described in AS-4970 as *"the area around the base of a tree required for the tree's stability in the ground. This zone considers a tree's structural stability only, not the root zone required to maintain the trees vigour and long-term viability, which will usually be a much larger area"*. Severance of structural roots (>25mm Ø) within the SRZ is not recommended as it may lead to the destabilisation and/or decline of the tree.
- 4.1.5 The TPZ & SRZ of the subject trees have been calculated in accordance with the AS-4970 and are included in the Tree Assessment Schedule (**Appendix 2**).

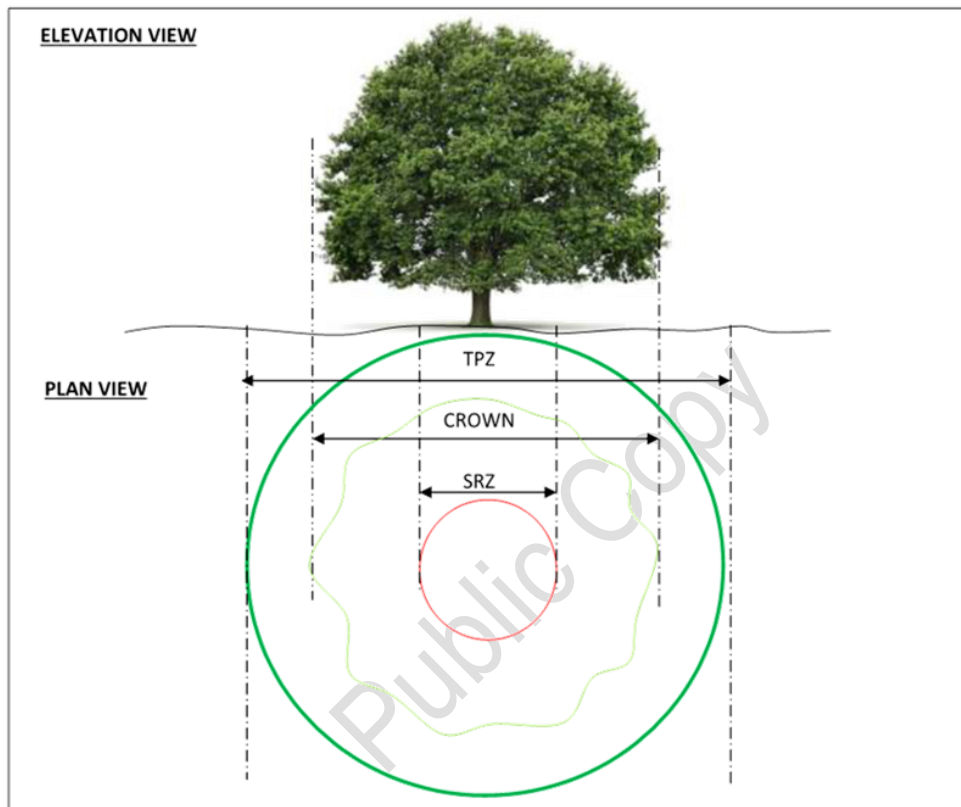


Figure 2: Indicative Tree Protection Zone and Structural Root Zone (AS-4970)

4.2 Acceptable Incursions to the Tree Protection Zone.

- 4.2.1 Where encroachment to the TPZ is unavoidable, an incursion to the TPZ of not exceeding 10% of the area of the TPZ and outside the SRZ can be acceptable. Greater incursions to the TPZ may result in an adverse impact on the tree. Indicative levels of root zone encroachment are shown in figure 3 below. Various examples of acceptable incursions are also shown in **Appendix 3**.
- 4.2.2 Where incursions greater than 10% of the TPZ are unavoidable, exploratory excavation using non-destructive methods may be required to evaluate the extent of the root system affected and determine whether or not the tree can remain viable.

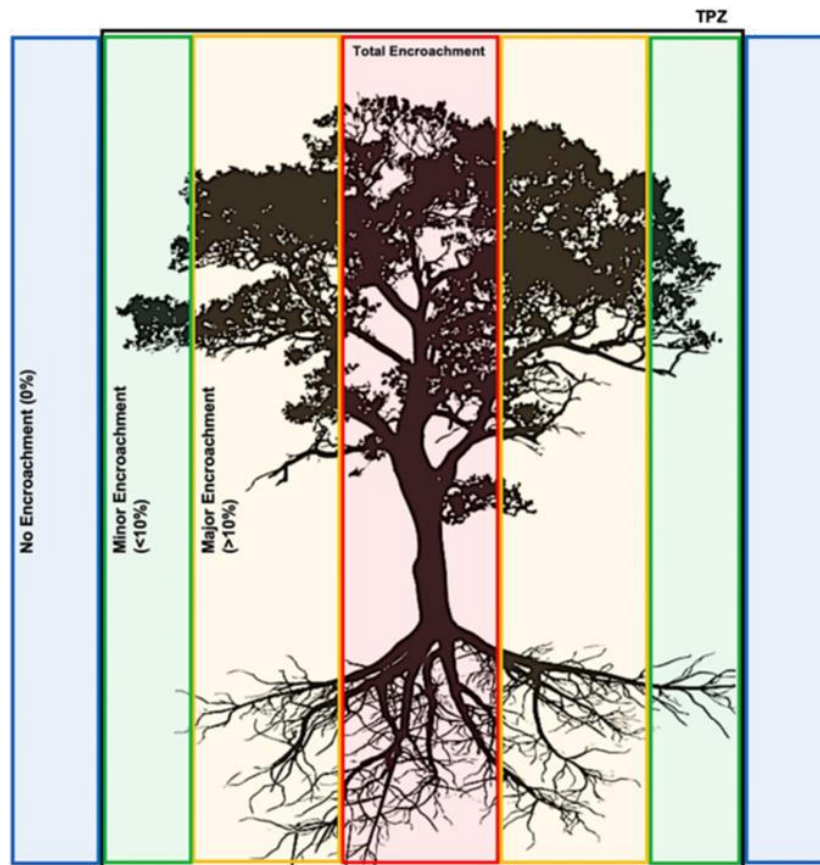


Figure 3: Indicative levels of root zone encroachment

- 4.2.3 Trees wholly within proposed construction footprints are generally recommended for removal. Similarly, trees with their SRZ and/or with greater than 25% of their TPZ impacted by construction are also generally recommended for removal unless they are subject to regulatory protection. **However different types of construction incursions (e.g. fill, cut, services, pavement type, retaining walls) produce varying likely tree impacts and each situation must be assessed in its own context and with consideration of the possible application of alternative construction method.** Existing constraints to root development also vary the TPZ. Compacted fill can be equally as damaging to tree longevity as root development is restricted within heavily compacted soils.

4.3 Acceptable Encroachments To The Canopy

- 4.3.1 The removal of a small portion of the crown (foliage and branches) is generally tolerable provided that the extent of pruning required is less than 10% of the total foliage volume of the tree and the removal of branches does not create large wounds or disfigure the natural form and habit of the tree. All pruning cuts must be undertaken in accordance with AS 4373-*Pruning of Amenity Trees*. This generally involves reduction of the affected branches back to the nearest branch collar at the junction with the parent branch, rather than at an intermediate point. The latter is referred to as "lopping" and is not an acceptable arboricultural practice. Generally speaking, the minimum pruning required as possible to accommodate any proposed works is desirable. Extensive pruning can result in a detrimental impact on tree health and may lead to exposure of remaining branches to wind forces that they were previously sheltered from, leading to a greater risk of branch failure.

5.0 THE PROPOSED DEVELOPMENT

5.1 The Proposal

5.1.1 The relevant components of the proposed development include:

- Construction of the vehicle access.
- Excavations for the installation of the dwelling sewer, stormwater & town-water service line.
- Excavation for the footings of the deck support posts and stairs .

5.2 Impact Assessment

5.2.1 The intention of this assessment is to evaluate the likely impact of the proposed works on the subject tree(s). A summary of the likely impact of the proposed works on the subject trees is shown in the Tree schedule **Appendix 2**. The following details have been considered as part of this assessment:

- Existing Relative Levels (R.L);
- Tree Protection Zone (TPZ);
- Structural Root Zone (SRZ);
- Footprint and envelope of the proposed works;
- Incursions to the TPZ & SRZ,
- Incursions to the tree canopy;
- Assessment of the likely impact of the works on existing tree(s).

5.2.2 Construction of the new vehicle access will result in an **unacceptable** level of encroachment (~25%) of the TPZ area of tree T1. Excavation and compaction associated with typical driveway construction works will sever/damage nutritional/water absorption root mass of this tree. This will cause adverse impact on its long term health, potentially leading to its ultimate decline. However, it is my experience that the tree can be successfully retained with minimal long term effects if appropriate protective measures are properly implemented and controlled in accordance with the tree protection measures outlined in the Tree Protection Specification in Section 6.4. **Specifically, the new vehicle access should be constructed above the present surface grade employing 'no dig' methodology within the TPZ of tree T1.**

5.2.3 I have not been provided information on the proposed alignments of the site water services but, in general, trench excavations for the installation of the new sewer, stormwater, & town water service lines could potentially sever/damage significant roots of tree T1 leading to its compromised stability and/or reduced long term vitality. **In order to avoid root damage all service lines should be located outside the TPZ of tree T1 wherever practicable** in accordance with the Tree Protection Specification in Section 6.5. Due to the tree's TPZ spanning almost the width of the site this would require the services to run along the western perimeter of the site when accessing main lines in the rear drainage easement .

5.2.4 The proposed deck & stairs will result in an acceptable encroachment of the TPZ area of tree T1 and should result in minimal long term adverse impacts to the tree so long as the works are carried out in accordance with the Tree Protection Specification in Section 6. Specifically, excavations for the support post concrete footings should be undertaken by hand so as to avoid damaging significant fibrous roots of tree T1 (see section 6.3). There should be sufficient flexibility in the design to allow for slight relocation of footing pads if roots are encountered that should not be cut.

5.3 Recommendations

- 5.3.1 Conduct all works in accordance with the Tree Protection Specification in Section 6.**
- 5.3.2 Construct the new vehicle access above the present surface grade employing 'no dig' methodology within the TPZ of tree T1.**
- 5.3.3 All service lines should be located outside the TPZ of tree T1, along the western perimeter of the site wherever practicable.**
- 5.3.4 Conduct all excavations for the deck support post footings within the TPZ of trees T1 by hand. Alter location of poles/footings if roots 40mm or greater in diameter are encountered.**

Public Copy

6.0 TREE PROTECTION SPECIFICATION

6.0.1 The tree protection measures set out in this specification are supplemented by detailed general explanations and descriptions outlined in the compilation of “*Site Guidance Notes*” produced by Barrell Tree Consultancy and located on their website at <https://www.barrelltreecare.co.uk/resources/technical-guidance/>. These Site Guidance Notes (SGN) address a range of tree protection and management issues that regularly arise in the construction phase of development. Although the content of the SGNs is generally applicable to tree protection on construction sites worldwide, it should be noted that they are British documents and some terminology and/or references may differ or not be relevant to local conventions, standards and/or legislation. Where relevant, hyperlinks and QR codes to the relevant SGNs are provided at the end of particular sections.

6.1 Arboricultural Supervision

6.1.1 An Arborist (the Project Arborist) experienced in tree protection on construction sites and having gained a minimum arboricultural qualification of Australian Qualifications Framework (AQF) Certificate Level 5 (i.e diploma) should be engaged and the site specific requirements for tree protection fencing, temporary TPZ/SRZ access, and other specific tree protection measures confirmed through consultation between the Site Manager and the Project Arborist prior to the commencement of site establishment and construction work on the site. In addition the Project Arborist should oversee any excavation, machine trenching, compacted fill placement and other designated site specific activities within the TPZ/SRZ of all retained trees.

6.2 Tree Protection

6.2.1 The TPZ is the area surrounding retained trees that must be protected from any disturbance by the construction activity. In practice, TPZ establishment can be done by any combination of fencing, trunk protection &/or ground protection to be finalised and agreed to by the Project Arborist. Whether the TPZ is protected by fencing or trunk/ground protection, all the protective measures should be installed before the start of any site works that could affect trees. **No protective measures should be removed or temporarily dismantled without consulting the Project Arborist.** Furthermore, the condition of all the protective measures should be regularly monitored to ensure they remain fit for purpose. The main means of preventing damage to trees and their root zones in the TPZ/SRZ are fencing, barriers and ground protection. Where possible following activities should be avoided within specified Tree Protection Zones:-

- Excavations and trenching (with exception of approved works);
- Ripping or cultivation of soil;
- Mechanical removal of vegetation;
- Soil disturbance or movement of natural rock;
- Soil level changes including the placement of fill material
- Movement and storage of plant, equipment & vehicles;
- Erection of site sheds;
- Affixing of signage or hoardings to trees;

- Storage of building materials, waste and waste receptacles;
- Disposal of waste materials and chemicals including paint, solvents, cement slurry, fuel, oil and other toxic liquids;
- Other physical damage to the trunk or root system; and
- Any other activity likely to cause damage to the tree.

6.2.2 Tree Protection Fencing: Protective fencing shall be installed at the locations shown on the Tree Protection Plan in **Appendix 1** by a blue line. Where Tree Protection Zones merge a single fence encompassing the area is deemed to be adequate. Appropriate signage shall be installed on the fencing to prevent unauthorised movement of plant and equipment or entry to the TPZ/SRZ. The actual form of the fencing can vary, provided it is fit for purpose in that it effectively physically restricts access and damaging activities within the TPZ/SRZ that it encloses for the duration of the proposed works (see figure 4 below).

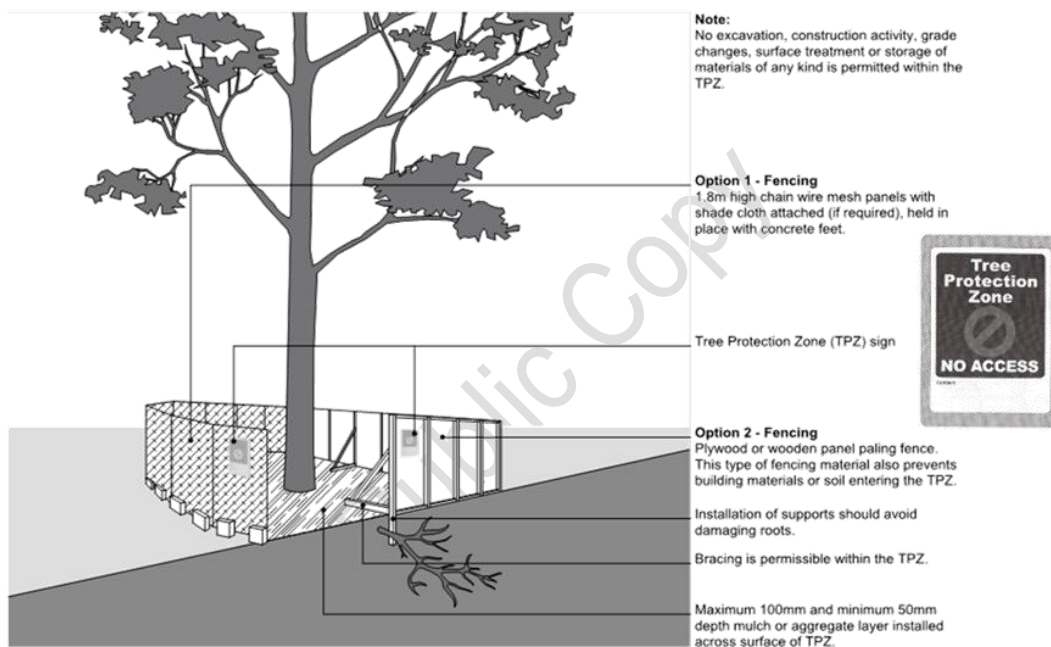


Figure 4- Detail of tree Protection Fencing and Signage

6.2.3 Trunk Protection: Trunk protection shall be erected around nominated trees to avoid accidental damage, as indicated by a pink tree dot on the Tree Protection Plan (**Appendix 1**). The trunk protection shall consist of a layer of carpet underfelt (or similar) wrapped around the trunk, followed by 1.8 metre lengths of softwood timbers (90 x 45mm in section) aligned vertically and spaced evenly around the trunk at 150mm centres (i.e. with a 50mm gap) and secured together with 2mm galvanised wire or galvanised hoop strap as shown in Figure 4 below. Recycled timber (such as demolition waste) may be suitable for this purpose, subject to the approval of the Project Arborist. The timbers shall be wrapped around the trunk (over the carpet underfelt), but not fixed to the tree to avoid mechanical injury or damage to the trunk. Trunk protection should be installed prior to any site works and maintained in good condition for the duration of the construction period. Carpet underfelt (alone) is sufficient for trees with a trunk diameter of less than 200mm. Trunk protection should be installed prior to any site works and maintained in good condition for the duration of the construction period.



Figure 5 - Example of tree trunk protection

6.2.4 Ground Protection: If temporary access for machinery is required within the TPZ ground protection measures will be required. The purpose of ground protection is to prevent root damage and soil compaction within the TPZ. A range of methods can be used, including retaining existing hard surfacing or structures that already protect the soil, installing new materials, or a combination of both. Commonly employed methods include a permeable membrane such as geotextile fabric beneath a 100mm layer of hardwood mulch or crushed rock below rumble boards. Whatever the choice of method, the end result must be that the underlying soil (rooting environment) remains undisturbed and retains the capacity to support existing and new roots.

6.2.5 More detailed illustrative guidance on ground protection in TPZs can be accessed via the following hyperlink and QR codes:

<https://www.barrelltreecare.co.uk/resources/technical-guidance/sgn03?stage=Stage>



- 6.2.6 **Tree damage:** In the event of a protected tree becoming damaged for any reason during the works period the Project Arborist shall be required to inspect and provide advice on any remedial action to minimise any adverse impact. Such remedial action shall be implemented as soon as practicable and certified by the arborist.

6.3 Working Within Tree Protection Zones

- 6.3.1 In some cases works within the TPZ may be authorized. **These works shall be supervised by, or at a minimum notified to, the Project Arborist.** When undertaking works within the TPZ, care should be taken to avoid damage to the tree's root system, trunks and lower branches.

6.3.2 **General Excavation and Dealing With Roots:**

Prior to any mechanical excavations for building/wall or post foundations, batter cuts or pavement sub-grade within the Tree Protection Zone of all trees nominated for retention, exploratory excavation using non-destructive techniques shall be taken at the proposed post-hole site or along the perimeter of the structure or pavement within the TPZ. Non-destructive excavation techniques may include the use of hand-held implements, air pressure (using an Air-spade® device) or water pressure. For walls or slabs the exploratory excavation shall be undertaken along the perimeter of the foundation or pavement (within the TPZ) to the depth of the foundation or to a maximum of 800mm from surface levels, to locate and expose any woody roots prior to any mechanical excavation. All care shall be undertaken to preserve woody roots intact and undamaged during exploratory excavation.

- 6.3.3 Any located roots less than 40mm in diameter can be cleanly severed with clean sharp pruning implements 10–20cm behind the final face of the excavation. The root zone in the vicinity of the excavation shall be kept moist following excavation for the duration of construction to minimise stress on the tree. ***Where large woody roots (greater than 40mm diameter) are encountered during excavations, further advice from the Project Arborist shall be sought prior to severance.***

- 6.3.4 Where necessary, (to avoid severing large amounts of woody and or fibrous roots) consideration should be given to the installation of an elevated structure (e.g. pier and beam footing, suspended slab or floor supported on piers, cantilevered slab, up-turned edge beam etc) in preference to structures requiring a deep edge beam or continuous perimeter strip footing. The beam section of any pier and beam footing should be placed **above** grade to avoid excavation within the SRZ. Pier footings intersecting large woody roots should be slightly offset where necessary to avoid root severance.

- 6.3.5 More detailed illustrative guidance on excavating and installing structures in TPZs can be accessed via the following hyperlinks and/or QR codes::

<https://www.barrelltreecare.co.uk/resources/technical-guidance/sgn07?stage=Stage>

<https://www.barrelltreecare.co.uk/resources/technical-guidance/sgn10?stage=Stage>



6.3.6 Fill Material:

Placement of fill material within the Tree Protection Zone of trees to be retained should be avoided wherever possible. Where placement of fill is unavoidable, the material should be a well-drained friable material, equivalent in texture to the existing site topsoil material (heavy clay or shale sub-soil material is unacceptable). The fill should be free from rocks, vegetation and other extraneous material complying with AS 4419:2003 (*Soils for Landscaping and Garden Use*). The fill may be consolidated but should not be compacted to engineering standards. No fill material should be placed in direct contact with the trunk. Plant and equipment used to place and spread fill material should be stationed outside the TPZ where possible. Where not possible, suitable ground protection should be installed in accordance to avoid compaction of the underlying soil.

6.4 Construction of Vehicular Access Within TPZs

6.4.1 Basic principles: New vehicle accesses & footpaths are potentially damaging to trees because it may require changes to existing ground levels, result in localised soil structure degradation and/or disrupt the efficient exchange of water and gases in and out of the soil. Mature and over-mature trees are much more prone to suffer because of these changes than young and maturing trees. Adverse impact on trees can be reduced by minimising the extent of these changes in TPZs. Generally, the most suitable surfacing will be relatively permeable to allow water and gas movement, load spreading to avoid localised compaction and require little or no excavation to limit direct damage. ***The actual specification of the surfacing is an engineering issue that needs to be considered in the context of the bearing capacity of the soil, the intended loading and the frequency of loading. The detail of product and specification are beyond the scope of this guidance and must be provided separately by the appropriate specialist.***

6.4.2 Establishing the depth of excavation and surfacing gradient: The precise location and depth of roots within the soil is unpredictable and will only be known when careful digging starts on site. Ideally, all new surfacing in TPZs should be no-dig, i.e. requiring no excavation whatsoever, but this is rarely possible on undulating surfaces. New surfacing normally requires an evenly (gap) graded sub-base layer, which can be made up to any high points with granular, permeable fills such as crushed stone or sharp sand. This sub-base must not be compacted as would happen in conventional surface installation. Some limited excavation is usually necessary to achieve this and need not be damaging to trees if carried out carefully and large roots are not cut. On undulating surfaces, finished gradients/levels must be planned with sufficient flexibility to allow on-site adjustment if excavation of any high points reveals large unexpected roots near the surface.

6.4.3 If the roots exposed are less than 50mm in diameter, it would normally be acceptable to cut them and the gradient formed with the preferred minimal excavation of up to 50mm. However, if roots over 50mm in diameter are exposed, cutting them may be too damaging and further excavation may not be possible. If that is the case, the surrounding levels must be adjusted to take account of these high points by filling with suitable material. If this is not practical and large roots have to be cut, the situation should be discussed with a qualified arboriculturist before a final decision is made.

6.4.4 **Base and finishing layers (Fill Material):** Sub-base should be formed from coarse, gap-graded material such as 20–50mm crushed basalt (Blue Metal) or equivalent to provide some aeration to the root zone. Note that road-base or crushed sandstone or other material containing a high percentage of fines is unacceptable for this purpose. The fill material should

be consolidated with a non-vibrating roller to minimise compaction of the underlying soil. A permeable geotextile may be used beneath the sub-base to prevent migration of the stone into the sub-grade. Suitable surface finishes usually include washed gravel, permeable tarmac such as asphalt or permeable block paving set on a sand base. In certain circumstances the load spreading sub-base will be cellular and filled with suitable materials. **(See below for illustrative guidance for installing cellular confinement surfacing within TPZs).**

6.4.5 **Edge retention:** Conventional kerb edge retention set in concrete filled excavated trenches is likely to result in damage to roots and should be avoided. Effective edge retention in TPZs must be custom designed to avoid any significant excavation into existing soil levels. For most surfaces, the use of pre-formed edging secured by metal pins or wooden pegs is normally an effective way of minimising any adverse impact on trees from the retention structure. Railway sleepers pinned in place or wooden boards offer alternative options, depending on the expected loading of the surfacing. If the edge retention needs to be battered down to lower surrounding ground levels, a permeable soil fill will be used, as agreed with the Project Arborist.

6.4.6 **New Surfacing Near Trunks:** All new surfacing should be set back from trunks and buttress roots by at least 50cm to allow space for future growth and minimise the risk of distortion.

6.4.7 More detailed illustrative guidance on installing/upgrading surfacing in TPZs can be accessed via the following hyperlink and/or QR code:

<https://www.barrelltreecare.co.uk/resources/technical-guidance/sgn09?stage=Stage>



6.5 Installing Services Within TPZs

- 6.5.1 All proposed stormwater lines and other underground services should be located outside TPZs of trees proposed to be retained wherever possible or installed by alternative measures. Alternative measures include suspending pipelines beneath the floor of a building or structure (to avoid excavation with the TPZ), non-destructive excavation methods or Horizontal Directional Drilling (HDD). Where the installation of service lines within TPZs is unavoidable, the pipelines or conduits should be installed as follows:
- 6.5.2 Where the extent of the incursion to the root zone is less than 10% of the TPZ including any excavations for benching and shoring the trench, the pipeline or conduit may be installed by open trenching using standard construction methods (excavator or trenching machine).
- 6.5.3 Where the extent of the incursion to the root zone exceeds 10% of the TPZ, but is outside the SRZ, non-destructive excavation methods must be adopted in accordance with paragraph 6.5.1. Where large woody roots are encountered during excavation or trenching (root diameter greater than 50mm), these shall be retained intact wherever possible (e.g. by tunnelling beneath roots and inserting the pipeline or conduit beneath or re-routing the service etc). Where this is not practical and root pruning is the only alternative, proposed root pruning should be assessed by a qualified arborist [AQF 5] to evaluate the potential impact on the health and stability of the subject tree.
- 6.5.4 More detailed illustrative guidance on installing services in TPZs can be accessed via the following hyperlink and/or QR code

<https://www.barrelltreecare.co.uk/resources/technical-guidance/sgn11?stage=Stage>



6.6 Pollution Control Within TPZs

- 6.5.1 Detailed illustrative guidance on pollution control in TPZs can be accessed via the following hyperlink and/or QR code:

<https://www.barrelltreecare.co.uk/resources/technical-guidance/sgn4-v3/>



6.7 Canopy And Root Pruning

- 6.6.1 All pruning work required shall be carried out in accordance with Australian Standard 4373- – *Pruning of Amenity Trees*. The arborist undertaking the pruning works shall possess a minimum arboricultural qualification of Australian Qualifications Framework (AQF) Level 3 or its recognised equivalent. The arborist should have a minimum of 3 years' experience in practical Arboriculture. Pruning work should be undertaken in accordance with *Australian Standard 4373: Pruning of Amenity Trees (2007)*, *Workcover Code of Practice for the Amenity Tree Industry (1998)* and other applicable legislation and codes.
- 6.6.2 Care shall be taken when operating cranes, excavators, drilling rigs and similar equipment near trees to avoid damage to tree canopies (foliage and branches). ***Under no circumstances shall branches be torn-off by construction equipment. Where there is potential conflict between tree canopy and construction activities, the advice of the Project Arborist must be sought.***
- 6.6.3 Where root pruning is required, roots shall be severed with clean, sharp pruning implements and retained in a moist condition during the construction phase using Hessian material or mulch where practical.

6.8 Landscaping Within TPZ

- 6.7.1 Detailed illustrative guidance on landscaping in TPZs can be accessed via the following hyperlink and/or QR code:

<https://www.barrelltreecare.co.uk/resources/technical-guidance/sgn12-v3/>

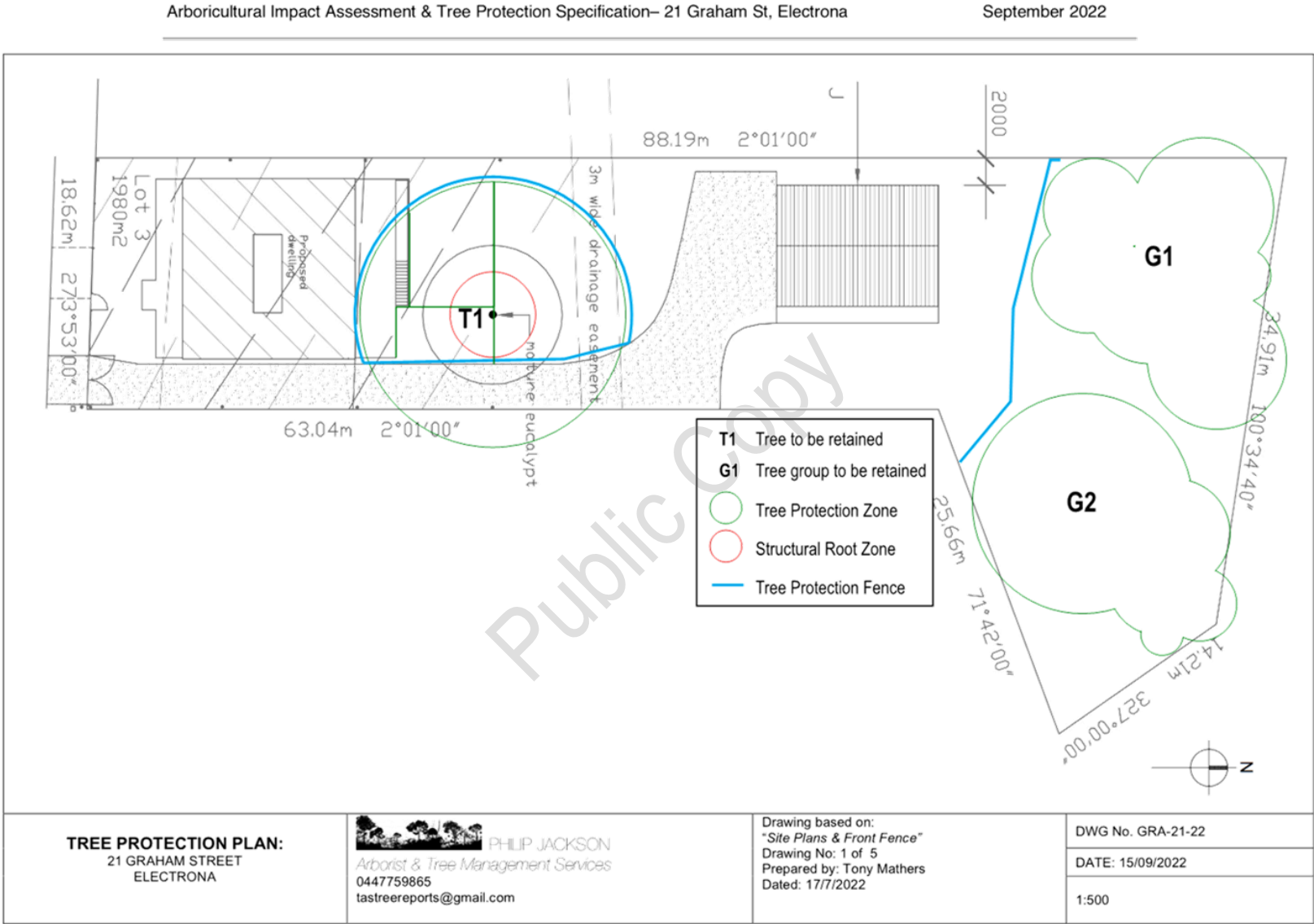


Arboricultural Impact Assessment & Tree Protection Specification– 21 Graham St, Electra

September 2022

APPENDIX 1: TREE PROTECTION PLAN

Public Copy



APPENDIX 2 – TREE SCHEDULE

NOTES:

T1: Individual Tree

G1: Tree Group

Age Class: Y = young, SM = semi-mature, EM = early-mature, M = mature, PM = post-mature (senescent)

Height: Class: 0-5m; 6-10m; 11-15m; 16-20m; 21-25m; >25m

DBH: Diameter at Breast Height

Basal Diameter: diameter of base measure at point above basal flare

TPZ = Tree Protection Zone

SRZ = Structural Root Zone

Overall Vitality: G= Good; M=Moderate; P=Poor; Mo= Moribund; D= Dead

Overall Structure: G = Good; F = Fair; P = Poor; D= Dead.

Life Expectancy L =Long (>40 years); M=Medium (15-40 years); S=Short (5-15 years) ; T=Transient (< 5 years)

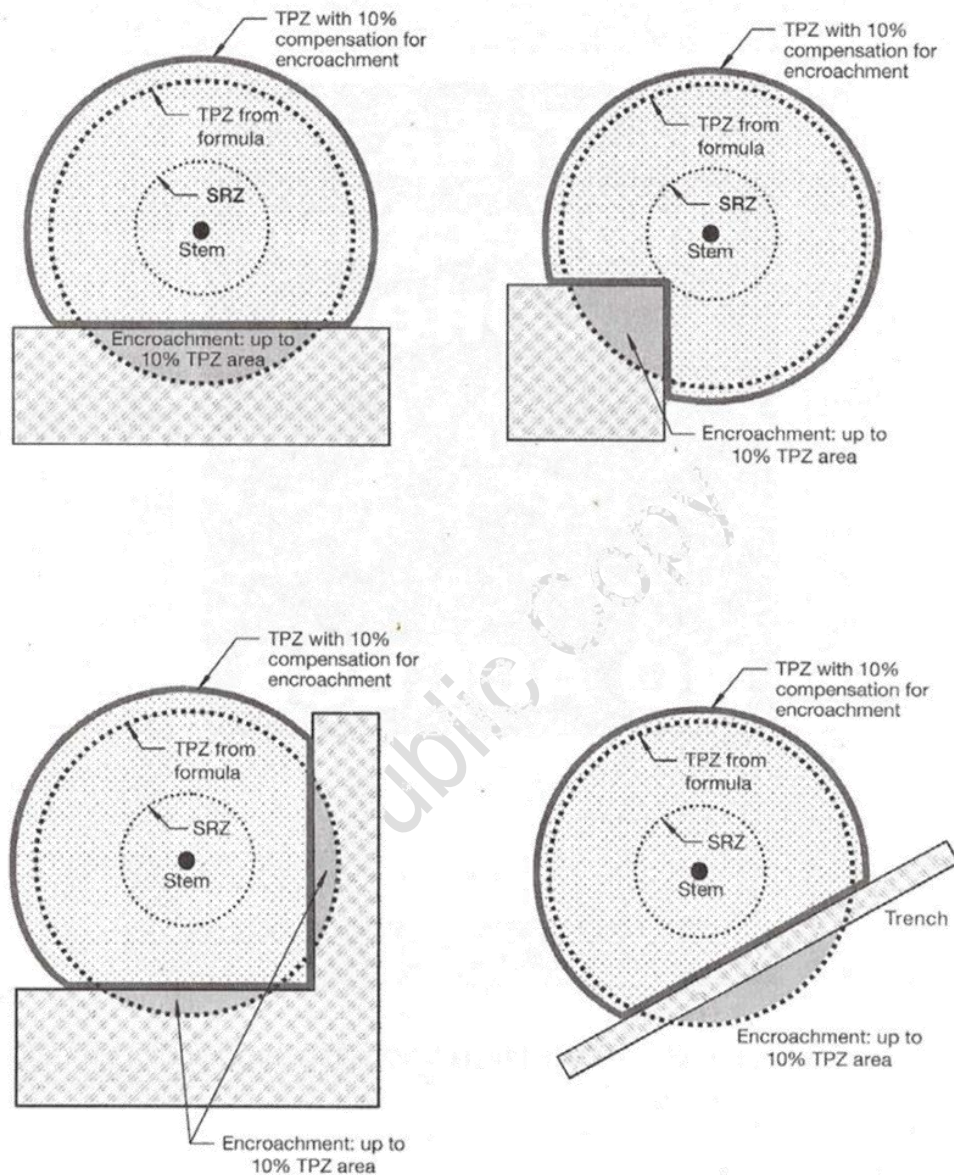
Recommendations: **Rm**= Remove, **Rt**= Retain, **Rt***= Retain by designing and/or employing alternative non-destructive construction methods

Arboricultural Impact Assessment & Tree Protection Specification– 1a Auburn rd, Kingston Beach

June 2022

Tree	Species	Age Class	Height (m)	DBH (m)	Basal Diam(m)	SRZ(m)	TPZ(m)	Overall Vitality	Overall Structure	Life expectancy	TPZ/SRZ Encroachment	Likely Impact	Recommendation	Comments
T1	black gum (<i>Eucalyptus ovata</i>)	M	16-20m	0.82	0.9	3.2	9.84	G	G	M	Driveway - 25% Verandah/steps ~9% Combined ~34%	Unacceptable level of encroachment by driveway. Excavations will sever/damage root mass leading to adverse impact & likely decline of tree. Excavations for verandah & steps posts may sever /damage fibrous roots	R*	Construct 'no dig' driveway above existing ground level. Sewer & stormwater service alignments not shown but will need to placed as far outside TPZ as possible.
G2	black peppermint (<i>Eucalyptus amygdalina</i>)	M	Mx	Mx	n/a	n/a	n/a	G	G	M	0%	No limpact	R	
G3	black gum (<i>Eucalyptus ovata</i>)	Mx	Mx	Mx	n/a	n/a	n/a	G	F	M	0%	No limpact	R	

APPENDIX 3 - ACCEPTABLE INCURSIONS TO THE TREE PROTECTION ZONE (TPZ)



NOTE: Less than 10% TPZ area and outside SRZ. Any loss of TPZ compensated for elsewhere.

REF:- Council of Standards Australia (August 2009)
AS 4970 – 2009 – Protection of Trees on Development Sites
 Standards Australia, Sydney.

APPENDIX 4 – METHODOLOGY

A1.0 Qualifications

1.0.1 I have based this report on my site observations and the information provided to me. I have over fifteen years' experience in the field of tree management and arboricultural practice. A summary of my relevant qualifications includes:

- Bachelor of Science (Hons) – Plant Ecology - University of NSW
- Bachelor of Science – Botany/Environmental. Studies - Tasmania University
- Diploma of Horticulture - Arboriculture - Ryde TAFE
- VALID Tree Risk-Benefit Assessment certified validator
- Quantified Tree Risk Assessment certified advanced practitioner - Lic. No. 4148

A1.1 General

1.1.1 I conducted a survey and basic inspection of the subject trees from the ground. No aerial or climbing inspections, core testing, drilling or ultrasound diagnosis were undertaken. No excavations to determine the location and/or condition of roots were conducted. No plant samples were analysed for formal identification of any pests or disease.

1.1.2 The biological and mechanical features of the trees were assessed for health & vitality, structural condition and defects.

1.1.3 Tree trunk diameter at breast height (DBH) was measured or estimated at 1.4 metres above ground level and rounded to the nearest 0.10 metres. Tree Basal diameter was estimated to be 0.1x greater than the DBH. Tree height was estimated. All distances were taken from the centre of the trunk unless otherwise indicated.

A1.2 Tree Health Assessment

1.2.1 The overall health of the trees was rated as follows:

	Description
Good	Good health and vitality - exhibiting minor pest/disease, good extension growth, minor abnormalities in foliage size, colour or density.
Moderate	Moderate health and vitality - containing defects and/or damage that may be able to be remediated to provide an acceptable level of risk.
Poor	Poor health and vitality - exhibiting extensive or untreatable pest/disease, poor extension growth, significant deadwood and dieback, evidence of rapid decline, sparse foliage cover, abnormal foliage colour or size.
Moribund	Tree is in terminal decline, Lacking vitality or vigour
Dead	Tree is dead

A1.3 Tree Structure Assessment

1.3.1 The overall structure of the tree was rated as follows:

	Description
Good	Good structure - may contain minor defects and/or damage that can be successfully remediated or do not require treatment with an acceptable level of risk.
Fair	Fair structure - containing defects and/or damage that may be able to be remediated to provide an acceptable level of risk.
Poor	Poor structure - Evidence of instability or contains defects and/or damage which render the tree potentially hazardous/ prone to failure or cannot be successfully remediated.
Dead	Tree is dead

A1.4 Remaining Life Expectancy (RLE)

1.4.1 The RLE is an estimate of the sustainable longevity of the subject tree(s) in its growing environment. The RLE is modified where necessary to take in consideration tree(s) health, structural condition and site suitability. The tree(s) has been allocated one of the following ULE categories (Modified from Barrell, 2001):

- I. Long (>40 years)
- II. Medium (15-40 years)
- III. Short (5-15 years)
- IV. Transient (< 5 years)

The estimated RLE of the subject tree is shown in the Tree Schedule in **Appendix 2**.

A1.5 Conservation Value Assessment

Table 1: Kingborough Council working definition of native tree conservation value set out in Kingborough Council Policy 6.10 "Biodiversity Offset Policy".

Species	Characteristics	Rationale	Conservation Value
<i>Eucalyptus globulus</i> or <i>E. ovata</i>	DBH >70cm	Swift parrot foraging habitat	Very high
<i>E. viminalis</i>	DBH >25cm and within or directly adjacent to significant forty-spotted pardalote habitat	Forty-spotted pardalote habitat	Very high
Native trees with known or potential nesting hollows	Hollows present; and/or, DBH > 70cm in dry forests or cleared settings; or, DBH >100cm in wet forests	Habitat for hollow dependent species	Very high
<i>Eucalyptus globulus</i> or <i>E. ovata</i>	DBH >40cm and <70cm	Swift parrot foraging habitat	High
<i>E. viminalis</i>	DBH >25cm and within 3,000m of significant forty-spotted pardalote habitat or within potential forty-spotted pardalote habitat	Forty-spotted pardalote habitat	High
A species that is listed in the <i>Threatened Species Protection Act 1995</i> or the <i>Environment Protection and Biodiversity Conservation Act 1999</i> (C'th)	N/A	Listed threatened species	High

REFERENCES

Barrell, J 2001, "SULE: Its use and status into the new millennium" in *Management of mature trees*. Proceedings of the 4th NAAA Tree Management Seminar, NAAA, Sydney.

Barrell Tree Consultancy (2020) "*Manual For Managing Trees on Development Sites*" (2020) <https://www.barrelltreecare.co.uk/resources/technical-guidance>

Council of Standards Australia (2009) **AS 4970– Protection of Trees on Development Sites** Standards Australia, Sydney.

Council of Standards Australia (2007) **AS 4373 – Pruning of Amenity Trees** Standards Australia, Sydney.

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Proposed New Dwelling and Garage at 21 Graham Street, Electra

Proprietor Mr Mathew and Mrs Robyne Gardner

Designer - Tony Mathers CC1345F

Structural Engineer -

Building Surveyor -

Energy Assessment -

Builder -

Site Conditions -

Soil Classification -

Wind Load Classification -

Climate Zone -

BAL - 12.5

Planning Approval -

Certificate of Title 173543/3

Dwelling Floor Area: 277 m2,

Garage Floor Area: 108 m2

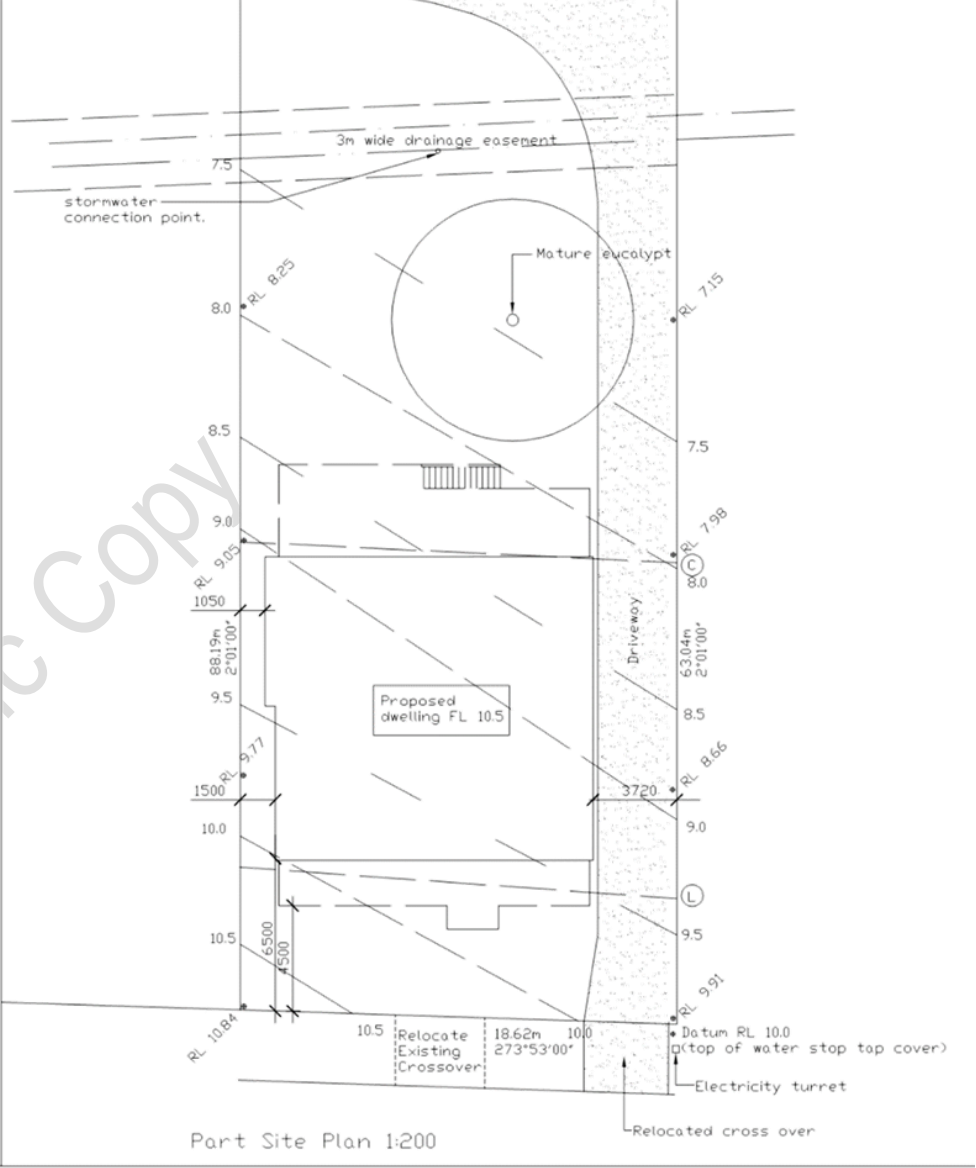
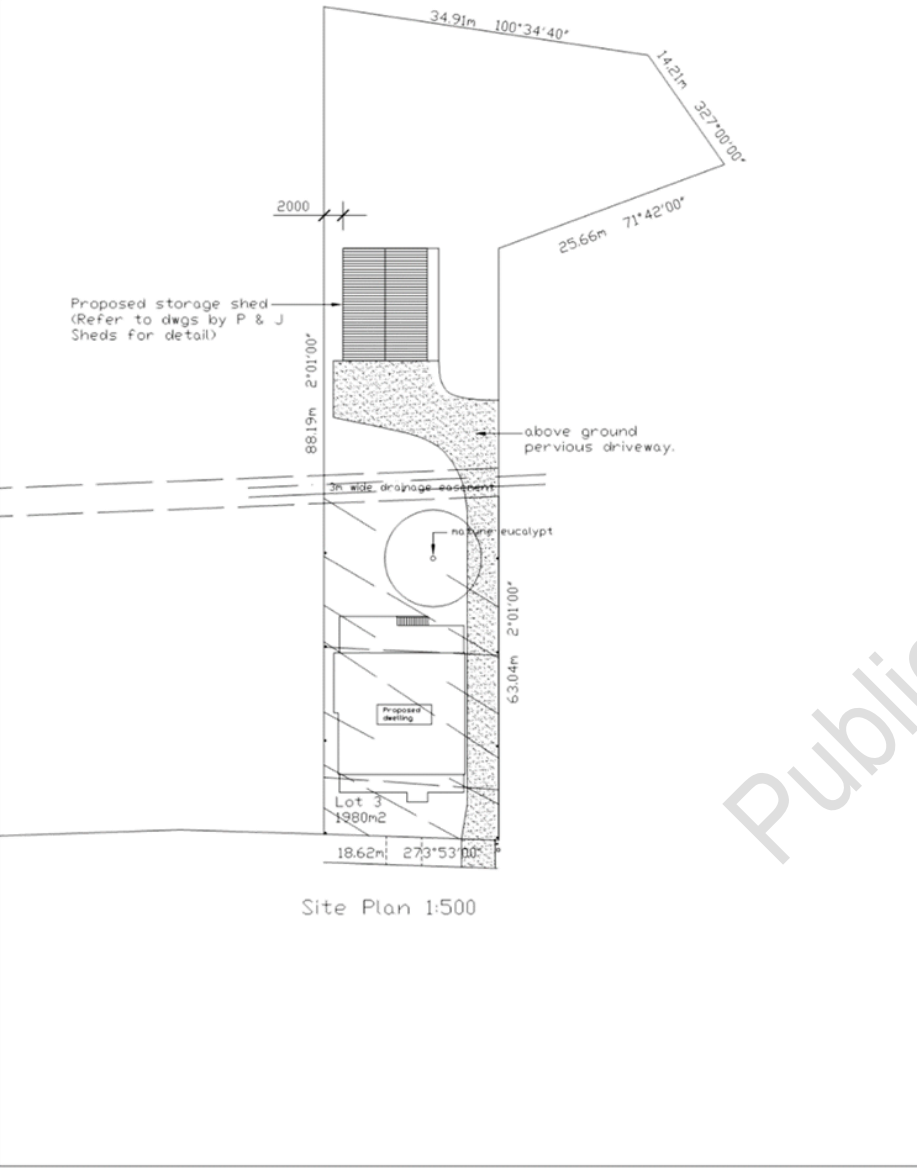
Site Area 1980m2


Total Site Coverage: 18%

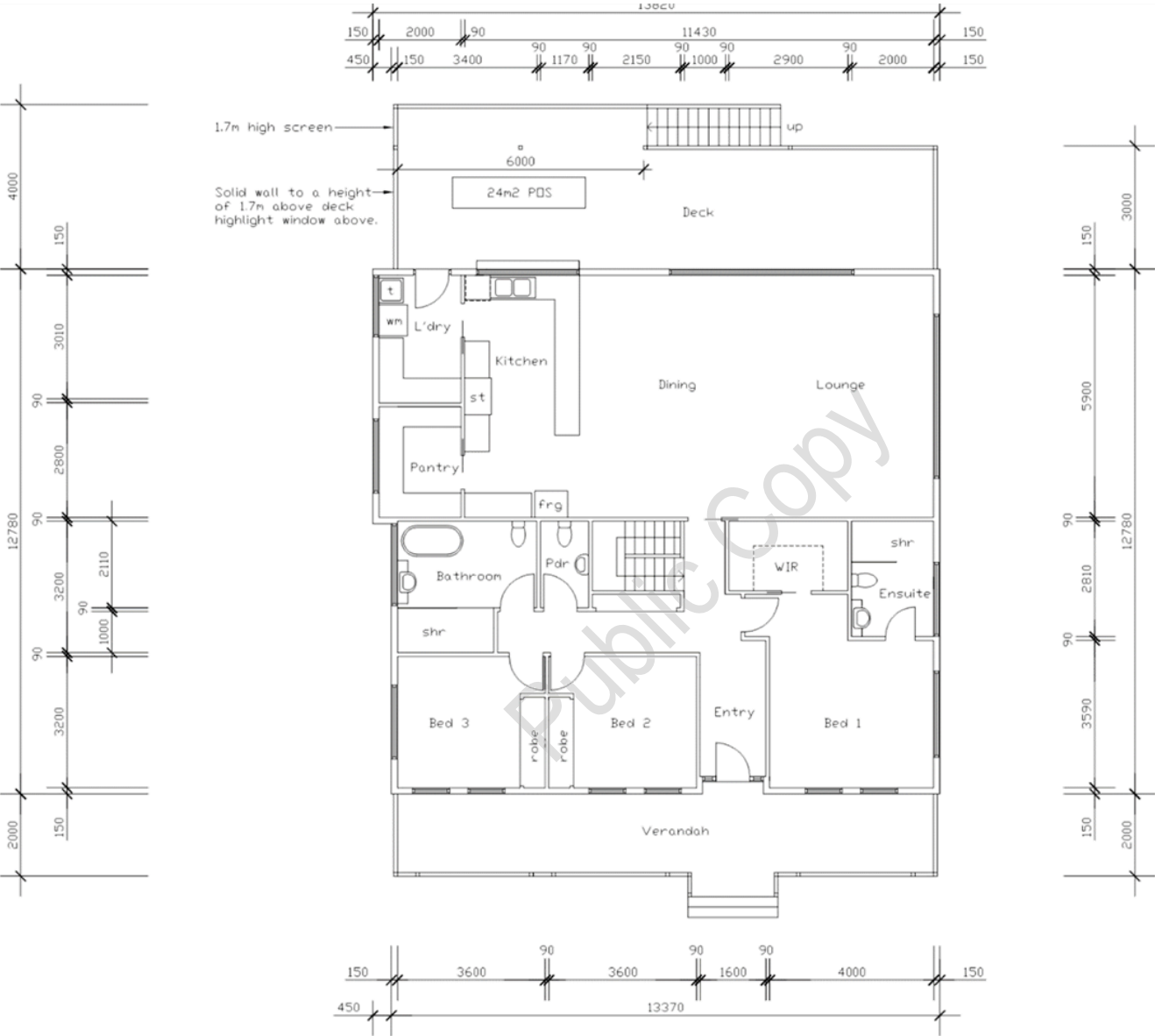
Description - Proposed new Dwelling and Garage.

Drawing Schedule (Drawings printed to A3 sheet size)

- 0 Cover Sheet
 - 1 Site Plan
 - 2 Upper Floor Plan
 - 3 Lower Floor Plan
 - 4 Elevations
 - 5 Combined Elevations
- Dwgs 1, 2 & 3 from P & J Sheds



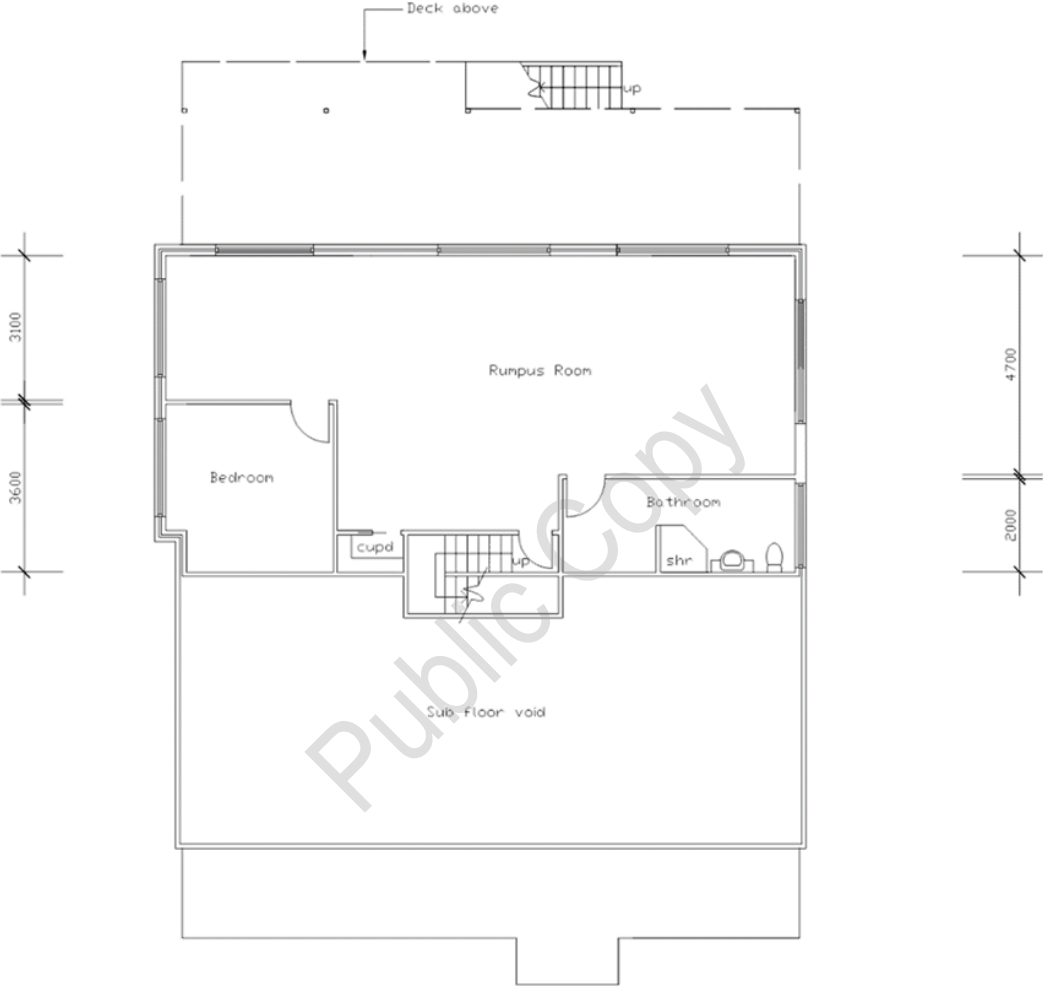
Proposed New Dwelling At 21 Graham Street, Electraona For Mr M & Mrs R Gardner					TONY MATHERS Accredited Designer CC1345F 040844848			
Site Plans						1:500,200	2/12/22	1 of 5
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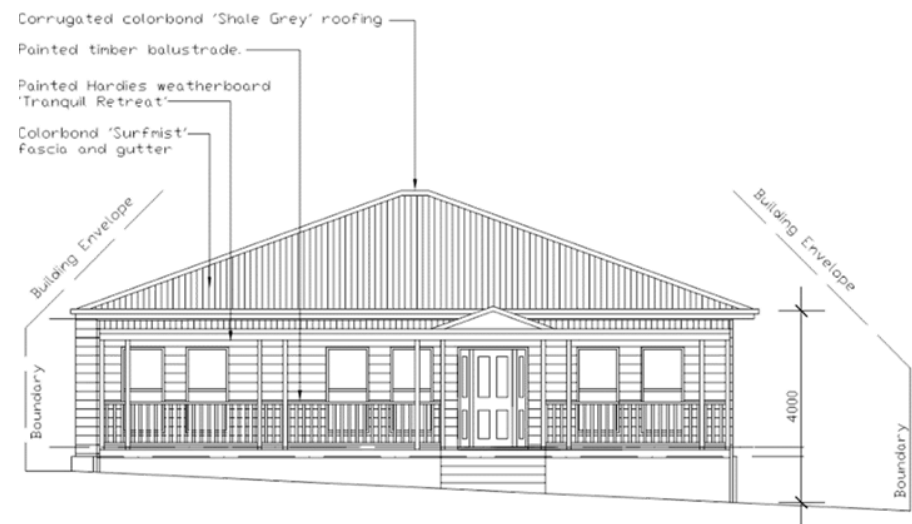
Upper Floor Area 177m²

All glazed windows and doors shall be double glazed, the specific energy rating of those windows and doors will be determined by an Energov Assessment.

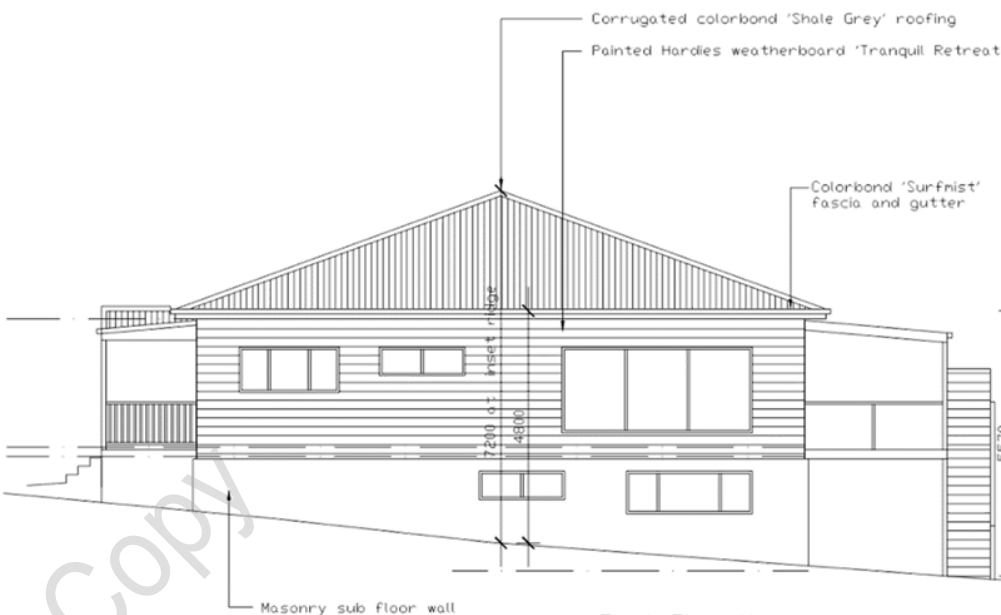
Proposed New Dwelling At 21 Graham Street, Electra For Mr M & Mrs R Gardner				TONY MATHERS Accredited Designer CC1345F 040844848
Upper Floor Plan				
1:100	2/12/22	2 of 5		
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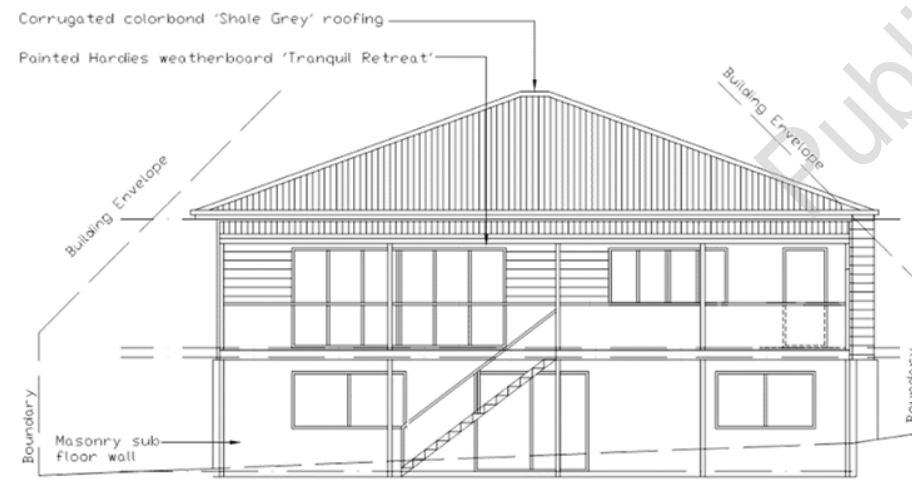
Proposed New Dwelling At 21 Graham Street, Electra For Mr M & Mrs R Gardner				TONY MATHERS Accredited Designer CC1345F
Lower Floor Plan	1:100	2/12/22		
All documents are protected by copyright and remain the property of Tony Mathers Architecture			3 of 5	0408448448



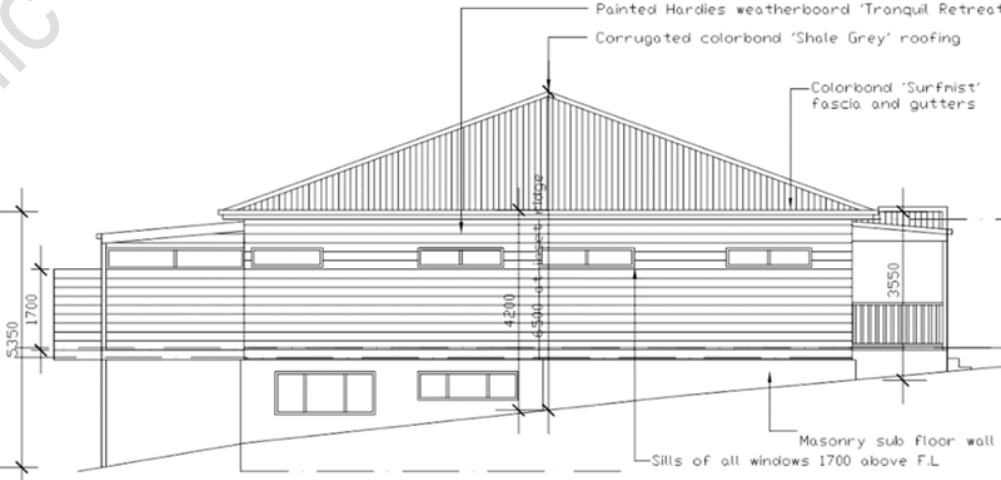
South Elevation



East Elevation

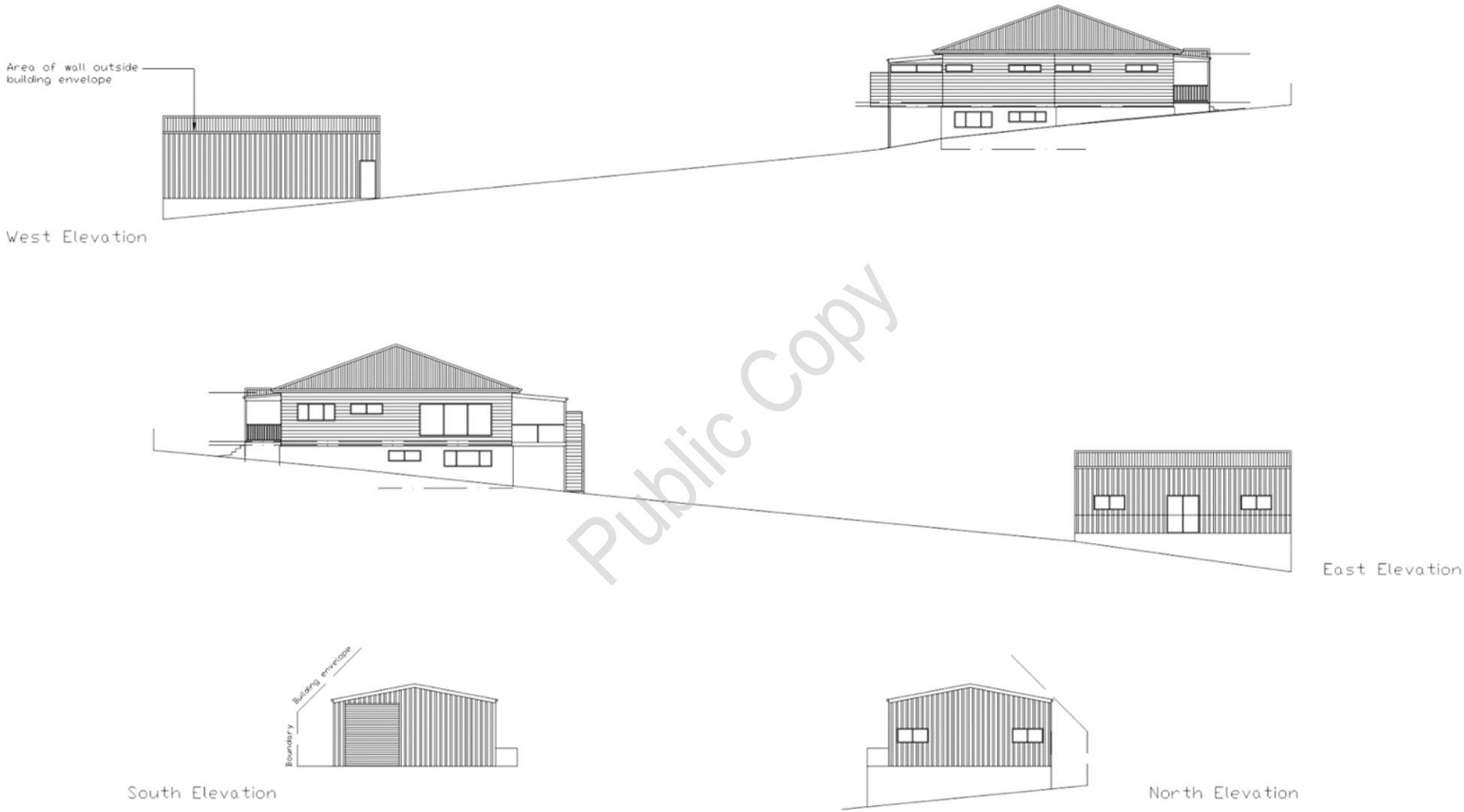


North Elevation



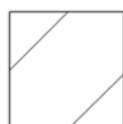
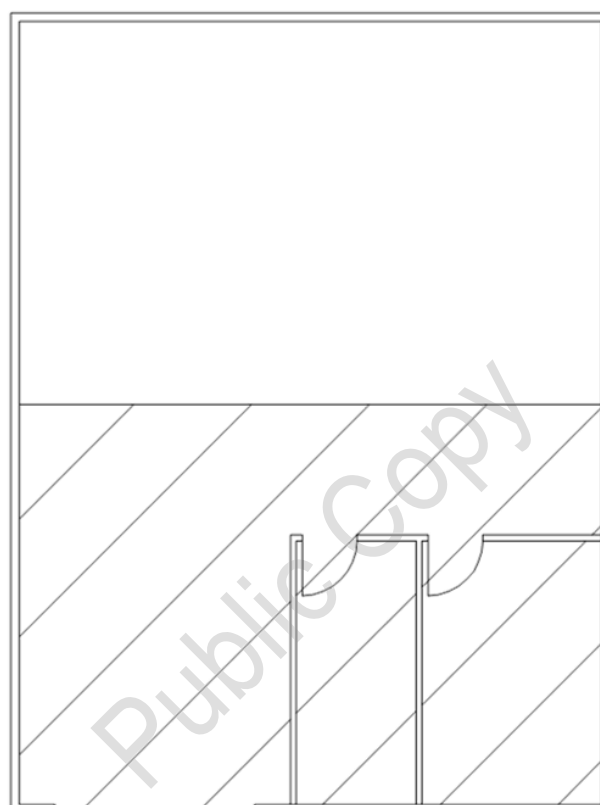
West Elevation

Proposed New Dwelling At 21 Graham Street, Electra For Mr M & Mrs R Gardner				TONY MATHERS Accredited Designer CC1345F 040844848
Elevations	1:100	2/12/22	4 of 5	
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NOTE: Refer to drawings by P&J Sheds for detail of Outbuilding.

Proposed New Dwelling At 21 Graham Street, Electra For Mr M & Mrs R Gardner				TONY MATHERS Accredited Designer CC1345F 040844848
Combined Elevations		1:200	2/12/22 5 of 5	
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Hatched area shows that part of the outbuilding that will be used for a home based business. The floor area as shown does not exceed 50m². For all other outbuilding detail refer to drawings by the proprietary shed manufacturer.

Proposed New Dwelling and Outbuilding
At 21 Graham Street, Electrola
For Mr M & Mrs R Gardner



TONY
MATHERS
Accredited
Designer
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0408448448

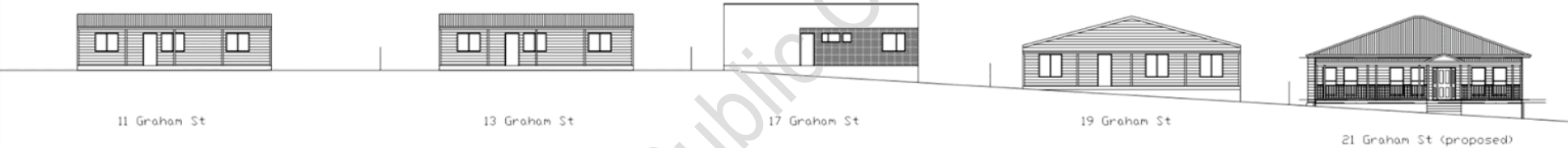
Outbuilding Floor Plan (A4)

1:100

2/12/22

1 of 1

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Proposed New Dwelling At 21 Graham Street, Electra For Mr M & Mrs R Gardner			TONY MATHERS Accredited Designer CC1345F	
Streetscape from 11-21	1:250	30/11/22	1 of 1	0408448448
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15.2 CODE OF CONDUCT FOR COUNCILLORS

File Number: 12.133

Author: Scott Basham, Compliance Coordinator

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

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 review the *Code of Conduct for Councillors* in accordance with the provisions of the *Local Government Act 1993* (the Act).

2. BACKGROUND

- 2.1 Pursuant to s.28R(1) of the *Local Government Act 1993* (Act), the *Local Government (Model Code of Conduct) Order 2016* came into effect following gazettal on 26 December 2018.
- 2.2 At its meeting of the 25 February 2019 Council adopted an updated *Code of Conduct for Councillors* (minute ref C196/4-19).
- 2.3 Within three (3) months after each ordinary election Council is to review its code of conduct.

3. STATUTORY REQUIREMENTS

- 3.1 Pursuant to s.28T(7) of the Act, a Council is to review its code of conduct within 3 months after each ordinary election.
- 3.2 Pursuant to s.28U of the Act, in performing the functions and exercising the powers of their office with a Council, a Councillor is to comply with the provisions of the Council's code of conduct.

4. DISCUSSION

- 4.1 On the 25 October 2022, the 2022 Local Government ordinary election ended.
- 4.2 Council officers have confirmed with the Office of Local Government, Department of Premier and Cabinet (DPAC) that no amendments have been made to the Gazetted 26 December 2018 model code of conduct.
- 4.3 A review has been undertaken of the current Council endorsed *Code of Conduct for Councillors*, including preamble. Minor administrative amendments have been made to the preamble together with the inclusion of gender-neutral language.
- 4.4 Officers from DPAC have advised that as part of the Government's commitment to strengthening the code of conduct framework, the Government will be undertaking a review of the Model Code of Conduct in early 2023. Council Officers have noted with

DPAC the expectation that gender neutral language is used within the reviewed Model Code of Conduct.

5. FINANCE

- 5.1 There are no financial implications associated to the review of the *Code of Conduct for Councillors*.

6. ENVIRONMENT

- 6.1 There are no environmental issues associated to this matter.

7. COMMUNICATION AND CONSULTATION

- 7.1 The review of the *Code of Conduct for Councillors* is a legislative requirement and there is no scope for community consultation.
- 7.2 Once adopted, the reviewed *Code of Conduct for Councillors* will be published on Council's website.

8. RISK

- 8.1 If Council does not review its *Code of Conduct for Councillors* within three (3) months after each ordinary election, Council would fail to comply with the requirements under the Act.

9. CONCLUSION

- 9.1 Council is required within three (3) months after each ordinary election to review its code of conduct.
- 9.2 A review has been completed of the *Code of Conduct for Councillors*, including preamble, and minor amendments have been made.

10. RECOMMENDATION

That Council

- (a) Note the review of the *Code of Conduct for Councillors*; and
- (b) Adopt the reviewed *Code of Conduct for Councillors*.

ATTACHMENTS

- 1. Existing Code of Conduct with Track Changes**
- 2. Updated Code of Conduct for Approval**

EXISTING CODE OF CONDUCT WITH TRACK CHANGES

KINGBOROUGH COUNCIL'S CODE OF CONDUCT FOR COUNCILLORS

PREAMBLE

APPLICATION OF CODE OF CONDUCT

1. Introduction

Purpose of code of conduct

This Code of Conduct sets out the standards of behaviour expected of the councillors of the Kingborough Council, with respect to all aspects of their role.

As leaders in the community, councillors acknowledge the importance of high standards of behaviour in maintaining good governance. Good governance supports each councillor's primary goal of acting in the best interests of the community.

Councillors therefore agree to conduct themselves in accordance with the standards of behaviour set out in the Code of Conduct.

This Code of Conduct incorporates the Model Code of Conduct made by Order of the Minister responsible for local government.

Application of code of conduct

This Code of Conduct applies to a councillor whenever ~~they~~~~he or she~~:

- conducts council business, whether at or outside a meeting;
- conducts the business of ~~their~~ ~~his or her~~ office (which may be that of mayor, deputy mayor or councillor); or
- acts as a representative of the Council.

A complaint of failure to comply with the provisions of the Code of Conduct may be made where the councillor fails to meet the standard of conduct specified in the Model Code of Conduct.

Standards of conduct prescribed under the Model Code of Conduct

The model code of conduct provides for the following eight standards of conduct:

1. Decision making

A councillor is to bring an open and unprejudiced mind to all matters being considered in the course of ~~their~~ ~~his or her~~ duties, so that decisions are made in the best interests of the community.

2. Conflict of interest

A councillor effectively manages conflict of interest by ensuring that personal or private interests do not influence, and are not seen to influence, the performance of their ~~his-or-her~~ role and acting in the public interest.

3. Use of office

A councillor uses their ~~his-or-her~~ office solely to represent and serve the community, conducting themselves ~~himself or herself~~ in a way that maintains the community's trust in the councillor and the Council as a whole.

4. Use of resources

A councillor uses Council resources and assets strictly for the purpose of performing their ~~his-or-her~~ role.

5. Use of information

A councillor uses information appropriately to assist in performing their ~~his-or-her~~ role in the best interests of the community.

6. Gifts and benefits

A councillor adheres to the highest standards of transparency and accountability in relation to the receiving of gifts or benefits, and carries out their ~~his-or-her~~ duties without being influenced by personal gifts or benefits.

7. Relationships with community, councillors and council employees

A councillor is to be respectful in their ~~his-or-her~~ conduct, communication and relationships with members of the community, fellow councillors and Council employees in a way that builds trust and confidence in the Council.

8. Representation

A councillor is to represent themselves ~~himself or herself~~ and the Council appropriately and within the ambit of their ~~his-or-her~~ role, and clearly distinguish between their ~~his-or-her~~ views as an individual and those of the Council.

Principles of good governance

By adopting this Code of Conduct, councillors commit to the overarching principles of good governance by being:

- *Accountable – Explain, and be answerable for, the consequences of decisions made on behalf of the community.*
- *Transparent – Ensure decision making processes can be clearly followed and understood by the community.*
- *Law-abiding – Ensure decisions are consistent with relevant legislation or common law, and within the powers of local government.*
- *Responsive – Represent and serve the needs of the entire community while balancing competing interests in a timely, appropriate and responsive manner.*
- *Equitable – Provide all groups with the opportunity to participate in the decision making process and treat all groups equally.*

- *Participatory and inclusive – Ensure that anyone affected by or interested in a decision has the opportunity to participate in the process for making that decision.*
- *Effective and efficient – Implement decisions and follow processes that make the best use of the available people, resources and time, to ensure the best possible results for the community.*
- *Consensus oriented – Take into account the different views and interests in the community, to reach a majority position on what is in the best interests of the whole community, and how it can be achieved.*

2. Legislation

The code of conduct framework is legislated under the *Local Government Act 1993* (the Act). The Act is available to view via the Tasmanian Legislation Website at www.thelaw.tas.gov.au.

Code of conduct

Tasmanian councillors are required to comply with the provisions of the Council's Code of Conduct while performing the functions and exercising the powers of their ~~his or her~~ office with the council.

The Code of Conduct incorporates the Model Code of Conduct (made by order of the Minister responsible for local government) and may include permitted variations included as attached schedules to the Model Code of Conduct.

Making a code of conduct complaint

A person may make a code of conduct complaint against one councillor in relation to the contravention by the councillor of the relevant council's code of conduct (section 28V(1)).

A person may make a complaint against more than one councillor if the complaint relates to the same behaviour and the same code of conduct contravention (section 28V(2)).

Code of conduct complaints are lodged with the General Manager of the relevant council and must comply with legislative requirements, as outlined below.

A complaint may not be made by more than two complainants jointly (section 28V(5)).

Under section 28V(3), a code of conduct complaint is to –

- be in writing;
- state the name and address of the complainant;
- state the name of each councillor against whom the complaint is made;
- state the provisions of the relevant code of conduct that the councillor has allegedly contravened;
- contain details of the behaviour of each councillor that constitutes the alleged contravention;
- be lodged with the General Manager within six months after the councillor or councillors against whom the complaint is made allegedly committed the contravention of the code of conduct (if the subject matter of a complaint by its nature consists of a

series of separate incidents that, taken together, form the subject matter, the period runs from the most recent of the incidents mentioned in the complaint);

- be accompanied by a statutory declaration, signed by the complainant or each complainant, verifying the accuracy of the information contained within the complaint;
- contain details of all efforts made by the complainant to resolve the issue that is the subject of the complaint; and
- be accompanied by the code of conduct complaint lodgement fee.

Once satisfied that the code of conduct complaint meets prescribed requirements, the General Manager will forward the complaint to the Code of Conduct Panel (if the complaint is less than half of all the Councillors on Council) or to the Director of Local Government otherwise.

Code of conduct complaint lodgement fee

The code of conduct complaint lodgement fee is prescribed under Schedule 3 (Fees) of the *Local Government (General) Regulations 2015*. The lodgement fee is 50 fee units (\$8579.00 in 2022/23) and is amended from time to time through the State Department of Treasury and Finance.

3. Further assistance

Councillor dispute resolution

Councillors commit to developing strong and positive working relationships and working effectively together at all times.

Prior to commencing a formal code of conduct complaint, the councillors who are parties to any disagreement should endeavour to resolve their differences in a courteous and respectful manner, recognising that they have been elected to act in the best interests of the community.

A council's internal dispute resolution process should be the first step that is taken when there is a dispute between councillors.

A councillor who is party to any disagreement should request the Mayor (or Lord Mayor) or the General Manager to assist that councillor in resolving the disagreement informally.

If the informal assistance does not resolve the disagreement, the General Manager may, with the consent of the parties involved, choose to appoint an external mediator to assist in the resolution of the disagreement. If an external mediator is appointed, councillors who are party to the disagreement must strive to cooperate with the mediator and use their best endeavours to assist the mediator and participate in the mediation arranged.

Where a matter cannot be resolved through internal processes, the next step may be to lodge a formal code of conduct complaint.

Councillors should only invoke the provisions of the Code of Conduct in good faith, where it is perceived that another councillor has not complied with the provisions or intent of the Code of Conduct.

Complaints under the *Local Government Act 1993*

The Director of Local Government is responsible for the investigation of complaints regarding alleged breaches of the Act.

Any person can make a complaint to the Director, via the Local Government Division (contact details below), in accordance with section 339E of the Act, where it is genuinely believed that a council, councillor or ~~G~~general ~~M~~anager may have committed an offence under the Act or failed to comply with the requirements of the Act.

To make a complaint, it is recommended that you first contact the Local Government Division to discuss whether the matter is something that the Division can assist with.

Public Interest Disclosure

Any instances of suspected corrupt conduct, maladministration and serious and substantial waste of public resources or substantial risk to public health or safety or to the environment should be reported in accordance with the *Public Interest Disclosures Act 2002*. Disclosures may be made to the Tasmanian Ombudsman or the Tasmanian Integrity Commission.

Key contacts

Department of Premier and Cabinet's Local Government Division
Executive Building, 15 Murray Street, HOBART TAS 7000
GPO Box 123, HOBART TAS 7001
Phone: (03) 6232 7022 Fax: (03) 6232 5685
Email: localgovernmentlgd@dpac.tas.gov.au
Web: www.dpac.tas.gov.au/divisions/local_government

Local Government Association of Tasmania
326 Macquarie Street, HOBART TAS 7000
GPO Box 1521, HOBART TAS 7001
Phone: (03) ~~6146 3740 6233-5966~~
Email: reception@lgat.tas.gov.au admin@lgat.tas.gov.au
Web: www.lgat.tas.gov.au

The Tasmanian Integrity Commission
Surrey House, Level 2, 199 Macquarie Street, HOBART TAS 7000
GPO Box 822, HOBART TAS 7001
Phone: 1300 720 289
Email: contactmpcr@integrity.tas.gov.au
Web: www.integrity.tas.gov.au

Ombudsman Tasmania
NAB House, Level 6, 86 Collins Street, HOBART TAS 7000
GPO Box ~~960423~~, HOBART TAS 7001
Phone: 1800 001 170
Email: ombudsman@ombudsman.tas.gov.au
Web: www.ombudsman.tas.gov.au

KINGBOROUGH COUNCIL'S CODE OF CONDUCT FOR COUNCILLORS**ADOPTED BY COUNCIL 16 January 2023~~29 February 2019~~****MINUTE REFERENCE TBAC171/4-19****PART 1 - Decision making**

1. A councillor must bring an open and unprejudiced mind to all matters being decided upon in the course of his or her duties, including when making planning decisions as part of the Council's role as a Planning Authority.
2. A councillor must make decisions free from personal bias or prejudgement.
3. In making decisions, a councillor must give genuine and impartial consideration to all relevant information known to him or her, or of which he or she should have reasonably been aware.
4. A councillor must make decisions solely on merit and must not take irrelevant matters or circumstances into account when making decisions.

PART 2 - Conflict of interests that are not pecuniary

1. When carrying out his or her public duty, a councillor must not be unduly influenced, nor be seen to be unduly influenced, by personal or private interests that he or she may have.
2. A councillor must act openly and honestly in the public interest.
3. A councillor must uphold the principles of transparency and honesty and declare actual, potential or perceived conflicts of interest at any meeting of the Council and at any workshop or any meeting of a body to which the councillor is appointed or nominated by the Council.
4. A councillor must act in good faith and exercise reasonable judgement to determine whether he or she has an actual, potential or perceived conflict of interest.
5. A councillor must avoid, and remove himself or herself from, positions of conflict of interest as far as reasonably possible.
6. A councillor who has an actual, potential or perceived conflict of interest in a matter before the Council must –
 - (a) declare the conflict of interest and the nature of the interest before discussion of the matter begins; and
 - (b) act in good faith and exercise reasonable judgement to determine whether a reasonable person would consider that the conflict of interest requires the councillor to remove himself or herself physically from any Council discussion and remain out of the room until the matter is decided by the Council.
7. This Part does not apply in relation to a pecuniary interest.

PART 3 - Use of Office

1. The actions of a councillor must not bring the Council or the office of councillor into disrepute.
2. A councillor must not take advantage, or seek to take advantage, of his or her office or status to improperly influence others in order to gain an undue, improper, unauthorised or unfair benefit or detriment for himself or herself or any other person or body.

3. In his or her personal dealings with the Council (for example as a ratepayer, recipient of a Council service or planning applicant), a councillor must not expect nor request, expressly or implicitly, preferential treatment for himself or herself or any other person or body.

PART 4 - Use of resources

1. A councillor must use Council resources appropriately in the course of his or her public duties.
2. A councillor must not use Council resources for private purposes except as provided by Council policies and procedures.
3. A councillor must not allow the misuse of Council resources by any other person or body.
4.

PART 5 - Use of information

1.
2. A councillor must only access or use Council information needed to perform his or her role and not for personal reasons or non-official purposes.
3.
4. A councillor must only release Council information in accordance with established Council policies and procedures and in compliance with relevant legislation.

PART 6 - Gifts and benefits

1. A councillor may accept an offer of a gift or benefit if it directly relates to the carrying out of the councillor's public duties and is appropriate in the circumstances and is not in contravention of any relevant legislation.
2. A councillor must avoid situations in which a reasonable person would consider that any person or body, through the provisions of gifts or benefits of any kind, is securing (or attempting to secure) influence or a favour from the councillor or the Council.
3.
4.
5.
6.
7.
8.

PART 7 - Relationships with community, councillors and Council employees

1. A councillor –
 - (a) must treat all persons fairly; and
 - (b) must not cause any reasonable person offence or embarrassment; and
 - (c) must not bully or harass any person.
2. A councillor must listen to, and respect, the views of other councillors in Council and committee meetings and any other proceedings of the Council, and endeavour to ensure that issues, not personalities, are the focus of debate.
3.

4. A councillor must not contact or issue instructions to any of the Council's contractors or tenderers, without appropriate authorisation.
5. A councillor must not contact an employee of the Council in relation to Council matters unless authorised by the General Manager of the Council.

PART 8 – Representation

1. When giving information to the community, a councillor must accurately represent the policies and decisions of the Council.
2. A councillor must not knowingly misrepresent information that he or she has obtained in the course of his or her duties.
3. A councillor must not speak on behalf of the Council unless specifically authorised or delegated by the Mayor or Lord Mayor.
4. A councillor must clearly indicate when he or she is putting forward his or her personal views.
5. A councillor's personal views must not be expressed publicly in such a way as to undermine the decisions of the Council or bring the Council into disrepute.
6. A councillor must show respect when expressing personal views publicly.
7. The personal conduct of a councillor must not reflect, or have the potential to reflect, adversely on the reputation of the Council.
8. When representing the Council on external bodies, a councillor must strive to understand the basis of the appointment and be aware of the ethical and legal responsibilities attached to such an appointment.

PART 9 - Variation of Code of Conduct

1. Any variation of this model code of conduct is to be in accordance with section 28T of the Act.

UPDATED CODE OF CONDUCT FOR APPROVAL

KINGBOROUGH COUNCIL'S CODE OF CONDUCT FOR COUNCILLORS

PREAMBLE

APPLICATION OF CODE OF CONDUCT

1. Introduction

1.1 Purpose of code of conduct

This Code of Conduct sets out the standards of behaviour expected of the councillors of the Kingborough Council, with respect to all aspects of their role.

As leaders in the community, councillors acknowledge the importance of high standards of behaviour in maintaining good governance. Good governance supports each councillor's primary goal of acting in the best interests of the community.

Councillors therefore agree to conduct themselves in accordance with the standards of behaviour set out in the Code of Conduct.

This Code of Conduct incorporates the Model Code of Conduct made by Order of the Minister responsible for local government.

1.2 Application of code of conduct

This Code of Conduct applies to a councillor whenever they:

- conduct council business, whether at or outside a meeting;
- conduct the business of their office (which may be that of mayor, deputy mayor or councillor); or
- act as a representative of the Council.

A complaint of failure to comply with the provisions of the Code of Conduct may be made where the councillor fails to meet the standard of conduct specified in the Model Code of Conduct.

1.3 Standards of conduct prescribed under the Model Code of Conduct

The model code of conduct provides for the following eight standards of conduct:

1.3.1 Decision making

A councillor is to bring an open and unprejudiced mind to all matters being considered in the course of their duties, so that decisions are made in the best interests of the community.

1.3.2 Conflict of interest

A councillor effectively manages conflict of interest by ensuring that personal or private interests do not influence, and are not seen to influence, the performance of their role and acting in the public interest.

1.3.3 Use of office

A councillor uses their office solely to represent and serve the community, conducting themselves in a way that maintains the community's trust in the councillor and the Council as a whole.

1.3.4 Use of resources

A councillor uses Council resources and assets strictly for the purpose of performing their role.

1.3.5 Use of information

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1.3.6 Gifts and benefits

A councillor adheres to the highest standards of transparency and accountability in relation to the receiving of gifts or benefits, and carries out their duties without being influenced by personal gifts or benefits.

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A councillor is to be respectful in their conduct, communication and relationships with members of the community, fellow councillors and Council employees in a way that builds trust and confidence in the Council.

1.3.8 Representation

A councillor is to represent themselves and the Council appropriately and within the ambit of their role, and clearly distinguish between their views as an individual and those of the Council.

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By adopting this Code of Conduct, councillors commit to the overarching principles of good governance by being:

- *Accountable – Explain, and be answerable for, the consequences of decisions made on behalf of the community.*
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- *Consensus oriented – Take into account the different views and interests in the community, to reach a majority position on what is in the best interests of the whole community, and how it can be achieved.*

2. Legislation

The code of conduct framework is legislated under the *Local Government Act 1993* (the Act). The Act is available to view via the Tasmanian Legislation Website at www.thelaw.tas.gov.au.

2.1 Code of conduct

Tasmanian councillors are required to comply with the provisions of the Council's Code of Conduct while performing the functions and exercising the powers of their office with the council.

The Code of Conduct incorporates the Model Code of Conduct (made by order of the Minister responsible for local government) and may include permitted variations included as attached schedules to the Model Code of Conduct.

2.2 Making a code of conduct complaint

A person may make a code of conduct complaint against one councillor in relation to the contravention by the councillor of the relevant council's code of conduct (section 28V(1)).

A person may make a complaint against more than one councillor if the complaint relates to the same behaviour and the same code of conduct contravention (section 28V(2)).

Code of conduct complaints are lodged with the General Manager of the relevant council and must comply with legislative requirements, as outlined below.

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Under section 28V(3), a code of conduct complaint is to –

- be in writing;
- state the name and address of the complainant;
- state the name of each councillor against whom the complaint is made;
- state the provisions of the relevant code of conduct that the councillor has allegedly contravened;
- contain details of the behaviour of each councillor that constitutes the alleged contravention;
- be lodged with the General Manager within six months after the councillor or councillors against whom the complaint is made allegedly committed the

contravention of the code of conduct (if the subject matter of a complaint by its nature consists of a series of separate incidents that, taken together, form the subject matter, the period runs from the most recent of the incidents mentioned in the complaint);

- be accompanied by a statutory declaration, signed by the complainant or each complainant, verifying the accuracy of the information contained within the complaint;
- contain details of all efforts made by the complainant to resolve the issue that is the subject of the complaint; and
- be accompanied by the code of conduct complaint lodgement fee.

Once satisfied that the code of conduct complaint meets prescribed requirements, the General Manager will forward the complaint to the Code of Conduct Panel (if the complaint is less than half of all the Councillors on Council) or to the Director of Local Government otherwise.

2.3 Code of conduct complaint lodgement fee

The code of conduct complaint lodgement fee is prescribed under Schedule 3 (Fees) of the *Local Government (General) Regulations 2015*. The lodgement fee is 50 fee units (\$85.00 in 2022/23) and is amended from time to time through the State Department of Treasury and Finance.

3. **Further assistance**

3.1 Councillor dispute resolution

Councillors commit to developing strong and positive working relationships and working effectively together at all times.

Prior to commencing a formal code of conduct complaint, the councillors who are parties to any disagreement should endeavour to resolve their differences in a courteous and respectful manner, recognising that they have been elected to act in the best interests of the community.

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Councillors should only invoke the provisions of the Code of Conduct in good faith, where it is perceived that another councillor has not complied with the provisions or intent of the Code of Conduct.

3.2 Complaints under the *Local Government Act 1993*

The Director of Local Government is responsible for the investigation of complaints regarding alleged breaches of the Act.

Any person can make a complaint to the Director, via the Local Government Division (contact details below), in accordance with section 339E of the Act, where it is genuinely believed that a council, councillor or General Manager may have committed an offence under the Act or failed to comply with the requirements of the Act.

To make a complaint, it is recommended that you first contact the Local Government Division to discuss whether the matter is something that the Division can assist with.

3.3 Public Interest Disclosure

Any instances of suspected corrupt conduct, maladministration and serious and substantial waste of public resources or substantial risk to public health or safety or to the environment should be reported in accordance with the *Public Interest Disclosures Act 2002*. Disclosures may be made to the Tasmanian Ombudsman or the Tasmanian Integrity Commission.

4. **Key contacts**

Department of Premier and Cabinet's Local Government Division
Executive Building, 15 Murray Street, HOBART TAS 7000
GPO Box 123, HOBART TAS 7001
Phone: (03) 6232 7022 Fax: (03) 6232 5685
Email: localgovernment@dpac.tas.gov.au
Web: www.dpac.tas.gov.au/divisions/local_government

Local Government Association of Tasmania
326 Macquarie Street, HOBART TAS 7000
GPO Box 1521, HOBART TAS 7001
Phone: (03) 6146 3740
Email: reception@lgat.tas.gov.au
Web: www.lgat.tas.gov.au

The Tasmanian Integrity Commission
Surrey House, Level 2, 199 Macquarie Street, HOBART TAS 7000
GPO Box 822, HOBART TAS 7001
Phone: 1300 720 289
Email: contact@integrity.tas.gov.au
Web: www.integrity.tas.gov.au

Ombudsman Tasmania
NAB House, Level 6, 86 Collins Street, HOBART TAS 7000
GPO Box 960, HOBART TAS 7001
Phone: 1800 001 170
Email: ombudsman@ombudsman.tas.gov.au
Web: www.ombudsman.tas.gov.au

KINGBOROUGH COUNCIL'S CODE OF CONDUCT FOR COUNCILLORS**ADOPTED BY COUNCIL ON 16 JANUARY 2023****MINUTE REFERENCE TBA**

PART 1 - Decision making

1. A councillor must bring an open and unprejudiced mind to all matters being decided upon in the course of his or her duties, including when making planning decisions as part of the Council's role as a Planning Authority.
2. A councillor must make decisions free from personal bias or prejudgement.
3. In making decisions, a councillor must give genuine and impartial consideration to all relevant information known to him or her, or of which he or she should have reasonably been aware.
4. A councillor must make decisions solely on merit and must not take irrelevant matters or circumstances into account when making decisions.

PART 2 - Conflict of interests that are not pecuniary

1. When carrying out his or her public duty, a councillor must not be unduly influenced, nor be seen to be unduly influenced, by personal or private interests that he or she may have.
2. A councillor must act openly and honestly in the public interest.
3. A councillor must uphold the principles of transparency and honesty and declare actual, potential or perceived conflicts of interest at any meeting of the Council and at any workshop or any meeting of a body to which the councillor is appointed or nominated by the Council.
4. A councillor must act in good faith and exercise reasonable judgement to determine whether he or she has an actual, potential or perceived conflict of interest.
5. A councillor must avoid, and remove himself or herself from, positions of conflict of interest as far as reasonably possible.
6. A councillor who has an actual, potential or perceived conflict of interest in a matter before the Council must –
 - (a) declare the conflict of interest and the nature of the interest before discussion of the matter begins; and
 - (b) act in good faith and exercise reasonable judgement to determine whether a reasonable person would consider that the conflict of interest requires the councillor to remove himself or herself physically from any Council discussion and remain out of the room until the matter is decided by the Council.
7. This Part does not apply in relation to a pecuniary interest.

PART 3 - Use of Office

1. The actions of a councillor must not bring the Council or the office of councillor into disrepute.

2. A councillor must not take advantage, or seek to take advantage, of his or her office or status to improperly influence others in order to gain an undue, improper, unauthorised or unfair benefit or detriment for himself or herself or any other person or body.
3. In his or her personal dealings with the Council (for example as a ratepayer, recipient of a Council service or planning applicant), a councillor must not expect nor request, expressly or implicitly, preferential treatment for himself or herself or any other person or body.

PART 4 - Use of resources

1. A councillor must use Council resources appropriately in the course of his or her public duties.
2. A councillor must not use Council resources for private purposes except as provided by Council policies and procedures.
3. A councillor must not allow the misuse of Council resources by any other person or body.
4.

PART 5 - Use of information

1.
2. A councillor must only access or use Council information needed to perform his or her role and not for personal reasons or non-official purposes.
3.
4. A councillor must only release Council information in accordance with established Council policies and procedures and in compliance with relevant legislation.

PART 6 - Gifts and benefits

1. A councillor may accept an offer of a gift or benefit if it directly relates to the carrying out of the councillor's public duties and is appropriate in the circumstances and is not in contravention of any relevant legislation.
2. A councillor must avoid situations in which a reasonable person would consider that any person or body, through the provisions of gifts or benefits of any kind, is securing (or attempting to secure) influence or a favour from the councillor or the Council.
3.
4.
5.
6.
7.
8.

PART 7 - Relationships with community, councillors and Council employees

1. A councillor –
 - (a) must treat all persons fairly; and
 - (b) must not cause any reasonable person offence or embarrassment; and
 - (c) must not bully or harass any person.

2. A councillor must listen to, and respect, the views of other councillors in Council and committee meetings and any other proceedings of the Council, and endeavour to ensure that issues, not personalities, are the focus of debate.
3.
4. A councillor must not contact or issue instructions to any of the Council's contractors or tenderers, without appropriate authorisation.
5. A councillor must not contact an employee of the Council in relation to Council matters unless authorised by the General Manager of the Council.

PART 8 – Representation

1. When giving information to the community, a councillor must accurately represent the policies and decisions of the Council.
2. A councillor must not knowingly misrepresent information that he or she has obtained in the course of his or her duties.
3. A councillor must not speak on behalf of the Council unless specifically authorised or delegated by the Mayor or Lord Mayor.
4. A councillor must clearly indicate when he or she is putting forward his or her personal views.
5. A councillor's personal views must not be expressed publicly in such a way as to undermine the decisions of the Council or bring the Council into disrepute.
6. A councillor must show respect when expressing personal views publicly.
7. The personal conduct of a councillor must not reflect, or have the potential to reflect, adversely on the reputation of the Council.
8. When representing the Council on external bodies, a councillor must strive to understand the basis of the appointment and be aware of the ethical and legal responsibilities attached to such an appointment.

PART 9 - Variation of Code of Conduct

1. Any variation of this model code of conduct is to be in accordance with section 28T of the Act.

15.3 CIVIC CENTRE FLAG POLICY

File Number: 12.19

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

Authoriser: Gary Arnold, General Manager

Strategic Plan Reference

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

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

1. PURPOSE

- 1.1 The purpose of this report is to present a draft Civic Centre Flag Policy for Council consideration and approval.

2. BACKGROUND

- 2.1 At its meeting on 7 March 2022, the former Council resolved to:

- install a fourth flagpole at the Civic Centre, for display of a rainbow flag to recognise our LGBTIQ+ communities on dedicated awareness days; and
- develop an application process and guidelines in relation to the flying of any other flags on this fourth flagpole for commemorative or recognition purposes.

- 2.2 A fourth flagpole has now been installed on the southern side of the entrance to the forecourt of the Civic Centre. In accordance with the Australian National Flag Protocols, the new taller flagpole flies the Australian flag. The Tasmanian State flag and the Aboriginal flag are flown from poles on the northern side of the entrance, with the fourth pole available for flying community flags.

- 2.3 On 16 July 2022, the former Council deferred a decision on a draft Civic Centre Flag Policy and draft Annual Flag Community Schedule, requesting a workshop be held on the matter. A workshop to discuss the draft Policy was held with the new Council on 12 December 2022 and the draft Policy further revised.

- 2.4 This report presents a final draft Civic Centre Flag Policy, outlining arrangements for flag flying, in accordance with the Australian National Flag Protocols. This report also outlines an expression of interest process to populate the Annual Community Flag Schedule.

3. STATUTORY REQUIREMENTS

- 3.1 The flying of the Australian Flag must be consistent with the Australian National Flag Protocols.

4. DISCUSSION

- 4.1 The Draft Policy includes an Annual Flag Community Schedule (currently empty). Over the coming weeks, Council will seek expressions of interest from individuals and organisations to add community flags to the Schedule that symbolise and celebrate Kingborough's diverse community and that are consistent with Council's values and

commitment to inclusiveness as outlined in its Strategic Plan and other corporate policies and strategies.

- 4.2 Expressions of interest will be considered by Councillors at a future workshop, and a populated Annual Community Flag Schedule will be brought back for Council consideration in early 2023.
- 4.3 In addition to this process, the draft Policy provides for requests to add to the Annual Community Flag Schedule over time. Additions to the Schedule would be approved by Council, with the General Manager able to approve flying a flag where a decision by Council is not practicable.

5. FINANCE

- 5.1 There are no financial implications associated with adoption of the Policy.

6. ENVIRONMENT

- 6.1 There are no environmental issues associated with adoption of the Policy.

7. COMMUNICATION AND CONSULTATION

- 7.1 Council will promote the expressions of interest process through traditional media, social media, and the website, as well as advising organisations that have previously requested Council fly a community flag.

8. RISK

- 8.1 There are no risks associated with this report.

9. RECOMMENDATION

That Council:

- (a) Approve the Civic Centre Flag Policy as attached to this report;
- (b) Note that expressions of interest will be sought to fly a community flag on the fourth flagpole at the Civic Centre;
- (c) Note that, following consideration of expressions of interest received, a populated Annual Community Flag Schedule will be brought back to Council for consideration.

ATTACHMENTS

1. Draft Civic Centre Flag Policy



Civic Centre Flag Policy

Policy No:	6.14
Approved by Council:	January 2023
New Review Date:	January 2025
Minute No:	TBA
ECM File No:	12.19
Version:	2.0
Responsible Officer:	Director Environment, Development & Community Services
Strategic Plan Reference:	1.1 A Council that engages with and enables its community

1. POLICY STATEMENTS

- 1.1 Kingborough Council has four flagpoles at the Civic Centre, 15 Channel Highway, Kingston.
- 1.2 Council recognises the Australian National Flag should be treated with respect and dignity. While Council facilities are not considered federal government buildings or establishments, Council will observe, as far as practicable, the Australian National Flag Protocols. Where a request to fly another flag is approved, the Australian National Flag will not be replaced with the other flag for the specified event or timeframe.
- 1.3 The Australian Flag will be flown on the highest flagpole at the Civic Centre.
- 1.4 Council will use the second flagpole to display the Tasmanian State Flag.
- 1.5 Flying the Australian Aboriginal Flag affirms Council's respect for Australia's Indigenous peoples, and it will be flown on the third Flagpole at the Civic Centre.
- 1.6 The fourth flagpole, the Community Flagpole, is reserved for the flying of flags that symbolise and celebrate the diverse community of Kingborough and shall be used for flying flags that have special meaning to all or part of our community.

2. DEFINITIONS

- 2.1 *'Community Flagpole'* means the flagpole used for the purpose of displaying the flags set out in the Annual Community Flag Schedule.
- 2.2 *'Civic Centre'* is the Council building at 15 Channel Highway, Kingston.
- 2.3 *'Annual Community Flag Schedule'* means the schedule adopted in conjunction with this policy and amended by Council resolution thereafter, which sets out which flags shall be flown on the Community Flagpole and, when they shall be flown, and which flagpoles shall be used.
- 2.4 *'Community Flags'* means flags that symbolise and celebrate Kingborough's diverse community or which have special meaning to parts of our community.

3. OBJECTIVE

- 3.1 To inform and guide Council on the applicable protocols for flying the Australian National Flag and other flags at the Civic Centre and other Council facilities.
- 3.2 The Policy also provides for the management and approval of requests to fly flags to mark significant events, or that have been received from members of Council staff and/or the Community.
- 3.3 To ensure that flags at Council facilities are flown in accordance with this policy and with the Australian Government's flag protocols.
- 3.4 To provide a framework for considering requests to fly flags at times outside Council's Annual Community Flag Schedule.

4. SCOPE

- 4.1 This policy outlines how Council's four flagpoles located at the Civic Centre are to be used and establishes a procedure for requests to fly flags on our flagpoles.
- 4.2 Other Council owned and/or managed sites on which flag poles exist, but are not the direct responsibility of Council, do not need to comply with this policy, but should observe the Australian Government flag protocols.

5. PROCEDURE (POLICY DETAIL)

- 5.1 There are four flagpoles located at the Civic Centre.
- 5.2 The flags to be flown in this location and in this order are:

- 5.2.1 Australian National Flag
- 5.2.2 Tasmanian State Flag
- 5.2.3 Aboriginal Flag
- 5.2.4 Community Flags as per the Annual Community Flag Schedule.
- 5.3 Council will fly flags in accordance with its Annual Community Flag Schedule (Attachment 1).
- 5.4 If a duration for the flying of a community flag is not specified in the Schedule, it will be limited to no more than one week.
- 5.5 Council will consider flying the national flags of other countries, on request, to acknowledge days of national significance for that country. Flying of national flags of other countries will be flown in accordance with the Australian National Flag Protocols.
- 5.6 Council will consider requests to fly other flags in accordance with this policy and the Australian National Flag Protocols. In doing so, regard shall be given to whether the flying of a flag is consistent with Council's values and commitment to inclusiveness as outlined in its Strategic Plan and other corporate policies and strategies.
- 5.7 In general, Council will not approve requests from organisations or individuals who:
 - 5.7.1 do not share Council's views on promoting a diverse, tolerant and inclusive community
 - 5.7.2 are political parties
 - 5.7.3 undertake an activity for commercial gain
 - 5.7.4 offer programs that may present a hazard to the community.
- 5.8 While this policy only applies to flags flown on the flagpoles at the Civic Centre, Council reserves the right to direct those responsible for flagpoles on other Council-owned sites to remove any flag that is deemed to be inconsistent with Council's values and commitment to inclusiveness.
- 5.9 Applicants whose requests to fly flags are approved are responsible for providing to Council the required number of flags at the appropriate standard size and with appropriate fittings and (where relevant) are responsible for any costs associated with required planning permits.
- 5.10 Council reserves the right to withdraw approval to fly a flag at any time.

Half-Masting

- 5.11 In accordance with Australian National Flag Protocols, flags will be flown at half-mast on ANZAC Day (25 April) from dawn until noon, at which time flags should be raised to the peak of the flagpole for the remainder of the day. Requests to fly other flags on this day will not be considered.
- 5.12 On Remembrance Day (11 November), flags will be flown at the peak of the flagpole from approximately 8am until precisely 10.30am (local time) at which time flags should be lowered to half-mast. At 11.02am flags should be moved back to the peak of the flagpole for the remainder of the day. This protocol allows for the traditional ceremonial duties to be carried out, including one minute of silence from 11am. Requests to fly other flags on this day will not be considered.
- 5.13 Council will fly flags at half-mast, where possible, as a sign of mourning on appropriate occasions as advised by the Department of Premier and Cabinet, or the Department of Prime Minister and Cabinet.
- 5.14 Notifications to half-mast on these occasions will be considered and actioned as appropriate by the General Manager or delegate.
- 5.15 On request, Council will also consider flying flags at half-mast to mark significant occasions such as the passing of a local federal or state member of parliament, current or former

councillor or other prominent local identity. Requests to half-mast on these occasions will be considered and approved by the General Manager or delegate.

- 5.16 Where flags are flown at half-mast, a public notice will be published on Council's website indicating the reason.

Responsibilities

- 5.17 Council is responsible for considering and approving applications to fly a flag either for a one-off occasion or to add a flag to the Annual Community Flag Schedule.
- 5.18 The General Manager (or delegate) is responsible for:
- 5.18.1 determining when it is appropriate to refer an application to fly a flag to Council for a decision
 - 5.18.2 considering and approving applications to fly an alternative flag, in line with this policy for a one-off occasion where a resolution from Council is not practicable
 - 5.18.3 ensuring periodic reviews of the Policy are conducted.
- 5.19 Council's Executive Officer is responsible for:
- 5.19.1 receiving and considering requests for the flying of flags and the half-masting of flags
 - 5.19.2 maintaining a register of requests to fly flags at times outside Council's Annual Community Flag Schedule on the community flagpole.
- 5.20 The Director Governance, Recreation and Property Services (or delegate) is responsible for:
- 5.20.1 maintaining a supply of those flags included on the Annual Community Flag Schedule and requesting timely replacement of damaged flags where a flag is rendered unsuitable for display
 - 5.20.2 monitoring the condition of the flags and flagpoles and reporting any maintenance issues as required
 - 5.20.3 on receiving advice from the Governance unit, arranging the flying of flags in accordance with this policy and the Australian Government's protocols.
- 5.21 The Chief Information Officer is responsible for:
- 5.21.1 maintaining a subscription to the Department of Premier and Cabinet and the Department of Prime Minister and Cabinet's Commonwealth Flag Network email notification services.

6. GUIDELINES

- 6.1 The Annual Community Flag Schedule is to be considered a living document, and can be added to by one of the following mechanisms:
- 6.1.1 By Council resolution, either for a one-off occasion or on an ongoing basis.
 - 6.1.2 By the General Manager for a one-off occasion where a resolution from Council is not practicable.
 - 6.1.3 Upon request by an organisation or individual at least 45 days prior to the proposed flag flying date and following approval by Council resolution or by the General Manager (where a resolution from Council is not practicable). The flag(s) is to be provided by the organisation making the request.
 - 6.1.4 In general, requests will be dealt with on a first come - first served basis, but Council reserves the right to withdraw approval to fly a particular flag and substitute it with another flag in exceptional circumstances.

- 6.2 In considering the addition of flags to the Annual Community Flag Schedule, regard shall be given to whether the flying of the flag is consistent with Council's values and commitment to inclusiveness as outlined in its Strategic Plan and other corporate policies and strategies.
- 6.3 The General Manager or in their absence the Director Governance, Recreation and Property Services shall be authorised to permit departures from this policy where adherence to the policy:
 - 6.3.1 would have financial and staffing implications due to a need to raise or lower a flag outside business hours;
 - 6.3.2 results in a conflict between different policy requirements; or
 - 6.3.3 is warranted due to extraordinary or unforeseen circumstances.

7. COMMUNICATION

- 7.1 This policy is available on Council's website.
- 7.2 A Flag Flying Application Form is also available on the website.

8. LEGISLATION

- 8.1 *Flags Act 1953.*

9. RELATED DOCUMENTS

- 9.1 Department of the Prime Minister and Cabinet, Australian National Flag Protocols.
- 9.2 Annual Community Flag Schedule.
- 9.3 Flag Flying Application Form.

10. AUDIENCE

- 10.1 The Kingborough Community.

Annual Community Flag Schedule

Flag	When	Why	Conditions

Public Copy

Flag flying application form

Applications must be received a minimum of 45 calendar days prior to the proposed date/s to allow time for any necessary approvals.

Applicant details	
Name:	Date:
Organisation and position (if relevant):	Address:
Telephone number:	Email address:
Flag details	
Type and description of flag to be flown:	Proposed start and end date/s:
Background information: <i>please outline why you are requesting the flag to be flown and attach any supporting documentation</i>	

•
Please note

- Where an application to fly a flag/s is approved, it is the responsibility of the applicant to provide Council with the required flag of an appropriate size prior to the date/s the flag/s are to be flown. Flags must be in an appropriate condition for flying (i.e. not torn or faded).
- **Council's Annual Community Flag Schedule will take precedence over any requests to fly other flags.**

15.4 KINGBOROUGH COMMUNITY SAFETY COMMITTEE MINUTES - 12 DECEMBER 2022**File Number: 5.476****Author: Anthony Verdouw, Executive Officer Engineering Services****Authoriser: David Reeve, Director Engineering 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 present minutes from the meeting of the Kingborough Community Safety Committee (KCSC) held on 12 December 2022 and to present a motion adopted by the Committee.

2. BACKGROUND

- 2.1 KCSC met on 12 December 2022 and the Minutes of the meeting are attached to this report.

3. STATUTORY REQUIREMENTS

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

4. DISCUSSION

- 4.1 At the 12 December 2022 KCSC meeting the Committee adopted a motion that KCSC:
- a. *Inform Council of its concerns regarding the safety of the Huon Highway/Leslie Road intersection in view of significantly increased traffic volume since its construction; noting also that safety issues will be heightened should the proposed doubling of extractive capacity of the Leslie Vale quarry be approved.*
 - b. *Note that this matter has been raised with the Tasmanian Government in the context of the Huon Highway Corridor Study.*
 - c. *Request Council write to the Tasmanian Minister for Infrastructure and Transport seeking the Tasmanian Government's agreement to give urgent consideration to upgrading the Huon Highway/Leslie Road intersection to contemporary safety and other standards.*
- 4.2 The Huon Highway is managed and maintained by the Department of State Growth (DSG).
- 4.3 DSG are undertaking the Huon Highway Corridor Study from Kingston to Southport. The study will identify and prioritise projects that will provide a safer and consistent driving environment along the highway.
- 4.4 In February 2022 DSG released a summary report of feedback following community consultation in July and August 2021. The feedback will be used to inform development

of the corridor study, and to prioritise projects for a 10-Year Strategic Action Plan for the highway.

- 4.5 Leslie Road intersection is ranked 2 in the summary of key themes and issues from the most commented upon intersections in the community engagement feedback, with 34 comments from the public.

5. FINANCE

- 5.1 There are no significant financial considerations for Council regarding the motion proposed by the Committee.

6. ENVIRONMENT

- 6.1 There are no apparent environment considerations associated with the motion raised by the Committee.

7. COMMUNICATION AND CONSULTATION

- 7.1 KCSC will be advised of Council's resolution regarding the motion they have raised.

8. RISK

- 8.1 There are no apparent risks to Council associated with the motion raised by the Committee.

9. CONCLUSION

- 9.1 The Kingborough Community Safety Committee met on 12 December 2022.
- 9.2 The Committee adopted a motion to inform Council of safety concerns regarding the Huon Highway/Leslie Road intersection and requested that Council write to the State Minister for Infrastructure and Transport seeking the State Government's agreement to consider upgrading the intersection to contemporary safety and other standards.

10. RECOMMENDATION

That Council

- (a) Notes the minutes of the Kingborough Community Safety Committee; and
- (b) Writes a letter to the Minister for Infrastructure and Transport seeking agreement to consider upgrading the Huon Highway/Leslie Road intersection to contemporary safety and other standards, noting the Huon Highway Corridor Study and increased traffic volumes and heavy vehicle traffic through the intersection.

ATTACHMENTS

1. **KCSC Minutes - 12 December 2022**

MINUTES

Kingborough Community Safety Committee

Meeting No. 2022-6

Monday 12 December 2022

Public Copy

Kingborough

MINUTES of a Meeting of the Kingborough Community Safety Committee held at the Kingborough Civic Centre, Kingston, on Monday 12 December 2022 at 2:00pm.

PRESENT

		PRESENT	APOLOGY
Chairperson	Cr Clare Glade-Wright	✓	
Deputy Chairperson	Cr David Bain	✓	
Members:	Mr Michael Brough	✓	
	Mr Jarrod Coad	✓	
	Ms Tania Flakemore	✓	
	Ms Kate Lucas	✓	
	Mr David McLoughlin	✓	
	Mr Keith Pardoe	✓	
	Ms Colleen Ridge		✓
	Mr Rodney Street	✓	
Tasmania Police	Insp Mark Burke	✓	
Tasmania Police	Sen Sgt Peter Borish		✓
Tasmania Police	Sharon Pavier	✓	
Kingborough Access Advisory Committee Representative	Dr Don Hempton	✓	
Kingborough Bicycle Advisory Committee Representative			✓
Council Officers In Attendance:			
Executive Officer	Mr Anthony Verdouw		✓
Senior Roads Engineer	Ms Renai Clark	✓	
Graduate Civil Engineer	Mr Khum Sharma	✓	

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

LEAVE OF ABSENCE

Michael Brough requested a leave of absence for the 20 February 2023 meeting.

DECLARATIONS OF INTEREST

There were no declarations of interest.

CONFIRMATION OF MINUTES

MOVED: Keith Pardoe

SECONDED: Jarrod Coad

That the Minutes of the Committee meeting held on Monday 10 October 2022, as circulated, be confirmed.

CARRIED

GENERAL BUSINESS**1. Review Action Items from previous meeting** (Cr Glade-Wright)

Discussed completed action items and actions still unresolved.

Action 1: To eliminate ambiguity with the Action Items table and the Complete column being ticked when there were still outstanding actions it is requested that an additional column titled Action Undertaken be added.

Action 2: Staff to investigate locations of existing speed signage on Huon Road between Sandfly Road, Longley and Huon Highway, Lower Longley.

MOTION:

That the Kingborough Community Safety Committee:

- a. Inform Council of its concerns regarding the safety of the Huon Highway/Leslie Road intersection in view of significantly increased traffic volume since its construction; noting also that safety issues will be heightened should the proposed doubling of extractive capacity of the Leslie Vale quarry be approved.
- b. Note that this matter has been raised with the Tasmanian Government in the context of the Huon Highway Corridor Study.
- c. Request Council write to the Tasmanian Minister for Infrastructure and Transport seeking the Tasmanian Government's agreement to give urgent consideration to upgrading the Huon Highway/Leslie Road intersection to contemporary safety and other standards.

MOVED: Michael Brough

SECONDED: David McLoughlin

CARRIED

Action 2022-3 No. 4: Staff to follow up with Council's Project Manager as the NO STOPPING lines have not been installed yet.

Action 2022-4 No. 3: A draft Speed Limit Review Guidelines was presented to the Committee. The Committee is to provide feedback.

Action 2021-6 No. 2: It was noted that this item is regarding the Church Street end of Auburn Road. Staff to investigate and assess if extending yellow no parking lines are warranted at the Church Street end of Auburn Road.

Action 2022-1 No. 2: The following public lighting locations were identified: Hawthorn Drive underpass, Summerleas roundabout underpass; Summerleas Road to and from Kingborough Sports Centre. Staff to add locations to public lighting list for review.

2. Tasmanian Police Crime and Traffic Statistics

(Mark Burke)

Inspector Burke provided a report on the Kingston Division's crime and traffic statistics.

Hooning at various locations and frequent vandalism at Blackmans Bay Beach were raised as ongoing issues.

3. Infrastructure Priorities – Capital Bids 22-23

The following were raised as projects to consider:

- Footpath along Channel Highway between Sunsail Street and Snug Tiers Road to provide pedestrian access between the new subdivision and Snug Primary School.
- Pedestrian refuge on Channel Highway vicinity Old Station Road and the inbound Metro bus stop.

4. LGBTIQA+ Engagement Report and Action Plan

Cr Glade-Wright advised the Committee that there was a discussion at the Council meeting about toilets where it was agreed that only single cubicle toilets will be identified as non-gender.

5. Correspondence

- a. RE: Bicycle Parking Security and Lighting - Park and Rides – 9/11/22 – DSG.

6. Other Business

Ideas for discussion/presentation topics at 2023 Committee meetings:

- Safety related infrastructure in 5-year Capital Works Program
- Meeting procedures – Service requests be excluded from Committee meetings with emphasis being on strategic programs not operational matters – for discussion at 17 April 2023 meeting.
- Review 2-year action plan for relevance.
- Invite DSG to discuss speed limits.
- Invite staff to provide presentation on pedestrian crossing treatments.

MATTERS OF GENERAL INTEREST7. 2023 Meeting Dates

Proposed meeting dates for 2023 were endorsed by the Committee.

NEXT MEETING

The next meeting of the Committee is Monday 20 February 2023 at 2:00pm

CLOSURE

There being no further business, the Chairperson declared the meeting closed at 3.30 pm.

Public Copy

Kingborough Community Safety Committee

Meeting Dates for 2023

Meetings are where possible held on a Monday every second month at 2pm
in the Council Chambers, Kingston

20 February

17 April

19 June

21 August

16 October

11 December

Action Items						
Meeting #	Action Number	Description	Responsibility of	Due Date	Action Undertaken	Complete
2022-6	1	To eliminate ambiguity with the Action Items table and the Complete column being ticked when there were still outstanding actions it is requested that an additional column titled Action Undertaken be added.	Anthony Verdouw	20/2/23	Column added.	✓
2022-6	2	Staff to investigate locations of existing speed signage on Huon Road between Sandfly Road, Longley and Huon Highway, Lower Longley.	Renai Clark	20/2/23		□
2022-4	2	Staff to follow up if it's possible to place two speed trailers on the Kingston Bypass/Southern Outlet during an upcoming school holiday period.	Renai Clark	12/12/22		□
2022-4	3	Staff to review the speed limit review checklist and forward to local community groups for information. A draft Speed Limit Review Guidelines was presented to the Committee. The Committee is to provide feedback.	Anthony Verdouw/Renai Clark	10/10/22		□
2022-1	2	Committee members to identify priority locations where new public lighting could be installed for staff to review. The following public lighting locations were identified: Hawthorn Drive underpass, Summerleas roundabout underpass; Summerleas Road to and from Kingborough Sports Centre. Staff to add locations to public lighting register list for review.	Committee Members / Anthony Verdouw	Ongoing		□
2022-3	4	Staff to follow up why yellow no parking lines have not been reinstated at Village Drive intersection. Staff are aware and are waiting on linemarking contractors to complete the work. Staff to follow up with contractors again.	Mark Lee	15/8/22		□
2022-3	2	Subcommittee to prepare a speed limit review checklist/proforma which can be used as a guide for community groups to prepare requests for speed limit reviews.	Renai Clark	20/2/23	Guidelines drafted for review.	□
2021-6	2	Investigate northern end of Auburn Rd and assess whether extending yellow no parking lines are warranted. Staff to investigate and assess if extending yellow no parking lines are warranted at the Church Street end of Auburn Road.	Renai Clark	20/02/23		□

2022-5	1	Staff to contact DSG regarding concerns about lack of lighting at the Firthside park and ride. DSG provided response. Can follow up again if required.	Anthony Verdouw	12/12/22	DSG advised of issue.	✓
2022-5	2	Committee members to email any project recommendations for 2023-24 capital bids to Anthony.	Committee Members	12/12/22	Staff now preparing bids and reviewing 5-year plan.	✓
2022-5	3	David Reeve to follow up with the Works Depot to confirm numbers of requests to clear debris from the local beaches.	David Reeve	12/12/22	6 requests in last 12 months. 3 dead marine animal removals and 3 washed up log removals.	✓
2022-4	1	Staff to contact Metro and enquire if they have any safety concerns with routes along Roslyn Avenue.	Anthony Verdouw	10/10/22	Contacted Metro who provided a response.	✓
2022-3	1	Roslyn Avenue and Garnett Street intersection. Sight distance exceeds the minimum recommended. Motorists exiting Garnett Street only need to make a 2 second observation at most to decide if it's safe to enter Roslyn Avenue. Parking restrictions are not necessary.	Renai Clark	15/8/22	No immediate action required.	✓
2022-3	3	Staff to investigate if a traffic counter can be installed on Leslie Road up from the quarry to gather data on current vehicle movements. Due to the volume of heavy vehicles, particularly B-doubles and Truck and Trailers I am reluctant to install Council's pneumatic tube counters as the tubes will likely get damaged. HBMI may keep daily supply records that could give indicative truck volumes, Renai will follow up.	Renai Clark	10/10/22		✓
2022-3	5	Bus stop locations would be a matter for Metro, but Council staff to review issues and raise concerns with Metro if appropriate. It is a bus stop for a short duration and is located in a similar location to many bus stops around Tasmania. The bus stop is far enough away from the junction that motorists can pull out of Pearsall Street with caution or wait until the bus departs. It is considered a minor inconvenience only.	Renai Clark	15/8/22		✓
2022-2	2	Lorikeet Street and Redwood Road intersection. Suggestion that a Give Way sign or line marking would be appropriate at this intersection. Staff to assess. The intersection of Redwood Road and Lorikeet Street is a standard T-junction where it is obvious to motorists that Redwood Road is the major road and Lorikeet Street is the minor road. The default	Renai Clark	20/6/22		✓

		T-junction rule applies and GIVE WAY signs and HOLD LINES are not required.				
2021-6	3	<p>Investigate request to extend yellow no parking line down left-hand side of Rollins Avenue.</p> <p>All residents of Rollins Avenue protested to the proposal to implement parking restrictions in their street. Other than a couple of occasions where the garbage truck could not negotiate the street, Council has not received any complaints from motorists being unable to travel the road. Council has contacted the residents requesting them not to park in the street on Monday mornings to allow the garbage truck to collect bins and since then we have had no further instances where the garbage truck could not get through. Rollins Avenue is an urban access road used primarily by immediate residents. Unless immediate residents raise concerns, Council's engineering staff do not consider the street poses a high risk to vehicular or pedestrian safety and consider that an extension of the NO STOPPING zone down the left-hand side of Rollins Avenue is not required.</p>	Renai Clark	1/02/22		✓

**15.5 KINGBOROUGH BICYCLE ADVISORY COMMITTEE COMMUNITY
REPRESENTATION NOMINATIONS**

File Number: 28.114

Author: Anthony Verdouw, Executive Officer Engineering Services

Authoriser: David Reeve, Director Engineering 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 consider nominations received from the Kingborough community for representation on the Kingborough Bicycle Advisory Committee (KBAC) for a two-year term.

2. BACKGROUND

- 2.1 As outlined in the KBAC's Terms of Reference, terms of office for KBAC community representatives expired on 31 December 2022. Accordingly, expressions of interest have been called from interested community members for a term of two (2) years.
- 2.2 At present the Committee includes eight (8) community representatives.

3. STATUTORY REQUIREMENTS

- 3.1 The Committee is appointed in accordance with Section 24 of the *Local Government Act 1993* and therefore Council is required to approve the appointment of members.

4. DISCUSSION

- 4.1 Ten (10) nominations have been received, a synopsis of each of the nominees is as follows (and complete submissions attached):
- 4.1.1 **Mark Donnellon**, from Huntingfield, grew up in an area well-connected with paths and slow streets. He has a young family and would like them to experience the same joy and independence he experienced. When he rides around the municipality, he sees a lot of things that could be done to make cycling routes safer and more approachable for kids and less confident riders. He is a stakeholder for the Huntingfield area and would like to stay informed and help assist getting great results for projects in the area.
- 4.1.2 **Joyce du Mortier**, from Kingston, grew up riding bikes in Holland. When she moved to Tasmania in 2009, she was too concerned for her safety to ride a bike here. She is keen to make bike riding safer and more common in Tasmania and encourage people to take up cycling because it is fun, healthy, and environmentally friendly.
- 4.1.3 **Greg Gill**, from Baretta, is 75 and a recreational mountain biker and is keen to promote mountain biking for older people. He rides an ebike and regularly rides with a group at the Meehan Range and Glenorchy Mountain Bike Park.

He has recently been riding the local Coningham trails and is keen to promote and extend mountain biking in Kingborough.

- 4.1.4 **Jack Ingram**, from Blackmans Bay, was a member of KBAC in 2017-2018. For 40 years he was a fit and confident cyclist who demanded space on the road equal to motor vehicles. As an elderly cyclist he is now not as confident and seeks off-road bike ways and back streets. This has curtailed the number of times he now uses his bike. He has also spent 22 years living in Brisbane, watching them develop their cycling network. He will bring a different voice to the table.
- 4.1.5 **Emlyn Jones**, from Howden, is a research scientist with CSIRO and regularly commutes to Hobart for work on a cargo bike and drops her kids at school/day-care on the way. She traverses a large section of area between Howden and Taroona regularly and is keen to work with Council, State, and other groups towards safer bike-based transport options. She is also a keen mountain biker and road cyclist.
- 4.1.6 **Kelvin Lewis**, from Snug, is keen to develop alternative transport options that are sustainable and carbon neutral. Well thought out cycling infrastructure can help meet this need while also providing cycling tourism opportunities. He has spent a lot of time scoping out places to ride in Kingborough that are safe for his family. This has made him aware of both the fantastic riding opportunities we have, and where there are gaps that limit the use of bicycles for many people. He is also interested in the Dutch approach of “ontvlechten” or invisible bike paths, where the obvious route between two points by car is different to travelling by bike. This keeps cars and bikes disentangled without a lot of additional spending.
- 4.1.7 **David McQuillen**, from Taroona, has served on the Committee the past two years. In that time, he has learned how decisions are made, how the Council works and how to be more effective in that environment. He is proud of what the Committee has accomplished so far but is determined to work harder and have more influence on how we can make Kingborough a better environment for alternative transport in general and cycling. He has been a cyclist for 30 years and rides in the area several times a week. He is connected to many in the fitness/sport cyclist community and can bring their concerns and ideas to the Council.
- 4.1.8 **Rob Sheers**, from Blackmans Bay, has lived and worked in the Kingborough area since 1981 and has been an active member of KBAC for the last 19 years. Rob is well placed to provide advice and assistance to the Kingborough Council on cycling issues. He is familiar with most popular cycling routes within the Kingborough area and rides regularly for transport and to maintain fitness (800+kms per month).

Rob has an in depth understanding and knowledge of cycling and cycling issues and is a member of Bicycle Network and local cycling groups. He has attended many meetings regarding cycling infrastructure and other bicycle related issues. He has also been involved in various major bicycle infrastructure projects (Bonnet Hill Safety Lanes & Hobart Council Sandy Bay bike lane project).

- 4.1.9 **Peter Tuft**, from Kettering, has served on KBAC for the previous two terms after lengthy experience with bicycle advocacy in Sydney. He was closely involved with the development of the Kingborough Cycling Strategy and hopes to continue helping with the implementation of the Strategy. Peter's personal cycling interests are recreational road riding from short rides to multi-day

tours. He also recognises the needs of the very wide range of bicycle users and supports all measures to facilitate cycling and to make it safer.

- 4.1.10 **Angela Wilson**, from Margate, has cycled her whole life as a form of commuting and sport and recreation on roads, tracks, and trails. She strongly supports safe cycling in and around Kingborough. Angela has served one term on KBAC and would like the opportunity to help continue implementing Kingborough's Cycling Strategy. She is part of Bicycle Network Tasmania and a trained cycling leader. She is also a contributor to the KBUG Facebook page and an advocate for cycling as a healthy and environmentally friendly travel alternative.

4.2 In reviewing the nominations, the following criteria are recommended to be considered:

- Previous experience in cycling matters (with particular emphasis on professional training, qualifications, or association with professional bodies).
- Community representation should include all areas of Kingborough; and
- Demonstration of an active cycling activity and involvement in the community.

5. FINANCE

5.1 There are no financial matters requiring consideration.

6. ENVIRONMENT

6.1 There are no relevant environmental issues to consider.

7. COMMUNICATION AND CONSULTATION

7.1 Expressions of interest were advertised in "The Mercury", the "Kingborough Chronicle" and on Council's website and social media with nominations closing 5 December 2022.

8. RISK

8.1 There are no known risks associated with this report.

9. CONCLUSION

9.1 A total of ten (10) nominations were received for the KBAC community representative positions. A synopsis of their applications has been provided in order for Council to select up to eight (8) members for the Committee. At present the Committee comprises of eight (8) community representatives.

10. RECOMMENDATION

That:

- (a) The following nominees be appointed as members of the Kingborough Bicycle Advisory Committee:

1

2

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- (b) The unsuccessful nominees be notified of the outcome and thanked for their interest.

ATTACHMENTS

1. KBAC Nominations

Public Copy

From: no-reply=kingborough.tas.gov.au@mailgun.kingborough.tas.gov.au on behalf of [Kingborough Council](#)
To: [Anthony Verdouw](#)
Subject: New submission from Kingborough Bicycle Advisory Committee Nomination Form
Date: Sunday, 20 November 2022 7:28:18 PM

Nominee's Name

Mark Donnellon

Nominee's Address

[REDACTED]
Huntingfield 7055
[REDACTED]

Nominee's Phone Number

[REDACTED]

Nominee's Email

[REDACTED]

Nominee's Statement

As a kid and young teen I grew up riding my bike to friends, parks and shops in an area well connected with footpaths and slower streets. I want my child to experience the same joy and independence!

We currently ride together, with a child seat, to family, shops and parks and see a lot of things that could be done to make cycling routes safer and more approachable for kids and less confident cyclists.

The area around my home has a lot of in progress and planned development, so there are many cycling related projects where I am a concerned stakeholder. I want to keep informed and help get the best results for these projects.

I have travelled to many (albeit larger) towns and cities around the world that are great for cycling and a couple that aren't.

I watch City Beautiful and Not Just Bikes on YouTube.

Privacy Statement

- I have read and understood the privacy statement

From: no-reply=kingborough.tas.gov.au@mailgun.kingborough.tas.gov.au on behalf of [Kingborough Council](#)
To: [Anthony Verdouw](#)
Subject: New submission from Kingborough Bicycle Advisory Committee Nomination Form
Date: Tuesday, 15 November 2022 10:46:32 AM

Nominee's Name

Joyce du Mortier

Nominee's Address

[REDACTED]
Kingston 7050
[REDACTED]

Nominee's Phone Number

[REDACTED]

Nominee's Email

[REDACTED]

Nominee's Statement

I'm Dutch and practically grew up on a bike. When I moved to Tasmania in 2009, I was too concerned for my safety to bike ride here. Which is such a shame. I'm conscious of the fact it's not just infrastructure, it's road rules and behaviour too that enables bike riders to participate in traffic as safe as possible. I'm keen to make bike riding safer and more common in Tasmania, and to encourage people to take up bike riding, not just mountain biking, because it's fun, healthy and environmentally friendly.

Privacy Statement

- I have read and understood the privacy statement

From: no-reply=kingborough.tas.gov.au@mailgun.kingborough.tas.gov.au on behalf of [Kingborough Council](#)
To: [Anthony Verdouw](#)
Subject: New submission from Kingborough Bicycle Advisory Committee Nomination Form
Date: Wednesday, 23 November 2022 9:17:44 AM

Nominee's Name

Greg Gill

Nominee's Address

Barretta 7054

Nominee's Phone Number

Nominee's Email

Nominee's Statement

I'm 75 years old and a keen recreational mountain biker. I would be keen to promote mtn biking for older people . I ride an electric mtn bike and for many years have ridden twice weekly with a group at Meehan Range or Glenorchy mtn park. I have recently been riding at Coningham mtn tracks so would be keen to promote and extend mtn biking in Kingborough

Privacy Statement

- I have read and understood the privacy statement

From: [REDACTED]
To: [KC Mail](#)
Subject: Community Rep KBAC Application
Date: Monday, 21 November 2022 3:28:19 PM

General Manager KBAC
Gary Arnold

Dear Gary

I would like to be offered a position with KBAC in 2023-2024.

I was a member of KBAC in 2017-2018.
I then moved to Brisbane to live 2019-2020.

The skill set I would bring to the table?
Old Age!

For 40 years I was a fit assertive cyclist who demanded a place on the road equal to a motor vehicle. As an elderly cyclist I am meek. I seek off-road bike ways and back streets and am traffic adverse.

This curtails the number of times I use my bicycle. These would be two polar opposites of the cycling community.

I've lived in Kingborough for 8 years but spent 22 years living in Brisbane, watching them develop their bicycle network. I spent the time evaluating and riding on it.

What do I bring to the table?
A different voice.

Yours faithfully

[REDACTED]

From: no-reply=kingborough.tas.gov.au@mailgun.kingborough.tas.gov.au on behalf of [Kingborough Council](#)
To: [Anthony Verdouw](#)
Subject: New submission from Kingborough Bicycle Advisory Committee Nomination Form
Date: Friday, 18 November 2022 4:56:57 PM

Nominee's Name

Emlyn Jones

Nominee's Address

[REDACTED]
Howden 7054
[REDACTED]

Nominee's Phone Number

[REDACTED]

Nominee's Email

[REDACTED]

Nominee's Statement

I'm a research scientist (Oceanographer) with CSIRO and I regularly commute to Hobart for work on a cargo bike and drop the kids at school/daycare on the way. I traverse a large portion of the council area between Howden and Taroona on a regular basis and would be keen to work with council, state government and other groups to work towards safer bike based transport options in our LGA.

I'm also a keen mountain biker and have been known to don the Lycra and go for a spin on my roadie in the early hours.

Kingborough has great potential for bike based transport and I'm keen to assist where I can.

Thanks for considering this nomination!

Privacy Statement

- I have read and understood the privacy statement

From: no-reply=kingborough.tas.gov.au@mailgun.kingborough.tas.gov.au on behalf of [Kingborough Council](#)
To: [Anthony Verdouw](#)
Subject: New submission from Kingborough Bicycle Advisory Committee Nomination Form
Date: Thursday, 1 December 2022 4:15:12 PM

Nominee's Name

Kelvin Lewis

Nominee's Address

[REDACTED]
Snug 7054
[REDACTED]

Nominee's Phone Number

[REDACTED]

Nominee's Email

[REDACTED]

Nominee's Statement

The future need to reduce carbon emissions and the reduction in availability of fossil fuels means we need alternative transport options. Well thought out cycling infrastructure can help meet this need, while providing tourism opportunities for cyclists who want a scenic option somewhere between downhill mountain biking and flat rail trails.

As a parent of an autistic child who needs a lot of exercise but lacks situational awareness, I have spent a lot of time scoping out places to ride in Kingborough. This has made me aware of both the fantastic riding opportunities we have, and where there are gaps that limit the use of bicycles for many people.

I am also interested in the Dutch approach of ontlechten or invisible bike paths, where the obvious route between two points by car is different to travelling by bike. This keeps cars and bikes disentangled without a lot of additional spending.

Privacy Statement

- I have read and understood the privacy statement

From: no-reply=kingborough.tas.gov.au@mailgun.kingborough.tas.gov.au on behalf of [Kingborough Council](#)
To: [Anthony Verdouw](#)
Subject: New submission from Kingborough Bicycle Advisory Committee Nomination Form
Date: Tuesday, 6 December 2022 10:03:25 AM

Nominee's Name

David McQuillen

Nominee's Address

[REDACTED]
Taroona 7053
[REDACTED]

Nominee's Phone Number

[REDACTED]

Nominee's Email

[REDACTED]

Nominee's Statement

I've served on the Bicycle Council for the past two years. In that time, I've learned a lot about how decisions are made, how the Council works and how to be more effective in that environment. I'm proud of what we've accomplished so far, but am determined to work harder and have more influence on how we can make Kingborough a better environment for alternative transport in general and cycling in particular.

I live in Taroona. I've been a cyclist for 30 years and ride in the area several times a week. I am connected to many in the fitness/sport cyclist community and can bring their concerns and ideas to the Council. I'd love for this area to be safer for myself, my friends and my children to ride.

Privacy Statement

- I have read and understood the privacy statement

From: no-reply=kingborough.tas.gov.au@mailgun.kingborough.tas.gov.au on behalf of [Kingborough Council](#)
To: [Anthony Verdouw](#)
Subject: New submission from Kingborough Bicycle Advisory Committee Nomination Form
Date: Tuesday, 15 November 2022 11:48:14 AM

Nominee's Name

Rob Sheers

Nominee's Address

██████████
BLACKMANS BAY 7052
██████████

Nominee's Phone Number

██████████

Nominee's Email

██████████

Nominee's Statement

I have lived and worked in the Kingborough area since 1981 and have been an active member of the KBAC for the last 19 years.

I am well placed to provide advice and assistance to the Kingborough Council on cycling issues. I am familiar with most popular cycling routes within the Kingborough area. Being a keen cyclist, I use my bicycle regularly for transport and to maintain fitness (800+kms per month).

I have an in depth understanding and knowledge of cycling and cycling issues. I am a member of Bicycle Network, ride with local cycling groups and have attended Tasmanian Bicycle Council meetings (representing KBAC).

I have attended many meetings regarding cycling infrastructure and other bicycle related issues (StateGrowth, Councils & other). I have also been involved in various major bicycle infrastructure projects (Bonnet Hill Safety Lanes & Hobart Council Sandy Bay bike lane project).

Privacy Statement

- I have read and understood the privacy statement

From: no-reply=kingborough.tas.gov.au@mailgun.kingborough.tas.gov.au on behalf of [Kingborough Council](#)
To: [Anthony Verdouw](#)
Subject: New submission from Kingborough Bicycle Advisory Committee Nomination Form
Date: Monday, 21 November 2022 9:53:02 AM

Nominee's Name

Peter Tuft

Nominee's Address

[REDACTED]
Kettering 7155
[REDACTED]

Nominee's Phone Number

[REDACTED]

Nominee's Email

[REDACTED]

Nominee's Statement

I have served on KBAC for the last two terms after lengthy experience with bicycle advocacy in Sydney. I was one of the prime movers for development of the Kingborough Cycling Strategy and hope to continue helping with implementation of the strategy. My personal cycling interests are recreational road riding, from an hour or so to multi-day tours. However I recognise the needs of the very wide range of bicycle users and support all measures to facilitate cycling and make it safer.

Privacy Statement

- I have read and understood the privacy statement

From: no-reply=kingborough.tas.gov.au@mailgun.kingborough.tas.gov.au on behalf of [Kingborough Council](#)
To: [Anthony Verdouw](#)
Subject: New submission from Kingborough Bicycle Advisory Committee Nomination Form
Date: Monday, 14 November 2022 1:43:49 PM

Nominee's Name

Angela Wilson

Nominee's Address

[REDACTED]
Margate 7054
[REDACTED]

Nominee's Phone Number

[REDACTED]

Nominee's Email

[REDACTED]

Nominee's Statement

Hello,
My name is Angela Wilson and I have cycled my whole life as a form of commuting, sport and recreation on roads and tracks and trails. I strongly support safe cycling in and around Kingborough. I have been on the KBAC committee for the last year and have been really excited and honoured to be part of the Kingborough bicycle strategy both now and in the future.
I am encouraged at each meeting that the Kingborough council is working towards linking many of our cycling routes together and also implementing wayfinding. Which I fully support.

I am part of Bicycle Network Tasmania and a trained cycling leader. (even though I am on a break due to health restrictions)

I am also a contributor to KBUG Facebook page and an advocate for cycling as a healthy and environmentally friendly alternative.

I hope I will be considered for this role next term. Thankyou

Privacy Statement

- I have read and understood the privacy statement

15.6 AUDIT PANEL CHARTER

File Number: 12.195
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 propose changes to the current Audit Panel Charter.

2. BACKGROUND

2.1 Council has had in place a Charter to guide the objectives, composition and activities of the Audit Panel.

2.2 The Charter was developed by the Audit Panel on its inception in 2013 and was later modified to include information from the model charter devised by the Local Government Association in 2018.

3. STATUTORY REQUIREMENTS

3.1 The Council has established the Audit Panel in compliance with Division 4 of the *Local Government Act 1993* (the Act), the *Local Government (Audit Panels) Order 2014* (the Audit Panels Order) and the *Local Government (Audit Panels) Amendment Order 2015*.

4. DISCUSSION

4.1 The Audit Panel recently made the decision to recommend to Council that the old Charter be scrapped and that the model Charter recommended by the Local Government Association be adopted with minor changes to adapt to the operations of the Panel.

4.2 The Panel felt that the model Charter was more concise and easier to read than the current document.

4.3 Attached is the recommended Charter from the Audit Panel and for comparison, the old Charter is provided. There is also an attached Code of Conduct for Audit Panels as recommended by the model Charter.

5. FINANCE

5.1 There will be no financial impact from this change.

6. ENVIRONMENT

6.1 There are no environmental issues.

7. COMMUNICATION AND CONSULTATION

7.1 The Charter will be provided on Council's web page.

8. RISK

8.1 There is no risk associated with the change.

9. CONCLUSION

9.1 The Audit Panel have reviewed its Charter against the model Charter from the Local Government Association and concluded that the model Charter provided a more concise and easier to read document.

10. RECOMMENDATION

That Council approves the new Audit Panel Charter as attached.

ATTACHMENTS

1. Audit Panel Charter Jan 2023
2. Audit Panel Charter Aug 2021

Public Copy

RECOMMENDED CHARTER FOR APPROVAL



Kingborough Council
Audit Panel
Charter

January 2023

The Kingborough Council (the Council) has established the Audit Panel in compliance with Division 4 of the *Local Government Act 1993* (the Act), the *Local Government (Audit Panels) Order 2014* (the Audit Panels Order) and the *Local Government (Audit Panels) Amendment Order 2015*.

This charter sets out the panel's objectives, authority, composition, tenure, functions, reporting and administrative arrangements.

1 Objective

The objective of the Audit Panel is to review the Council's performance under section 85A of the Act and report to the Council its conclusions and recommendations.

2 Authority

The Council authorises the Audit Panel, within its responsibilities, to:

- 2.1 obtain any information it requires from any employee or external party (subject to any legal obligation to protect information);
- 2.2 discuss any matters with the Tasmanian Audit Office (TAO), or other external parties (subject to confidentiality considerations);
- 2.3 request the attendance of any employee, including members of the Council, at Audit Panel meetings; and
- 2.4 obtain legal or other professional advice, as considered necessary to meet its responsibilities, and in consultation with the General Manager.

3 Composition And Tenure

- 3.1 The Audit Panel comprises two councillors and three independent members, appointed by the Council.
- 3.2 A person who is an employee, or the General Manager, or the Mayor of the Council is not eligible for appointment as a member of the panel.
- 3.3 A person who is an employee or councillor of another municipal council is not eligible for appointment as a member of the panel.
- 3.4 If a Commissioner is appointed to the Council, he or she may be appointed as a member of the panel.
- 3.5 The Council will appoint an independent member as the Chairperson of the panel.
- 3.6 Audit Panel members are appointed for a period of not less than one year, and not exceeding four years.
- 3.7 Audit Panel members may be re-appointed at the approval of the Council.

4 Functions

To comply with the Audit Panels Order, when reviewing the Council's performance the Audit Panel is to consider:

- 4.1 the Council's financial system, financial governance arrangements and financial management;

- 4.2 whether the annual financial statements of the Council accurately represent the state of affairs of the council;
- 4.3 whether and how the strategic plan, annual plan, long-term financial management plan and long-term strategic asset management plans of the Council are integrated and the processes by which, and assumptions under which, those plans were prepared;
- 4.4 the accounting, internal control, anti-fraud, anti-corruption and risk management policies, systems and controls that the Council has in relation to safeguarding its long-term financial position;
- 4.5 whether the Council is complying with the provisions of the Act and any other relevant legislation; and
- 4.6 whether the Council has taken any action in relation to previous recommendations provided by the Audit Panel to the Council and, if it has so taken action, what that action was and its effectiveness; and
- 4.7 any other activities within the panel's remit, as determined by the panel.

5 Key Areas

In fulfilling its functions, the Audit Panel should consider the following key areas:

- 5.1 corporate governance;
- 5.2 systems of internal control;
- 5.3 risk management frameworks;
- 5.4 human resource management, including policies, procedures and enterprise agreements;
- 5.5 procurement;
- 5.6 information and communications technology governance;
- 5.7 management and governance of the use of data, information and knowledge; and
- 5.8 internal and external reporting requirements.

6 Responsibilities Of Panel Members

Members of the Audit Panel are expected to understand and observe the legal requirements of the Act and the Audit Panels Order. Members are also expected to:

- 6.1 act in the best interests of the Council;
- 6.2 apply sound analytical skills, objectivity and judgment;
- 6.3 express opinions constructively and openly;
- 6.4 raise issues that relate to the Audit Panel's functions and pursue independent lines of enquiry within the Panel's deliberations and meetings; and
- 6.5 contribute the time required to review the papers provided.

7 Reporting

- 7.1 The Audit Panel is to provide a copy of its meeting minutes to the Council as soon as practicable after each Audit Panel meeting.
- 7.2 If the Audit Panel has conducted a review under section 85A of the Act, the Audit Panel must provide a written report of its conclusions and recommendations to the Council as soon as practicable after the review is completed.
- 7.3 The Audit Panel must provide an annual report to the Council that comprises, at least:
 - 7.3.1 a summary of the work undertaken and significant findings during the past year;
 - 7.3.2 a review of the Panel's Charter and, if required, recommended changes to the Council for its approval;
 - 7.3.3 an update on the membership of the Panel, in particular if there have been or may be change;
 - 7.3.4 the significant aspects of the Panel's deliberations for the coming year, together with a proposed work plan for the coming year; and
 - 7.3.5 any other matters deemed, by the Panel, as requiring the Council's attention.

8 Administrative Arrangements

8.1 Meetings

- 8.1.1 The Audit Panel will meet at least four times per year.
- 8.1.2 The Audit Panel is to regulate its own proceedings in accordance with this Charter.
- 8.1.3 The Chairperson may determine that a meeting is to be held in private.
- 8.1.4 The General Manager and CFO, or their delegates, are to attend Audit Panel meetings unless the Chairperson determines a meeting is to be held in private.
- 8.1.5 The Audit Panel may invite or allow any councillor and/or employee of the Council and/or representative of the TAO to attend meetings of the Audit Panel.

8.2 Quorum

- 8.2.1 A quorum of the Audit Panel meeting is three members, including at least one independent member.

8.3 Work plan

- 8.3.1 The Audit Panel is to develop an annual work plan that includes, but is not limited to, a schedule of meetings and the known objectives for each meeting.
- 8.3.2 All discretionary items referred to the Audit Panel that fit within its remit should be brought before the Panel so it can determine which items will be prioritised for inclusion in the work plan.
- 8.3.3 The forward meeting schedule should include the dates, location, and proposed agenda items for each meeting.

8.4 Secretariat

8.4.1 The Council, in consultation with the Audit Panel, will appoint a person to provide secretariat support to the Audit Panel. The secretariat will:

- ensure the agenda for each meeting is approved by the Chairperson;
- ensure the agenda and supporting papers are circulated at least one week prior to the meeting; and
- ensure the minutes of the meetings are prepared and submitted to the Council as soon as practicable after each meeting.

8.5 Resources

8.5.1 The Audit Panel will hold at least annual discussions with the General Manager in relation to the resources to be made available to enable the Panel to meet its requisite functions and achieve its objectives.

8.6 Interests

8.6.1 Audit Panel members must declare any real, potential or perceived pecuniary or non-pecuniary interests that may affect them in carrying out their functions. The Audit Panel member with the interest must also notify the General Manager of the Council, in writing, of the interest within seven days of declaring the interest. The register of interest is to be available at all Audit Panel meetings.

8.6.2 Independent members are to consider past employment, consultancy arrangements and related party issues in making these declarations.

8.6.3 A standing item for declarations of interests should be included in all panel meeting agendas.

8.6.4 The Chairperson of the Audit Panel is to ensure that the declaration of an interest is recorded in the minutes of the meeting and any relevant written report.

8.7 Confidentiality

8.7.1 Panel members must maintain the confidentiality of any information, documents and communication that the Council or Panel has designated as being in confidence, and only access Council information in order to perform their role as a Panel member.

8.8 Code of conduct

8.8.1 Audit Panel members are to abide by the behaviour in the Code of Conduct which is attached to this Charter.

8.9 Induction

8.9.1 The Council will provide new Audit Panel members with relevant information and briefings on their appointment to assist them to meet their Audit Panel responsibilities.

8.10 Remuneration

8.10.1 Independent members of the Audit Panel shall be paid a sitting fee of \$630 per meeting attended.

8.10.2 The Chairperson of the Audit Panel shall be paid an annual fee of \$2,518.

8.11 Review of Charter

8.11.1 The Council will review this charter at least annually and submit its recommended charter to the Council for approval.

Approved by Council

Date:

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Attachment A

Kingborough Council Audit Panel Code of Conduct

This code of conduct sets out the standards of behaviour expected of the Kingborough Council's Audit Panel members (members). The standards support the characteristics of good governance outlined in the *Good Governance Guide for Local Government in Tasmania* (reference below).

As an independent source of scrutiny in the interests of the community, the Audit Panel provides checks and balances on key Council activities and a means of highlighting issues that require strategic attention.

Councillors who are members of the Audit Panel are in a unique position and have an obligation to maintain an Audit Panel perspective in the interests of the community when they discharge their duties as Panel members, ie they must display independence of mind, separate from their role as a councillor.

In performing their role on the Kingborough Council's Audit Panel, and in acting in the best interests of the community, all members of the Audit Panel commit to the following standards.

1 Effective management of conflicts of interest

Members avoid conflicts of interest that arise between their personal interests and their public duty as an Audit Panel member, as far as reasonably possible. This includes pecuniary and non-pecuniary conflicts of interest (actual, potential or perceived). Where avoidance is not possible, members appropriately manage conflicts of interest. Members are responsible for acting in good faith and exercising reasonable judgment to manage conflicts of interest, including the offer or receipt of gifts and benefits.

Council members may at times deal with conflicts of interest as a consequence of their dual roles as an audit panel member and a councillor. This may present as a conflict between the interests of the community (as seen from the Audit Panel perspective).

All members will regularly provide advice of their actual, potential and perceived conflicts to the panel.

2 Proper use of Council information

Members maintain the confidentiality of any information, documents and communication that the Council or panel has designated as being in confidence. Members only access Council information needed for them to perform their role as a panel member and not for personal interests or reasons.

3 Proper use of position

Members perform their role in the best interests of the Council and the community. Members operate within the intended scope of the Audit Panel (as outlined in the Audit Panel Charter) and adhere to relevant Council policies and procedures.

4 Appropriate interactions

Members act ethically and treat all persons with fairness and respect. Members conduct themselves in a way that positively represents the panel and is in the best interests of the Council and the community. Members interact appropriately with fellow members, councillors, Council staff and the community, and give full respect and consideration of to all relevant information known to them.

Members should not interact directly with council staff without the prior approval of the panel and the general manager.

The Council has policies and procedures to provide additional guidance for members. All Council policies are available on the Council website.

Further information on the ethical standards covered in this code of conduct, and the terminology used, can be found in the *Good Governance Guide for Local Government in Tasmania*: (www.dpac.tas.gov.au/divisions/local_government).

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CURRENT CHARTER



Kingborough Council
Audit Panel
Charter

(Updated by Council-26/08/2021)

Table of Contents

1	Definitions	1
2	Objectives of the Panel	1
3	Authority	1
4	The Panel Structure	1
5	Terms of the Panel Appointments	2
6	Qualifications and Selection of Independent Members	2
7	Remuneration	2
8	Functions of the Panel	3
9	Responsibility of panel members	5
10	Interests	5
11	Reporting Requirements	6
12	Meetings and Proceedings of the Panel –	6
13	Induction	7
14	Secretariat and Technical Support	7
15	Panel Performance Evaluation	7
16	Review of Charter	7

Pursuant to Section 85 of the Local Government Act 1993 (as amended) the Kingborough Council hereby establishes an Audit Panel.

The following Charter is based on the Model Audit Panel Charter contained within the Local Government Audit Panels, A Practice Guide, released by the Local Government Division in March 2018.

Kingborough Council Audit Panel

1 Definitions

- 1.1 'Panel' means the Kingborough Council Audit Panel.
- 1.2 'Council' means the Kingborough Council.
- 1.3 'Controlled Entities' means an entity in accordance with section 21 of the Local Government Act 1993.
- 1.4 'General Manager' means the General Manager of the Kingborough Council as appointed from time to time.

2 Objectives of the Panel

- 2.1 The primary objective of the Panel is to support and assist Council and Management in providing a transparent and independent process underpinning its financial and risk management practices and to ensure accountability to the community in the governance, management and allocation of resources.
- 2.2 Underpinning the above, the Panel ensures that there is an adequate and effective system of internal controls throughout Council.
- 2.3 In executing its responsibilities under this Charter, the Panel, with its independent members, Councillor Representatives and with support from Management will work together in a cooperative manner for the benefit of the Council and the Community and seek to adhere to best practice governance.

3 Authority

The Panel, within its responsibilities, is authorized to:

- 3.1 Obtain any information it requires from any employee or external party (subject to any legal obligation to protect information);
- 3.2 Discuss any matters with the Tasmanian Audit Office (TAO), or other external parties (subject to confidentiality considerations);
- 3.3 Request the attendance of any employee, including members of the Council, at Panel meetings; and
- 3.4 Subject to the availability of funding, obtain legal or other professional advice, as considered necessary to meet its responsibilities.

4 The Panel Structure

- 4.1 The Panel shall consist of five members, being two Councillors and three independent members.

- 4.2 An independent member of the Panel shall be appointed by Council as Chairperson of the Panel.

5 Terms of the Panel Appointments

- 5.1 The two Councillor positions on the Panel will become vacant directly following a normal Council election, and subsequent appointments shall be for a period up to the following normal election. If a Councillor of the Panel resigns prior to the next election the Council will appoint a replacement at the earliest convenient time.
- 5.2 The three independent positions on the Panel shall be appointed within twelve months of a council election for a maximum term of four years. If an independent member of the Panel resigns Council will appoint a replacement at the earliest convenient time.
- 5.3 The Council by resolution has the power to end or extend the term of the Chairperson or Independent Member.

6 Qualifications and Selection of Independent Members

- 6.1 The independent members are expected to possess a mix of accounting, financial management, legal, risk management and compliance experience and each member will preferably have strong business acumen, management and communication skills.
- 6.2 At least one independent member must have recognised qualifications and experience in economics, accounting or auditing and have a detailed understanding of financial statements, Australian Accounting Standards and risk management preferably in a public sector environment.
- 6.3 Calls for independent members to apply for a position on the Panel shall be publicly advertised.
- 6.4 The selection process for independent members will be determined and undertaken by resolution of Council.

7 Remuneration

- 7.1 Each independent member of the Panel is to be paid a sitting fee of \$595 per sitting.
- 7.2 The Chairperson will be paid an additional fee of \$2,380 per annum.
- 7.3 Fees will increase in line with CPI (Hobart March Quarter Annual Figure) on 1 July each year.
- 7.4 The Council will include independent members of the Panel in its professional indemnity insurance coverage for the services they provide to the Council.
- 7.5 The Council will include an allocation in its Annual Plan and Budget Estimate to allow the Panel to conduct investigations as deemed necessary and important but subject to approval by Council.

8 Functions of the Panel

8.1 Risk Management

- 8.1.1 Review the risk management framework and risk matrix to ensure that it is current, comprehensive and meets relevant standards;

- 8.1.2 Review whether the risk management framework is being adhered to, and that associated procedures exist for the effective identification, assessment, management and reporting of Council's significant risk areas including, but not limited to, financial, legislative compliance, fraud, business and environmental risks;
- 8.1.3 Monitor the organisational performance in managing the risks identified in the strategic and operational risk register;
- 8.1.4 Review the impact of the Council's risk management framework on its control environment and insurance arrangements, including workers compensation;
- 8.1.5 Review whether a sound and effective approach has been followed in establishing the Council's business continuity planning arrangements, including whether disaster recovery plans have been tested periodically;
- 8.1.6 Review the Council's fraud control plan and satisfy itself that the Council has appropriate policies, processes and systems in place to deter, capture and effectively investigate fraud related information;
- 8.1.7 Determine if Council has appropriately considered legal and compliance risks as part of its risk assessment and management arrangements; and
- 8.1.8 Review the effectiveness of the system for monitoring compliance with relevant laws, regulations and associated Government policy.
- 8.1.9 Pursuant to the Panel's Obligations to review the Council's performance pursuant to Section 4(2)(b) of the Local Government (Audit Panels) Order 2014, the Panel is to review and consider the appropriateness of:
 - 8.1.9.1 the level of integration and interlinkages of the respective long term planning strategy hierarchy; and
 - 8.1.9.2 the robustness of the processes by which and assumptions under which, the Long-Term Plans have been prepared.

8.2 Internal Controls

- 8.2.1 Act as a forum for communication between Council and senior management;
- 8.2.2 Evaluate the appropriateness of Council's internal controls through monitoring internal and external audit reports and management responses;
- 8.2.3 Advise Council on the adequacy of finance systems and processes used by Council;
- 8.2.4 Oversee the coordination of audit programs conducted by the finance department and external audit functions; and
- 8.2.5 Provide advice to Council on the appropriateness and timeliness of actions taken on significant issues identified in audit reports and better practice guidelines.

8.3 Internal Audit

- 8.3.1 In the event that an internal auditor is appointed following a recommendation from the Panel to Council, the function will be performed by a firm other than the external auditor, and

- 8.3.2. The Panel's duties with respect to internal audit (and without limiting its scope) will encompass selection, remuneration, contract review, internal audit plan scope determination and assessment, report review, performance evaluation and (on recommendation to Council) replacement.

8.4 External Audit

- 8.4.1 Act as a forum for communication between the Council, senior management and external auditor;
- 8.4.2 Review and evaluate the external auditor's performance and the extent of compliance with the agreed annual audit plan;
- 8.4.3 Provide input and feedback on the financial statements and performance audit scope and approach proposed by external audit and provide feedback on the audit services provided;
- 8.4.4 Review all external plans and reports in respect of planned or completed audits and monitor management's implementation of audit recommendations; and
- 8.4.5 Provide advice to Council on action taken on significant issues raised in relevant external audit reports and better practice guides.

8.5 Annual Audited Financial Statements

- 8.5.1 Satisfy itself that the financial statements (including those of any controlled entities) are supported by appropriate management and audit sign-off and comply with relevant standards, acknowledging that under the Act the General Manager is the responsible person and signing officer for the Financial Statements;
- 8.5.2 Review with auditors and management significant accounting and reporting issues including management judgments and accounting estimates, significant changes to Council's auditing and accounting principles, controls, procedures and practices, paying particular attention to complex and / or unusual transactions;
- 8.5.3 Review the financial statements, recommend and provide advice to the Council on the audit of the financial statements taking into account audit recommendations and adjustments; and
- 8.5.4 Review the processes in place designed to ensure that the financial information included in the Council's annual report is consistent with the signed financial statements.

9 Responsibility of Panel Members

- 9.1 Members of the Panel are expected to understand and observe the legal requirements of the Act and the Panel's Order. Members are also expected to:
- 9.1.1 act in the best interests of the council;
- 9.1.2 apply sound analytical skills, objectivity and judgment;
- 9.1.3 express opinions constructively and openly, raise issues that relate to the Panel's functions and pursue independent lines of enquiry; and
- 9.1.4 contribute the time required to review the papers provided.

9.2 Disclosure of Information

9.2.1 Except as required, or allowed, under the Act, another Act or any other law, an Panel member must not disclose information that is:

- (a) Seen or heard by the member at a meeting or part of a meeting of the Audit Panel that is closed to the public that is not authorised by the Panel to be disclosed; or
- (b) A member of an Panel must not disclose information acquired on the condition that it be kept confidential.

9.3 Improper Use of Information

9.3.1 A member of an Panel must not make improper use of any information acquired as a member of an Panel.

9.3.2 Improper use of information includes using the information –

- (a) to gain, directly or indirectly, an advantage or to avoid, directly or indirectly, a disadvantage for oneself, a member of one's family or a close associate; or
- (b) to cause any loss or damage to any council, controlling authority, single authority, joint authority or person.

10 Interests

10.1 A member of an Panel has an interest in the making of a recommendation or in a review by the Panel if –

- (a) were the Panel to make a particular possible recommendation and that recommendation were to be adopted by the council, the member or a close associate of the member would receive, have an expectation of receiving or be likely to receive or have an expectation of receiving a pecuniary benefit or pecuniary detriment; or
- (b) were the Panel to conclude the review in a particular possible manner, the member or a close associate of the member would receive, have an expectation of receiving or be likely to receive or have an expectation of receiving a pecuniary benefit or pecuniary detriment.

10.2 At any meeting of the Panel, a member who has an interest in the making of a recommendation or a review must not, once he or she becomes aware of that interest - participate in any discussion, or vote, in relation to the recommendation or review; or be present during any such discussion or vote.

10.3 A member of the Panel must declare any interest that he or she has in the making of a recommendation or a review before any discussion, or further discussion, relating to the recommendation or review takes place.

10.4 The Chairperson of the Panel is to ensure that a declaration of an interest in the making of a recommendation or a review is recorded in –

- (a) the minutes of the meeting of the Panel; and
- (b) any relevant written report that the Panel provides to the relevant council.

10.5 A member of an Panel is to notify the General Manager, in writing, of the details of any interest that he or she has declared under this section within 7 days of that declaration.

10.6 The General Manager is to keep a register of the interests of members of Panel.

The General Manager is to enter into the register the details of an interest of a member of Panel when notified.

11 Reporting Requirements

11.1 The Panel shall, following preliminary approval given by the Panel Chairperson, provide a copy of meeting minutes to the Secretariat to include in the next Council Agenda.

11.2 The Panel may, at any time, report to Council any other matter it deems of sufficient importance to do so.

11.3 The Panel, through the Chairperson will at least once a year report to the Council on its operation and activities during the year.

12 Meetings and Proceedings of the Panel

12.1 The Panel will meet on sufficient occasions to discharge its role effectively, but not less than four times per year.

12.2 The Panel is to develop and agree an annual program of meetings and provide this to Council before 1 July each year.

12.3 A special meeting may be required to review Council's annual financial statements and to recommend these for adoption by the General Manager.

12.4 The Chairperson is able to call additional meetings and is required to, if asked to do so by Council or at least two other members of the Panel.

12.5 A quorum will consist of a majority of members, including at least one of the councillor member representatives.

12.6 A notice of each Meeting confirming the date, time, venue and agenda shall be distributed to each member of the Panel, within 4 days advance of each Ordinary Meeting and within 2 days advance of each Special Meeting.

12.7 The notice of Meeting distributed to each member of the Panel will include the relevant supporting papers for the agenda items to be discussed.

12.8 Elected members of Council and the external Auditor are to be invited to each meeting of the Panel.

12.9 The General Manager and Chief Financial Officer, or their delegates, are to attend Panel meetings unless the chairperson determines a meeting is to be held in private.

12.10 Meetings can be held in person or via video conference.

13 Induction

The Council will provide new Panel members with information and briefings to assist them to meet their Audit Panel responsibilities.

14 Secretariat and Technical Support

- 14.1 The Council will provide the Panel with the necessary secretariat support to allow the Panel to function effectively.

15 Panel Performance Evaluation

- 15.1 The Panel will review its performance annually to determine whether it is functioning effectively by reference to current best practice.
- 15.2 The performance evaluation will have regard to the extent to which the Panel has met its responsibilities under this Charter.
- 15.3 The Panel performance evaluation will be presented to Council.

16 Review of Charter

- 16.1 The Panel is to conduct a review of the content and continuing adequacy of this Charter and provide Council with a recommendation for any proposed changes
- 16.2 The review of the Charter will be undertaken every year, or such other times as determined by the Panel or Council (for example, in response to a significant change in operations)
- 16.3 This Charter may also be amended at any time by resolution of the Council.

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15.7 FINANCIAL REPORT - DECEMBER 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 December 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 \$257k over budget due primarily to the receipt of \$293k of supplementary rates in the three months from September to November 2022. 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 \$196k under budget due to revenue from planning being \$95k under budget because of post approval and planning application fee income being less than expected. Building and Plumbing fees are \$20k under budget due to a slowdown in activity in December. Compliance income is \$59k under budget due to by-law and parking income being less than budget. There is over \$100k in fees and fines outstanding to Council, however the income is not recognised until collection takes place due to the uncertainty around payment of the outstanding balance.
 - User fees are \$118k over budget due to greater than expected income from KSC (+\$48k, the Community Hub (+\$12k) and Turf rental income from the cricket ground.

- Grants Recurrent are \$234k under budget due to the amount of prepaid grant income received in 2021/22. This variance is expected to be removed when Council receives the prepaid amount at the end of 2022/23.
 - Other income is \$196k under budget primarily due to Private Works revenue of \$215k under budget as a result of the loss of the State Government contract for Bruny Island.
 - Employee Costs are \$172k 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. Also over budget is staff costs due to the cost associated with the recruitment of staff adding around \$50k to expenses.
 - Materials and Services are \$131k over budget due primarily to expenditure on unsealed roads as a result of rain damage over the past four months. Also fuel costs are \$77k over budget due to the impacts of higher fuel costs.
 - Other Expenses are \$194k over budget due primarily to expenditure on land tax being \$63k over budget and rate remissions of \$88k over budget. The rate remissions will be offset by reimbursements from the Government throughout the year.
 - Interest income is \$249k over budget due to the recent increases in interest rates producing additional interest income.
 - Grants Capital is over budget by \$1.3m 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 \$19.3m at the end of the month, which is down \$3.8m from the December 2021 figure. Borrowings of \$22.3 million offset this amount.

5. FINANCE

- 5.1 Council's result for December 2022 is a \$15.3 million underlying surplus, which is a \$538k unfavourable variance on the budget for 2022/23. The forecast result for 2022/23 of a \$129k underlying deficit, which is down \$150k 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 December 2022 are available for public scrutiny in the Council meeting agenda.

8. RISK

- 8.1 The result for December is slightly below 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 December 2022.

ATTACHMENTS

1. Financial Report - December 2022
2. Capital Report - December 2022

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KINGBOROUGH COUNCIL

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

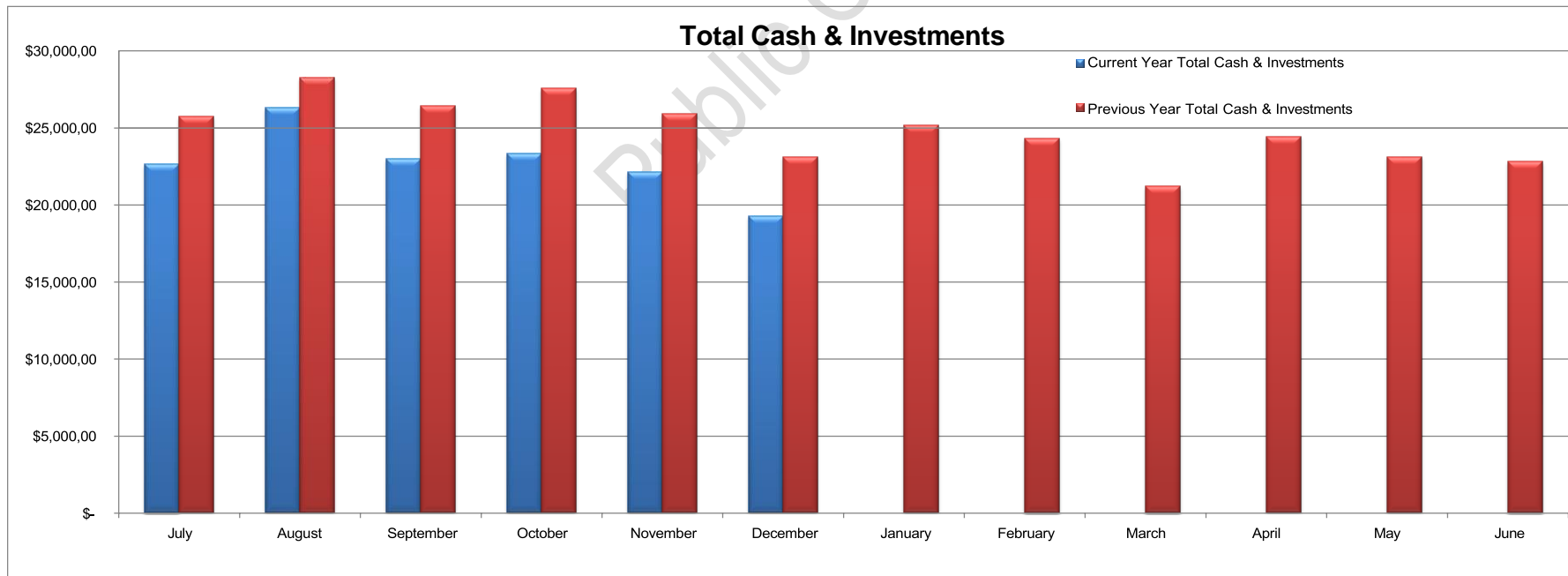
**SUBMITTED TO COUNCIL
16TH JANUARY 2023**

KINGBOROUGH COUNCIL - December 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	\$ 3,078,821	\$ 2,822,938						
Held in Trust	\$ 1,723,151	\$ 1,715,862	\$ 1,718,254	\$ 1,715,602	\$ 1,701,857	\$ 1,666,750						
Unexpended Capital Works*	\$ 945,687	\$ 1,701,369	\$ 2,705,472	\$ 2,705,472	\$ 3,404,414	\$ 4,095,945						
Current Year Total Committed Cash	\$ 5,840,016	\$ 6,789,199	\$ 7,416,397	\$ 7,418,967	\$ 8,185,092	\$ 8,585,633	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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	\$ 15,575,255	\$ 15,936,518	\$ 13,933,903	\$ 10,706,802	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Current Year Total Cash	\$ 22,650,806	\$ 26,297,444	\$ 22,991,651	\$ 23,355,485	\$ 22,118,994	\$ 19,292,435	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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	

*Unexpended Capital Works excludes Kingston Park expenditure



KINGBOROUGH COUNCIL - December 2022

CASH, INVESTMENTS & BORROWINGS

CASH ACCOUNTS	Interest Rate	Maturity Date	July	August	September	October	November	December	January	February	March	April	May	June
CBA - Overdraft Account	1.85%	Ongoing	\$ 1,534,176	\$ 4,317,757	\$ 625,976	\$ 3,326,731	\$ 546,208	\$ 651,556						
CBA - Applications Account	1.85%	Ongoing	\$ 133,571	\$ 370,506	\$ 496,030	\$ 46,346	\$ 943	\$ 11,369						
CBA - AR Account	1.85%	Ongoing	\$ 301,705	\$ 917,998	\$ 1,157,922	\$ 227,541	\$ 3,609	\$ 11,886						
CBA - Business Online Saver	2.45%	Ongoing	\$ 3,397,838	\$ 3,402,488	\$ 3,408,030	\$ 2,414,613	\$ 4,217,778	\$ 1,256,327						
Total Cash			\$ 5,367,289	\$ 9,008,750	\$ 5,687,958	\$ 6,015,231	\$ 4,768,538	\$ 1,931,138	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
INVESTMENTS														
Bendigo 4	3.30%	11-Jan-23	\$ 5,019,292	\$ 5,019,292	\$ 5,019,292	\$ 5,019,292	\$ 5,019,292	\$ 5,019,292						
Mystate 3	4.20%	22-Mar-23	\$ 2,027,712	\$ 2,027,712	\$ 2,036,605	\$ 2,036,605	\$ 2,036,605	\$ 2,036,605						
Mystate 4	4.25%	01-May-23	\$ 3,009,948	\$ 3,009,948	\$ 3,009,948	\$ 3,037,715	\$ 3,037,715	\$ 3,037,715						
Westpac	3.08%	03-Jan-23	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000						
Tascorp HT	3.05%	Managed Trust	\$ 2,121,098	\$ 2,124,373	\$ 2,128,302	\$ 2,132,943	\$ 2,137,925	\$ 2,143,466						
Tascorp Cash Indexed	2.94%	Managed Trust	\$ 2,105,467	\$ 2,107,369	\$ 2,109,546	\$ 2,113,699	\$ 2,118,920	\$ 2,124,219						
Total Investments			\$ 17,283,517	\$ 17,288,694	\$ 17,303,693	\$ 17,340,254	\$ 17,350,457	\$ 17,361,297	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Current Year Total Cash & Investments			\$ 22,650,806	\$ 26,297,444	\$ 22,991,651	\$ 23,355,485	\$ 22,118,994	\$ 19,292,435	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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														
Tascorp (Grant Funded)	3.43%	22-Jun-23	\$ 2,700,000	\$ 2,700,000	\$ 2,700,000	\$ 2,700,000	\$ 2,700,000	\$ 2,700,000						
Tascorp	3.47%	11-Oct-23	\$ 2,800,000	\$ 2,800,000	\$ 2,800,000	\$ 2,800,000	\$ 2,800,000	\$ 2,800,000						
Tascorp (Grant Funded)	2.13%	27-Jun-24	\$ 2,400,000	\$ 2,400,000	\$ 2,400,000	\$ 2,400,000	\$ 2,400,000	\$ 2,400,000						
Tascorp (Grant Funded)	1.99%	21-Jan-25	\$ 2,100,000	\$ 2,100,000	\$ 2,100,000	\$ 2,100,000	\$ 2,100,000	\$ 2,100,000						
Tascorp (Grant Funded)	1.32%	16-Jun-23	\$ 2,900,000	\$ 2,900,000	\$ 2,900,000	\$ 2,900,000	\$ 2,900,000	\$ 2,900,000						
Tascorp (Grant Funded)	1.10%	19-Jun-24	\$ 9,422,500	\$ 9,422,500	\$ 9,422,500	\$ 9,422,500	\$ 9,422,500	\$ 9,422,500						
			\$ 22,322,500	\$ 22,322,500	\$ 22,322,500	\$ 22,322,500	\$ 22,322,500	\$ 22,322,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

KINGBOROUGH COUNCIL - December 2022

RESERVES BALANCES

Accounts	July	August	September	October	November	December	January	February	March	April	May	June
Boronia Hill Reserve	\$ 10,733	\$ 10,733	\$ 10,733	\$ 10,733	\$ 10,733	\$ -						
Car Parking	\$ 46,248	\$ 46,248	\$ 46,248	\$ 46,248	\$ 46,248	\$ -						
Hall Equipment Replacement	\$ 72,668	\$ 72,668	\$ 72,668	\$ 72,668	\$ 72,668	\$ 72,668						
IT Equipment Replacement	\$ 83,119	\$ 83,119	\$ 83,119	\$ 83,119	\$ 83,119	\$ 83,119						
KSC Equipment Replacement	\$ 130,717	\$ 130,717	\$ 130,717	\$ 130,717	\$ 130,717	\$ 130,717						
Office Equipment Replacement	\$ 106,059	\$ 106,059	\$ 106,059	\$ 106,059	\$ 106,059	\$ 106,059						
Plant & Equipment Replacement	\$ 814,932	\$ 814,932	\$ 814,932	\$ 814,932	\$ 814,932	\$ 814,932						
Public Open Space	\$ 996,796	\$ 1,191,796	\$ 801,796	\$ 801,796	\$ 851,796	\$ 878,046						
Tree Preservation Reserve	\$ 909,906	\$ 915,696	\$ 926,399	\$ 931,621	\$ 962,549	\$ 737,397						
Unexpended Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
Current Year Total Reserve	\$ 3,171,178	\$ 3,371,968	\$ 2,992,671	\$ 2,997,893	\$ 3,078,821	\$ 2,822,938	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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 \$ 878,046

Less Projects Committed, yet to be taken from POS

Project Amount

\$ -

Public Open Space Uncommitted Balance \$ 878,046

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 - December 2022

BUDGET NOTES

RECONCILIATION OF ORIGINAL TO FORECAST BUDGET	
BUDGET UNDERLYING RESULT	20,770
Forecast Changes:	
Rates - over budget and supplementary rates	200,000
Rates - green waste and garbage collection charges	100,000
User Fees - Sports Centre and Twin Ovals (cricket)	100,000
Interest Income - interest rates	400,000
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)
Materials and Services - inflation impacts on building maintenance and fuel charges	(200,000)
Materials and Services - rain damage to unsealed roads	(150,000)
FORECAST UNDERLYING RESULT	(129,230)
Adjustments not affecting the Underlying Surplus:	
Net Surplus.	6,120,770

KINGBOROUGH COUNCIL – December 2022

Summary Operating Statement All

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Income						
Rates	34,173,245	33,916,595	256,650	33,981,000	34,281,000	300,000
Income Levies	1,907,797	1,863,000	44,797	1,863,000	1,863,000	0
Statutory Fees & Fines	1,090,308	1,285,880	(195,572)	2,563,200	2,363,200	(200,000)
User Fees	841,727	723,730	117,997	1,480,000	1,580,000	100,000
Grants Recurrent	588,720	822,460	(233,740)	2,988,500	2,988,500	0
Contributions - Cash	152,893	111,540	41,353	223,000	223,000	0
Reimbursements	1,169,750	1,218,780	(49,030)	1,220,000	1,220,000	0
Other Income	333,942	529,220	(195,278)	1,291,400	791,400	(500,000)
Internal Charges Income	109,998	109,980	18	220,000	220,000	0
Total Income	40,368,380	40,581,185	(212,805)	45,830,100	45,530,100	(300,000)
Expenses						
Employee Costs	9,123,585	8,951,914	(171,671)	16,729,680	16,679,680	50,000
Expenses Levies	926,494	931,500	5,007	1,863,000	1,863,000	0
Loan Interest	48,979	49,020	41	98,000	98,000	0
Materials and Services	6,252,777	6,122,015	(130,762)	11,706,770	11,806,770	(100,000)
Other Expenses	3,251,803	3,057,650	(194,153)	4,188,480	4,388,480	(200,000)
Internal Charges Expense	109,998	109,980	(18)	220,000	220,000	0
Total Expenses	19,713,636	19,222,079	(491,557)	34,805,930	35,055,930	(250,000)
Net Operating Surplus/(Deficit) before:	20,654,743	21,359,106	(704,363)	11,024,170	10,474,170	(550,000)
Depreciation	6,183,615	6,191,640	8,025	12,383,400	12,383,400	0
Loss/(Profit) on Disposal of Assets	(68,190)	0	68,190	400,000	400,000	0
Net Operating Surplus/(Deficit) before:	14,539,318	15,167,466	(628,148)	(1,759,230)	(2,309,230)	(550,000)
Interest	294,391	45,000	249,391	90,000	490,000	400,000
Dividends	616,000	616,000	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)	15,449,709	15,828,466	(378,757)	20,770	(129,230)	(150,000)
Grants Capital	4,969,817	3,700,000	1,269,817	5,100,000	5,100,000	0
Contributions - Non-Monetary Assets	0	0	0	1,000,000	1,000,000	0
NET SURPLUS/(DEFICIT)	20,419,526	19,528,466	891,060	6,120,770	5,970,770	(150,000)
Underlying Result						
Profit on Sale of Land	(158,875)	0	(158,875)	0	0	0
UNDERLYING RESULT	15,290,834	15,828,466	(537,632)	20,770	(129,230)	(150,000)
TOTAL CASH GENERATED	9,266,094	9,636,826	(370,732)	12,404,170	12,254,170	(150,000)

KINGBOROUGH COUNCIL – December 2022

Summary Operating Statement Governance

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Income						
Rates	27,757,686	27,590,000	167,686	27,630,000	27,830,000	200,000
Income Levies	1,907,797	1,863,000	44,797	1,863,000	1,863,000	0
Statutory Fees & Fines	0	0	0	0	0	0
User Fees	38,695	47,520	(8,825)	95,000	95,000	0
Grants Recurrent	396,758	650,000	(253,243)	2,600,000	2,600,000	0
Contributions - Cash	96,250	70,020	26,230	140,000	140,000	0
Reimbursements	1,169,750	1,218,780	(49,030)	1,220,000	1,220,000	0
Other Income	46,832	31,500	15,332	293,000	293,000	0
Internal Charges Income	0	0	0	0	0	0
Total Income	31,413,767	31,470,820	(57,053)	33,841,000	34,041,000	200,000
Expenses						
Employee Costs	201,224	199,990	(1,234)	398,100	398,100	0
Expenses Levies	926,494	931,500	5,007	1,863,000	1,863,000	0
Loan Interest	0	0	0	0	0	0
Materials and Services	156,714	142,400	(14,314)	186,800	186,800	0
Other Expenses	2,001,068	1,867,080	(133,988)	2,391,000	2,591,000	(200,000)
Internal Charges Expense	0	0	0	0	0	0
Total Expenses	3,361,749	3,140,970	(220,779)	4,838,900	5,038,900	200,000
Net Operating Surplus/(Deficit) before:	28,052,017	28,329,850	(277,833)	29,002,100	29,002,100	0
Depreciation	116,452	117,480	1,028	235,000	235,000	0
Loss/(Profit) on Disposal of Assets	(227,065)	0	227,065	400,000	400,000	0
Net Operating Surplus/(Deficit) before:	28,162,630	28,212,370	(49,740)	28,367,100	28,367,100	0
Interest	0	0	0	0	0	0
Dividends	616,000	616,000	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)	28,778,630	28,828,370	(49,740)	30,057,100	30,057,100	0
Grants Capital	4,969,817	3,700,000	1,269,817	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 SURPLUS/(DEFICIT)	33,748,447	32,528,370	1,220,077	36,157,100	36,157,100	0
TOTAL CASH GENERATED	28,662,178	28,710,890	(48,712)	29,822,100	29,822,100	0

KINGBOROUGH COUNCIL – December 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	124,631	159,600	(34,969)	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	68,747	65,420	3,327	130,800	130,800	0
Internal Charges Income	75,000	75,000	0	150,000	150,000	0
Total Income	268,378	300,020	(31,642)	600,000	600,000	0
Expenses						
Employee Costs	1,486,809	1,465,480	(21,329)	2,904,100	2,904,100	0
Expenses Levies	0	0	0	0	0	0
Loan Interest	48,979	49,020	41	98,000	98,000	0
Materials and Services	572,745	540,570	(32,175)	833,700	833,700	0
Other Expenses	818,692	807,720	(10,972)	1,105,400	1,105,400	0
Internal Charges Expense	0	0	0	0	0	0
Total Expenses	2,927,225	2,862,790	(64,435)	4,941,200	4,941,200	0
Net Operating Surplus/(Deficit) before:	(2,658,847)	(2,562,770)	(96,077)	(4,341,200)	(4,341,200)	0
Depreciation	123,587	124,200	613	248,400	248,400	0
Loss/(Profit) on Disposal of Assets	0	0	0	0	0	0
Net Operating Surplus/(Deficit) before:	(2,782,434)	(2,686,970)	(95,464)	(4,589,600)	(4,589,600)	0
Interest	294,391	45,000	249,391	90,000	490,000	(400,000)
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)	(2,488,043)	(2,641,970)	153,927	(4,499,600)	(4,099,600)	400,000
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 SURPLUS/(DEFICIT)	(2,488,043)	(2,641,970)	153,927	(4,499,600)	(4,099,600)	400,000
TOTAL CASH GENERATED	(2,364,456)	(2,517,770)	153,314	(4,251,200)	(3,851,200)	400,000

KINGBOROUGH COUNCIL – December 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	190,273	249,740	(59,467)	491,000	441,000	(50,000)
User Fees	709,314	586,870	122,444	1,206,300	1,306,300	100,000
Grants Recurrent	89,579	124,980	(35,401)	250,000	250,000	0
Contributions - Cash	0	0	0	0	0	0
Reimbursements	0	0	0	0	0	0
Other Income	42,684	54,900	(12,216)	109,700	109,700	0
Internal Charges Income	0	0	0	0	0	0
Total Income	1,031,850	1,016,490	15,360	2,057,000	2,107,000	50,000
Expenses						
Employee Costs	1,638,900	1,590,690	(48,210)	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	741,112	640,040	(101,072)	1,272,850	1,272,850	0
Other Expenses	93,736	92,410	(1,326)	175,400	175,400	0
Internal Charges Expense	0	0	0	0	0	0
Total Expenses	2,473,748	2,323,140	(150,608)	4,581,321	4,581,321	0
Net Operating Surplus/(Deficit) before:	(1,441,898)	(1,306,650)	(135,248)	(2,524,321)	(2,474,321)	50,000
Depreciation	485,684	491,460	5,776	983,000	983,000	0
Loss/(Profit) on Disposal of Assets	0	0	0	0	0	0
Net Operating Surplus/(Deficit) before:	(1,927,583)	(1,798,110)	(129,473)	(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)	(1,927,583)	(1,798,110)	(129,473)	(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 SURPLUS/(DEFICIT)	(1,927,583)	(1,798,110)	(129,473)	(3,507,321)	(3,457,321)	50,000
TOTAL CASH GENERATED	(1,441,898)	(1,306,650)	(123,697)	(2,524,321)	(2,474,321)	50,000

KINGBOROUGH COUNCIL – December 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	775,405	876,540	(101,135)	1,753,000	1,603,000	(150,000)
User Fees	50,927	40,860	10,067	81,700	81,700	0
Grants Recurrent	93,394	47,480	45,914	138,500	138,500	0
Contributions - Cash	55,143	40,020	15,123	80,000	80,000	0
Reimbursements	0	0	0	0	0	0
Other Income	32,238	20,220	12,018	40,500	40,500	0
Internal Charges Income	0	0	0	0	0	0
Total Income	1,007,107	1,025,120	(18,013)	2,093,700	1,943,700	(150,000)
Expenses						
Employee Costs	2,723,772	2,700,024	(23,748)	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	345,377	490,880	145,503	942,000	942,000	0
Other Expenses	215,456	190,400	(25,056)	355,500	355,500	0
Internal Charges Expense	0	0	0	0	0	0
Total Expenses	3,339,748	3,381,304	41,556	6,639,395	6,639,395	0
Net Operating Surplus/(Deficit) before:	(2,332,641)	(2,356,184)	23,543	(4,545,695)	(4,695,695)	(150,000)
Depreciation	84,048	87,480	3,432	175,000	175,000	0
Loss/(Profit) on Disposal of Assets	0	0	0	0	0	0
Net Operating Surplus/(Deficit) before:	(2,416,689)	(2,443,664)	26,975	(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)	(2,416,689)	(2,443,664)	26,975	(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 SURPLUS/(DEFICIT)	(2,416,689)	(2,443,664)	26,975	(4,720,695)	(4,870,695)	(150,000)
TOTAL CASH GENERATED	(2,332,641)	(2,356,184)	23,543	(4,545,695)	(4,695,695)	(150,000)

KINGBOROUGH COUNCIL – December 2022

Summary Operating Statement Infrastructure Services

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Income						
Rates	6,415,559	6,326,595	88,964	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	42,790	48,480	(5,690)	97,000	97,000	0
Grants Recurrent	8,990	0	8,990	0	0	0
Contributions - Cash	1,500	1,500	0	3,000	3,000	0
Reimbursements	0	0	0	0	0	0
Other Income	143,441	357,180	(213,739)	717,400	217,400	(500,000)
Internal Charges Income	34,998	34,980	18	70,000	70,000	0
Total Income	6,647,279	6,768,735	(121,456)	7,238,400	6,838,400	(400,000)
Expenses						
Employee Costs	3,072,880	2,995,730	(77,150)	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	4,436,830	4,308,125	(128,705)	8,482,600	8,582,600	(100,000)
Other Expenses	122,851	100,040	(22,811)	150,000	150,000	0
Internal Charges Expense	109,998	109,980	(18)	220,000	220,000	0
Total Expenses	7,742,558	7,513,875	(228,683)	13,805,114	13,855,114	(50,000)
Net Operating Surplus/(Deficit) before:	(1,095,280)	(745,140)	(350,140)	(6,566,714)	(7,016,714)	(450,000)
Depreciation	5,373,844	5,371,020	(2,824)	10,742,000	10,742,000	0
Loss/(Profit) on Disposal of Assets	0	0	0	0	0	0
Net Operating Surplus/(Deficit) before:	(6,469,124)	(6,116,160)	(352,964)	(17,308,714)	(17,758,714)	(450,000)
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)	(6,469,124)	(6,116,160)	(352,964)	(17,308,714)	(17,758,714)	(450,000)
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 SURPLUS/(DEFICIT)	(6,469,124)	(6,116,160)	(352,964)	(17,308,714)	(17,758,714)	(450,000)
TOTAL CASH GENERATED	(11,842,968)	(11,487,180)	(355,788)	(6,566,714)	(7,016,714)	(450,000)

KINGBOROUGH COUNCIL – December 2022

Governance – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
RATES AND FIRE LEVIES						
General Rate	27,757,686	27,590,000	167,686	27,757,686	27,630,000	127,686
Fire Levy - General Land	380,427	381,000	(573)	380,427	381,000	(573)
Fire Levy - Permanent Brigade	451,711	432,000	19,711	451,711	432,000	19,711
Fire Levy - Volunteer Brigade	1,075,659	1,050,000	25,659	1,075,659	1,050,000	25,659
TOTAL RATES AND LEVIES	29,665,483	29,453,000	212,483	29,665,483	29,493,000	172,483
USER FEES						
KWS Corporate Support & Dividend	38,695	47,520	(8,825)	38,695	95,000	(56,305)
TOTAL USER FEES	38,695	47,520	(8,825)	38,695	95,000	(56,305)
GRANTS RECURRENT						
Grants - Federal	396,758	650,000	(253,243)	396,758	2,600,000	(2,203,243)
TOTAL RECURRENT GRANTS	396,758	650,000	(253,243)	396,758	2,600,000	(2,203,243)
GRANTS CAPITAL						
Grants - Federal Capital	1,432,858	3,700,000	(2,267,142)	1,432,858	4,500,000	(3,067,142)
Grants - State Capital	3,534,044	0	3,534,044	3,534,044	600,000	2,934,044
Grants - Other Capital	2,915	0	2,915	2,915	0	2,915
TOTAL CAPITAL GRANTS	4,969,817	3,700,000	1,269,817	4,969,817	5,100,000	(130,183)
OTHER INCOME						
Carrying Amount of Assets Retired	0	0	0	0	(400,000)	400,000
Contributions - Capital Works	20,000	0	20,000	20,000	0	20,000
Contributions - Public Open Space	76,250	70,020	6,230	76,250	140,000	(63,750)
Contributions - Non-Monetary Assets	0	0	0	0	1,000,000	(1,000,000)
Interest On Overdue Rates	46,232	30,000	16,232	46,232	60,000	(13,768)
Investment Copping	0	0	0	0	150,000	(150,000)
Motor Tax Reimbursement	0	0	0	0	230,000	(230,000)
Pensioner Rate Remission (State Govt)	1,169,750	1,218,780	(49,030)	1,169,750	1,220,000	(50,250)
Proceeds of Sale of Assets	227,065	0	227,065	227,065	0	227,065
Share of Profits/(Losses) of Invest. In Assoc	0	0	0	0	100,000	(100,000)
Sundry Receipts	600	1,500	(900)	600	3,000	(2,400)
Tas Water Dividend	616,000	616,000	0	616,000	1,440,000	(824,000)
TOTAL OTHER INCOME	2,155,896	1,936,300	219,596	2,155,896	3,943,000	(1,787,104)
TOTAL INCOME	37,226,649	35,786,820	1,439,829	37,226,649	41,231,000	(4,004,351)

KINGBOROUGH COUNCIL – December 2022

Governance – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
EXPENSES						
TOTAL EMPLOYEE BENEFITS	201,224	199,990	(1,234)	202,566	398,100	195,534
MATERIALS AND SERVICES						
Consultancy Services	8,927	15,000	6,073	8,927	30,000	21,073
Derwent Estuary Monitoring Cont.	27,978	28,000	22	27,978	28,000	22
Hobart City Deal	85,732	70,000	(15,732)	85,732	70,000	(15,732)
Internal Audit Fees	25,425	22,500	(2,925)	25,425	45,000	19,575
New Equipment & Furniture	0	0	0	70	0	(70)
Plant and Vehicles Costs	5,763	6,000	237	5,763	12,000	6,237
Telephone	389	900	511	389	1,800	1,411
TOTAL MATERIALS AND SERVICES	154,214	142,400	(11,814)	154,284	186,800	32,516
OTHER EXPENSES						
Advertising & Marketing	1,911	1,980	69	2,157	4,000	1,843
Audit Committee (Sitting Fees)	6,993	6,000	(993)	6,993	12,000	5,007
Citizenship Ceremonies	895	1,500	605	927	3,000	2,073
Council Elections	196,495	195,000	(1,495)	196,495	195,000	(1,495)
Council Functions	3,452	3,000	(452)	3,483	6,000	2,517
Councillors Allowances	208,244	205,020	(3,224)	208,244	410,000	201,756
Councillors Conferences	920	1,980	1,060	920	4,000	3,080
Councillors Expenses	1,590	4,020	2,430	1,590	8,000	6,410
Councillors Expenses - Mayoral Vehicle	600	0	(600)	600	0	(600)
Councillors P.A. Insurance	383	1,000	617	383	1,000	617
Donations	4,500	5,880	1,380	4,500	11,700	7,200
K Comm Enterprise Centre	35,000	35,000	0	35,000	35,000	0
Land Tax	176,797	113,340	(63,457)	176,797	340,000	163,203
Legal Fees	0	4,980	4,980	(0)	10,000	10,000
Mayoral Donations	3,429	1,680	(1,749)	3,429	3,300	(129)
Rate Remissions - Council Other	14,296	12,000	(2,296)	14,296	12,000	(2,296)
Rate Remissions - Government	1,189,089	1,104,560	(84,529)	1,189,089	1,160,000	(29,089)
Rate Remissions - Fire Pensioner	60,699	60,000	(699)	60,699	60,000	(699)
Staff Functions	1,196	1,140	(56)	1,296	4,000	2,704
Southern Metro Bicycle Program Prog	12,000	13,000	1,000	12,000	13,000	1,000
Subscriptions - LGAT	67,305	65,000	(2,305)	67,305	65,000	(2,305)
Subscriptions - Other	648	3,000	2,352	648	3,000	2,352
Sundry	10,286	3,000	(7,286)	10,392	6,000	(4,392)
Tourism	6,840	25,000	18,160	6,840	25,000	18,160
TOTAL OTHER EXPENSES	2,003,568	1,867,080	(136,488)	2,004,082	2,391,000	386,918
FIRE LEVIES EXPENSE						
Fire Levy - General Land	381,684	190,500	(191,184)	381,684	381,000	(684)
Fire Levy - Permanent Brigade	440,274	216,000	(224,274)	440,274	432,000	(8,274)
Fire Levy - Volunteer Brigade	104,536	525,000	420,464	104,536	1,050,000	945,464
TOTAL FIRE LEVIES EXPENSE	926,494	931,500	5,007	926,494	1,863,000	936,507

KINGBOROUGH COUNCIL – December 2022

Governance – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
TRANSFERS EXPENSE						
Public Open Space	76,250	0	(76,250)	76,250	0	(76,250)
TOTAL TRANSFERS EXPENSE	76,250	0	(76,250)	76,250	0	(76,250)
DEPRECIATION	116,452	117,480	1,028	116,452	235,000	118,548
TOTAL EXPENSES	3,478,201	3,258,450	(219,751)	3,480,127	5,073,900	1,593,773
TOTAL SURPLUS/ DEFICIT	33,748,447	32,528,370	1,220,077	33,746,522	36,157,100	(2,410,578)

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KINGBOROUGH COUNCIL – December 2022

Finance – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
STATUTORY FEES AND FINES						
Charges - Certificates	124,631	150,000	(25,369)	124,631	300,000	(175,369)
Licenses - Fees & Fines	0	600	(600)	0	1,200	(1,200)
Legal Fees & Collection Costs	0	9,000	(9,000)	0	18,000	(18,000)
TOTAL FEES AND FINES	124,631	159,600	(34,969)	124,631	319,200	(194,569)
OTHER INCOME						
Bruny Island PO Commissions	29,112	27,000	2,112	29,112	54,000	(24,888)
Commissions	1,200	2,400	(1,200)	1,200	4,800	(3,600)
Fire Levy	37,060	35,000	2,060	37,060	70,000	(32,940)
Interest - Bank & Investments	294,391	45,000	249,391	294,391	90,000	204,391
Sundry Receipts	1,218	1,020	198	1,218	2,000	(782)
TOTAL OTHER INCOME	362,980	110,420	252,560	362,980	220,800	142,180
ONCOSTS						
Oncost Recovery - Garbage Rates	75,000	75,000	0	75,000	150,000	(75,000)
TOTAL ONCOSTS	75,000	75,000	0	75,000	150,000	(75,000)
TOTAL INCOME	562,611	345,020	217,591	562,611	690,000	(127,389)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	583,303	556,390	(26,913)	583,732	1,102,750	519,018
MATERIALS AND SERVICES						
Consultants	355	4,020	3,665	355	8,000	7,645
Contractors	2,646	1,500	(1,146)	2,646	3,000	354
Plant and Vehicles Costs	10,796	10,980	184	10,796	22,000	11,204
Stationery	6,917	7,500	583	6,917	15,000	8,083
Telephone	55,495	46,500	(8,995)	55,495	93,000	37,505
TOTAL MATERIALS AND SERVICES	76,209	70,500	(5,709)	76,209	141,000	64,791
OTHER EXPENSES						
Advertising & Marketing	705	1,020	315	705	2,000	1,295
Audit Fees (External)	30,770	26,000	(4,770)	30,770	52,000	21,230
Bank Charges	51,096	49,020	(2,076)	51,096	98,000	46,904
Collection Costs & Commissions	6,680	4,980	(1,700)	6,680	10,000	3,320
Fringe Benefits Tax	38,860	49,000	10,140	38,860	98,000	59,140
Insurance - Councillors & Officers Liability (Fidelity)	0	45,000	45,000	0	45,000	45,000
Insurance - Industrial Special Risk	188,348	185,000	(3,348)	188,348	185,000	(3,348)
Insurance - Public Liability	314,765	280,000	(34,765)	314,765	280,000	(34,765)
Legal Fees & Retainers	8,681	3,000	(5,681)	8,681	6,000	(2,681)
Printing - Finance	1,523	3,000	1,477	3,616	6,000	2,384
Printing - Rates	3,475	7,020	3,545	3,475	14,000	10,525

KINGBOROUGH COUNCIL – December 2022

Finance – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Postage	7,467	9,000	1,533	7,467	18,000	10,533
Postage - Rates	36,901	30,000	(6,901)	36,901	60,000	23,099
Post Office Expenses	13,486	10,020	(3,466)	27,002	20,000	(7,002)
Procurement Expenses	12,512	12,480	(32)	23,913	25,000	1,087
Sundry	228	480	252	228	1,000	772
Valuation Fees	66,665	40,020	(26,645)	66,665	80,000	13,335
TOTAL OTHER EXPENSES	782,163	755,040	(27,123)	809,172	1,000,000	190,828
DEPRECIATION	38,100	28,020	(10,080)	38,100	56,000	17,900
LOAN INTEREST	48,979	49,020	41	48,979	98,000	49,021
TOTAL EXPENSES	1,528,754	1,458,970	(69,784)	1,556,193	2,397,750	841,557
TOTAL SURPLUS/ DEFICIT	(966,143)	(1,113,950)	147,807	(993,582)	(1,707,750)	714,168

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KINGBOROUGH COUNCIL – December 2022

Information Services – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
OTHER INCOME						
Sundry Receipts	158	0	158	158	0	158
TOTAL OTHER INCOME	158	0	158	158	0	158
TOTAL INCOME	158	0	158	158	0	158
EXPENSES						
TOTAL EMPLOYEE BENEFITS	695,511	717,090	21,579	696,104	1,420,580	724,476
MATERIALS AND SERVICES						
Computer - Consumables	396	5,160	4,764	396	10,300	9,904
Computer - Hardware Maintenance	47,579	18,750	(28,829)	47,800	25,000	(22,800)
Computer - Minor Upgrades	1,822	3,480	1,658	2,258	7,000	4,742
Computer - Software Maintenance	354,174	352,500	(1,674)	368,045	470,000	101,955
Digital Imagery Capture	26,330	12,480	(13,850)	26,330	25,000	(1,330)
Equipment Maintenance	20,284	19,500	(784)	20,284	39,000	18,716
IT Contract Services	17,835	35,520	17,685	19,834	71,000	51,166
New Equipment & Furniture - IT	2,187	3,000	813	2,187	6,000	3,813
New Equipment & Furniture - Customer Service	210	1,020	810	210	2,000	1,790
Plant and Vehicle Costs	7,870	4,740	(3,130)	7,870	9,500	1,630
Records Storage	14,622	22,020	7,398	14,622	44,000	29,378
Telephone	0	3,660	3,660	(7)	7,300	7,307
TOTAL MATERIALS AND SERVICES	493,308	481,830	(11,478)	509,828	716,100	206,272
OTHER EXPENSES						
Subscriptions	0	480	480	0	1,000	1,000
Sundry	40	300	260	40	600	560
TOTAL OTHER EXPENSES	40	780	740	40	1,600	1,560
DEPRECIATION	84,327	94,980	10,653	84,327	190,000	105,673
TOTAL EXPENSES	1,273,187	1,294,680	21,493	1,290,299	2,328,280	1,037,981
TOTAL SURPLUS/ DEFICIT	(1,273,029)	(1,294,680)	21,651	(1,290,142)	(2,328,280)	1,038,138

KINGBOROUGH COUNCIL – December 2022

People & Safety – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
EXPENSES						
TOTAL EMPLOYEE BENEFITS	207,994	192,000	(15,994)	214,236	380,770	166,534
MATERIALS AND SERVICES						
Consultants	12,217	4,980	(7,237)	12,302	10,000	(2,302)
New Equipment & Furniture	123	300	177	123	600	477
Plant and Vehicles Costs	5,451	4,980	(471)	5,451	10,000	4,549
TOTAL MATERIALS AND SERVICES	17,790	10,260	(7,530)	17,875	20,600	2,725
OTHER EXPENSES						
Advertising & Marketing	0	1,020	1,020	0	2,000	2,000
Employee Assistance Service	2,220	3,000	780	2,220	6,000	3,780
Legal Fees & Technical Advice	5,532	7,500	1,968	5,532	15,000	9,468
Postage	0	600	600	0	1,200	1,200
Printing	0	300	300	0	600	600
Risk Management	8,866	12,480	3,614	8,921	25,000	16,079
Staff Tea & Coffee	5,074	3,480	(1,594)	5,074	7,000	1,926
Sundry	234	1,500	1,266	234	3,000	2,766
TOTAL OTHER EXPENSES	21,927	29,880	7,954	21,981	59,800	37,819
DEPRECIATION	1,160	1,200	40	1,160	2,400	1,240
TOTAL EXPENSES	248,871	233,340	(15,531)	255,252	463,570	208,318
TOTAL SURPLUS/ DEFICIT	(248,871)	(233,340)	(15,531)	(255,252)	(463,570)	208,318

KINGBOROUGH COUNCIL – December 2022

Compliance – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
STATUTORY FEES AND FINES						
By-Laws & Other Fees & Fines	7,035	34,980	(27,945)	7,035	70,000	(62,965)
Pound Fees - Dogs	829	3,000	(2,171)	829	6,000	(5,171)
Dog Registration Fees	118,364	111,800	6,564	118,364	215,000	(96,636)
Licenses - Fees & Fines	12,492	19,980	(7,488)	12,492	40,000	(27,508)
Parking - Fees & Fines	41,433	60,000	(18,567)	41,433	120,000	(78,567)
Recovered Legal Fees & Collection Costs	10,119	19,980	(9,861)	10,119	40,000	(29,881)
TOTAL FEES AND FINES	190,273	249,740	(59,467)	190,273	491,000	(300,727)
OTHER INCOME						
Parking - Other Fees & Fines	5,000	0	5,000	5,000	0	5,000
Sundry Receipts	0	1,500	(1,500)	0	3,000	(3,000)
TOTAL OTHER INCOME	5,000	1,500	3,500	5,000	3,000	2,000
TOTAL INCOME	195,273	251,240	(55,967)	195,273	494,000	(298,727)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	423,184	393,600	(29,584)	423,184	776,350	353,166
MATERIALS AND SERVICES						
Contractors	1,200	2,520	1,320	1,700	5,000	3,300
Fire Hazard Inspection & Abatement	0	1,000	1,000	0	2,000	2,000
New Equipment & Furniture	123	480	357	123	1,000	877
Plant and Vehicles Costs (Internal)	17,412	13,980	(3,432)	17,412	28,000	10,588
Telephone	1,873	2,520	647	1,873	5,000	3,127
TOTAL MATERIALS AND SERVICES	20,607	20,500	(107)	21,107	41,000	19,893
OTHER EXPENSES						
Advertising & Marketing	1,986	3,000	1,014	1,986	6,000	4,014
Collection Costs	17,973	2,520	(15,453)	17,973	5,000	(12,973)
Dog Signage	0	480	480	0	1,000	1,000
Feed for Animals	0	600	600	0	1,200	1,200
Legal Fees & Retainers	0	15,000	15,000	0	30,000	30,000
Postage	1,851	1,500	(351)	1,851	3,000	1,149
Pound Maintenance & Upgrade	0	1,500	1,500	0	3,000	3,000
Refund Fees & Charges	105	600	495	105	1,200	1,095
Sundry	2,033	3,000	967	2,214	6,000	3,786
TOTAL OTHER EXPENSES	23,948	28,200	4,252	24,129	56,400	32,271
DEPRECIATION	1,841	1,500	(341)	1,841	3,000	1,159
TOTAL EXPENSES	469,580	443,800	(25,780)	470,261	876,750	406,489
TOTAL SURPLUS/ DEFICIT	(274,307)	(192,560)	(81,747)	(274,989)	(382,750)	(107,761)

KINGBOROUGH COUNCIL – December 2022

Kingborough Sports Centre – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
USER FEES						
Fitness Centre - Casual	4,586	4,980	(394)	4,586	10,000	(5,414)
Fitness Centre - Membership	164,098	152,520	11,578	164,098	305,000	(140,902)
Fitness Centre - Programs	10,764	15,000	(4,236)	10,764	30,000	(19,236)
Fitness Centre - School Bookings	1,154	2,520	(1,366)	1,154	5,000	(3,846)
Rental - Kingborough Gymnastics Centre	12,999	12,480	519	12,999	25,000	(12,001)
Rental - Indoor Cricket Centre	6,205	7,380	(1,175)	6,205	14,700	(8,495)
Rental - Other Buildings	631	15,000	(14,369)	631	30,000	(29,369)
Rental - Telstra Tower	6,232	1,980	4,252	6,232	4,000	2,232
Sports Centre - General Hire	1,696	1,500	196	1,696	3,000	(1,304)
Sports Centre - Hire Equipment	49	480	(431)	49	1,000	(951)
Sports Centre - Kiosk Sales	170,674	115,020	55,654	170,674	230,000	(59,326)
Sports Centre - Martial Arts	15,122	15,000	122	15,122	30,000	(14,878)
Sports Centre - Sale Sports Goods	128	240	(112)	128	500	(372)
Sports Centre - School Bookings	705	0	705	705	0	705
Sports Centre - Squash	6,920	7,500	(580)	6,920	15,000	(8,080)
Sports Centre - Stadium Basketball	90,764	87,480	3,284	90,764	175,000	(84,236)
Sports Centre - Stadium Netball	22,226	25,020	(2,794)	22,226	50,000	(27,774)
Sports Centre - Stadium Other	32,607	34,980	(2,373)	32,607	70,000	(37,393)
Sports Centre - Table Tennis	4,741	4,980	(239)	4,741	10,000	(5,259)
TOTAL USER FEES	552,300	504,060	48,240	552,300	1,008,200	(455,900)
GRANTS RECURRENT						
Master Plan for Netball in Kingborough	19,180	0	19,180	19,180	0	19,180
TOTAL RECURRENT GRANTS	19,180	0	19,180	19,180	0	19,180
OTHER INCOME						
KSC Advertising	0	1,500	(1,500)	0	3,000	(3,000)
Charges Recovered	24,019	30,000	(5,981)	24,019	60,000	(35,981)
Sponsorship	0	10,020	(10,020)	0	20,000	(20,000)
TOTAL OTHER INCOME	24,019	41,520	(17,501)	24,019	83,000	(58,981)
TOTAL INCOME	595,499	545,580	49,919	595,499	1,091,200	(495,701)
EXPENSES						
EMPLOYEE BENEFITS						
TOTAL EMPLOYEE BENEFITS	460,141	412,440	(47,701)	460,401	818,221	357,820
SPORTS CENTRE EXPENSES						
Advertising & Marketing	0	480	480	0	1,000	1,000
Building Maintenance	56,550	38,520	18,030	58,450	77,000	18,550
Cleaning	10,821	12,480	1,659	10,861	25,000	14,139
Equipment Maintenance	6,140	4,980	(1,160)	6,144	10,000	3,856
Kiosk Purchases	86,400	60,000	26,400	86,400	120,000	33,600

KINGBOROUGH COUNCIL – December 2022

Kingborough Sports Centre – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Licenses and Subscriptions	12,691	12,250	(441)	12,691	15,000	2,309
Light & Power	29,871	25,020	(4,851)	29,871	50,000	20,129
New Equipment & Furniture	2,144	2,520	376	2,245	5,000	2,755
Master Plan for Netball in Kingborough	19,180	0	(19,180)	23,180	0	(23,180)
Plant and Vehicles Costs (Internal)	0	3,480	3,480	0	7,000	7,000
Purchase Sports Goods	0	480	480	0	1,000	1,000
Stationery	490	240	(250)	490	500	10
Sundry	717	1,500	783	717	3,000	2,283
Telephone	563	480	(83)	563	1,000	437
Waste Disposal	2,324	3,000	676	2,324	6,000	3,676
Water & Sewerage	59,200	61,500	2,300	59,200	123,000	63,800
SPORTS CENTRE TOTAL EXPENSES	287,089	226,930	(60,159)	293,135	444,500	151,365
FITNESS CENTRE EXPENSES						
Advertising & Marketing	0	1,020	1,020	0	2,000	2,000
Equipment Maintenance	0	1,020	1,020	0	2,000	2,000
Leased Equipment	33,196	30,000	(3,196)	(20,931)	60,000	80,931
New Equipment & Furniture	6,955	1,020	(5,935)	6,955	2,000	(4,955)
Refund Fees & Charges	415	0	(415)	415	0	(415)
Subscriptions	658	480	(178)	658	1,000	342
Sundry	602	480	(122)	602	1,000	398
TOTAL FITNESS CENTRE EXPENSES	41,826	34,020	(7,806)	(12,302)	68,000	80,302
DEPRECIATION	272,915	274,980	2,065	272,915	550,000	277,085
TOTAL EXPENSES	1,061,970	948,370	(113,600)	1,014,148	1,880,721	866,573
TOTAL SURPLUS/ DEFICIT	(466,471)	(402,790)	(63,681)	(418,649)	(789,521)	370,872

KINGBOROUGH COUNCIL – December 2022

Property Management – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
USER FEES						
Fees - Burial Plots	6,560	3,000	3,560	6,560	6,000	560
Lease - Depot Bus Parking	35,360	0	35,360	35,360	36,000	(640)
Lease - 40 Channel Highway, Kingston	700	0	700	700	0	700
Rental - 98 Beach Road Kingston	10,243	11,340	(1,097)	10,243	22,680	(12,437)
Rental - Adventure Bay East Cove Jetty	3,320	4,020	(700)	3,320	8,000	(4,680)
Rental - Blackmans Bay Hall	9,475	7,500	1,975	9,475	15,000	(5,525)
Rental - Bruny Other Halls	698	600	98	698	1,200	(502)
Rental - Dennes Point Hall	7,408	8,280	(872)	7,408	16,500	(9,092)
Rental - Dru Pt Bicentennial Park	3,030	1,020	2,010	3,030	2,000	1,030
Rental - General Halls & Buildings	2,658	1,980	678	2,658	4,000	(1,342)
Rental - Glensyn Units	7,112	5,280	1,832	7,112	10,500	(3,388)
Rental - Kettering South	1,403	300	1,103	1,403	600	803
Rental - Kingston Hall	16,546	16,980	(434)	16,546	34,000	(17,454)
Rental - Kingston Tennis Club	0	360	(360)	0	660	(660)
Rental - Margate Hall	2,735	3,000	(265)	2,735	6,000	(3,265)
Rental - Sandfly Hall	895	600	295	895	1,200	(305)
Rental - Taroona Fire Station	3,434	3,400	34	3,434	3,400	34
Rental - Taroona Tennis Club	689	360	329	689	660	29
Rental - Twin Oval Pavilion	1,405	1,200	205	1,405	2,400	(995)
TOTAL USER FEES	113,671	69,220	44,451	113,671	170,800	(57,129)
CONTRIBUTIONS						
GRANTS						
Community Recovery Grants	70,399	124,980	(54,581)	70,399	250,000	(179,601)
TOTAL GRANTS	70,399	124,980	(54,581)	70,399	250,000	(179,601)
OTHER INCOME						
Charges Recovered	13,665	10,020	3,645	13,665	20,000	(6,335)
Forfeited Deposits	0	60	(60)	0	100	(100)
Sundry Receipts	0	1,800	(1,800)	0	3,600	(3,600)
TOTAL OTHER INCOME	13,665	11,880	1,785	13,665	23,700	(10,035)
TOTAL INCOME	197,735	206,080	(8,345)	197,735	444,500	(246,765)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	379,529	438,810	59,281	379,387	870,950	491,563
PROPERTY MANAGEMENT ACTIVITIES						
CC TV Maintenance	5,736	3,000	(2,736)	5,736	6,000	264
Fire Alarm Monitoring and Call Outs	1,443	0	(1,443)	1,443	0	(1,443)
Property Security	21,538	4,980	(16,558)	21,538	10,000	(11,538)
Civic Centre & Beach House Cleaning	30,699	37,500	6,801	36,529	75,000	38,471
Consultancy Services	3,695	3,000	(695)	7,055	6,000	(1,055)

KINGBOROUGH COUNCIL – December 2022

Property Management – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
General Halls & Buildings	66	0	(66)	66	0	(66)
Light & Power	46,494	55,020	8,526	46,494	110,000	63,506
New Equipment & Furniture	0	1,200	1,200	0	2,400	2,400
Plant and Vehicles Costs - Internal	4,394	4,980	586	4,394	10,000	5,606
Property Surveys	7,619	4,980	(2,639)	7,619	10,000	2,381
Recreational Planning	4,682	4,980	298	5,092	10,000	4,908
Telephone	172	1,020	848	172	2,000	1,828
Transform Kingston	26,979	22,500	(4,479)	28,979	45,000	16,021
Urban Design	9,188	13,980	4,792	12,358	28,000	15,642
Valuations	5,862	4,980	(882)	5,862	10,000	4,138
Water & Sewerage	36,838	17,500	(19,338)	36,838	35,000	(1,838)
TOTAL PROPERTY MANAGEMENT ACTIVITIES	205,405	179,620	(25,785)	220,175	359,400	139,225
OTHER EXPENSES						
Advertising & Marketing	235	1,500	1,265	258	3,000	2,742
Community Consultation	0	1,500	1,500	0	3,000	3,000
Legal Fees	18,469	12,480	(5,989)	18,469	25,000	6,531
Refund Fees & Charges	50	1,260	1,210	50	2,500	2,450
Sundry	600	1,020	420	600	2,000	1,400
TOTAL OTHER EXPENSES	19,354	17,760	(1,594)	19,377	35,500	16,123
DEPRECIATION	210,929	214,980	4,051	210,929	430,000	219,071
TOTAL EXPENSES	815,217	851,170	35,953	829,868	1,695,850	865,982
TOTAL SURPLUS/ DEFICIT	(617,482)	(645,090)	27,608	(632,133)	(1,251,350)	619,217

KINGBOROUGH COUNCIL – December 2022

Turf Maintenance – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
USER FEES						
Rental - Kettering Oval	0	0	0	0	100	(100)
Rental - Kingston Beach Oval	254	150	104	254	300	(46)
Rental - Lightwood Ovals	47	250	(203)	47	500	(453)
Rental - Margate Oval	165	150	15	165	300	(135)
Rental - Sherburd Park Oval	904	250	654	904	500	404
Rental - Snug Oval	500	250	250	500	500	0
Rental - Twin Oval (1) AFL Ground	7,486	4,980	2,506	7,486	10,000	(2,514)
Rental - Twin Oval (2) Cricket Ground	33,868	7,500	26,368	33,868	15,000	18,868
Rental - Woodbridge Oval	118	60	58	118	100	18
TOTAL USER FEES	43,343	13,590	29,753	43,343	27,300	16,043
OTHER INCOME						
Salary Oncost Recovery	155,371	155,020	351	155,371	310,000	(154,629)
TOTAL OTHER INCOME	155,371	155,020	351	155,371	310,000	(154,629)
TOTAL INCOME	198,715	168,610	30,105	198,715	337,300	(138,585)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	202,427	208,990	6,563	202,782	395,000	192,218
TURF ACTIVITIES						
Alonnah Oval	6,521	5,040	(1,481)	6,521	10,000	3,479
Gormley park	17,578	30,240	12,662	17,578	60,000	42,422
Kelvedon Oval	25,146	22,670	(2,476)	25,146	45,000	19,854
Kettering Oval	10,622	17,650	7,028	10,622	35,000	24,378
Kingston Beach oval	32,554	30,240	(2,314)	32,554	60,000	27,446
Leslie Vale Oval	0	5,040	5,040	0	10,000	10,000
Lightwood Park Oval 1	9,120	27,700	18,580	9,116	55,000	45,884
Lightwood Park Oval 2	16,460	20,150	3,690	16,460	40,000	23,540
Lightwood Park Oval 3	15,924	20,150	4,226	15,924	40,000	24,076
Margate Oval	25,413	22,680	(2,733)	25,413	45,000	19,587
Sandfly Oval	7,556	15,110	7,554	7,556	30,000	22,444
Sherburd Park	32,170	25,200	(6,970)	32,170	50,000	17,830
Snug Oval	24,332	22,680	(1,652)	24,332	45,000	20,668
KSC Sports Precinct	79,043	50,390	(28,653)	78,955	100,000	21,045
Twin Oval 1 (AFL)	85,238	50,390	(34,848)	85,238	100,000	14,762
Twin Oval 2 (Cricket)	129,440	103,300	(26,140)	129,440	205,000	75,560
Woodbridge Oval	14,027	13,200	(827)	14,027	25,000	10,973
Non ground specific	5,705	0	(5,705)	5,705	0	(5,705)
TOTAL TURF ACTIVITIES	536,851	481,830	(55,021)	536,759	955,000	418,241

KINGBOROUGH COUNCIL – December 2022

Turf Maintenance – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
OTHER EXPENSES						
New Equipment & Furniture	0	480	480	0	1,000	1,000
Plant and Vehicles Costs - Internal	11,152	12,000	848	11,152	24,000	12,848
Sundry	0	240	240	0	500	500
Telephone	110	240	130	110	500	390
Water & Sewerage	17,498	22,500	5,002	17,498	45,000	27,502
TOTAL OTHER EXPENSES	28,760	35,460	6,700	28,760	71,000	42,240
TOTAL EXPENSES	768,037	726,280	(41,757)	768,301	1,421,000	652,699
TOTAL SURPLUS/ DEFICIT	(569,323)	(557,670)	(11,653)	-569,586	(1,083,700)	514,114

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KINGBOROUGH COUNCIL – December 2022

Community Hub – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
USER FEES						
Lease Income - Commercial Tenancy	13,608	15,780	(2,172)	13,608	31,500	(17,892)
Venue Hire Income - Multi Purpose Hall	24,301	12,480	11,821	24,301	25,000	(699)
Venue Hire Income - Meeting Rooms	12,409	10,020	2,389	12,409	20,000	(7,591)
TOTAL USER FEES	50,319	38,280	12,039	50,319	76,500	(26,181)
TOTAL INCOME	50,319	38,280	12,039	50,319	76,500	(26,181)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	68,217	89,837	21,620	68,217	178,111	109,894
MATERIALS AND SERVICES						
Building Maintenance	24,528	12,480	(12,048)	43,393	25,000	(18,393)
Cleaning Costs	29,347	4,980	(24,367)	29,347	10,000	(19,347)
Contractors - Technical	2,196	3,000	804	2,196	6,000	3,804
Equipment & Maintenance	1,168	1,620	452	1,168	3,200	2,032
Light & Power	12,347	10,000	(2,347)	12,347	20,000	7,653
Materials	519	0	(519)	519	0	(519)
New Equipment & Furniture	545	480	(65)	545	1,000	455
Plant Maintenance	0	1,500	1,500	0	3,000	3,000
Replacement Hire Equipment	0	1,500	1,500	0	3,000	3,000
Security Monitoring	106	1,500	1,394	106	3,000	2,894
Stationery	11	1,020	1,009	11	2,000	1,989
Telephone - Charges	0	1,020	1,020	0	2,000	2,000
Waste Disposal	352	1,740	1,388	378	3,500	3,122
Water & Sewerage	4,919	4,500	(419)	4,919	9,000	4,081
TOTAL MATERIALS AND SERVICES	76,039	45,340	(30,699)	94,929	90,700	(4,229)
OTHER EXPENSES						
Advertising & Marketing	4,961	4,980	19	7,294	10,000	2,706
Subscriptions	900	600	(300)	900	1,200	300
Sundry	4,028	3,000	(1,028)	5,738	6,000	262
TOTAL OTHER EXPENSES	9,889	8,580	(1,309)	13,932	17,200	3,268
DEPRECIATION	68,203	75,000	6,797	68,203	150,000	81,797
TOTAL EXPENSES	222,347	218,757	(3,590)	245,281	436,011	190,730
TOTAL SURPLUS/ DEFICIT	(172,029)	(180,477)	8,448	(194,962)	(359,511)	164,549

KINGBOROUGH COUNCIL – December 2022

Community Services – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
GRANTS						
Community Development	46,950	0	46,950	46,950	0	46,950
TOTAL GRANTS	46,950	0	46,950	46,950	0	46,950
USER FEES						
Arts Hub Rental & Commission	608	600	8	608	1,200	(592)
TOTAL USER FEES	608	600	8	608	1,200	(592)
OTHER INCOME						
Programs & Events Charges	24,580	7,500	17,080	24,580	15,000	9,580
Sundry Receipts	1,310	0	1,310	1,310	0	1,310
Volunteer Program	1,501	3,000	(1,499)	1,501	6,000	(4,499)
TOTAL OTHER INCOME	27,391	10,500	16,891	27,391	21,000	6,391
TOTAL INCOME	74,949	11,100	63,849	74,949	22,200	52,749
EXPENSES						
TOTAL EMPLOYEE BENEFITS	166,742	168,795	2,053	167,044	334,159	167,115
COMMUNITY SERVICES ACTIVITIES						
Community Projects (Non specified)	10,063	6,480	(3,583)	10,173	13,000	2,827
Council Community Grants	15,415	15,000	(415)	15,452	30,000	14,548
Event Support (Outside Workforce)	370	2,520	2,150	370	5,000	4,630
Kids Allowed Program	18	1,020	1,002	368	2,000	1,632
Island Whispers CTA Experience Initiative - RANT	10,279	0	(10,279)	10,279	0	(10,279)
Island Whispers Targeted Marketing Campaign - RANT	4,345	0	(4,345)	9,150	0	(9,150)
Love Living Locally	590	4,980	4,390	942	10,000	9,058
Positive Ageing	3,714	4,200	486	4,587	8,400	3,813
School Holiday Program	2,761	8,580	5,819	2,793	17,200	14,407
Salvaged Art Competition	0	0	0	(43)	0	43
Volunteer Program	7,921	6,000	(1,921)	8,419	12,000	3,581
Youth Development	4,543	7,500	2,957	6,955	15,000	8,045
Youth Outreach	0	4,080	4,080	(0)	8,200	8,200
Yspace Operations	0	0	0	(0)	0	0
TOTAL COMMUNITY SERVICES ACTIVITIES	60,019	60,360	341	69,446	120,800	51,354

KINGBOROUGH COUNCIL – December 2022

Community Services – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
COMMUNITY SERVICES OTHER EXPENSES						
Advertising & Marketing	681	1,020	339	755	2,000	1,245
Consultancy Services	0	2,760	2,760	0	5,500	5,500
Covid 19 Costs	0	0	0	19	0	(19)
New Equipment & Furniture	1,728	900	(828)	2,487	1,800	(687)
Plant & Vehicle Costs - Internal	1,309	1,980	671	1,309	4,000	2,691
Sundry	308	240	(68)	308	500	192
Telephone - Charges	1,810	2,520	710	1,810	5,000	3,190
TOTAL COMMUNITY SERVICES OTHER EXPENSES	5,836	9,420	3,584	6,689	18,800	12,111
ARTS ACTIVITIES						
MATERIALS & SERVICES						
Contractors	12,495	6,000	(6,495)	20,751	12,000	(8,751)
Materials	6,926	2,520	(4,406)	7,442	5,000	(2,442)
New Equipment & Furniture	131	0	(131)	131	0	(131)
Telephone	0	480	480	0	1,000	1,000
TOTAL MATERIALS AND SERVICES	19,551	9,000	(10,551)	28,324	18,000	(10,324)
OTHER EXPENSES						
Advertising & Marketing	1,100	0	(1,100)	1,140	0	(1,140)
Channel Folk Museum	0	11,000	11,000	0	11,000	11,000
Display Art Acquisition	5,662	3,500	(2,162)	7,074	7,000	(74)
Kingborough Creative Awards	0	2,520	2,520	0	5,000	5,000
Sundry	201	0	(201)	201	0	(201)
Youth Art Prize	0	2,000	2,000	0	7,000	7,000
TOTAL OTHER EXPENSES	6,963	19,020	12,057	8,415	30,000	21,585
TOTAL ARTS ACTIVITIES	26,514	28,020	1,506	36,739	48,000	11,261
DEPRECIATION	2,922	3,000	78	2,922	6,000	3,078
TOTAL EXPENSES	262,035	269,595	7,560	282,840	527,759	244,919
TOTAL SURPLUS/ DEFICIT	(187,085)	(258,495)	71,410	(207,890)	(505,559)	297,669

KINGBOROUGH COUNCIL – December 2022

Community Resilience – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
EXPENSES						
TOTAL EMPLOYEE BENEFITS	81,141	87,314	6,173	81,141	172,714	91,573
EMERGENCY MANAGEMENT ACTIVITIES						
Emergency Services Bruny	5,052	1,800	(3,252)	5,052	3,600	(1,452)
Emergency Management Committee	8	4,980	4,972	8,008	10,000	1,992
Plant & Vehicle Costs - Internal	0	1,020	1,020	0	2,000	2,000
Resilience Program	1,227	10,020	8,793	1,677	20,000	18,323
Southern SES	15,097	15,000	(97)	15,097	15,000	(97)
Telephone	504	0	(504)	504	0	(504)
TOTAL EMERGENCY MANAGEMENT ACTIVITIES	21,889	32,820	10,931	30,339	50,600	20,261
Sundry	252	1,020	768	252	2,000	1,748
TOTAL OTHER EXPENSES	252	1,020	768	252	2,000	1,748
TOTAL EXPENSES	103,282	121,154	17,872	111,731	225,314	113,583
TOTAL SURPLUS/ DEFICIT	(103,282)	(121,154)	17,872	(111,731)	(225,314)	113,583

KINGBOROUGH COUNCIL – December 2022

Environment, Development and Community – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
EXPENSES						
TOTAL EMPLOYEE BENEFITS	217,083	203,852	(13,231)	217,083	404,908	187,825
MATERIALS AND SERVICES						
Consultancy Services	1,346	4,980	3,634	1,346	10,000	8,654
New Equipment & Furniture	0	1,020	1,020	0	2,000	2,000
Plant & Vehicle Costs	2,346	1,020	(1,326)	2,346	2,000	(346)
Telephone	0	480	480	0	1,000	1,000
TOTAL MATERIALS AND SERVICES	3,692	7,500	3,808	3,692	15,000	11,308
Advertising & Marketing	19,317	10,020	(9,297)	21,897	20,000	(1,897)
Community Consultation	20,223	12,480	(7,743)	20,223	25,000	4,777
Subscriptions Other	0	2,000	2,000	0	2,000	2,000
Sundry	0	1,020	1,020	0	2,000	2,000
TOTAL OTHER EXPENSES	39,540	25,520	(14,020)	42,120	49,000	6,880
TOTAL EXPENSES	260,315	236,872	(23,443)	262,895	468,908	206,013
TOTAL SURPLUS/ DEFICIT	(260,315)	(236,872)	(23,443)	(262,895)	(468,908)	206,013

KINGBOROUGH COUNCIL – December 2022

Environmental Health – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
STATUTORY FEES AND FINES						
Fees - Approvals	7,970	10,980	(3,010)	7,970	22,000	(14,030)
Fees - Immunisation	14,575	5,520	9,055	14,575	11,000	3,575
Licenses - Fees & Fines	31,613	22,500	9,113	31,613	45,000	(13,387)
Fees - Sampling	1,800	2,520	(720)	1,800	5,000	(3,200)
TOTAL FEES AND FINES	55,958	41,520	14,438	55,958	83,000	(27,042)
OTHER INCOME						
Sundry Receipts	0	240	(240)	0	500	(500)
TOTAL OTHER INCOME	0	240	(240)	0	500	(500)
TOTAL INCOME	55,958	41,760	14,198	55,958	83,500	(27,542)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	275,876	301,690	25,814	276,189	597,830	321,641
MATERIALS AND SERVICES						
Energy & Emissions	10,150	12,720	2,570	8,183	25,500	17,317
Environmental Programs	192	0	(192)	(1,912)	0	1,912
New Equipment & Furniture	2,479	1,260	(1,219)	3,060	2,500	(560)
Plant and Vehicles Costs (Internal)	9,831	7,020	(2,811)	9,831	14,000	4,169
Telephone	1,878	1,500	(378)	1,878	3,000	1,122
TOTAL MATERIALS AND SERVICES	24,531	22,500	(2,031)	21,040	45,000	23,960
OTHER EXPENSES						
Analysis Costs	3,079	4,500	1,421	3,079	9,000	5,921
COVID-19 Expenses	1,135	3,000	1,865	1,772	6,000	4,228
Immunisation Costs	9,068	4,020	(5,048)	10,756	8,000	(2,756)
Legal Fees & Technical Advice	0	2,520	2,520	0	5,000	5,000
Refund Fees & Charges	1,617	780	(837)	1,617	1,500	(117)
Retainer - Medical Officer of Health	5,000	5,520	520	5,000	11,000	6,000
Public Health & Education	1,838	1,020	(818)	1,969	2,000	31
Sundry	309	480	171	309	1,000	691
TOTAL OTHER EXPENSES	22,047	21,840	(207)	24,503	43,500	18,997
DEPRECIATION	3,995	2,520	(1,475)	3,995	5,000	1,005
TOTAL EXPENSES	326,449	348,550	22,101	325,728	691,330	365,602
TOTAL SURPLUS/ DEFICIT	(270,490)	(306,790)	36,300	(269,769)	(607,830)	338,061

KINGBOROUGH COUNCIL – December 2022

Natural Areas & Biodiversity – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
CONTRIBUTIONS						
Tree Preservation	55,143	40,020	15,123	55,143	80,000	(24,857)
TOTAL CONTRIBUTIONS	55,143	40,020	15,123	55,143	80,000	(24,857)
GRANTS						
Bruny Island Cat Management Grant	8,555	27,480	(18,926)	8,555	55,000	(46,446)
Snug Climate Change Adaption Grant (NDRRGp)	0	20,000	(20,000)	0	65,000	(65,000)
Regional Cat Management	25,389	0	25,389	25,389	0	25,389
WAF Tree Health - NRM North	12,500	0	12,500	12,500	18,500	(6,000)
TOTAL GRANTS	46,444	47,480	(1,036)	46,444	138,500	(92,056)
OTHER INCOME						
Strategic Weed Control (State Growth)	0	4,980	(4,980)	0	10,000	(10,000)
Sundry Receipts	145	0	145	145	0	145
TOTAL OTHER INCOME	145	4,980	(4,835)	145	10,000	(9,855)
TOTAL INCOME	101,732	92,480	9,252	101,732	228,500	(126,768)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	358,895	414,676	55,781	359,005	822,013	463,008
NRM ACTIVITIES						
Climate Change Adaptation Projects:						
Adaptation Financing Project (Griffith Uni)	0	7,980	7,980	0	16,000	16,000
Groundwater Program	0	3,480	3,480	7,000	7,000	(0)
Nebraska Beach Proposal	0	2,520	2,520	0	5,000	5,000
RCCI Action Plan Projects	1,818	1,020	(798)	1,818	2,000	182
Snug Adaptation Planning (NDRRGp)	13,517	2,520	(10,997)	14,751	5,000	(9,751)
Tinderbox Beach Remediation	1,500	0	(1,500)	1,500	0	(1,500)
Other Projects:						
Bruny Island Cat Management Project (Grant)	4,014	27,480	23,466	15,529	55,000	39,471
Bruny Island Community Ranger Contribution	10,000	40,000	30,000	40,000	40,000	0
Bushland Reserves Signage	251	2,580	2,329	251	5,200	4,949
Coastal Reserve Management	1,800	4,980	3,180	1,800	10,000	8,200
Council Reserves Bushfire Management	1,543	32,520	30,977	1,750	65,000	63,250
Environmental Education Program	2,233	5,160	2,927	2,871	10,300	7,429
Kingborough Cat Control Project	395	0	(395)	395	0	(395)
Kingborough Environmental Fund	74,021	42,480	(31,541)	78,361	85,000	6,639
Landcare Group Support Program	9,590	7,260	(2,330)	9,653	14,500	4,847
National Disaster Resilience Grants Prog	0	0	0	0	0	0

KINGBOROUGH COUNCIL – December 2022

Natural Areas & Biodiversity – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Regional Cat Management (DPIPWE)	245	0	(245)	5,994	0	(5,994)
Reserve Management	1,770	10,020	8,250	4,970	20,000	15,030
Revegetation Program	7,017	7,500	483	10,977	15,000	4,023
Tree Management	300	1,020	720	300	2,000	1,700
Tree Strategy	59	25,020	24,961	59	50,000	49,941
WAF Tree Health - NRM North	8,468	0	(8,468)	8,468	0	(8,468)
Waterway Management	0	19,980	19,980	0	40,000	40,000
Weed Control	4,418	27,480	23,062	28,424	55,000	26,576
Wildlife Programs	951	3,000	2,049	1,553	6,000	4,447
TOTAL NRM ACTIVITIES	143,909	274,000	130,091	236,424	508,000	271,576
OTHER EXPENSES						
New Equipment & Furniture	876	480	(396)	876	1,000	124
Plant and Vehicles Costs - Internal	6,486	4,980	(1,506)	6,486	10,000	3,514
Refund Fees & Charges	0	240	240	0	500	500
Sundry	307	480	173	307	1,000	693
TOTAL OTHER EXPENSES	7,669	6,180	(1,489)	7,669	12,500	4,831
TRANSFERS EXPENSE	55,143	0	(55,143)	55,143	0	(55,143)
TOTAL EXPENSES	565,617	694,856	129,239	658,241	1,342,513	684,272
TOTAL SURPLUS/ DEFICIT	(463,885)	(602,376)	138,491	(556,509)	(1,114,013)	557,504

KINGBOROUGH COUNCIL – December 2022

Building & Plumbing Services – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
STATUTORY FEES AND FINES						
Building Fees	95,244	109,980	(14,736)	95,244	220,000	(124,756)
Building Fees - Expired Permits	14,549	10,020	4,529	14,549	20,000	(5,451)
Plumbing Fees	224,191	235,020	(10,829)	224,191	470,000	(245,809)
Plumbing Fees - Expired Permits	6,822	6,000	822	6,822	12,000	(5,178)
TOTAL USER FEES	340,806	361,020	(20,214)	340,806	722,000	(381,194)
OTHER INCOME						
Sundry Receipts	4,702	4,500	202	4,702	9,000	(4,298)
TOTAL OTHER INCOME	4,702	4,500	202	4,702	9,000	(4,298)
TOTAL INCOME	345,508	365,520	(20,012)	345,508	731,000	(385,492)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	373,861	352,730	(21,131)	373,934	698,710	324,776
MATERIALS AND SERVICES						
Consultancy Services	3,885	1,980	(1,905)	3,885	4,000	115
New Equipment & Furniture	86	480	394	86	1,000	914
Plant and Vehicles Costs - Internal	11,606	12,000	394	11,606	24,000	12,394
Telephone	897	600	(297)	897	1,200	303
TOTAL MATERIALS AND SERVICES	16,473	15,060	(1,413)	16,473	30,200	13,727
OTHER EXPENSES						
Legal Fees & Retainers	810	4,020	3,210	810	8,000	7,190
Refund Fees & Charges	11,648	4,020	(7,628)	11,648	8,000	(3,648)
Sundry	825	600	(225)	825	1,200	375
TOTAL OTHER EXPENSES	13,283	8,640	(4,643)	13,283	17,200	3,917
DEPRECIATION	7,241	4,980	(2,261)	7,241	10,000	2,759
TOTAL EXPENSES	410,858	381,410	(29,448)	410,931	756,110	345,179
TOTAL SURPLUS/ DEFICIT	(65,350)	(15,890)	(49,460)	(65,423)	(25,110)	(40,313)

KINGBOROUGH COUNCIL – December 2022

Town Planning – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
STATUTORY FEES & FINES						
Charges - Public Notification	61,227	99,000	(37,773)	61,227	198,000	(136,773)
Fees - Development/Use Application	270,416	274,980	(4,564)	270,416	550,000	(279,584)
Fees - Post Approval	46,998	100,020	(53,022)	46,998	200,000	(153,002)
TOTAL STATUTORY FEES & FINES	378,640	474,000	(95,360)	378,640	948,000	(569,360)
USER FEES						
Fees - Other	0	1,980	(1,980)	0	4,000	(4,000)
TOTAL USER FEES	0	1,980	(1,980)	0	4,000	(4,000)
TOTAL INCOME	378,640	475,980	(97,340)	378,640	952,000	(573,360)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	1,178,762	1,081,130	(97,632)	1,178,703	2,133,450	954,747
MATERIALS AND SERVICES						
Consultancy Services	16,955	19,980	3,025	16,955	40,000	23,045
New Equipment & Furniture	2,661	1,020	(1,641)	2,661	2,000	(661)
Planning Scheme Review & Maintenance	680	13,980	13,300	3,080	28,000	24,920
Plant and Vehicles Costs - Internal	9,512	9,000	(512)	9,512	18,000	8,488
Telephone	985	1,020	35	985	2,000	1,015
TOTAL MATERIALS AND SERVICES	30,793	45,000	14,207	33,193	90,000	56,807
OTHER EXPENSES						
Legal Fees & Retainers	17,841	25,020	7,179	17,841	50,000	32,159
Refund Fees & Charges	12,439	12,480	41	12,439	25,000	12,561
Statutory Advertising - Developer	30,434	30,000	(434)	31,127	60,000	28,873
Subscriptions	0	480	480	0	1,000	1,000
Sundry	938	1,500	562	938	3,000	2,062
TOTAL OTHER EXPENSES	61,652	69,480	7,828	62,346	139,000	76,654
DEPRECIATION	1,686	1,980	294	1,686	4,000	2,314
TOTAL EXPENSES	1,272,893	1,197,590	(75,303)	1,275,927	2,366,450	1,090,523
TOTAL SURPLUS/ DEFICIT	(894,253)	(721,610)	(172,643)	(897,287)	(1,414,450)	517,163

KINGBOROUGH COUNCIL – December 2022

Building Maintenance – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
OTHER INCOME						
Salary Oncosts Recovery	34,768	27,500	7,268	34,768	55,000	(20,232)
Sundry Receipts	109	600	(491)	109	1,200	(1,091)
TOTAL OTHER INCOME	34,878	28,100	6,778	34,878	56,200	(21,322)
TOTAL INCOME	34,878	28,100	6,778	34,878	56,200	(21,322)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	104,093	93,860	(10,233)	104,285	178,200	73,915
BUILDING ACTIVITIES						
Building Maintenance - General	130,918	67,550	(63,368)	131,143	135,000	3,857
Electrical	7,391	27,540	20,149	20,687	55,000	34,313
Floors	6,576	19,980	13,404	6,576	40,000	33,424
Graffiti Removal	11,619	7,680	(3,939)	12,644	15,400	2,756
Inspections	28,785	25,020	(3,765)	49,559	50,000	441
LRCI K'borough Community Facility maint.	0	0	0	36,918	0	(36,918)
Painting	14,652	40,010	25,358	53,235	80,000	26,765
Plumbing	27,631	34,970	7,339	28,437	70,000	41,563
Public Toilet Cleaning	97,988	165,030	67,042	100,188	330,000	229,812
Roof & Gutter	19,100	17,520	(1,580)	23,147	35,000	11,853
Security	1,125	0	(1,125)	3,875	0	(3,875)
Septic Tank Pumping	49,206	19,980	(29,226)	129,929	40,000	(89,929)
Septic Tank Maintenance	6,561	7,560	999	7,231	15,000	7,769
Standby Callouts	5,133	10,020	4,887	5,133	20,000	14,867
Water Supply Delivery	2,360	10,950	8,590	13,960	22,000	8,040
Window Maintenance	0	7,740	7,740	(8,482)	15,000	23,482
TOTAL BUILDING ACTIVITIES	409,046	461,550	52,504	614,181	922,400	308,219
OTHER EXPENSES						
Covid 19 Expenses	0	0	0	0	0	(0)
New Equipment & Furniture	1,831	0	(1,831)	1,831	0	(1,831)
Plant and Vehicles Costs - Internal	1,823	2,520	697	1,823	5,000	3,177
Sundry	0	480	480	0	1,000	1,000
Telephone	636	600	(36)	636	1,200	564
TOTAL OTHER EXPENSES	4,290	3,600	(690)	4,290	7,200	2,910
TOTAL EXPENSES	517,429	559,010	41,581	722,756	1,107,800	385,044
TOTAL SURPLUS/ DEFICIT	(482,551)	(530,910)	48,359	(687,878)	(1,051,600)	(406,367)

KINGBOROUGH COUNCIL – December 2022

Engineering – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
USER FEES						
DBYD	0	4,980	(4,980)	0	10,000	(10,000)
Fees - Other	18,441	17,520	921	18,441	35,000	(16,559)
TOTAL FEES AND FINES	18,441	22,500	(4,059)	18,441	45,000	(26,559)
Sundry Receipts	218	0	(218)	218	0	218
TOTAL OTHER INCOME	218	0	(218)	218	0	218
ONCOSTS						
Oncost Recovery - Capital Works Program	0	0	0	0	820,000	(820,000)
Salary Oncost Recovery - Capital Works	168,637	190,000	(21,363)	168,637	380,000	(211,363)
TOTAL ONCOSTS	168,637	190,000	(21,363)	168,637	1,200,000	(1,031,363)
TOTAL INCOME	187,297	212,500	(25,640)	187,297	1,245,000	(1,057,703)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	873,054	809,800	(63,254)	873,500	1,602,740	729,240
MATERIALS AND SERVICES						
Active Transport Study	0	7,500	7,500	0	15,000	15,000
Consultancy Services	15,208	10,020	(5,188)	21,708	20,000	(1,708)
Equipment Maintenance	0	240	240	0	500	500
Flood Monitoring	0	12,480	12,480	0	25,000	25,000
Light & Power	150,377	179,105	28,728	150,377	317,000	166,623
New Equipment & Furniture	227	480	253	227	1,000	773
Pipeline Camera Inspections	9,700	12,480	2,780	20,000	25,000	5,000
Plant and Vehicles Costs (Internal)	24,442	31,980	7,538	24,442	64,000	39,558
Road condition assessment	0	19,980	19,980	0	40,000	40,000
Telephone	3,426	3,480	54	3,426	7,000	3,574
TOTAL MATERIALS AND SERVICES	203,381	277,745	74,364	220,181	514,500	294,319
OTHER EXPENSES						
Advertising & Marketing	685	180	(505)	685	300	(385)
DBYD Costs	7,721	7,500	(221)	7,721	15,000	7,279
Legal Fees & Retainers	0	1,020	1,020	0	2,000	2,000
Road Safety Program	(3,122)	15,000	18,122	(2,952)	30,000	32,952
Subscriptions	3,504	1,020	(2,484)	3,504	2,000	(1,504)
Stationery	0	120	120	0	180	180
Sundry	1,249	780	(469)	1,249	1,500	251
TOTAL OTHER EXPENSES	10,037	25,620	15,583	10,206	50,980	40,774
DEPRECIATION	3,928	4,020	92	3,928	8,000	4,072
TOTAL EXPENSES	1,090,400	1,117,185	26,785	1,107,814	2,176,220	1,068,406
TOTAL SURPLUS/ DEFICIT	(903,104)	(904,685)	1,145	(920,518)	(931,220)	10,702

KINGBOROUGH COUNCIL – December 2022

Plant – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
ONCOST RECOVERY						
Hire Charges - Internal Plant & Vehicles	942,302	994,980	(52,678)	942,302	1,990,000	(1,047,698)
Plant & Vehicle Cost Recovery	1,690	0	1,690	1,690	0	1,690
TOTAL PLANT COST RECOVERY	943,992	994,980	(50,988)	943,992	1,990,000	(1,046,008)
OTHER INCOME						
Reimbursements - Fuel Tax Credits	13,665	16,020	(2,355)	13,665	32,000	(18,335)
Sundry Receipts	0	600	(600)	0	1,200	(1,200)
TOTAL OTHER INCOME	13,665	16,620	(2,955)	13,665	33,200	(19,535)
TOTAL INCOME	957,657	1,011,600	(53,943)	957,657	2,023,200	(1,065,543)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	121,465	122,010	545	121,465	240,000	118,535
MATERIALS AND SERVICES						
Disposal Charges	936	0	(936)	936	0	(936)
GPS Tracker	3,168	2,520	(648)	3,168	5,000	1,832
Fuel and Oil	231,841	154,980	(76,861)	232,768	310,000	77,232
Materials	0	0	0	0	0	0
Mechanical Workshop Equipment	3,795	7,500	3,705	3,795	15,000	11,205
Motor Vehicle Registration	80,644	90,000	9,356	84,330	90,000	5,670
Parts	26,447	62,520	36,073	27,836	125,000	97,164
Plant & Vehicle Cost - Internal	21,621	17,520	(4,101)	21,621	35,000	13,379
Plant & Vehicles Maintenance	67,815	40,020	(27,795)	69,992	80,000	10,008
Servicing & Repairs - Inhouse	7,719	0	(7,719)	7,117	0	(7,117)
Tyres and Tubes	21,684	24,000	2,316	27,574	48,000	20,426
Workshop Consumables	6,624	0	(6,624)	6,684	0	(6,684)
Regulatory Expenses	0	2,520	2,520	0	5,000	5,000
TOTAL MATERIALS AND SERVICES	472,293	401,580	(70,713)	485,821	713,000	227,179
OTHER EXPENSES						
Insurance - Motor Vehicle	54,714	50,000	(4,714)	54,714	50,000	(4,714)
Insurance Claims	2,311	2,520	209	2,311	5,000	2,689
Radio Licences & Repairs	0	1,500	1,500	0	3,000	3,000
Sundry	1,150	480	(670)	1,150	1,000	(150)
TOTAL OTHER EXPENSES	58,175	54,500	(3,675)	58,175	59,000	825
DEPRECIATION	480,375	465,000	(15,375)	480,375	930,000	449,625
TOTAL EXPENSES	1,132,307	1,043,090	(89,217)	1,145,835	1,942,000	796,165
TOTAL SURPLUS/ DEFICIT	(174,650)	(31,490)	(143,160)	(188,178)	81,200	(269,378)

KINGBOROUGH COUNCIL – December 2022

Private Works – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
OTHER INCOME						
Private Works Income	80,101	49,980	30,121	80,101	100,000	(19,899)
Reimbursements - State Gov't	44,558	289,980	(245,422)	44,558	580,000	(535,442)
TOTAL OTHER INCOME	124,660	339,960	(215,300)	124,660	680,000	(555,340)
TOTAL INCOME	124,660	339,960	(215,300)	124,660	680,000	(555,340)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	1,293	1,200	(93)	1,293	2,400	1,107
PRIVATE WORKS ACTIVITIES						
Bruny Main Road	15,134	234,620	219,486	15,851	469,000	453,149
Other Works	68,405	29,980	(38,425)	67,950	60,000	(7,950)
TOTAL PRIVATE WORKS ACTIVITIES	83,539	264,600	181,061	83,802	529,000	445,198
TOTAL EXPENSES	84,831	265,800	180,969	85,094	531,400	446,306
TOTAL SURPLUS/ DEFICIT	39,828	74,160	(34,332)	39,565	148,600	109,035

KINGBOROUGH COUNCIL – December 2022

Recreation & Reserves – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
GRANTS						
Bruny Boat Shed Coastal Protection (State Growth)	8,990	0	8,990	8,990	0	8,990
TOTAL GRANTS	8,990	0	8,990	8,990	0	8,990
OTHER INCOME						
Sundry Receipts	1,636	0	1,636	1,636	0	1,636
TOTAL OTHER INCOME	1,636	0	1,636	1,636	0	1,636
ONCOSTS						
Oncost Recovery	347,215	355,020	(7,805)	347,215	710,000	(362,785)
TOTAL ONCOSTS	347,215	355,020	(7,805)	347,215	710,000	(362,785)
TOTAL INCOME	357,842	355,020	2,822	357,842	710,000	(352,158)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	373,092	373,490	398	375,108	698,000	322,892
RESERVE ACTIVITIES						
Dead Animal removal	118	0	(118)	118	0	(118)
Event Support	0	3,000	3,000	0	6,000	6,000
Garden Maintenance	191,975	207,520	15,545	194,103	415,000	220,897
Graffiti Removal	495	5,010	4,515	495	10,000	9,505
Grass Control	387,928	259,980	(127,948)	403,996	520,000	116,004
Illegal Dumping of Rubbish	124	2,500	2,376	124	5,000	4,876
Irrigation Systems - Instal & Maint.	21,697	15,010	(6,687)	21,981	30,000	8,019
Kingston Park Security	0	0	0	975	0	(975)
KWS Maintenance	0	9,060	9,060	0	18,000	18,000
Litter Bins	1,351	6,560	5,209	1,351	13,000	11,649
Litter Collection	9,198	21,060	11,862	9,198	42,000	32,802
Maintenance of Cemeteries	7,080	6,560	(520)	7,080	13,000	5,920
Minor Playground Repairs	86,568	79,970	(6,598)	86,347	160,000	73,653
Park Infrastructure Maintenance	54,774	139,990	85,216	56,373	280,000	223,627
Reserve Fire Control	39,491	40,020	529	66,634	80,000	13,366
Reserve Infrastructure Maintenance	118,167	115,980	(2,187)	118,661	232,000	113,339
Playground Inspections	22,195	40,020	17,825	22,195	80,000	57,805
Street Furniture Maintenance	8,730	12,560	3,830	8,730	25,000	16,270
Track Maintenance	79,555	150,050	70,495	94,984	300,000	205,016
Tree Inspections	2,233	18,950	16,717	3,399	38,000	34,601
Tree Maintenance	177,037	150,050	(26,987)	178,234	300,000	121,766
Tree Stump Grinding	4,972	10,000	5,028	4,972	20,000	15,028
Vandalism	1,953	7,560	5,607	1,953	15,000	13,047
TOTAL RESERVE ACTIVITIES	1,215,640	1,301,410	85,770	1,281,901	2,602,000	1,320,099

KINGBOROUGH COUNCIL – December 2022

Recreation & Reserves – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
OTHER EXPENSES						
Bruny Island Boat Shed Coastal Protection Grant	966	0	(966)	966	0	(966)
Plant & Vehicle	16,047	10,980	(5,067)	16,047	22,000	5,953
Sundry	42	480	438	42	1,000	958
Telephone - Charges	5,741	4,980	(761)	5,741	10,000	4,259
Water & Sewerage	21,059	36,000	14,941	21,059	72,000	50,941
TOTAL OTHER EXPENSES	43,855	52,440	8,585	43,855	105,000	61,145
DEPRECIATION	350,791	375,000	24,209	350,791	750,000	399,209
TOTAL EXPENSES	1,983,377	2,102,340	118,963	2,051,655	4,155,000	2,103,345
TOTAL SURPLUS/ DEFICIT	(1,625,535)	(1,747,320)	121,785	(1,693,813)	(3,445,000)	1,751,187

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KINGBOROUGH COUNCIL – December 2022

Stormwater – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
RATES						
Rates - Stormwater Charge	1,479,291	1,470,000	9,291	1,479,291	1,470,000	9,291
TOTAL RATES	1,479,291	1,470,000	9,291	1,479,291	1,470,000	9,291
TOTAL INCOME	1,479,291	1,470,000	9,291	1,479,291	1,470,000	9,291
EXPENSES						
TOTAL EMPLOYEE BENEFITS	25,780	23,460	(2,320)	25,780	32,000	6,220
STORMWATER ACTIVITIES						
Cleaning Gross Pollutant Traps	18,260	15,040	(3,220)	18,260	30,000	11,740
Drainage Easements	289	15,040	14,751	289	30,000	29,711
House Connections	2,956	15,040	12,084	3,160	30,000	26,840
Inspections & Site Checks	7,889	20,040	12,151	7,889	40,000	32,111
Manhole/Pit Maintenance	20,036	34,970	14,934	20,925	70,000	49,075
Pipe Cleaning	17,228	34,970	17,742	17,228	70,000	52,772
Pipe Repairs	7,718	15,040	7,322	7,718	30,000	22,282
Pit Cleaning	16,690	25,030	8,340	20,090	50,000	29,910
Rain Garden Maintenance - New Developments	7,161	4,990	(2,171)	7,161	10,000	2,839
Rural Culvert Cleaning	71,582	50,010	(21,572)	71,582	100,000	28,418
Rural Culvert Maintenance	32,826	37,550	4,724	43,199	75,000	31,801
TOTAL STORMWATER ACTIVITIES	202,636	267,720	65,084	217,502	535,000	317,498
OTHER EXPENSES						
Insurance Claims	11,000	600	(10,400)	11,000	1,200	(9,800)
Sundry	0	480	480	0	1,000	1,000
TOTAL OTHER EXPENSES	11,000	1,080	(9,920)	11,000	2,200	(8,800)
DEPRECIATION	637,093	640,020	2,927	637,093	1,280,000	642,907
TOTAL EXPENSES	876,509	932,280	55,771	891,375	1,849,200	957,825
TOTAL SURPLUS/ DEFICIT	602,781	537,720	65,061	587,916	(379,200)	967,116

KINGBOROUGH COUNCIL – December 2022

Transport – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
ONCOSTS						
Oncost Recovery	529,446	554,980	(25,534)	529,446	1,110,000	(580,554)
TOTAL ONCOSTS	529,446	554,980	(25,534)	529,446	1,110,000	(580,554)
TOTAL INCOME	529,446	554,980	(25,534)	529,446	1,110,000	(580,554)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	652,677	663,470	10,793	653,727	1,206,800	553,073
ROAD ACTIVITIES						
Carpark Maintenance	5,566	5,030	(536)	6,408	10,000	3,592
Crossover Repairs	1,994	7,580	5,586	1,994	15,000	13,006
Dead Animal Removal	15,237	12,000	(3,237)	15,237	24,000	8,763
Footpath Inspection	28,367	19,960	(8,407)	28,367	40,000	11,633
Footpath Repair	93,112	135,050	41,938	95,554	270,000	174,446
Graffiti Removal	542	7,580	7,038	542	15,000	14,458
Guide Posts	13,364	25,980	12,616	13,717	52,000	38,283
Handrails & Guardrails Maintenance	535	19,960	19,425	535	40,000	39,465
Illegal Dumping of Rubbish	4,342	7,580	3,238	4,342	15,000	10,658
KWS Site Maintenance	7,339	5,030	(2,309)	8,539	10,000	1,461
Light & Power	179	0	(179)	179	0	(179)
Linemarking	4,271	5,030	759	4,594	10,000	5,406
Pedestrian Crossing Maintenance	0	5,030	5,030	0	10,000	10,000
Roundabout Maintenance	1,402	2,490	1,088	1,402	5,000	3,598
Roadside Retaining Walls	12,154	7,580	(4,574)	12,154	15,000	2,846
Roadside Slashing	87,686	100,000	12,314	66,530	200,000	133,470
Rural Culvert Maintenance	0	0	0	1,860	0	(1,860)
Sealed - Asphalt Corrections	42,103	55,000	12,897	42,274	110,000	67,726
Sealed - Major Repairs	30,978	95,030	64,052	32,871	190,000	157,129
Sealed - Minor Repairs	197,540	137,480	(60,060)	219,746	275,000	55,254
Sealed - Edge Break Repairs	27,379	49,970	22,591	28,809	100,000	71,191
Sealed - Pothole Repairs	28,189	59,980	31,791	30,386	120,000	89,614
Sealed - Shoulder Reinstatement	50,001	79,990	29,989	54,570	160,000	105,430
Sealed - Shoulder Grading	1,024	55,000	53,976	1,024	110,000	108,976
Sealed - Table Drain Maintenance	137,728	77,500	(60,228)	139,304	155,000	15,696
Signage replacement/maintenance	22,389	49,970	27,581	29,248	100,000	70,752
Storm Damage	17,643	24,990	7,347	17,643	50,000	32,357
Street Light Repairs	2,435	3,040	605	2,435	6,000	3,565
Subsoil Drainage Maintenance	0	2,490	2,490	0	5,000	5,000
Sweeping	74,301	49,970	(24,331)	74,301	100,000	25,699
Traffic Counters	1,446	3,040	1,594	1,446	6,000	4,554
Traffic Island Maintenance	536	5,030	4,494	536	10,000	9,464
Tree Removal & Maintenance	153,386	90,000	(63,386)	154,323	180,000	25,678

KINGBOROUGH COUNCIL – December 2022

Transport – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Urban Kerb & Gutter Maintenance	6,622	24,990	18,368	7,470	50,000	42,530
Unsealed - Maintenance Grading	458,010	240,020	(217,990)	485,590	480,000	(5,590)
Unsealed - Pothole Patching	83,163	65,010	(18,153)	84,219	130,000	45,781
Unsealed - Table Drains	401,676	132,510	(269,166)	401,968	265,000	(136,968)
Unsealed - Road Surface Repairs	167,052	45,050	(122,002)	187,709	90,000	(97,709)
Weed Spraying	12,762	27,480	14,718	12,784	55,000	42,216
TOTAL ROAD ACTIVITIES	2,192,454	1,739,420	(453,034)	2,270,610	3,478,000	1,207,390
BRIDGE ACTIVITIES						
Bridge General Maintenance	16,684	39,990	23,306	20,773	80,000	59,227
Bridge Inspections	15,901	17,460	1,559	17,661	35,000	17,339
Boat Ramps	12,922	15,080	2,158	13,222	30,000	16,778
Jetties Maintenance	8,591	20,000	11,409	8,465	40,000	31,535
TOTAL BRIDGE ACTIVITIES	54,100	92,530	38,431	60,122	185,000	124,878
OTHER EXPENSES						
Plant & Vehicle Costs (Internal)	4,045	6,000	1,955	4,045	12,000	7,955
Sundry Expenses	100	1,980	1,880	100	4,000	3,900
Telephone - Charges	2,383	2,520	137	2,383	5,000	2,617
TOTAL OTHER EXPENSES	6,527	10,500	3,973	6,527	21,000	14,473
DEPRECIATION						
Depreciation Roads	3,685,315	3,645,000	(40,315)	3,685,315	7,290,000	3,604,685
Depreciation Bridges	163,948	180,000	16,052	163,948	360,000	196,052
TOTAL DEPRECIATION	3,849,263	3,825,000	(24,263)	3,849,263	7,650,000	3,800,737
TOTAL EXPENSES	6,755,022	6,330,920	(424,102)	6,840,249	12,540,800	5,700,551
TOTAL SURPLUS/ DEFICIT	(6,225,575)	(5,775,940)	(449,635)	(6,310,803)	(11,430,800)	5,119,997

KINGBOROUGH COUNCIL – December 2022

Waste Management – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
RATES						
Rates - Green Waste Collection	826,196	801,970	24,226	826,196	806,000	20,196
Rates - Garbage Collection	2,921,343	2,874,555	46,788	2,921,343	2,889,000	32,343
Rates - Recycling Collection	1,188,730	1,180,070	8,660	1,188,730	1,186,000	2,730
TOTAL CONTRIBUTIONS	4,936,269	4,856,595	79,674	4,936,269	4,881,000	55,269
USER FEES						
Waste Charges Other	4,189	4,980	(791)	4,189	10,000	(5,811)
Waste Management Charges Bruny	20,161	21,000	(839)	20,161	42,000	(21,839)
TOTAL USER FEES	24,349	25,980	(1,631)	24,349	52,000	(27,651)
TOTAL INCOME	4,960,618	4,882,575	78,043	4,960,618	4,933,000	27,618
EXPENSES						
MATERIALS AND SERVICES						
Barretta Transfer Station -Building Maint.	5,131	1,980	(3,151)	5,131	4,000	(1,131)
Barretta/Bruny Transfer Station - Site Maint.	2,740	2,520	(220)	2,740	5,000	2,260
Bin Transfer Bruny to Barretta	81,411	91,500	10,089	81,411	183,000	101,589
Bruny Building Maintenance	0	480	480	0	1,000	1,000
Bruny Transfer Station Operations	108,585	84,480	(24,105)	108,585	169,000	60,415
Environmental Costs Barretta Monitoring	71,311	102,000	30,689	68,477	204,000	135,523
Free Greenwaste WE - Barretta/Bruny Charges	9,653	16,020	6,367	9,653	32,000	22,347
Kerbside Collection Garbage	456,746	451,020	(5,726)	456,746	902,000	445,254
Kerbside Processing Gate Fee Garbage	414,811	441,780	26,969	414,811	883,600	468,789
Kerbside Collection Green Waste	239,319	216,000	(23,319)	239,319	432,000	192,681
Kerbside Green Waste Processing Gate Fee	95,809	94,380	(1,429)	95,809	188,700	92,891
Kerbside Collection Recycling	246,999	245,520	(1,479)	246,999	491,000	244,001
Kerbside Processing Gate Fee Recycling	178,805	166,800	(12,005)	178,805	333,600	154,795
Litter Collection - Public Bins Mainland	134,851	133,920	(931)	134,851	267,780	132,929
Litter Collection - Public Bins Bruny	138,154	108,120	(30,034)	138,154	216,254	78,100
Light & Power	1,379	1,260	(119)	1,379	2,500	1,121
Plant & Vehicles Costs Internal	739	0	(739)	739	0	(739)
Waste Management Officer - Reimbursement	43,665	43,680	15	43,665	87,330	43,665
TOTAL MATERIALS AND SERVICES	2,230,109	2,201,460	(28,649)	2,227,274	4,402,764	2,175,490
OTHER EXPENSES						
Southern Waste Strategy	0	12,480	12,480	0	25,000	25,000
Sundry	113	1,020	907	113	2,000	1,887
TOTAL OTHER EXPENSES	113	13,500	13,387	113	27,000	26,887
INTERNAL CHARGES EXPENSE						
Oncosts - Administration	75,000	75,000	0	75,000	150,000	75,000
Oncosts - Works	34,998	34,980	(18)	34,998	70,000	35,002
TOTAL INTERNAL CHARGES EXPENSE	109,998	109,980	(18)	109,998	220,000	110,002
DEPRECIATION	51,095	60,000	8,905	51,095	120,000	68,905
TOTAL EXPENSES	2,391,314	2,384,940	(6,374)	2,388,480	4,769,764	2,381,284
TOTAL SURPLUS/ DEFICIT	2,569,304	2,497,635	71,669	2,572,138	163,236	2,408,902

KINGBOROUGH COUNCIL – December 2022

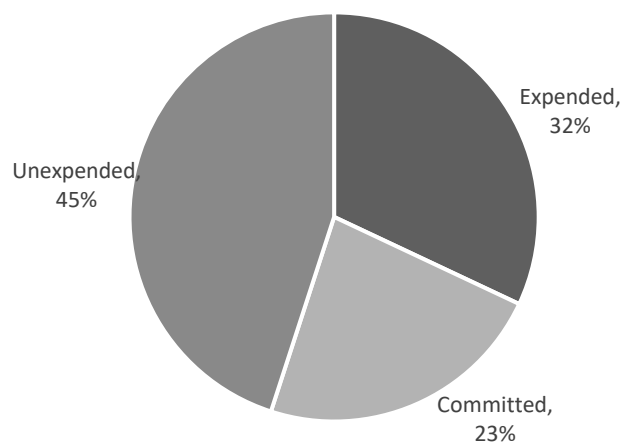
Works – Operating Income/Expenses

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
INCOME						
CONTRIBUTIONS						
Contributions	1,500	1,500	0	1,500	3,000	(1,500)
TOTAL CONTRIBUTIONS	1,500	1,500	0	1,500	3,000	(1,500)
OTHER INCOME						
Oncost Recovery - Kerbside Garbage	34,998	34,980	18	34,998	70,000	(35,002)
Sundry Receipts	3,153	0	3,153	3,153	3,000	153
TOTAL OTHER INCOME	38,151	34,980	3,171	38,151	73,000	(34,849)
TOTAL INCOME	39,651	36,480	3,171	39,651	76,000	(36,349)
EXPENSES						
TOTAL EMPLOYEE BENEFITS	251,592	213,310	(38,282)	258,834	422,930	164,096
MATERIALS AND SERVICES						
Building Maintenance	4,647	10,020	5,373	8,871	20,000	11,129
Cleaning	12,426	4,980	(7,446)	17,765	10,000	(7,765)
Equipment Maintenance	0	1,020	1,020	0	2,000	2,000
Light & Power	14,192	13,020	(1,172)	14,192	26,000	11,808
New Equipment & Furniture	3,256	1,980	(1,276)	3,256	4,000	744
Plant & Vehicles Costs Internal	10,294	15,000	4,707	10,294	30,000	19,707
Telephone	3,428	4,980	1,552	3,428	10,000	6,572
Water & Sewerage	3,346	3,000	(346)	3,346	6,000	2,654
TOTAL MATERIALS AND SERVICES	51,587	54,000	2,413	61,151	108,000	46,849
OTHER EXPENSES						
Stationery	2,151	1,500	(651)	2,151	3,000	849
Sundry	2,633	1,020	(1,613)	3,133	2,000	(1,133)
TOTAL OTHER EXPENSES	4,783	2,520	(2,263)	5,283	5,000	(283)
DEPRECIATION	1,300	1,980	680	1,300	4,000	2,700
TOTAL EXPENSES	309,263	271,810	(37,453)	326,568	539,930	213,362
TOTAL SURPLUS/ DEFICIT	(269,612)	(235,330)	(34,282)	(286,917)	(463,930)	177,013

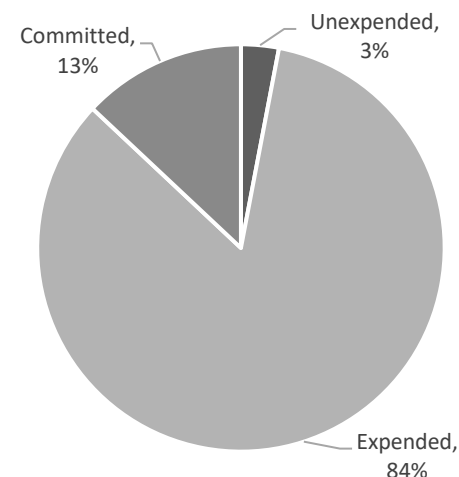
KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/12/2022

	Budget					Actual			Remaining
	Carry Forward	2021/22	Grants Received	IMG Adjustments	Total	Actual	Commitments	Total	
EXPENDITURE BY ASSET TYPE									
Roads	4,465,592	6,913,000	275,000	(749,258)	10,904,334	3,981,862	2,682,940	6,664,802	4,239,532
Stormwater	1,031,426	2,842,000	142,500	220,000	4,235,926	1,479,725	715,164	2,194,889	2,041,037
Property	3,751,078	2,334,000	213,000	278,715	6,576,793	1,440,475	1,822,924	3,263,399	3,313,395
Other	421,088	-	-	160,543	581,631	151,335	13,258	164,592	417,039
Sub total	9,669,184	12,089,000	630,500	(90,000)	22,298,684	7,053,397	5,234,286	12,287,682	10,011,002
Kingston Park	734,528	3,800,000	-		4,534,528	3,830,822	585,742	4,416,564	117,964
Bruny Island Tourism	384,626		-	90,000	474,626	9,369	452,428	461,796	12,830
City Deal Funding	1,004,280	-	-	-	1,004,280	109,372	40,721	150,094	854,187
Local Roads and Communiy Infrastructure to Operational Expenditure	-	-	-	-	-	-	-	-	-
Grand Total	11,792,619	15,889,000	630,500	-	28,312,119	11,002,959	6,313,177	17,316,136	10,995,983

Infrastructure Assets



Kingston Park



KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/12/2022

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	
KINGSTON PARK														
					KP C'tee (270,000)									
1	KP	Overall Project budget	Kingston Park	New	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)	-	-	-	-	
6	TRUE C01606	KP Parking Strategy	Kingston Park	New	-			-		-	-	-	-	
7	TRUE C03179	KP Temporary Car Park	Kingston Park	New	-			-		-	-	-	-	
8	TRUE C01618	KP Goshawk Way Construction Stage 1A	Kingston Park	New	-			-		-	-	-	-	
9	FALSE C01627	KP Site - Land Release Strategy	Kingston Park	New	(91,574)	30,000		-	91,574	30,001	13,983	-	13,983	16,017
10	FALSE C01628	KP Site - General Expenditure	Kingston Park	New	(94,687)	100,000		-	94,687	100,000	69,722	-	69,722	30,278
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	-	293	(293)
15	FALSE C03277	KP Public Open Space - Stage 2	Kingston Park	New	(267,442)	200,000		-	267,442	200,000	326,363	36,239	362,602	(162,602)
16	KP3	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 (TIP)	Kingston Park	New	(64,196)			-	98,725	34,529	25,000	-	25,000	9,524
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		-	375,708	3,700,000	3,128,900	509,616	3,638,516	61,484
24	FALSE C03532	John St Roundabout Upgrade	Kingston Park	New	700,000			-	(700,000)	-	-	275	275	(275)
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	266,561	9,610	276,171	123,829
27					-			-		-	-	-	-	
28					734,528	3,800,000	-	-	-	4,534,528	3,830,822	585,742	4,416,564	117,964
29														
30	BRUNY ISLAND TOURISM GRANT													
31														
32	BI	Bruny Island Tourism Grant	Bruny Tourism	New	-			-		-	-	-	-	
33	TRUE C03282	Alonnah footpath - BI Tourism Grant	Bruny Tourism	New	-			-		-	-	-	-	
34	TRUE C03283	Dennes Point public toilets - BI Tourism Grant	Bruny Tourism	Upgrade	-			-		-	-	3,277	3,277	(3,277)
35	FALSE C03284	Adventure Bay Road road safety measures - BI Tourism Grant	Bruny Tourism	New	384,626			-	90,000	474,626	9,369	449,151	458,520	16,105
36	TRUE C03285	Waste disposal sites - BI Tourism Grant	Bruny Tourism	New	-			-		-	-	-	-	
37	TRUE C03286	Visitor information - BI Tourism Grant	Bruny Tourism	New	-			-		-	-	-	-	
38	TRUE C03287	Mavista Falls Track and picnic area - BI Tourism Grant	Bruny Tourism	New	-			-		-	-	-	-	
39	TRUE C03288	Nebraska Road road safety measures - BI Tourism Grant	Bruny Tourism	New	-			-		-	-	-	-	
40														
41					384,626	-	-	-	90,000	474,626	9,369	452,428	461,796	12,830
42														

KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/12/2022

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	11,050	8,850	19,900	780,100
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	94,296	31,871	126,167	(91,167)
51	FALSE C03525	Channel Highway Vic 15-45 - Construct			600,000	350,000		-		950,000	2,527	-	2,527	947,473
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	109,372	40,721	150,094	854,183
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	117,902	33,122	151,024	(39,666)
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	97,810	47,038	144,848	(10,440)
73	FALSE C03341	Woodbridge Hall Toilet Upgrade	Property	Renewal	171,487	-		-	-	171,487	-	170,000	170,000	1,487
74	TRUE 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	(67,675)
77	FALSE C03459	Donohoe Gardens Playground Upgrade	Property	Upgrade	275,000	-		-	-	275,000	-	23,100	23,100	251,900
78	FALSE C03460	Dru Point Playground Upgrade	Property	Upgrade	495,000	-		-	-	495,000	71,400	107,100	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	-	-	-	6,145
81	FALSE C03465	Longley Hall Upgrade	Property	Upgrade	20,000	-		-	-	20,000	5,108	-	5,108	14,892
82	FALSE C03466	Louise Hinsby Park Playground Upgrade	Property	Upgrade	64,188	-		-	-	64,188	62,322	3,360	65,682	(1,494)
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	504,098	293,379	797,477	(26,180)
89	TRUE C03477	Margate Oval Fence Extension	Property	New	10,000	-		-	-	10,000	-	-	-	10,000

KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/12/2022

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	
90	FALSE	C03515	Kettering Hall - Floor Renewal	Property	Renewal	22,374	-	-	18,095	40,469	40,469	-	40,469	(1,000)
91	FALSE	C03531	Kingston Mountain Bike Park Shelter	Property	New	20,922	-	-	-	20,922	10,330	-	10,330	10,592
92	FALSE	C03473	Taroona Beach Foreshore Toilet	Property	Renewal	21,100	250,000	-	-	271,100	571	20,000	20,571	250,529
93	FALSE	C03545	Works Depot CCTV Replacement	Property	Renewal	-	25,000	-	-	25,000	-	-	-	25,000
94	FALSE	C03533	Mountain Bike Park Pump Track Upgrade	Property	Upgrade	261,302	325,000	-	-	586,302	197,520	134,444	331,964	254,338
95	FALSE	C03546	Civic Centre HVAC System Upgrade - Design Only	Property	Upgrade	-	30,000	-	-	30,000	-	-	-	30,000
96	FALSE	C03547	Gormley Park Changerooms Upgrade	Property	Upgrade	-	100,000	-	-	100,000	-	-	-	100,000
97	FALSE	C03548	KWS Re-Use Shop Asphalt sealing of gravel area.	Property	New	-	23,000	-	15,620	38,620	-	-	-	38,620
98	FALSE	C03529	Longley Reserve Public Toilet	Property	Renewal	5	125,000	-	-	125,005	17,366	97,193	114,559	10,446
99	FALSE	C03549	Cathedral Road to Nierinna Road Connector Track	Property	New	-	15,000	-	-	15,000	15,000	-	15,000	-
100	FALSE	C03550	Gormley Park Oval Upgrade	Property	Upgrade	-	330,000	-	125,000	455,000	7,391	446,798	454,189	81,000
101	FALSE	C03521	Leslie Vale Oval Upgrade	Property	Upgrade	35,007	25,000	18,000	-	78,007	4,080	-	4,080	73,927
102	FALSE	C03551	McKenzie Road - Leslie Vale Track Upgrade POS	Property	Upgrade	-	150,000	-	-	150,000	-	-	-	150,000
103	FALSE	C03552	Kingston Mountain Bike Park Carpark	Property	Renewal	-	65,000	-	-	65,000	-	-	-	65,000
104	FALSE	C03553	Dog Bag Dispenser Upgrade	Property	Upgrade	-	56,000	-	-	56,000	4,096	2,040	6,136	49,864
105	FALSE	C03314	Silverwater Park Upgrade	Property	Upgrade	(18,884)	300,000	-	-	281,117	150	1,417	1,567	279,550
106	FALSE	C03554	Twin Ovals to Spring Farm Connector Track	Property	New	-	143,000	-	-	143,000	4,211	-	4,211	138,789
107	FALSE	C03555	Spring Farm Track to Whitewater Creek	Property	New	-	269,000	-	-	269,000	18,053	-	18,053	250,947
108	FALSE	C03556	Dru Point Dog Exercise Soakage Trenches	Property	Renewal	-	15,000	-	-	15,000	-	-	-	15,000
109	FALSE	C03557	Greenhill Reserve Playground Fence	Property	New	-	38,000	-	-	38,000	-	-	-	38,000
110	FALSE	C03595	Playground at Spring Farm or Whitewater Park	Property	New	-	-	195,000	-	195,000	-	14,774	14,774	180,226
111	FALSE	C03596	Electric Vehicle Charging Station Civic Centre	Property	New	-	-	-	30,000	30,000	-	-	-	30,000
112	FALSE	C03597	Kingborough Hub additional fit out costs	Property	New	-	-	-	-	-	-	-	-	-
113					-	-	-	-	-	-	-	-	-	-
114					-	-	-	-	-	-	-	-	-	-
115	TRUE	C90016	Community Halls Security Systems Upgrade	Property	Upgrade	-	50,000	-	(22,854)	27,146	-	-	-	27,146
116	FALSE	C03599	Kingston Beach Hall Security Upgrade	Property	Upgrade	-	-	-	9,640	9,640	-	-	-	9,640
117	FALSE	C03600	Blackmans Bay Hall Security Upgrade	Property	Upgrade	-	-	-	5,090	5,090	-	-	-	5,090
118	FALSE	C03601	Margate Hall Security Upgrade	Property	Upgrade	-	-	-	3,706	3,706	-	-	-	3,706
119	FALSE	C03602	Sandfly Hall Security Upgrade	Property	Upgrade	-	-	-	4,418	4,418	-	-	-	4,418
120					-	-	-	-	-	-	-	-	-	-
121					3,751,078	2,334,000	213,000	-	278,715	6,576,793	1,440,475	1,822,924	3,263,399	3,313,394
122					-	-	-	-	-	-	-	-	-	-
123	FALSE	C03130	Multi-function devices - CC, Depot, KSC etc	IT	New	66,720	-	-	-	66,720	-	-	-	66,720
124	FALSE	C00613	Purchase IT Equipment	IT	New	-	-	-	-	-	4,453	-	4,453	(4,453)
125	FALSE	C00672	Digital Local Government Program	IT	New	60,406	-	-	-	60,406	-	-	-	60,406
126	FALSE	C01602	Financial Systems Replacement	IT	Renewal	163,962	-	-	-	163,962	540	-	540	163,422
127	FALSE	C03403	Replace two way system in vehicles	IT	Renewal	130,000	-	-	-	130,000	146,342	13,258	159,600	(29,600)
128	FALSE	C03405	Wireless networking	IT	Renewal	-	-	-	-	-	-	-	-	-
129					-	-	-	-	-	-	-	-	-	-
130					421,088	-	-	-	-	421,088	151,335	13,258	164,592	256,496
131					-	-	-	-	-	-	-	-	-	-
132	TRUE	C90003	Design/survey for future works	Design		-	100,000	-	-	100,000	-	-	-	100,000
133	FALSE	C03535	Channel Hwy (vic3345-3451) Woodbridge Foot	Design	New	5,000	-	100,000	-	105,000	120,867	-	120,867	(15,867)
134	FALSE	C03537	Recreation Street Carpark Rehabilitation	Design	Renewal	4,862	-	-	-	4,862	-	-	-	4,862
135	FALSE	C03538	Kingston Beach Kindergarten Carpark Rehabil	Design	Renewal	4,862	-	-	-	4,862	-	-	-	4,862
136	FALSE	C03539	Channel Hwy (vic3004-3018) Kettering Footpat	Design	New	2,201	-	-	-	2,201	3,050	-	3,050	(849)
137	FALSE	C03542	Allens Rivulet Road (vic305) Bridge Replacemer	Design	Renewal	1,000	-	-	65,000	66,000	2,000	62,040	64,040	1,960
138	FALSE	C03342	Pelverata Road (vic 609) Reconstruction - Desig	Design	Upgrade	302	-	-	-	302	7,194	-	7,194	(6,892)

KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/12/2022

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	
139		Design												
140					18,226	100,000	100,000	-	65,000	283,226	133,111	62,040	195,151	88,075
141														
142					-	-	-	-	-	-	-	-	-	-
143														
144					-	-	-	-	-	-	-	-	-	-
145														
146	FALSE	C03276	Upgrade Street Lighting to LED	Roads	Upgrade	304,477	-	-	-	304,477	79,244	-	79,244	225,233
147	TRUE	C03096	Adventure Bay Road (vic 334) Realignment	Roads	Upgrade	4,000	-	-	-	4,000	-	-	-	4,000
148	TRUE	C01183	Beach Road (vic 2-14)Footpath	Roads	Renewal	10,000	-	-	-	10,000	-	-	-	10,000
149	FALSE	C03311	Browns Road (vic 1-51) Rehabilitation - Stage 1 Des	Roads	New	645,000	-	-	-	645,000	590,563	30,448	621,012	23,988
150	TRUE	C03312	Groombridges Road (vic Oxleys Rd-99) Sealing	Roads	Renewal	25,000	-	-	-	25,000	18,267	-	18,267	6,733
151	FALSE	C03441	Kingston Beach Breakwater Rehabilitation	Roads	Renewal	114,200	-	175,000	-	289,200	1,773	-	1,773	287,427
152	FALSE	C03489	Adventure Bay Road Upgrade vicinity No. 290	Roads	Upgrade	655,959	-	-	-	655,959	592,931	43,396	636,327	19,632
153	TRUE	C03490	Allens Rivulet Road Sealing of Approaches to Platypus	Roads	Upgrade	15,887	-	-	-	15,887	263	-	263	15,624
154	FALSE	C03491	Burwood Drive Gravel Footpath	Roads	Upgrade	15,000	-	-	-	15,000	21,284	500	21,784	(6,784)
155	FALSE	C03492	Cades Drive Rehabilitation	Roads	Upgrade	156,264	-	-	-	156,264	47,199	-	47,199	109,065
156	TRUE	C03493	Endeavour Place Junction Sealing	Roads	Upgrade	50,000	-	-	-	50,000	15,024	-	15,024	34,976
157	TRUE	C03495	Lockleys Road Junction Resealing	Roads	Renewal	36,000	-	-	-	36,000	166	-	166	35,834
158	FALSE	C03199	Snug Tiers Road Reconstruction vic 42-120	Roads	Renewal	1,048,192	-	-	-	1,048,192	132,212	1,035,205	1,167,417	(119,225)
159	FALSE	C03498	Wells Parade Reconstruction between Carinya Street	Roads	Renewal	490,314	-	-	-	490,314	523,787	-	523,787	(33,473)
160	FALSE	C03499	Wyburton Place and Clare Street Reconstruction	Roads	Renewal	30,549	-	-	-	30,549	247	-	247	30,302
161	FALSE	C03431	Gemalla Road Reconstruction	Roads	Renewal	503,713	-	-	-	503,713	492,270	455	492,725	10,988
162	FALSE	C03508	Pelverata Road Slope Failure Repair	Roads	New	30,000	-	-	-	30,000	7,975	-	7,975	22,025
163	FALSE	C03494	Harvey Street Sealing	Roads	New	252,970	325,000	-	104,000	681,970	5,795	18,780	24,574	657,396
164	FALSE	C03566	Jamieson Road (vic23) Passing Lane	Roads	New	-	40,000	-	-	40,000	-	-	-	40,000
165	FALSE	C03567	Olivia Court to Whitewater Track Link	Roads	New	-	130,000	-	-	130,000	3,446	106,817	110,263	19,737
166	FALSE	C03528	Wells Parade (vic37-59) Footpath	Roads	New	9,897	250,000	-	-	259,897	7,397	-	7,397	252,500
167	FALSE	C03568	Roslyn Avenue to Carinya Street Footpath	Roads	New	-	44,000	-	-	44,000	23,093	-	23,093	20,907
168	FALSE	C03517	Nierinna Rd Walking Track Bridge 28604 Replacemer	Roads	Renewal	-	60,000	-	-	60,000	-	-	-	60,000
169	FALSE	C03518	Nierinna Rd Walking Track Bridge 28605 Replacemer	Roads	Renewal	-	60,000	-	-	60,000	-	-	-	60,000
170	FALSE	C03519	Summerleas Rd Bridge 28599 Safety Barrier Upgrade	Roads	Upgrade	-	40,000	-	-	40,000	-	-	-	40,000
171	FALSE	C03569	Whitewater Ck pedestrian Underpass Summerleas R	Roads	Upgrade	-	837,000	-	-	837,000	3,603	62,000	65,603	771,397
172	FALSE	C03570	Nierinna Rd Tracks Bridges 28592 28593 Upgrade	Roads	Upgrade	-	16,000	-	-	16,000	-	-	-	16,000
173	FALSE	C03571	Auburn Road Reconstruction - Design	Roads	Renewal	-	40,000	-	-	40,000	8,993	-	8,993	31,007
174	FALSE	C03527	Blowhole Road (vic5-59) Reconstruction	Roads	Renewal	817	1,190,000	-	(1,090,000)	100,817	28,429	-	28,429	72,388
175	FALSE	C03541	Browns River Pedestrian Bridge Replacement - Design	Roads	Renewal	4,488	30,000	-	-	34,488	-	-	-	34,488
176	FALSE	C03572	Browns Road Stg2 (vic1-19) Reconstruction	Roads	Renewal	-	660,000	-	-	660,000	40,972	2,000	42,972	617,028
177	FALSE	C03573	Roslyn Avenue Bike Lane and Footpath - Design	Property	Renewal	-	30,000	-	-	30,000	1,812	-	1,812	28,188
178	FALSE	C03574	Taroona Bike Lanes Upgrade - Design	Roads	Renewal	-	30,000	-	-	30,000	-	-	-	30,000
179	FALSE	C03575	Gemalla Road (vic37-Wharf) Reconstruction	Roads	Renewal	-	1,027,000	-	203,000	1,230,000	46,818	1,263,885	1,310,703	(80,703)
180	FALSE	C03576	Kingston Beach Precinct LATM Study	Roads	New	-	30,000	-	-	30,000	-	-	-	30,000
181	FALSE	C03577	Kingston Beach Precinct LATM - Stage 1	Roads	New	-	150,000	-	-	150,000	-	-	-	150,000
182	FALSE	C03578	Gormley Drive Sealing	Roads	Renewal	-	130,000	-	(130,000)	-	-	-	-	-
183	FALSE	C03579	Lawless Road Extension & Carpark Facilities	Roads	New	-	320,000	-	(320,000)	-	-	-	-	-
184	TRUE	C90017	Landslip Remediation Parent Account	Roads	Renewal	-	-	-	100,000	100,000	-	-	-	100,000
185					-	-	-	-	-	-	-	-	-	-
186	TRUE	C90006	Access ramps	Roads	New	-	20,000	-	(12,000)	8,000	-	-	-	8,000
187	FALSE	C03598	Access Ramp Kingston Heights	Roads	New	-	-	-	12,000	12,000	15,215	1,615	16,830	(4,830)

KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/12/2022

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	
188											-	-		
189	TRUE C90002	2022/23 Resheeting Program	Roads	Renewal	-	-		-	-	-	-	-	-	-
190	C03564	Lighthouse Road (vic1-1000) Resheet	Roads	Renewal	-	624,000		-	48,000	672,000	647,422	-	647,422	24,578
191	C03565	Van Morey Road (vic233-311) Resheet	Roads	Renewal	-	76,000		-	-	76,000	-	-	-	76,000
192	FALSE C03604	Van Morey Road (Petterd Rd to end) Resheet	Roads	Renewal	-	-		-	250,000	250,000	-	-	-	250,000
193			Roads	Renewal	-	-		-	-	-	-	-	-	-
194											-	-		
195	RS	2022/23 Resealing Program	Roads	Renewal	-	-		-	-	-	-	-	-	-
196	TRUE C03479	Willowbend Rd - Summerleas Rd to Olivia Crt - resea	Roads	Renewal	4,638	-		-	-	4,638	-	-	-	4,638
197	TRUE C03540	Huntingfield Ave (vic1179 Channel Hwy) Reseal	Roads	Renewal	40,000	-		-	-	40,000	45,104	-	45,104	(5,104)
198	C03558	Kingston Heights (Nicholas Drive to end of road) Reseal	Roads	Renewal	-	66,000		-	66,742	132,742	143,160	41,186	184,346	(51,604)
199	C03559	Hawthorn Drive (Redwood Rd-Willow Ave) Reseal	Roads	Renewal	-	57,000		-	38,200	95,200	96,810	-	96,810	(1,610)
200	C03560	Nicholas Dr (Kingston Heights-Jerrim Pl) Reseal	Roads	Renewal	-	90,000		-	32,642	122,642	130,750	14,613	145,364	(22,722)
201	C03561	Roslyn Ave (Tarana Road-Tinderbox Road) Reseal	Roads	Renewal	-	58,000		-	-	58,000	1,384	-	1,384	56,616
202	C03562	Yallaroo Dr (Crystal Downs Dr to Ch 274) Reseal	Roads	Renewal	-	61,000		-	-	61,000	56,460	-	56,460	4,540
203	C03563	Summerleas Rd (Ch 804 to Summerleas Road) Reseal	Roads	Renewal	-	72,000		-	-	72,000	18,885	-	18,885	53,115
204			Roads	Renewal	-	-		-	-	-	-	-	-	-
205	TRUE C90001	Prep works 2023/24	Roads	Renewal	-	250,000		-	(116,842)	133,158	-	-	-	133,158
206	TRUE C90015	Various heavy patching and junction sealing - n	Roads	Renewal	-	-		-	-	-	-	-	-	-
207											-	-		
208					4,447,366	6,813,000	175,000	-	(814,258)	10,621,108	3,848,751	2,620,900	6,469,651	4,151,457
209														
210			Other	Renewal	-	-		-	-	-	-	-	-	-
211											-	-	-	-
212											-	-	-	-
213														
214	FALSE C03241	Burwood Drive stormwater upgrade	Stormwater	50% N / 50% R	38,182	-		-	-	38,182	34,600	-	34,600	3,582
215	FALSE C03242	Leslie Road Stormwater Upgrade	Stormwater	New	77,048	-		-	-	77,048	84	-	84	76,964
216	FALSE C03251	Hillside Drive Stormwater Upgrade	Stormwater	50% N / 50% R	31,298	-		-	-	31,298	12,999	4,540	17,539	13,759
217	FALSE C03362	Flowerpot Outlet Improvements	Stormwater	Upgrade	4,000	-		-	-	4,000	2,849	-	2,849	1,151
218	FALSE C03443	Bundalla Catchment Investigation	Stormwater	New	21,315	-		-	-	21,315	504	-	504	20,811
219	FALSE C03450	Denison Street Wetlands Upgrade	Stormwater	Upgrade	28,097	-	142,500	-	-	170,597	198,744	-	198,744	(28,147)
220	FALSE C03449	Kingston Depot Wash Down Bay	Stormwater	New	24,760	-		-	-	24,760	2,894	-	2,894	21,866
221	FALSE C03447	Woodlands-View-Hazell Catchment Invest incl Surve	Stormwater	New	62,760	-		-	-	62,760	-	-	-	62,760
222	FALSE C03500	Allens Rivulet Road Footway Improvements	Stormwater	Upgrade	(703)	-		-	-	(703)	-	-	-	(703)
223											-	-	-	-
224	FALSE C03580	Pit replacement & upgrades 22/23	Stormwater	50% R / 50% U	-	50,000		-	-	50,000	37,415	1,064	38,478	11,522
225	FALSE C03543	Oakleigh Avenue, Taroona SW Upgrade	Stormwater	Upgrade	1,174	355,000		-	-	356,174	16,919	-	16,919	339,255
226	FALSE C03581	Snug River Rain Guage	Stormwater	New	-	22,000		-	-	22,000	-	-	-	22,000
227	TRUE C03445	Van Morey Rd / Frosts Rd Intersection SW Upgrade	Stormwater	Upgrade	-	15,000		-	-	15,000	-	-	-	15,000
228	FALSE C03582	Victoria Avenue Dennes Point Erosion Investigation	Stormwater	New	-	35,000		-	-	35,000	-	-	-	35,000
229	FALSE C03121	Wetlands Beach Road Kingston Litter Trap	Stormwater	New	-	98,000		-	-	98,000	882	-	882	97,118
230	FALSE C03583	Roslyn Ave / James Ave Stormwater Investigation	Stormwater	New	-	60,000		-	-	60,000	-	-	-	60,000
231	FALSE C03252	Willowbend Catchment Investigation	Stormwater	New	1,500	31,000		-	-	32,500	250	-	250	32,250
232	FALSE C03444	Roslyn, Pearsall & Wells Catchment Investigation	Stormwater	New	40	37,000		-	-	37,040	1,422	-	1,422	35,618
233	FALSE C03584	CBD/Wetlands High Flow Bypass	Stormwater	New	-	170,000		-	-	170,000	418	-	418	169,582
234	FALSE C03544	Illawong to Hinsby Stormwater Upgrade	Stormwater	Upgrade	1,500	518,000		-	-	519,500	13,049	-	13,049	506,451
235	FALSE C03585	Atunga Street Stormwater Upgrade - relining	Stormwater	Upgrade	-	120,000		-	-	120,000	-	-	-	120,000
236	FALSE C03586	Argyle Drive (vic343-356) SW Rehabilitation	Stormwater	Renewal	-	21,000		-	-	21,000	-	-	-	21,000

KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/12/2022

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	
237	FALSE	C03587	Bruny Island Works Depot SW Upgrade	Stormwater	Upgrade	-	49,000	-	-	49,000	-	-	-	49,000
238	FALSE	C03588	Garnett Street (vic1-41) SW Upgrade	Stormwater	Upgrade	-	538,000	-	-	538,000	6,708	549,967	556,675	(18,675)
239	FALSE	C03589	Snug Tiers (vic195) Stormwater Upgrade	Stormwater	Upgrade	-	43,000	-	-	43,000	-	-	-	43,000
240	FALSE	C03590	Roslyn ave (vic42) Stormwater Upgrade	Stormwater	Upgrade	-	173,000	-	-	173,000	4,470	-	4,470	168,530
241	FALSE	C03591	Davies Road (vic8-20) SW Investigation	Stormwater	New	-	28,000	-	-	28,000	5,822	-	5,822	22,178
242	FALSE	C03592	Old Bernies Road (vic 102) SW Upgrade	Stormwater	Upgrade	-	27,000	-	-	27,000	-	-	-	27,000
243	FALSE	C03593	Stanfields Road (vic25) Sw Upgrade	Stormwater	Upgrade	-	118,000	-	-	118,000	-	-	-	118,000
244	FALSE	C03594	Talbots Road (vic19) SW Upgrade	Stormwater	Upgrade	-	74,000	-	-	74,000	-	-	-	74,000
245	FALSE	C03424	Meath Avenue (vic1-27) Stormwater Upgrade	Stormwater	Upgrade	740,457	260,000	-	220,000	1,220,457	1,136,806	159,593	1,296,399	(75,942)
245	FALSE	C03603	Lightwood Park Stormwater upsizing	Stormwater	Upgrade	-	-	-	-	-	2,890	-	2,890	(2,890)
246				Stormwater		-	-	-	-	-	-	-	-	-
247						-	-	-	-	-	-	-	-	-
248						1,031,426	2,842,000	142,500	-	220,000	4,235,926	1,479,725	715,164	2,041,037
249	B00000	Capital Balancing Account	Other						160,543	160,543	-	-	-	160,543
250	OC	On costs on capital project						-		-				-
TOTAL CAPITAL EXPENDITURE					12,062,619	15,889,000	630,500	-	-	28,312,119	11,002,959	6,313,177	17,316,136	10,995,983

Transferred to Operational expenditure (992,086)

	Budget	Actual incl Commitments
Renewal	8,622,663	6,281,049
Upgrade	9,441,516	4,815,860
New	4,234,507	1,190,779
	22,298,686	12,287,688
Kingston Park New	4,534,530	4,416,565
Bruny Island Tourism grant New	474,626	461,796
City Deal funding	1,004,280	150,094
Local Roads and Community Infrastructure	-	-
	28,312,123	17,316,143

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

**KINGSTON PARK
CAPITAL EXPENDITURE TO 31/12/2022**

	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	0	0	0
C01606 KP Parking Strategy	0		0	0	0	0
C03179 KP Temporary Car Park	0		0	0	0	0
C01618 KP Goshawk Way Construction Stage 1A	0		0	0	0	0
C01627 KP Site - Land Release Strategy	30,001		13,983	0	13,983	16,017
C01628 KP Site - General Expenditure	100,000		69,722	0	69,722	30,279
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	0	293	(293)
C03277 KP Public Open Space - Stage 2	200,000		326,363	36,239	362,602	(162,603)
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 Construction Stage 1B	3,700,000		3,128,900	509,616	3,638,516	61,484
C03532 John St Roundabout Upgrade	0		0	275	275	(275)
C03306 KP Sparrowhawk St Design and Construct	0		0	30,003	30,003	(30,003)
C03280 KP Stormwater wetlands	400,000		266,561	9,610	276,171	123,829
Total	4,534,528		3,830,822	585,742	4,416,564	117,964

**KINGBOROUGH COUNCIL
REPORT ON CITY DEAL EXPENDITURE
CAPITAL EXPENDITURE TO 31/12/2022**

		Budget & Carried Forward Expenditure		Actual	Commit- ments	Total	Variance
GRANTS RECEIVED							
G10034	City Deal Funding - \$3.9m to come in 2022/23	(830,720)					(830,720)
EXPENDITURE							
Place	Contribution to Place Score Report on Place Strategy development	0					
C03530	Kingston Bus Interchange	800,000		11,050	8,850	19,900	780,100
CD2	Other initiatives to be determined	0		0	0	0	0
CD3	Whitewater Creek Track - construct	0		0	0	0	0
C03524	Channel Highway Vic 15-45 - Design	35,000		94,296	31,871	126,167	(91,167)
C03525	Channel Highway Vic 15-45 - Construct	950,000		2,527	0	2,527	947,473
C03526	Fantail Parade Walkway - design	50,000		0	0	0	50,000
CD7	Bus interchange - design	0		0	0	0	0
C03523	Property purchase - 40 Channel Hwy	0		1,500	0	1,500	(1,500)
G80001	Transform Kingston Program	0	in Oper. Exp.	109,111	0	109,111	(109,111)
C03432	John St Roundabout Upgrade	0		0	275	275	(275)
G80002	Kingborough Bicycle Plan	0	in Oper. Exp.	0	0	0	0
		1,004,280		218,483	40,996	259,480	744,801

16 NOTICES OF MOTION

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

17 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*

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

Open Session of Council adjourned at

OPEN SESSION 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	

CLOSURE

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

APPENDIX

- A General Manager's Activities 31 October 2022 to 23 December 2022
- B Minutes of the Disability Inclusion Access Advisory Committee Meeting 14 December 2022
- C Audit Panel Minutes - Dec 2022

A GENERAL MANAGER'S ACTIVITIES 31 OCTOBER 2022 TO 23 DECEMBER 2022

Date	Description
1 November	Participated in the Metropolitan Council GM's Weekly meeting
2 November	Attended Declaration of Office of new Council
4 November	Attended Councillor's Induction Workshop
7 November	Attended Council meeting
8 November	Participated in the Metropolitan Council GM's Weekly meeting
	Attended Hobart City Deal Implementation Board Meeting
9 November	Attended Derwent Estuary Program AGM and Board Meeting
	Attended TasWater Owner's Representatives Group general meeting
14 November	Attended Councillor Workshop
15 November	Participated in the Metropolitan Council GM's Weekly meeting
18 November	Attended Derwent Ferry Expansion Program funding announcement with the Deputy Mayor
21 November	Attended Council meeting
22 November	Participated in the Metropolitan Council GM's Weekly meeting
	Attended Greater Hobart GM's monthly meeting
28 November	Attended Councillor Workshop
30 November	In company with the Mayor, met with Minister Nic Street to discuss Kingborough Sports Precinct
	Attended the Hobart City Deal Kingston Congestion Working Group meeting
	Huon Valley Jobs Hub Board meeting
1 December	Attended monthly Kingston Park Working Group meeting
	Met with Michelle Dries of Bruny Island Cheese Company to discuss tourism signage
2 December	In company with the Mayor and Deputy Mayor, met with representatives of Lyden Builders to discuss proposed development
6 December	Participated in the Metropolitan Council GM's Weekly meeting
<i>General Manager on annual leave for the period 6 December 2022 – 2 January 2023. Daniel Smee appointed as Acting General Manager during this period</i>	
7 December	Attended the Greater Hobart Mayor's Forum

Date	Description
	Attended the Greater Hobart Sport and Recreation Strategy meeting
9 December	Attended Audit Panel meeting
12 December	Attended Councillor Workshop
14 December	Participated in the Kingston Revitalisation Steering Committee Meeting
16 December	Met with Cr Antolli and Mr Julian Punch
19 December	Attended Council meeting

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**B MINUTES OF THE DISABILITY INCLUSION ACCESS ADVISORY COMMITTEE
MEETING 14 DECEMBER 2022**

File Number: 5.539

Author: Melissa Staples, Community Development Officer

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

MINUTES

KINGBOROUGH DISABILITY INCLUSION & ACCESS ADVISORY COMMITTEE

Meeting No. 2022-6

Wednesday 14 December 2022



Minutes of a Meeting of the Kingborough Disability Inclusion & Access Advisory Committee held at the Kingborough Civic Centre, Kingston, on Wednesday 14 December 2022 2.00pm.

PRESENT

		PRESENT	APOLOGY
Chairperson	Cr Paula Wriedt	✓	
Deputy Chairperson	Cr Flora Fox	✓	
	David Vickery	✓	
	Kevin Brown	✓	
	Di Carter		X
	Fran Thompson	✓	
	Wendy Nielsen	✓	
	Heather Anderson	✓	
	David McQuillan	✓	
	Don Hempton	✓	
	Bob Schnierer	✓	
	Anne Rathjen		X
Staff	Mel Staples (Community Development Officer)	✓	
	Anthony Verdow (Executive Officer Engineering)		X
	Sean Kerr (Manager Kingborough Sports Centre)	✓	

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

MOVED: David Vickery

SECONDED: David McQuillan

That the Minutes of the Committee meeting held on 12 October 2022 as circulated, be confirmed. CARRIED

BUSINESS ARISING**1. Updated Terms of Reference**

The Mayor Cr Paula Wriedt welcomed Cr Flora Fox to the Committee as Deputy Chairperson. This change has resulted due to the recent updating of the Terms of Reference for Council Committees.

Two (2) Councillor representatives from the Kingborough Council appointed as Committee Chairperson and Deputy Chairperson. (October 2022)

2. Inclusive Customer Service Sub-Committee

ACTION: Cr Paula Wriedt to call a meeting of the sub-committee by mid-January. Members of the sub-committee include Don Hempton, Di Carter and David McQuillan.

3. Beach Matting Kingston Beach

Mel researched some examples of beach matting in Queensland and found that most beach areas only offer the matting on weekends during the summer period September to May.

**Mobi Mat 10metres and 1.5 metres \$4,790.00**

- Self-maintaining design, remains on top of the sand at all times
- Available in 5m to 30 interconnecting lengths
- Rapid 2 minute setup and pack up time using Mobi-Roll 'N Stow®
- Wheels won't get stuck as they do when turning on slat based products
- Can be installed as a temporary or permanent pathway
- Available in accessibility pathway compliant widths of 1.53m or 1.98m
- Super thin, highly engineered design makes storage a breeze!
- Serviceable design and life expectancy of 10+ years

Mobi Mat – Roll and Stow \$6,969.00

- Deploys 50m of MobiMat in just a few minutes
- Made of corrosion resistant material, and is suitable for salty environments
- Can be pushed and pulled manually by 1 or 2 people
- Two blue wheels allow transport of the MobiMat without the mat touching the ground
- You can tow the Roll N Stow on the back of a vehicle or ATV
- Light weight weighing in at just 23 kg

Kingston Beach

Assumptions:

- Community engagement has been completed with the Surf Life Saving Club and other beach users
- Summer period is December – March (17 days)
- Days Available: Saturdays 9am-4pm

Annual Cost to put out and roll up

17 days x cost for 2 contractors morning and afternoon on a weekend callout

\$100/hr 2hrs min = \$13,600 (annually)

Mobi Mat 10metres and 1.5 metres \$4,790.00 (once off)

Mobi Mat – Roll and Stow \$6,969.00 (once off)

Storage for Mat – unknown

Total Approximate in first year \$25,359

Public Liability – will we be covered for the people using the mat and the people who are deploying the mat. Does the mat need to be staked down?

ACTION: Mel to further research the public liability implications and whether staking down into sand is required.

Storage – we would need to consider options for storage. It may need a storage at the Kingston Beach toilet block similar to the storage for beach wheelchairs.

Contractors – need to further investigate whether there are contractors who would take this on during the summer period. Suggestion that there may be a charity group or service club that might take it on for a donation to their club.

Grants – consider the grant opportunities available including the Premiers Sundry grants program.

Prior to the beach matting going to the budget process, Council would need to consult with all the user groups at Kingston Beach including the KBSLSC, Beach Volleyball and other users.

MOTION: Moved Fran Thompson Seconded Heather Anderson

That the Disability Inclusion Access Advisory Committee would like, as a priority, to proceed with the Beach Matting at Kingston Beach for the 2023-24 budget, subject to community consultation. CARRIED

4. Kingborough Community Hub Wayfinding Signage

The Hub signage is out of date and difficult to see. Mel has received an updated version of the proposed new signage after receiving feedback from October DIAAC meeting. Images below are of proposed new sign and current sign. As can be seen from the location of the current sign, it would be difficult and unsafe to add a braille option.



The entire removal and replacement of wayfinding signage has been quoted as approximately \$20,000. This includes yellow illuminated signage for toilets, baby change and bike racks; new coloured signage indicating the Auditorium, Middleton and Whitewater Rooms, Information and the wrap around signs and noticeboards for the concrete poles.



ACTION: Mel to contact Vision Australia to get some advice on best practice signage for people with low vision.

2.30pm Sean Kerr, Manager Kingborough Sports Centre entered meeting.

5. Kingborough Community Hub Changing Places

The Changing Places facility at the Kingborough Community Hub has received accreditation and is now open to the public (with a MLAK) from 8am-9pm daily. There are security cameras located outside these toilets.

ACTION: Mel to see if the Changing Places can be removed from the current toilet security system so that it can be available 24hrs/day.

6. Disability Parking Kingborough Sports Centre



Sean and Mel have met with council's Road Engineer on-site and discussed that 2 accessible spaces could be moved from in front of the Gymnastics Centre and put in front of the Sports Centre (see yellow highlight on image above). Those 2 spaces from Gymnastics could be converted to future Pram Parking. Sean has also put in a Capital Bid to have the design completed for an accessible parking space in front of the Kingborough Fitness Centre.

ACTION: Mel to follow up with Roads Engineer regarding the feasibility of this upgrade.

While Sean is attending the meeting, he also spoke to items in Correspondence and Other Business.

Complaint by Social Circus re wheelchair access to their Unit (correspondence)

The Committee has received an email from Christian Florence regarding an unresolved complaint regarding wheelchair access to the unit he sublets on the 4th floor of the Kingborough Sports Centre.

His Circus Space only has wheelchair access from the lift if he is able to traverse through a storage area, locked gate and door through the unit that is currently leased by the Kung Fu Club.. To get to the door, he has to move a couch, banner, bamboo and other items such as play equipment and bins (see images).



Sean reported that the Kung Fu club has been a tenant at the KSC for approximately 15 years. They have set up their space and legally do not have to allow access through their tenancy. However, they have been kind enough to accommodate Christian and his request. It is Sean's opinion that Social Circus staff need to arrive 20 minutes early for their sessions and they could clear the path. It is not the responsibility of the KSC staff to ensure that the path is clear for the Social Circus clients.

Suggestion from DIAAC that the two tenancies swap sides so that Social Circus has the tenancy closest to the lift. Sean reported that the Kung Fu has a 3-year lease on that particular site and may not want to move due to the work that they have put in to create the space.

ACTION: Sean to discuss the option of swapping tenancies with the Kung Fu tenant.

ACTION: Mel to email Christian with the suggestion from DIAAC and let him know that Sean Kerr will be discussing options with Kung Fu.

Accessible Toilets at Kingborough Sports Centre

Women's accessible toilet is located on 2nd floor of the older section of the KSC. It is down a narrow corridor and is part of the general women's toilets. The sinks, mirrors and hand wash are out of reach.



The men's accessible toilet is located on 2nd floor of the older section of the KSC. To enter, there are two doors (airlock) to negotiate. Again, the sinks, mirrors and handwash are out of reach.



The newer basketball court section on Level 2 has one non gendered accessible toilet with shower.



The Kingborough Sports Centre is designated as Kingborough's evacuation centre in an emergency. With only one accessible toilet that is fit for purpose, Sean is proposing a Capital Bid in 2023-24 to convert a storeroom located on Level 3 into a non-gendered accessible bathroom. The main entry to the KSC is located on Level 3 with the Café. Having an accessible toilet at that level would be beneficial to many users of the facility.

MOTION: Moved Don Hempton Seconded David McQuillan

As a matter of urgency, compliant accessible toilets need to be provided on all 3 levels of the Kingborough Sports Centre. This is particularly important since the KSC is Kingborough's only dedicated emergency evacuation centre.

Sean Kerr left the meeting at 3pm.

7. Traffic Light Pedestrian Intervals (Lights next to Banjos)

David had a trial to cross the road at the lights. He took 30 seconds to cross but this was because his wheelchair has a faster speed available. David did not feel there was enough time if the person crossing had a walking aide. There should also be some type of indication as to how much time is available to cross. Some lights have a sound or a timer with the number of seconds remaining.

ACTION: Mel to discuss possibilities with Renai, Roads Engineer

8. Design of Bus Stop facilities Main Street

Mayor Wriedt reported that Council is still negotiating with Channel Court to extend the space near the Commonwealth Bank for bus shelter infrastructure. Work will begin in February 2023 with the new Hobart bound bus facilities to be located on the site of the previous Denture Clinic site. This new space will allow up to 4 buses to pull in off the Channel Highway.

9. Feedback re Toilet Blocks Kingston Beach and Kettering Oval

David Vickery provided the following items as feedback for the new toilets and that these items should be an addition to the existing Toilet Strategy:

- Toilet height is raised as a standard to cater for all
- Wayfinding signage provides distance to nearest toilet
- Signage to provide doorway width to cater for those with wider than average wheelchairs
- Access to toilet block to be sealed where there is a grass or gravel path

ACTION: Mel to report this feedback to Mark Lee and Anthony Verdouw.

Correspondence

Correspondence In

▪ Amy Breen - New State Government Disability Legislation Media Release

The State Government is drafting the new disability legislation.

ACTION: Mayor Paula Wriedt to write to Minister Jo Palmer to seek reassurance that there will be appropriately qualified input from people with 'lived disability experience' to assist in this process.

▪ Don Hempton - Minister's Disability Consultative Group

This group is looking for members of the community with 'lived experience' of disability to join.

Heather Anderson volunteered to nominate, pending her workplace providing her with clearance to attend meetings if they are during the workday.

Mayor Paula Wriedt offered to write Heather a letter of support if this was a requirement of her nomination. Nominations close 3 February with memberships term being two years.

ACTION: Heather Anderson to seek permission from her employer and if successful, nominate to be the Kingborough DIAAC representative on the Minister's Disability Consultative Group.

▪ Minister Elise Archer – Wheelchair Accessible Taxis

Unfortunately, the reply from the Attorney General didn't answer the question as to whether there was a legal undertaking by taxi companies to provide a service to get a passenger home if they have dropped them off.

ACTION: Mayor to write another letter to the Attorney General, Minister Elise Archer stating that it is with 'dismay' and 'disappointment' that the DIAAC didn't get a response to their important question.

▪ **Christian Florence – Complaint about Kingborough Sports Centre**

Already discussed with Sean Kerr in earlier part of the meeting

No Correspondence Out

Development Applications

Kingston Beach Oval Change Rooms (Closed 13 December)

Other Business

1. LGBTIQA+ Action Plan 2023-25

The LGBTIQA+ Action Plan 2023-25 was endorsed by Council at its meeting on Monday 5 December. Don Hempton suggested that there could also be some similar planning done for the 'neuro-diverse' communities.

Council is looking at undertaking similar Action Plan for the Multicultural community as well as a Health and Wellbeing Strategy in 2023. Actions relating to people who are neuro-diverse could be included in the Health and Wellbeing Strategy or when the Disability Strategy is updated at the end of 2024.

2. Burwood Drive footpath

Tas Water has dug a new section of Council footpath and left a lot of gravel on the path and road.

ACTION: Mayor Paula Wriedt will write to Tas Water asking when this matter will be rectified.

3. Repeat vandalism of the Blackmans Bay public toilets

ACTION: Mayor Paula Wriedt will speak to Acting General Manager, Daniel Smee, to discuss whether the toilets should be left open or locked at 9pm at night and reopened at 6.30am.

4. Tactile strips in front of the Kingborough Community Hub

David Vickery asked if the black strips in front of the Hub could be changed to a higher visibility colour such as orange or yellow.

ACTION: Mel to follow up with Tony Millhouse

5. Meeting dates for 2023

- 8 February
- 19 April (shifted by a week due to Easter)
- 14 June
- 9 August
- 11 October
- 13 December

The Mayor thanked all the members of the committee for their dedication and support during 2022 and wished them a restful and fulfilling holiday season.

NEXT MEETING

The next meeting of the Access Advisory Committee is scheduled to take place on Wednesday 8 February 2023 2pm at the Council Chambers.

CLOSURE: There being no further business, the Chairperson declared the meeting closed at 3.30pm.

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C AUDIT PANEL MINUTES - DEC 2022

File Number: 12.195

Author: John Breen, Chief Financial Officer

Authoriser: Gary Arnold, General Manager



**AUDIT PANEL
MINUTES**

9 December 2022

MINUTES of the Kingborough Council Audit Panel held at the Council Chambers on Friday, 9 December 2022 at 8.00 am.

PRESENT:

		PRESENT	APOLOGY
Chair	Mr P McTaggart	Y	
	Mr P Viney	Y	
	Ms C Millar	Y	
	Cr C Glade-Wright	Y	
	Cr D Bain	Y	

IN ATTENDANCE

Acting General Manager	Mr D Smee
Chief Financial Officer	Mr J Breen
Manager Finance	Mr T Jones
Manager Environmental Services	Mr J Doole
Manager Environmental Services	Ms L Quinn
Internal Auditor	
WLF	Ms A Leis
External Auditor	
Crowe	Ms A Flakemore

WELCOME:

The Chair welcomed the Panel, particularly the new Council representatives.

The Chair also passed on the Panels thanks to Cr F Fox and Cr C Street for their efforts over the past four years.

APOLOGIES

Nil.

ADOPTION OF THE AGENDA

The agenda as provided was accepted.

DECLARATIONS OF INTEREST

Mr P Viney and Mr P McTaggart both provided new declarations which were recorded in the declaration register.

Mr Viney also noted that since completing the declaration that his role with the Waratah Wynyard Audit Panel also covered King Island and Circular Heads Council's.

CONFIRMATION OF MINUTES

The Panel endorsed the minutes of the Kingborough Council Audit Panel meeting of 14 October 2022, as a true and correct record.

BUSINESS ARISING FROM THE MINUTES

Nil.

ACTION LIST**Action List**

The investigation into increasing the excess on property insurance claims will be included in the June 2023 renewal process.

The Cyber Security review by the CIO will be presented to the February 2023 meeting.

All other items are included in the Agenda.

The Cyber Risk insurance report by the Manager Finance was discussed and it was noted that insurance in this area is becoming difficult to obtain and it is expected that the cost of insurance would increase significantly over the next few years

INTERNAL AUDIT

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

Climate Change Audit

Ms Leis took the Panel through the Climate Change audit report indicating that Council has shown a strong commitment to climate change through participation in cross-Council collaboration and involvement in regional climate change initiatives. It has also collected and published data about projected climate change impacts in high-risk areas and has committed to mitigation and adaption through its Climate Change Plan.

There were four medium risk findings from the audit. The first was in regards to the alignment of strategies and plans. The second was around governance structures and processes. The third was in relation to prioritising climate change actions and initiatives. The final was including the economic impacts of climate change in Council's long-term plans.

Internal Audit Effectiveness Survey

The Panel noted the positive feedback on the Climate Change 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 is to be undertaken in early 2023, and the two cyber security findings were completed. The business continuity issues would be progressed in early 2023 when a workshop with management could be organised.

Ms Leis left the meeting at 8.35am.

EXTERNAL AUDIT

Ms Alison Flakemore from Crowe joined the meeting at 8.40am.

Memorandum of Audit Findings (MOAF)

Ms Flakemore indicated that the MOAF was still to be finalised, however she was happy to speak to the findings with the finalised report to be available in the next couple of weeks. On a number of findings, there was a need for further clarification, due to the lack of a meeting at the finalisation of the audit held where the findings could be discussed. Ms Flakemore undertook to seek further information on a couple of matters and talk to the TAO on another matter to gain further clarity before finalising the report.

Ms Alison Flakemore from Crowe left the meeting at 8.55am.

The CFO was asked to circulate the MOAF by email once the final document was received and to place the report on the Agenda for the February Panel meeting.

TAO Report Tracker

The Panel noted the outstanding TAO recommendations in the audit tracker. The review of the revaluation process is completed and the inclusion of internal controls in procedures is to be reviewed by the External Auditors to ensure they are happy with the information before the matter is finalised.

KEY MATTERS – COUNCIL MEETINGS OVERVIEW

The Acting General Manager informed the Panel of a number of matters that were raised at Council's annual general meeting.

RISK MANAGEMENT & BUSINESS CONTINUITY UPDATE

Mr J Doole and Ms L Quinn joined the meeting at 9.00am

Climate Change and Emissions

Mr Doole commenced the presentation by providing details of Council's work on identifying its emissions level and steps required to reduce emissions over future years. As Council has committed to reducing emissions to net zero by 2035, it was important that steps commence immediately to achieve that target.

Ms Quinn presented information on work Council is doing on coastal adaptation with a particular focus on the Snug area that is affected by coastal inundation and flooding from the river. Council has set up a steering group to commence the program of developing policies and to consult with the community on actions.

Emerging Risks

The CFO advised that the management group had reviewed the list of emerging risks and removed a number associated with COVID 19 impacts and included a new staff retention and recruitment heading to highlight the challenges in this area. After discussion it was felt that an area where risks are increasing is climate change and this should be added to the list of Emerging Risks for consideration by management.

Operational Risk Register

The CFO presented the updated operational risk register after review by the managers across Council. The changes to the register were highlighted in red and the CFO indicated that there was still further work to do with managers to improve the register

The CFO was requested to review the register to ensure that the mitigated risk ratings were in line with the effectiveness of the risk mitigating controls.

IT Security and Policy Breaches

Nil to report.

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

The Chair advised the new Panel members that at the October meeting the performance survey was discussed and it was decided that due to the positive results achieved that no further action is required and a new survey will be undertaken in the second half of 2023.

Insurance Matters / Emerging Risks / Legal Claims

Information is included in the Legal Claims report.

NON-STANDING ITEMS**Legal Claims**

The Panel noted the report on legal claims. It was noted that the number of planning matters was slightly above the normal level.

Fraud Control and Corruption Prevention

The Panel noted the fraud control and corruption prevention policy, procedure, plan and the progress on actions contained within the plan. It was noted that a new ISO Standard had been released on fraud and corruption control and the Panel requested that the CFO obtain a copy of the standard and review Council's documents against it.

Audit Panel Charter

The Panel adopted the revised Audit Panel Charter and Audit Panel Code of Conduct and accepted the minor changes to the Charter.

Both documents will now go to Council for approval.

October 2022 Financial Report

The Panel noted the financial report at 31 October 2022

STANDING ITEMS**Annual Work Plan and Timetable**

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

The proposed Annual Work program 2023 was tabled and the Chair asked for feedback on the program.

Upcoming Education Events

Nil.

OTHER BUSINESS

Nil

ACTION SHEET

Item	Responsibility	Due Date
Insurance Portfolio – determine the benefits of an increase excess on property insurance.	Finance Manager	Jun 2023
Cyber Security – CIO to provide an update at the next meeting on activities and vulnerability testing.	CIO	Feb 2022

Item	Responsibility	Due Date
Memorandum of Audit Findings – circulate the final report by email.	CFO	Jan 2023
Fraud Control – obtain a copy of AS8001 and review the policy, procedure, and plan against the standard.	CFO	Feb 2023

CLOSURE

There being no further business the Chair declared the meeting closed at 10.30 am.

Confirmed as a true and correct record:

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Chair,
Audit Panel

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