



# 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, 6 November 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. 21 to be held on Monday, 6 November 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, 31 October 2023

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## **GUIDELINES FOR PUBLIC QUESTIONS**

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

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

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

#### **Questions on Notice**

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

#### **Questions Without Notice**

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

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

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

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

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

AGENDA of an Ordinary Meeting of Council  
Kingborough Civic Centre, 15 Channel Highway, Kingston  
Monday, 6 November 2023 at 5.30pm

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**1      AUDIO RECORDING**

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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.

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**2      ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS**

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

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**3      ATTENDEES**

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**Councillors:**

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

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**4      APOLOGIES**

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**5      CONFIRMATION OF MINUTES**

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**RECOMMENDATION**

That the Minutes of the open session of the Council Meeting No. 20 held on 16 October 2023 be confirmed as a true record.

## 6 WORKSHOPS HELD SINCE LAST COUNCIL MEETING

Date	Topic	Detail
23 October	Playground Strategy	Update provided in relation to the status of the Kingborough Playground Strategy.
30 October	Southern Outlet 5 <sup>th</sup> Lane	Presentation from representatives of the Department of State Growth on works program for construction of a T3 Transit Lane on the Southern outlet

## 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 of Illegal Tree Removal

**Vishnu Prahalad** submitted the following question on notice:

*At the Council meeting on the evening of 16th October 2023, Cr Deane raised the question of alleged illegal tree removal adjacent the boundary of 26 Groningen Road, the tree within 30A Groningen Road. The Meeting Agenda notes that the Council was "unable to verify who was responsible for the removal of the tree" - what was the nature of the investigation that was conducted, and how was this position reached? As part of the investigation, were the neighbours contacted, or the tenants of the property at 26 Groningen Road contacted, and what effort was made in resolving this case?*

#### Officer's Response:

In 2019 a complaint relating to alleged tree removal was lodged regarding 30A Groningen Rd, Kingston. The landowner was not identified as the person who removed the tree. The matter was also referred to Tasmania Police concerning alleged trespass. Neither Tasmania Police nor Council's investigation identified any person of interest. The Council officer who investigated the matter no longer works at Council.

*Scott Basham, Manager Legal & Property*

**10.2 Stormwater, Earlwood Court**

**Ms Jo-Anne Kel** submitted the following question on notice:

*In reference to my letter sent to Mr Arnold 21st September 2023, regarding 12 and 14 Earlwood Court: please provide an update on what Council intends to do in relation to storm water catchment on the road?*

**Officer's Response:**

Council Officers have recently undertaken an onsite assessment and will be providing a response back to the property owner shortly.

*David Reeve, Director Engineering Services*

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**11 QUESTIONS WITHOUT NOTICE FROM COUNCILLORS**

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**12 QUESTIONS ON NOTICE FROM COUNCILLORS**

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

**OPEN SESSION ADJOURNS**



## PLANNING AUTHORITY IN SESSION

### 13 OFFICERS REPORTS TO PLANNING AUTHORITY

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

**File Number:** PSA-2022-3

**Author:** Adriaan Stander, Senior Strategic Planner

**Authoriser:** Andy D'Crus, Acting Manager Development Services

**Application Number:** PSA-2022-3

**Purpose:** The purpose of this report is to modify the above-mentioned Planning Scheme Amendment in accordance with the Tasmanian Planning Commission's directions of 11 October 2023.

**Recommendation:** That the Planning Authority provides the modifications to Planning Scheme Amendment in Attachment 2 to the Tasmanian Planning Commission for finalisation.

#### 1. INTRODUCTION

- 1.1 The [Kingborough Interim Planning Scheme 2015](#) (KIPS2015) references several external documents that are relied upon to make planning decisions. They are commonly referred to as the 'incorporated documents' and listed in [Appendix 1](#) and throughout the text of the planning scheme.
- 1.2 The *Kingborough Public Open Space Policy, Policy 6.3 (dated May 2019)* and the *Kingborough Biodiversity Offset Policy, Policy 6.1 (dated November 2016)* are two of eight existing incorporated documents listed and referenced in the KIPS2015.
- 1.3 The above-mentioned two policies are part of good governance procedures and guide Council decisions as follows:
  - The purpose of the *Kingborough Public Open Space Policy* is to provide guidance to the application of monetary contributions in lieu of providing open space for use/development proposals.
  - The purpose of the *Biodiversity Offset Policy* is to ensure that offsets are implemented in a transparent and consistent manner.
- 1.4 The *Kingborough Public Open Space Policy* was last updated on 15 November 2021. The changes to the policy as approved by Council are discussed in more detail in [Item 15.2 of Council's Agenda of 15 November 2021](#).
- 1.5 The *Kingborough Biodiversity Offset Policy* was last updated on 15 August 2022. The changes to the policy as approved by Council are discussed in more detail in [Item 16.1 of Council's Agenda of 15 August 2022](#).
- 1.6 On 21 November 2022 Council (in its role as the Planning Authority) initiated a Planning Scheme Amendment to update reference to Council's most recently endorsed Biodiversity Offset Policy. The Planning Scheme Amendment also included a proposal

to update reference to Council's most recently updated Public Open Space Contribution Policy.

- 1.7 The Planning Scheme Amendment was exhibited between 25 February 2022 and 28 March 2022. A total of 13 representations were received during the exhibition period.
- 1.8 On 15 May 2023, the Planning Authority considered the representations received during the exhibition period and the report included officer's responses to those submissions which was forwarded to the Commission for consideration.
- 1.9 The Commission held a public hearing in relation to the Scheme Amendment on 5 September 2023. During the hearing the Commission gave Council officers as well as several representors the opportunity to speak to the proposed Planning Scheme Amendment. During the hearing, the Commission also identified a list of '*assessment criteria*' under which it would consider the amendment. It should be noted that the assessment criteria were not discussed or provided to Council at any time prior to the hearing.
- 1.10 In its [submission of 23 September 2023](#), the Planning Authority provided a response to the Commission's '*assessment criteria*' and it also identified a number of clerical issues that could be resolved through minor modifications.
- 1.11 In response to the hearing and in its letter of 11 October 2023 (provided in Attachment 1), the Commission is directing the Planning Authority to undertake several minor modifications to the Planning Scheme Amendment. The proposed modification to the Planning Scheme Amendment and as requested by the Commission are explained in Section 3 below.
- 1.12 The Commission is also requesting minor modifications to the Biodiversity Offset Policy which is a subject of another item in this Council agenda. This is because changing the policy is outside the jurisdiction of the Planning Authority.

## 2. STATUTORY REQUIREMENTS

- 2.1 Section 41(A)(1) of the former provisions of the *Land Use Planning and Approvals Act 1993* (LUPAA) allows the Tasmanian Planning Commission to direct the Planning Authority to modify the draft amendment before a decision is made.
- 2.2 Section 41(A)(2) of the former provisions of LUPAA requires the Planning Authority to undertake the modifications in accordance with the directions of the Commission.

## 3. TASMANIAN COMMISSION'S DIRECTIONS

- 3.1 The Commission is requesting the Planning Authority to undertake the following modification to the Planning Scheme Amendment:

Incorporated documents	<p>Revise the draft amendment to insert the following incorporated documents:</p> <ul style="list-style-type: none"> <li>The Guidelines for Natural Values Surveys as an incorporated document.</li> <li>The Vegetation Condition Manual (with references)</li> </ul> <p>Officer comment: <i>The above modifications are required to reflect external documents that are relied upon in the planning scheme and Biodiversity Offset Policy for decision making. These changes are supported.</i></p>
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Biodiversity Code	<p>Consider editorial corrections to the Biodiversity Code including:</p> <ul style="list-style-type: none"> <li>• E10.7.1 P1 - inclusion of 'and/or';</li> <li>• E10.7.1 P1 (c)(v) - delete full stop and replace with '; and';</li> <li>• E10.8 P1 - inclusion of 'and/or' and delete full stop and replace with '; and';</li> <li>• Any other incidental corrections to the Code.</li> </ul> <p>Officer comment: <i>The above modifications are editorial and supported.</i></p>
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- 3.2 The proposed changes as directed by the Commission are considered reasonable and will not alter the intent or significantly change the amendment.

#### 4. COMMUNICATION / NEXT STEPS

- 4.1 Once the Commission has been provided with the modifications to the Biodiversity Policy and the Planning Scheme Amendment, it will finalise its assessment and inform Council and the representors of its decision.
- 4.2 Council will provide communication to the broader public about the outcome of the Commission's decision.
- 4.3 Regardless of the outcome of the Commission's decision, Council's website will be updated with factsheets to help people better understand the Biodiversity Offset Policy including its relationship with Kingborough's Environmental Fund.

#### 5. CONCLUSION

- 5.1 The purpose of this report is not to reconsider the Planning Scheme Amendment as previously initiated by the Planning Authority, but merely to undertake modification to the amendment as directed by the Tasmanian Planning Commission in response to the hearing of 5 September 2023 and in its letter of 11 October 2023.
- 5.2 The proposed changes as directed by the Tasmanian Planning Commission are considered reasonable and will not alter the intent or significantly change the amendment.

#### 6. RECOMMENDATION

That the Planning Authority:

- Notes the directions of the Tasmanian Planning Commission in their letter of 11 October 2023; and
- Provide the modifications to the Planning Scheme Amendment in Attachment 2 to the Tasmanian Planning Commission for finalisation.

#### ATTACHMENTS

- Tasmanian Planning Commission's directions, dated 11 October 2023
- PSA-2022-3 Modified amendment (as per the Tasmanian Planning Commission's directions)

# TASMANIAN PLANNING COMMISSION



Our ref: DOC/23/107230  
 Officer: Karen Fyfe  
 Phone: 03 6165 6808  
 Email: tpc@planning.tas.gov.au

11 October 2023

Mr Gary Arnold  
 General Manager  
 Kingborough Council

By email: kc@kingborough.tas.gov.au  
 astander@kingborough.tas.gov.au

Attention: Adriaan Stander

Dear Mr Arnold

**Kingborough Interim Planning Scheme 2015**  
**Draft amendment PSA-2022-3**  
**Update Appendix 1 - Referenced and Incorporated Documents**  
**Public Open Space Contribution Policy and Biodiversity Offset Policy**

I refer to the above draft amendment and to a hearing held at the Commission's office in Hobart on 5 September 2023.

During the hearing, the Commission reviewed the respective Policies from the perspective of how the policies would effectively operate in the Kingborough planning system. A number of editorial matters were discussed, and the Commission considers that there would be benefit if those matters were further reviewed by the planning authority. The matters concern the Biodiversity Offset Policy. The Commission invites the planning authority to further consider the matters listed below.

1. The planning authority is to provide a revised Biodiversity Offsets Policy to the Commission by **24 November 2023**, which is endorsed by Council, responding to the drafting issues raised at the hearing:

2.7	Delete 'DPIPWE' and replace with 'NRE'.
2.10	Insert 'is' after 'Therefore, what is in the vicinity'.
5.2.1	Correct the reference to the 'Guidelines for the use of Biodiversity Offsets from Pitt & Sherry 2011' to 'Southern Tasmanian Councils Authority 2013'.
5.2.2	Delete reference to 'as amended from time to time' to remove uncertainty as to which document is referenced.
6.3	Correct the reference to 'special circumstances (iii)' to 2.8.3.
6.4	Correct the reference to 'special circumstances (iv)' to 2.8.4.
6.6.1	Amend reference to the Tasmanian Reserve Estate to include 'as shown on the LIST'.

6.12.1	Change the reference to the Vegetation Condition Manual including adding the version number and date and include it as related document.
6.13.2	Insert the words 'in light of specialist advice' after 'threatened species that have a greater risk of extinction'.
6.14	Amended the policy as required to identify that the Guidelines for Kingborough Environmental Fund are made publicly available on the Kingborough Council website.
Table 1: Offsetting Options c) financial offsets	Consider removing the words 'up to' or alternatively modify the policy to identify the rationale/criteria as to how Council must exercise the discretion to vary the quantum.
Table 2	Consider providing a reference, such as a footnote, for the associated documents that specify the required distances in relation each species.  Consider providing more information on what the IUCN criteria are for priority species.
Related documents	Correct the reference to the Guidelines for the use of Biodiversity Offsets from Pitt & Sherry 2011 to Southern Tasmanian Councils Authority 2013.  Add the Kingborough Environmental Fund.

2. The planning authority is to provide a revised draft amendment to the Commission by **24 November 2023**, responding to the drafting issues raised at the hearing as follows:

2.1 incorporated documents	Revise the draft amendment to insert the following incorporated documents: <ul style="list-style-type: none"> <li>• The Guidelines for Natural Values Surveys as an incorporated document.</li> <li>• The Vegetation Condition Manual (with references)</li> </ul>
2.2 Biodiversity Code	Consider editorial corrections to the Biodiversity Code including: <ul style="list-style-type: none"> <li>• E10.7.1 P1 - inclusion of 'and/or';</li> <li>• E10.7.1 P1 (c)(v) - delete full stop and replace with '; and';</li> <li>• E10.8 P1 - inclusion of 'and/or' and delete full stop and replace with '; and';</li> <li>• Any other incidental corrections to the Code.</li> </ul>

3. That any response submissions be provided to the Commission by **8 December 2023**.

Submissions must be made by email to [tpc@planning.tas.gov.au](mailto:tpc@planning.tas.gov.au). Once received, the submissions referred to above will be made available under the [relevant assessment](#)<sup>1</sup> on the Commission's website.

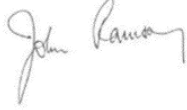
<sup>1</sup> <https://www.planning.tas.gov.au/assessments-and-hearings/current-assessments-and-hearings/am-kin-psa-2022-3>



Please note that submissions will be published in full, without redaction.

If you require further information please contact Karen Fyfe, Planning Assistant,  
on 03 6165 6808.

Yours sincerely

A handwritten signature in black ink, appearing to read 'John Ramsay', with a stylized flourish at the end.

John Ramsay  
**Delegate (Chair)**

cc      representors

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## Kingborough Interim Planning

### PSA-2022-3

The Kingborough Interim Planning Scheme 2015 is amended as follows:

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

Document Title	Description	Date
Margate Marina Master Plan	Prepared by Smartgrowth, Integrated Architecture & Urban Design	July, 2004
Wellington Park Management Plan 2013	published by Wellington Park Management Trust	December, 2013
Kingborough Public Open Space Contribution Policy, Policy 6.3	Prepared by Kingborough Council	November, 2021
Kingborough Biodiversity Offset Policy 6.10	Prepared by Kingborough Council	August, 2022
Guidelines for the Use of Biodiversity Offsets	Prepared by Southern Tasmanian Councils Authority	April, 2013
Tasmanian Noise Measurement Procedures Manual, second edition.	Prepared by the Department of Environment, Park Heritage and the Arts	July, 2008
Tasmanian Coastal Works Manual	Prepared by the Department of Primary Industries, Park, Water and Environment	December, 2010
Waterways and Wetlands Works Manual	Prepared by the Department of Primary Industries, Water and Environment	December, 2003
Natural and Cultural Heritage Division Guidelines for Natural Values Surveys - Terrestrial Development Proposals.	Published by the Department of Primary Industries, Parks, Water and Environment	2015 (Version 1.2 - May 2021, minor updates)
TASVEG VCA Manual: A manual for assessing vegetation condition in Tasmania, Version 2.0.	Published by the Department of Primary Industries, Parks, Water and Environment	2020

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

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

3. Amend the following texts in the planning scheme.

Clause E10.7.1 P1	Include 'and/or' after E10.7.1 P1 (a)(i), E10.7.1 P1 (b)(i), (ii),(iii), and E10.7.1 P1 (c)(i), (ii), (iii), (iv) and(v) Include 'or' after E10.7.1 (a)(ii) and E10.7.1 P1 (b)(iv)
Clause 10.8 P1	Include 'and/or' after E10.8.1 P1(a)(i), E10.8.1 P1(b)(i), (ii), (iii), E10.8.1 P1(c)(i), (ii), (iii), (iv) and (v) Include 'or' after E10.8.1 (a)(ii) and E10.8.1 P1(b)(iv)

The Common Seal of the Kingborough Council is affixed hereto, pursuant to the Council's resolution on 20 November 2023, in the presence of:

..... Councillor

..... General Manager

..... Date

PLANNING AUTHORITY SESSION ADJOURNS

## OPEN SESSION RESUMES

### 14 PETITIONS STILL BEING ACTIONED

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There are no petitions still being actioned.

### 15 PETITIONS RECEIVED IN LAST PERIOD

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

### 16 OFFICERS REPORTS TO COUNCIL

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#### 16.1 MODIFICATION TO THE BIODIVERSITY OFFSET POLICY 6.10

**File Number:** 12.155

**Author:** Adriaan Stander, Senior Strategic Planner

**Authoriser:** Liz Quinn, Manager Environmental Services

#### 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 to consider minor modifications to Council's Biodiversity Offset Policy 6.10 as per the recommendation of the Tasmanian Planning Commission.

#### 2. BACKGROUND

- 2.1 The purpose of the Biodiversity Offset Policy is to ensure that offsets are implemented in a transparent and consistent manner.
- 2.2 The Biodiversity Offset Policy was last reviewed in 2022. At its meeting of 15 August 2022, Council adopted a revised Biodiversity Offset Policy. [Item 16.1](#) of the agenda provides an overview of the policy, its intent, and the changes that Council officers recommended in light of a periodic review.
- 2.3 One of the functions of the Biodiversity Offset Policy is to assist with development application assessments under the *Kingborough Interim Planning Scheme 2015* (KIPS 2015). In order to use the policy in the Planning Scheme, the document must be 'incorporated' through a Planning Scheme Amendment process (a process which is governed by the *Land Use Planning and Approvals Act 1993* and where the Tasmanian Planning Commission makes the final decision).
- 2.4 On 21 November 2022, Council (in its role as the Planning Authority) initiated a Planning Scheme Amendment to update reference to Council's endorsed Biodiversity Policy

Offset Policy. The Planning Scheme Amendment also included a proposal to update reference to Council's updated Public Open Space Contribution Policy.

- 2.5 The Planning Scheme Amendment was exhibited between 25 February 2022 and 28 March 2022. A total of 13 representations were received during the exhibition period.
- 2.6 On 15 May 2023, the Planning Authority considered the representations received during the exhibition period and the report included officer's responses to those submissions that were provided to the Tasmanian Planning Commission for consideration.
- 2.7 The Commission held a public hearing in relation to the Scheme Amendment on 5 September 2023. During the hearing the Commission gave Council officers as well as several representors the opportunity to speak to the proposed Planning Scheme Amendment. During the hearing, the Commission also identified a list of '*assessment criteria*' under which it would consider the amendment. It should be noted that the assessment criteria were not discussed or provided to Council at any time prior to the hearing.
- 2.8 In its [submission of 23 September 2023](#), the Planning Authority provided a response to the Commission's '*assessment criteria*' and it also identified a number of clerical issues that could be resolved through minor modifications.
- 2.9 In response to the hearing and in its letter of 11 October 2023 (provided in Attachment 1), the Commission is requesting Council to consider several minor modifications to the Biodiversity Offset Policy. The proposed modification to the Policy and as recommended by the Commission are explained in Section 4 below.
- 2.10 The Commission is also directing Council (in its role as the Planning Authority) to undertake minor modifications to the Planning Scheme Amendment. Those modifications are explained in another item of this Council agenda. This is because changing the Planning Scheme Amendment is outside the jurisdiction of Council.

### 3. STATUTORY REQUIREMENTS

- 3.1 The head of power for Biodiversity Offsets are established under the Planning Scheme and any By-Laws in effect. The requirements in these instruments essentially specify when an offset is necessary for Council to exercise its discretion and allow a development or tree removal to proceed.
- 3.2 Where the planning scheme and by-laws establish the requirements for offsets, the Offset Policy itself provides the operational and procedural detail for implementation of the offset requirements in these statutory instruments, including:
  - procedures for offsetting;
  - the size an offset needs to be relative to the loss, referred to as the replacement ratio;
  - what the offset options are, including when each option is or isn't appropriate;
  - rates for financial contributions; and
  - key definitions.



#### 4. TASMANIAN COMMISSION'S REQUEST

- 4.1 The Commission is requesting the Council (as the policy maker) to consider the following administrative and editorial modifications to the Biodiversity Offset Policy.

2.7	Delete 'DPIPWE' and replace with 'NRE'. Officer comment: <i>The modification is a result of a name change and is supported.</i>
2.10	Insert 'is' after 'Therefore, what is in the vicinity'. Officer comment: <i>The modification is editorial and is supported.</i>
5.2.1	Correct the reference to the 'Guidelines for the use of Biodiversity Offsets from Pitt & Sherry 2011' to 'Southern Tasmanian Councils Authority 2013'. Officer comment: <i>The above modification is a result of a change to an external document that is used in the planning scheme and is supported.</i>
5.2.2	Delete reference to 'as amended from time to time' to remove uncertainty as to which document is referenced. Officer comment: <i>The modification is editorial and supported.</i>
6.3	Correct the reference to 'special circumstances (iii)' to 2.8.3. Officer comment: <i>The modification is editorial and supported.</i>
6.4	Correct the reference to 'special circumstances (iv)' to 2.8.4. Officer comment: <i>The modification is editorial and supported.</i>
6.6.1	Amend reference to the Tasmanian Reserve Estate to include 'as shown on the LIST'. Officer comment: <i>The modification is editorial and supported.</i>
6.12.1	Change the reference to the Vegetation Condition Manual including adding the version number and date and include it as related document. Officer comment: <i>The modification is to update reference to an external document and is supported.</i>
6.13.2	Insert the words 'in light of specialist advice' after 'threatened species that have a greater risk of extinction'. Officer comment: <i>The modification is editorial and supported.</i>
6.14	Amended the policy as required to identify that the Guidelines for Kingborough Environmental Fund are made publicly available on the Kingborough Council website. Officer comment: <i>The Guidelines for the Kingborough Environmental Fund are now available on Council's website, and it is agreed that the wording must be updated accordingly.</i>
Table 1: Offsetting Options c) financial offsets	Consider removing the words 'up to' or alternatively modify the policy to identify the rationale/criteria as to how Council must exercise the discretion to vary the quantum. Officer comment: <i>The modification is editorial and supported.</i>

Table 2	<p>Consider providing a reference, such as a footnote, for the associated documents that specify the required distances in relation each species.</p> <p>Consider providing more information on what the IUCN criteria are for priority species.</p> <p>Officer comment: <i>The modification aims to provide an explanation or more details and it's agreed that a footnote be added.</i></p>
Related documents	<p>Correct the reference to the Guidelines for the use of Biodiversity Offsets from Pitt &amp; Sherry 2011 to Southern Tasmanian Councils Authority 2013.</p> <p>Add the Kingborough Environmental Fund.</p> <p>Officer comment: <i>The modification is supported.</i></p>

- 4.2 The proposed changes as recommended by the Commission are considered reasonable and will improve the operation and understanding of the policy. It will also align with the provisions of the planning scheme.

## 5. FINANCE

- 5.1 There are no financial implications associated with the proposed minor modifications to the Policy.

## 6. ENVIRONMENT

- 6.1 The Policy with the minor modifications as proposed by the Commission will continue the positive impact on the natural environment by ensuring adverse impacts are offset in a consistent, efficient and equitable manner, where development impact cannot be avoided.

## 7. COMMUNICATION / NEXT STEPS

- 7.1 Once the Commission has been provided with the modifications to the Biodiversity Offset Policy and the Planning Scheme Amendment, it will finalise its assessment and inform Council and the representors of its decision to update the Planning Scheme.
- 7.2 Council will provide communication to the broader public about the outcome of the Commission's decision.
- 7.3 Regardless of the outcome of the Commission's decision, Council's website will be updated with factsheets to help people better understand the Biodiversity Offset Policy including its relationship with the Planning Scheme and the Kingborough Environmental Fund.

## 8. RISK

- 8.1 There are no risks associated with the modifications as proposed by the Commission.

## 9. CONCLUSION

- 9.1 The purpose of this report is not to reconsider the Biodiversity Offset Policy as previously endorsed by Council, but to consider the modifications to the policy as recommended by the Tasmanian Planning Commission in response to the hearing of 5 September 2023 and in its letter of 11 October 2023.

- 9.2 The proposed changes as requested by the Tasmanian Planning Commission are considered reasonable and will not alter the intent or significantly change the operation of the policy.

## **10. RECOMMENDATION**

That Council:

- (a) Notes the recommendations of the Tasmanian Planning Commission in their letter of 11 October 2023; and
- (b) Approve and provide the updated Biodiversity Offset Policy in Attachment 2 to the Tasmanian Planning Commission.

## **ATTACHMENTS**

- 1. Tasmanian Planning Commission's letter of 11 October 2023
- 2. Existing Policy with tracked changes (as per the Tasmanian Planning Commission's recommendations)
- 3. Updated Policy for approval

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# TASMANIAN PLANNING COMMISSION



Our ref: DOC/23/107230  
 Officer: Karen Fyfe  
 Phone: 03 6165 6808  
 Email: tpc@planning.tas.gov.au

11 October 2023

Mr Gary Arnold  
 General Manager  
 Kingborough Council

By email: kc@kingborough.tas.gov.au  
 astander@kingborough.tas.gov.au

Attention: Adriaan Stander

Dear Mr Arnold

**Kingborough Interim Planning Scheme 2015**  
**Draft amendment PSA-2022-3**  
**Update Appendix 1 - Referenced and Incorporated Documents**  
**Public Open Space Contribution Policy and Biodiversity Offset Policy**

I refer to the above draft amendment and to a hearing held at the Commission's office in Hobart on 5 September 2023.

During the hearing, the Commission reviewed the respective Policies from the perspective of how the policies would effectively operate in the Kingborough planning system. A number of editorial matters were discussed, and the Commission considers that there would be benefit if those matters were further reviewed by the planning authority. The matters concern the Biodiversity Offset Policy. The Commission invites the planning authority to further consider the matters listed below.

1. The planning authority is to provide a revised Biodiversity Offsets Policy to the Commission by **24 November 2023**, which is endorsed by Council, responding to the drafting issues raised at the hearing:

2.7	Delete 'DPIPWE' and replace with 'NRE'.
2.10	Insert 'is' after 'Therefore, what is in the vicinity'.
5.2.1	Correct the reference to the 'Guidelines for the use of Biodiversity Offsets from Pitt & Sherry 2011' to 'Southern Tasmanian Councils Authority 2013'.
5.2.2	Delete reference to 'as amended from time to time' to remove uncertainty as to which document is referenced.
6.3	Correct the reference to 'special circumstances (iii)' to 2.8.3.
6.4	Correct the reference to 'special circumstances (iv)' to 2.8.4.
6.6.1	Amend reference to the Tasmanian Reserve Estate to include 'as shown on the LIST'.

6.12.1	Change the reference to the Vegetation Condition Manual including adding the version number and date and include it as related document.
6.13.2	Insert the words 'in light of specialist advice' after 'threatened species that have a greater risk of extinction'.
6.14	Amended the policy as required to identify that the Guidelines for Kingborough Environmental Fund are made publicly available on the Kingborough Council website.
Table 1: Offsetting Options c) financial offsets	Consider removing the words 'up to' or alternatively modify the policy to identify the rationale/criteria as to how Council must exercise the discretion to vary the quantum.
Table 2	Consider providing a reference, such as a footnote, for the associated documents that specify the required distances in relation each species.  Consider providing more information on what the IUCN criteria are for priority species.
Related documents	Correct the reference to the Guidelines for the use of Biodiversity Offsets from Pitt & Sherry 2011 to Southern Tasmanian Councils Authority 2013.  Add the Kingborough Environmental Fund.

2. The planning authority is to provide a revised draft amendment to the Commission by **24 November 2023**, responding to the drafting issues raised at the hearing as follows:

2.1 incorporated documents	Revise the draft amendment to insert the following incorporated documents: <ul style="list-style-type: none"> <li>• The Guidelines for Natural Values Surveys as an incorporated document.</li> <li>• The Vegetation Condition Manual (with references)</li> </ul>
2.2 Biodiversity Code	Consider editorial corrections to the Biodiversity Code including: <ul style="list-style-type: none"> <li>• E10.7.1 P1 - inclusion of 'and/or';</li> <li>• E10.7.1 P1 (c)(v) - delete full stop and replace with '; and';</li> <li>• E10.8 P1 - inclusion of 'and/or' and delete full stop and replace with '; and';</li> <li>• Any other incidental corrections to the Code.</li> </ul>

3. That any response submissions be provided to the Commission by **8 December 2023**.

Submissions must be made by email to [tpc@planning.tas.gov.au](mailto:tpc@planning.tas.gov.au). Once received, the submissions referred to above will be made available under the [relevant assessment](#)<sup>1</sup> on the Commission's website.

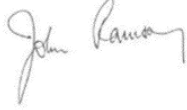
<sup>1</sup> <https://www.planning.tas.gov.au/assessments-and-hearings/current-assessments-and-hearings/am-kin-psa-2022-3>



Please note that submissions will be published in full, without redaction.

If you require further information please contact Karen Fyfe, Planning Assistant,  
on 03 6165 6808.

Yours sincerely

A handwritten signature in black ink, appearing to read 'John Ramsay', written in a cursive style.

John Ramsay  
**Delegate (Chair)**

cc      representors

Public Copy

## EXISTING POLICY WITH TRACKED CHANGES



## Biodiversity Offset Policy

<b>Policy No:</b>	6.10
<b>Approved by Council:</b>	<del>August 2022</del> <u>November 2023</u>
<b>New Review Date:</b>	August 2027
<b>Minute No:</b>	C340/16-2022
<b>ECM File No:</b>	12.155
<b>Version:</b>	<del>2-02.1</del>
<b>Responsible Officer:</b>	Manager Environmental Services
<b>Strategic Plan Reference:</b>	3.1 A Council that values and prioritises its natural environment, whilst encouraging investment and economic growth

## 1. POLICY STATEMENTS

- 1.1 Kingborough Council recognises that ‘biodiversity offsets’ are an important mechanism to compensate for the loss of biodiversity values where it has been established that all feasible options in the hierarchy of avoid, minimise and mitigate impacts have been exhausted and the impacts will not substantially detract from the conservation status of biodiversity value(s).

## 2. DEFINITIONS

- 2.1 **“Biodiversity offsets”** mean measures that compensate for the residual adverse impacts of an action on the environment, when alternatives and options to avoid those impacts have been exhausted and it is still considered desirable for other economic, social, or environmental reasons for the action to proceed.
- 2.2 **“High conservation value tree”** means a tree that:
  - 2.2.1 is of a species that is listed in the *Threatened Species Protection Act 1995* or the *Environment Protection and Biodiversity Conservation Act 1999* (C’th); and/or provides potential or significant habitat for a threatened species listed in either of those acts and,
  - 2.2.2 is as specified in Table 2.
- 2.3 **“Potential habitat”** means all habitat types within the potential range of a threatened flora or fauna species that are likely to support that species in the short and/or long term. It may not include habitats known to be occupied intermittently. Potential habitat is determined from published and unpublished scientific literature and/or via expert opinion, is agreed by the Threatened Species Section, [DPIPWE-NRE](#) in consultation with species specialists, and endorsed by the Scientific Advisory Committee under the *Threatened Species Protection Act 1995*.
- 2.4 **“Priority Species”** means a species that is not listed in the *Threatened Species Protection Act 1995* or the *Environment Protection and Biodiversity Conservation Act 1999* (Cth) but is considered of conservation significance in the municipal area as determined by the Council. An example of this is candlebark (*Eucalyptus rubida*) which has been found to occur in very restricted pockets of Kingborough.
- 2.5 **“Recipient land”** means the land upon which an offset is implemented.
- 2.6 **“Secure conservation land”** means land that is effectively and permanently managed for conservation under a conservation covenant under the *Nature Conservation Act 2002*, an agreement under Part 5 of the *Land Use Planning and Approvals Act 1993* or transferred to Council or the Crown to be managed for conservation.
- 2.7 **“Significant habitat”** means native vegetation determined from published scientific literature and/or agreed by the Threatened Species Section ([DPIPWE-NRE](#)) in consultation with species specialists, and/or endorsed by the Threatened Species Scientific Advisory Committee (TSSAC) as habitat within the known range of a threatened or vulnerable flora or fauna species that:
  - 2.7.1 is known to be of high priority for the maintenance of breeding populations throughout the species' range; and/or
  - 2.7.2 if converted to non-native vegetation is considered to result in a long term negative impact on breeding populations of the species.

It may include areas that do not currently support breeding populations of the species but that need to be maintained to ensure the long-term future of the species.
- 2.8 **“Special circumstances”** means particular circumstances associated with the proposed use or development that may justify reduction in biodiversity. Special circumstances are considered to exist if one or more of the following apply:
  - 2.8.1 the use or development will result in significant long term social or economic community benefits and there is no feasible alternative location or design;

- 2.8.2 ongoing management cannot ensure the survival of the biodiversity values on the site and there is little potential for recruitment or for long term persistence irrespective of long-term management;
- 2.8.3 the extent of proposed removal of the biodiversity values on the site is insignificant relative to the extent of the values elsewhere on site; and/or
- 2.8.4 the development is located on an existing title for a single dwelling and/or associated outbuilding.
- 2.9 **“Substantially detract from”** means the loss of the biodiversity value has consequences for the conservation status and viability of the value in the vicinity, including direct and indirect impacts on breeding and/or persistence in the landscape. Factors that may be considered include: the quality of the habitat or vegetation; the requirements of the value relative to the scale of the impact; the current conservation status; the presence/absence of the species in an area; the importance of the area for the connectivity; and the extent to which the loss may be offset through improved conservation measures within the immediate range of the affected value.
- 2.10 **“Vicinity”** means the area or region adjacent to or near the biodiversity value and varies depending upon the characteristics and requirements of the value and its range. For example, the forty-spotted pardalote has a limited range and specific habitat requirements. Therefore, what is in the vicinity is relatively localised for this species. Whereas the swift parrot is a migratory species which has a much wider range, breeds in different locations from year to year depending on the flowering of the blue gum and black gum and proximity to potential nesting habitat.

### 3. OBJECTIVE

- 3.1 The objectives of the Biodiversity Offset Policy are to ensure biodiversity offsets within Kingborough:
  - 3.1.1 avoid a net loss in the extent and quality of biodiversity that is securely protected and effectively managed; and,
  - 3.1.2 are implemented in a transparent and consistent manner.

### 4. SCOPE

- 4.1 This policy applies to all applications assessed under the:
  - 4.1.1 Any by-law under the *Local Government Act 1993* regulating the removal of vegetation in the Kingborough municipal area.
  - 4.1.2 Kingborough Planning Scheme 2000, the Kingborough Interim Planning Scheme 2015 or any subsequent planning scheme declared under the *Land Use Planning and Approvals Act 1993* and applicable in the Kingborough municipal area.

### 5. PROCEDURE (POLICY DETAIL)

- 5.1 Biodiversity offsets are required where there are impacts upon priority biodiversity values including:
  - 5.1.1 priority biodiversity values identified in Table 3.
  - 5.1.2 individual trees of high conservation value (as per Table 2).
- 5.2 All offsets must be consistent with this Policy and have regard to:
  - 5.2.1 the Guidelines for the Use of Biodiversity Offsets, [in the local planning approval process \(Pitt & Sherry 2011\) Southern Tasmanian Council's Authority 2013](#) (referred to as the Regional Offset Guidelines); and

- 5.2.2 the General Offset Principles for offsets under the Resource Management and Planning System (RMPS) (Appendix 4 of the Guidelines for Natural Values Surveys, Natural and Cultural Heritage Division, [2015May 2021](#)) (referred to as the RMPS Offset Principles)-~~as amended from time to time.~~
- 5.3 Offsets will only be considered where:
  - 5.3.1 'special circumstances' can be demonstrated;
  - 5.3.2 the loss of the biodiversity value(s) will not substantially detract from its conservation status in the vicinity; and,
  - 5.3.3 the proponent has adequately demonstrated the need for an offset, including that all effort has been made to avoid and minimise impacts on biodiversity values, including alternative locations or designs for the development.
- 5.4 Council will assess each offset proposal on a case-by-case basis in accordance with this Policy, the Regional Offset Guidelines ~~and the RMPS Offset Principles~~. Council has the discretion to reject a proposal where it has not been demonstrated that the scale, scope and suitability of the offset delivers a new benefit for biodiversity conservation.
- 5.5 This policy should be reviewed within 5 years or following any changes to planning instruments, by-laws, state policies or regional policies relating to offsets, whichever is the sooner.

## 6. GUIDELINES

- 6.1 A biodiversity offset proposal must include one or more of the offset measures in Table 1 and must include at least one of options (a), (b) or (c).
- 6.2 All offset proposals must be consistent with the replacement ratios in Table 3.
- 6.3 Where demonstrating 'special circumstances' relies upon 'special circumstances (~~##2.8.3~~)', then the offset must be achieved via option (a) to the extent practicable, with any shortfall in meeting the replacement ratios on-site adequately offset via options (b)-(e).
- 6.4 Where demonstrating 'special circumstances' relies upon 'special circumstances (~~iv2.8.4~~)' and the development is located in the Low Density Residential, Rural Living, Environmental Living, Landscape Conservation, Rural Resource or Rural Zone, then the offset must be achieved via option (a) to the extent practicable, with any shortfall in meeting the replacement ratios on-site adequately offset via options (b)-(e).
- 6.5 A biodiversity offset proposal only involving either option (a), (b) or (c) in isolation may be considered where it can be demonstrated it is consistent with the objectives and provisions of this Policy.
- 6.6 A biodiversity offset proposal involving (a) or (b) may only be considered where:
  - 6.6.1 it is not part an existing natural area reserve managed by Council or part of the Tasmanian Reserve Estate [as shown on the LIST](#).
  - 6.6.2 there are no existing protections from development impacts through a Part 5 Agreement or Conservation Covenant under the Nature Conservation Act 2002.
  - 6.6.3 there are no existing requirements for vegetation to be retained under conditions of a current development application.
  - 6.6.4 there are no previous offset requirements.
- 6.7 A biodiversity offset proposal involving (a), (b), (d) or (e) must be accompanied by an offsetting plan for the 'recipient land' that is consistent with this Policy, outlines the offset options proposed and contains the relevant landowner consents.

- 6.8 As a result of implementing an offsetting plan, the 'recipient land' must become 'secure conservation land' and demonstrate that the biodiversity value(s) will be maintained and/or restored to improve its condition.
- 6.9 Upon approval of an offsetting plan, the 'recipient land' must be subject to a conservation management plan which at a minimum must include a map of the values, baseline condition assessments, management actions and scheduled monitoring. Management actions for the first 5 years of implementing the conservation management plan must be costed and bonded. Ongoing management is the responsibility of the landowner/manager and must be undertaken in accordance with the conservation management plan.
- 6.10 Council has a responsibility to ensure the 'secure conservation land' is being monitored and managed in accordance with the offsetting plan and conservation management plan.
- 6.11 All offsets must aim to be like for like and contain equivalent biodiversity values in equal or better condition than those being impacted. Offsets that are not like for like will only be considered where it is demonstrated that it achieves a significantly enhanced conservation outcome that considers ecological viability and condition, size, resilience and integrity, the landscape context, and potential future risks. This may be subject to third party validation by the State, or another peer review body nominated by Council.
- 6.12 Condition of biodiversity value(s) is determined by:
- 6.12.1 the [TASVEG VCA Manual: A manual for assessing vegetation condition in Tasmania, Version 2.0, \(Michaels et al,-2020\)](#) for native vegetation communities.
- 6.12.2 published scientific literature and/or agreed by the Threatened Species Section (NRE) in consultation with species specialists, and/or endorsed by the Threatened Species Scientific Advisory Committee (TSSAC), for threatened species habitat.
- 6.13 Financial offsets are only appropriate where:
- 6.13.1 there is no opportunity for a viable on-site or off-site offsets, taking into consideration the size, shape, quality of any potential offset area, or the replacement ratios cannot be fully met on-site or off-site, and a more strategic outcome can be achieved by pooling resources. The appropriateness of a financial offset is determined on merits by Council on a case-by-case basis.
- 6.13.2 the scale of loss is small with regards to the conservation status and specific characteristics of the value(s) being impacted. A small level of loss may be considered significant and inappropriate to offset financially for vegetation communities or threatened species that have a greater risk of extinction [in light of specialist advice](#).
- 6.14 The financial offset must be paid into the Kingborough Environmental Fund [established by Council for this purpose in accordance with the Guidelines for Expenditure as published on Kingborough Council's website](#).
- 6.15 All expenditure of financial offsets must be in accordance with Councils endorsed Guidelines for Expenditure of the Kingborough Environmental Fund.

**Table 1: Offsetting Options**

Option	Description
(a) On-site conservation via a conservation covenant under the <i>Nature Conservation Act 2002</i> , an agreement under Part 5 of the <i>Land Use Planning and Approvals Act 1993</i> or transferral to Council or the	Covenanted or protecting in perpetuity remaining areas on the subject land.

Option	Description
Crown to be managed for conservation	
(b) Off-site conservation via a conservation covenant under the <i>Nature Conservation Act 2002</i> , an agreement under Part 5 of the <i>Land Use Planning and Approvals Act 1993</i> or transferral Council or the Crown to be managed for conservation	Covenanted or protecting in perpetuity an area of sufficient size, but off-site.
(c) Financial offsets	<p>Financial offsets<sup>1</sup> calculated at a rate of:</p> <ul style="list-style-type: none"> <li>up to \$570 per tree of very <a href="#">high</a> conservation value and up to \$340 for high conservation value as identified in Table 2; or,</li> <li>\$13,650 per hectare of high and moderate biodiversity values as identified and subject to the replacement ratios in Table 3.</li> </ul> <p>These financial offsets are inclusive of a 20% administration fee and are reviewed periodically in conjunction with the policy.</p>
(d) Restoration	<p>Restoration of areas on or off-site with similar values but in poorer condition to improve their condition and increase their long-term viability.</p> <p>Note: For loss assessed under the planning scheme this option must be used in conjunction with offsetting options (a), (b) and/or (c) and is not applicable to areas directly or indirectly impacted by the proposed development.</p>
(e) Revegetation	<p>Revegetation and rehabilitation of degraded areas on or off-site with the aim of restoring values equivalent to those being lost.</p> <p>Note: For loss assessed under the planning scheme this option must be used in conjunction with offsetting options (a), (b) and/or (c) and is not applicable to areas directly or indirectly impacted by the proposed development.</p>
(f) Recovery actions	Implementation of direct and indirect recovery actions, including installation of nest boxes, threat abatement, surveying and mapping of significant

<sup>1</sup> [Where a tree meets the threshold for a very high or high conservation value tree and the removal of the tree requires a development application, the maximum amount is charged. Where tree removal is exempt from requiring a development application but still otherwise requires Council approval under a covenant on the title, Part 5 Agreement or By-Law, the required offset may be at the lower end of the scale, as these situations generally do not involve new development and the tree removal is necessary to protect and maintain existing development. Flexibility in the offset rates is provided for situations where a tree may technically meet the threshold of a high or very high conservation value tree, but there are characteristics which reduce its conservation value, such as its declining health or poor form. In these situations, a lower offset rate can be considered.](#)

Option	Description
	values to inform their ongoing strategic management and conservation.  Note this option must be used in conjunction with other offsetting options (a), (b) and/or (c).

Table 2: [Biodiversity Conservation](#) Value of Individual Trees

Description	Characteristics	Rationale	<a href="#">Biodiversity Conservation</a> Value
<i>Eucalyptus globulus</i> or <i>E. ovata</i>	DBH >70cm	<a href="#">Significant</a> or <a href="#">potential</a> swift parrot foraging habitat	Very high
<i>E. viminalis</i>	DBH >25cm and within or directly adjacent to significant forty-spotted pardalote habitat	<a href="#">Significant</a> 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	<a href="#">Habitat</a> <a href="#">Potential</a> or <a href="#">significant</a> <a href="#">habitat</a> for hollow dependent species	Very high
<i>Eucalyptus globulus</i> or <i>E. ovata</i>	DBH >40cm and <70cm	<a href="#">Potential</a> <a href="#">Swift</a> <a href="#">swift</a> parrot foraging habitat	High
<i>E. viminalis</i> <sup>2</sup>	DBH >25cm and: <ul style="list-style-type: none"> <li>on Bruny Island; or</li> <li>within 5,000m of significant forty-spotted pardalote habitat or within potential forty-spotted pardalote habitat</li> </ul>	<a href="#">Potential</a> <a href="#">Forty-spotted</a> 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

<sup>2</sup> Consistent with the definition of potential habitat, the 5km distance for the potential range of the forty-spotted pardalote is derived from the published literature (FPA, 2022, *Threatened fauna species range boundaries and habitat descriptions*, v1.29 June 2022; Threatened Species Section (2012), *Listing Statement for Pardalotus quadragintus* (Forty-spotted Pardalote). Department of Primary Industries, Parks, Water and Environment, Tasmania).



Description	Characteristics	Rationale	Biodiversity Conservation Value
Priority species (including <i>Eucalyptus rubida</i> ) <sup>3</sup>	DBH >25cm	Meets IUCN criteria for endangered within Kingborough	High

**Table 3: Biodiversity Values and the Replacement Ratios for Offsets**

Value	Definition	Replacement ratio*
Very high priority values	<ul style="list-style-type: none"> <li>Native vegetation/ecological communities listed as endangered or critically endangered under the <i>Nature Conservation Act 2002</i> or the <i>Environment Protection and Biodiversity Conservation Act 1999</i></li> <li>Significant habitat for and/or areas known to contain threatened species listed under the <i>Threatened Species Protection Act 1995</i> or the <i>Environment Protection and Biodiversity Conservation Act 1999</i> that are: <ul style="list-style-type: none"> <li>a) Recognised as endangered or critically endangered; or</li> <li>b) Largely confined in their total distribution to the municipal area; or</li> <li>c) Have most of their range within the municipal area.</li> </ul> </li> </ul>	6:1
High priority biodiversity values	<ul style="list-style-type: none"> <li>Native vegetation communities listed as vulnerable under the <i>Nature Conservation Act 2002</i> and <i>EPBC</i></li> <li>Significant habitat for and/or areas known to contain threatened species listed under the <i>Threatened Species Protection Act 1995</i> or the <i>Environment Protection and Biodiversity Conservation Act 1999</i> that are recognised as vulnerable.</li> <li>Native vegetation communities with a distribution on a bioregional basis having contracted to less than 10% of its former area.</li> </ul>	5:1

<sup>3</sup> In determining whether a species meets the criteria, an assessment by a suitably qualified person against the IUCN criteria as published on their website and consideration by the Planning Authority is required.

Value	Definition	Replacement ratio*
	<ul style="list-style-type: none"> <li>Native vegetation communities with a total area on a bio-regional basis generally being less than 1,000 ha.</li> <li>Remnants occurring on land systems components which have been more than 90% cleared of their native vegetation.</li> </ul>	
Moderate priority biodiversity values	<ul style="list-style-type: none"> <li>Significant habitat for and/or areas known to contain threatened species listed under the <i>Threatened Species Protection Act 1995</i> or the <i>Environment Protection and Biodiversity Conservation Act 1999</i> that are:               <ul style="list-style-type: none"> <li>(a) Recognised as rare; and</li> <li>(b) Are not specific to the municipal area.</li> </ul> </li> <li>Potential habitat for threatened species listed under the <i>Threatened Species Protection Act 1995</i> or the <i>Environment Protection and Biodiversity Conservation Act 1999</i>.</li> <li>Native vegetation communities approaching a reduction in areal extent of 70% within a bioregional context.</li> <li>Other priority species that are not listed but are considered of conservation significance in the municipal area.</li> </ul>	3:1
Low priority biodiversity values	<ul style="list-style-type: none"> <li>All other native vegetation communities.</li> </ul>	1:1
Individual trees of very high conservation value	As per Table 2	5:1 for replanting
Individual trees of high conservation value	As per Table 2	3:1 for replanting
<p>* When determining whether a proposed offset involving option (a), (b), (c) and/or (d) will achieve a net benefit for conservation and satisfy the required replacement ratios, the condition of the biodiversity value(s) potentially impacted and the condition of any biodiversity value(s) proposed to be protected or enhanced must be considered.</p> <p>* Where values are not like for like, the required replacement ratio may be varied at the discretion of council</p> <p>* Where there is a high risk of failing to avoid a net loss in biodiversity, the required replacement ratio may be increased at the discretion of Council.</p> <p>* Where the area being impacted contains multiple values, or values that are more difficult to offset, the replacement ratio may be increased at the discretion of Council.</p>		

Value	Definition	Replacement ratio*
* Where the 'recipient land' contains additional values to the area being impacted, the offset ratio may be reduced at the discretion of Council.		

## 7. COMMUNICATION

- 7.1 This policy will be made available to the public on the Council website and at the Customer Services counter.
- 7.2 The following stakeholders have a direct interest in this Policy and should be notified of any amendments through direct communications:
  - 7.2.1 Council staff
  - 7.2.2 Department of Natural Resources and Environment
  - 7.2.3 Regular applicants
  - 7.2.4 Ecological consultants.

## 8. LEGISLATION

- 8.1 Kingborough Planning Scheme 2000
- 8.2 Kingborough Interim Planning Scheme 2015 or any subsequent planning scheme declared under the *Land Use Planning and Approvals Act 1993* and applicable in the Kingborough municipal area.
- 8.3 Any by-law under the *Local Government Act 1993* regulating the removal of vegetation in the Kingborough municipal area
- 8.4 *Land Use Planning and Approvals Act 1993*
- 8.5 *Nature Conservation Act 2002*
- 8.6 *Threatened Species Protection Act 1995*
- 8.7 *Environment Protection and Biodiversity Conservation Act 1999*

## 9. RELATED DOCUMENTS

- 9.1 ~~Pitt & Sherry with North Barker and Associates (2011).~~ [Southern Tasmanian Council's Authority, 2013, \*Guidelines for the Use of Biodiversity Offsets\*, Southern Tasmanian Council's Authority, 2013 Hobart. Southern Tasmanian Councils Authority, Hobart.](#)
- 9.2 [Michaels, K., Panek, D. and Kitchener, A. Contributing Eds \(2020\), \*TASVEG VCA Manual: A manual for assessing vegetation condition in Tasmania\*, Version 2.0. Natural and Cultural Heritage, Department of Primary Industries, Parks, Water and Environment, Hobart.](#)
- 9.3 [Natural and Cultural Heritage Division, 2015, \*Appendix 4: General Offset Principles for offsets under the Resource Management and Planning System\*, in \*Guidelines for Natural Values Surveys – Terrestrial Development Proposals. Version 1.2 – May 2021 \(minor updates\)\*, Department of Primary Industries, Parks, Water and Environment.](#)
- 9.29.4 [Quinn, L., 2017, \*Guidelines for the Expenditure of the Kingborough Environmental Fund\*, Version 1, Kingborough Council.](#)

**10. AUDIENCE**

- 10.1 Councillors.
- 10.2 Council staff.
- 10.3 Applicants.
- 10.4 Ecological Consultants.
- 10.5 Tasmanian Planning Commission.
- 10.6 State and Commonwealth agencies.
- 10.7 Community.

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## UPDATED POLICY FOR APPROVAL



# Biodiversity Offset Policy

<b>Policy No:</b>	6.10
<b>Approved by Council:</b>	November 2023
<b>New Review Date:</b>	August 2027
<b>Minute No:</b>	C340/16-2022
<b>ECM File No:</b>	12.155
<b>Version:</b>	2.1
<b>Responsible Officer:</b>	Manager Environmental Services
<b>Strategic Plan Reference:</b>	3.1 A Council that values and prioritises its natural environment, whilst encouraging investment and economic growth

## 1. POLICY STATEMENTS

- 1.1 Kingborough Council recognises that ‘biodiversity offsets’ are an important mechanism to compensate for the loss of biodiversity values where it has been established that all feasible options in the hierarchy of avoid, minimise and mitigate impacts have been exhausted and the impacts will not substantially detract from the conservation status of biodiversity value(s).

## 2. DEFINITIONS

- 2.1 **“Biodiversity offsets”** mean measures that compensate for the residual adverse impacts of an action on the environment, when alternatives and options to avoid those impacts have been exhausted and it is still considered desirable for other economic, social, or environmental reasons for the action to proceed.
- 2.2 **“High conservation value tree”** means a tree that:
  - 2.2.1 is of a species that is listed in the *Threatened Species Protection Act 1995* or the *Environment Protection and Biodiversity Conservation Act 1999* (C’t’h); and/or provides potential or significant habitat for a threatened species listed in either of those acts and,
  - 2.2.2 is as specified in Table 2.
- 2.3 **“Potential habitat”** means all habitat types within the potential range of a threatened flora or fauna species that are likely to support that species in the short and/or long term. It may not include habitats known to be occupied intermittently. Potential habitat is determined from published and unpublished scientific literature and/or via expert opinion, is agreed by the Threatened Species Section, NRE in consultation with species specialists, and endorsed by the Scientific Advisory Committee under the *Threatened Species Protection Act 1995*.
- 2.4 **“Priority Species”** means a species that is not listed in the *Threatened Species Protection Act 1995* or the *Environment Protection and Biodiversity Conservation Act 1999* (C’t’h) but is considered of conservation significance in the municipal area as determined by the Council. An example of this is candlebark (*Eucalyptus rubida*) which has been found to occur in very restricted pockets of Kingborough.
- 2.5 **“Recipient land”** means the land upon which an offset is implemented.
- 2.6 **“Secure conservation land”** means land that is effectively and permanently managed for conservation under a conservation covenant under the *Nature Conservation Act 2002*, an agreement under Part 5 of the *Land Use Planning and Approvals Act 1993* or transferred to Council or the Crown to be managed for conservation.
- 2.7 **“Significant habitat”** means native vegetation determined from published scientific literature and/or agreed by the Threatened Species Section (NRE) in consultation with species specialists, and/or endorsed by the Threatened Species Scientific Advisory Committee (TSSAC) as habitat within the known range of a threatened or vulnerable flora or fauna species that:
  - 2.7.1 is known to be of high priority for the maintenance of breeding populations throughout the species' range; and/or
  - 2.7.2 if converted to non-native vegetation is considered to result in a long term negative impact on breeding populations of the species.

It may include areas that do not currently support breeding populations of the species but that need to be maintained to ensure the long-term future of the species.
- 2.8 **“Special circumstances”** means particular circumstances associated with the proposed use or development that may justify reduction in biodiversity. Special circumstances are considered to exist if one or more of the following apply:
  - 2.8.1 the use or development will result in significant long term social or economic community benefits and there is no feasible alternative location or design;

- 2.8.2 ongoing management cannot ensure the survival of the biodiversity values on the site and there is little potential for recruitment or for long term persistence irrespective of long-term management;
  - 2.8.3 the extent of proposed removal of the biodiversity values on the site is insignificant relative to the extent of the values elsewhere on site; and/or
  - 2.8.4 the development is located on an existing title for a single dwelling and/or associated outbuilding.
- 2.9 **“Substantially detract from”** means the loss of the biodiversity value has consequences for the conservation status and viability of the value in the vicinity, including direct and indirect impacts on breeding and/or persistence in the landscape. Factors that may be considered include: the quality of the habitat or vegetation; the requirements of the value relative to the scale of the impact; the current conservation status; the presence/absence of the species in an area; the importance of the area for the connectivity; and the extent to which the loss may be offset through improved conservation measures within the immediate range of the affected value.
- 2.10 **“Vicinity”** means the area or region adjacent to or near the biodiversity value and varies depending upon the characteristics and requirements of the value and its range. For example, the forty-spotted pardalote has a limited range and specific habitat requirements. Therefore, what is in the vicinity is relatively localised for this species. Whereas the swift parrot is a migratory species which has a much wider range, breeds in different locations from year to year depending on the flowering of the blue gum and black gum and proximity to potential nesting habitat.

### 3. OBJECTIVE

- 3.1 The objectives of the Biodiversity Offset Policy are to ensure biodiversity offsets within Kingborough:
- 3.1.1 avoid a net loss in the extent and quality of biodiversity that is securely protected and effectively managed; and,
  - 3.1.2 are implemented in a transparent and consistent manner.

### 4. SCOPE

- 4.1 This policy applies to all applications assessed under the:
- 4.1.1 Any by-law under the *Local Government Act 1993* regulating the removal of vegetation in the Kingborough municipal area.
  - 4.1.2 Kingborough Planning Scheme 2000, the Kingborough Interim Planning Scheme 2015 or any subsequent planning scheme declared under the *Land Use Planning and Approvals Act 1993* and applicable in the Kingborough municipal area.

### 5. PROCEDURE (POLICY DETAIL)

- 5.1 Biodiversity offsets are required where there are impacts upon priority biodiversity values including:
- 5.1.1 priority biodiversity values identified in Table 3.
  - 5.1.2 individual trees of high conservation value (as per Table 2).
- 5.2 All offsets must be consistent with this Policy and have regard to:
- 5.2.1 the Guidelines for the Use of Biodiversity Offsets, (Southern Tasmanian Council's Authority 2013 (referred to as the Regional Offset Guidelines); and

- 5.2.2 the General Offset Principles for offsets under the Resource Management and Planning System (RMPS) (Appendix 4 of the Guidelines for Natural Values Surveys, Natural and Cultural Heritage Division, May 2021) (referred to as the RMPS Offset Principles).
- 5.3 Offsets will only be considered where:
  - 5.3.1 'special circumstances' can be demonstrated;
  - 5.3.2 the loss of the biodiversity value(s) will not substantially detract from its conservation status in the vicinity; and,
  - 5.3.3 the proponent has adequately demonstrated the need for an offset, including that all effort has been made to avoid and minimise impacts on biodiversity values, including alternative locations or designs for the development.
- 5.4 Council will assess each offset proposal on a case-by-case basis in accordance with this Policy, the Regional Offset Guidelines. Council has the discretion to reject a proposal where it has not been demonstrated that the scale, scope and suitability of the offset delivers a new benefit for biodiversity conservation.
- 5.5 This policy should be reviewed within 5 years or following any changes to planning instruments, by-laws, state policies or regional policies relating to offsets, whichever is the sooner.

## 6. GUIDELINES

- 6.1 A biodiversity offset proposal must include one or more of the offset measures in Table 1 and must include at least one of options (a), (b) or (c).
- 6.2 All offset proposals must be consistent with the replacement ratios in Table 3.
- 6.3 Where demonstrating 'special circumstances' relies upon 'special circumstances (2.8.3)', then the offset must be achieved via option (a) to the extent practicable, with any shortfall in meeting the replacement ratios on-site adequately offset via options (b)-(e).
- 6.4 Where demonstrating 'special circumstances' relies upon 'special circumstances (2.8.4)' and the development is located in the Low Density Residential, Rural Living, Environmental Living, Landscape Conservation, Rural Resource or Rural Zone, then the offset must be achieved via option (a) to the extent practicable, with any shortfall in meeting the replacement ratios on-site adequately offset via options (b)-(e).
- 6.5 A biodiversity offset proposal only involving either option (a), (b) or (c) in isolation may be considered where it can be demonstrated it is consistent with the objectives and provisions of this Policy.
- 6.6 A biodiversity offset proposal involving (a) or (b) may only be considered where:
  - 6.6.1 it is not part an existing natural area reserve managed by Council or part of the Tasmanian Reserve Estate as shown on the LIST.
  - 6.6.2 there are no existing protections from development impacts through a Part 5 Agreement or Conservation Covenant under the Nature Conservation Act 2002.
  - 6.6.3 there are no existing requirements for vegetation to be retained under conditions of a current development application.
  - 6.6.4 there are no previous offset requirements.
- 6.7 A biodiversity offset proposal involving (a), (b), (d) or (e) must be accompanied by an offsetting plan for the 'recipient land' that is consistent with this Policy, outlines the offset options proposed and contains the relevant landowner consents.
- 6.8 As a result of implementing an offsetting plan, the 'recipient land' must become 'secure conservation land' and demonstrate that the biodiversity value(s) will be maintained and/or restored to improve its condition.



- 6.9 Upon approval of an offsetting plan, the 'recipient land' must be subject to a conservation management plan which at a minimum must include a map of the values, baseline condition assessments, management actions and scheduled monitoring. Management actions for the first 5 years of implementing the conservation management plan must be costed and bonded. Ongoing management is the responsibility of the landowner/manager and must be undertaken in accordance with the conservation management plan.
- 6.10 Council has a responsibility to ensure the 'secure conservation land' is being monitored and managed in accordance with the offsetting plan and conservation management plan.
- 6.11 All offsets must aim to be like for like and contain equivalent biodiversity values in equal or better condition than those being impacted. Offsets that are not like for like will only be considered where it is demonstrated that it achieves a significantly enhanced conservation outcome that considers ecological viability and condition, size, resilience and integrity, the landscape context, and potential future risks. This may be subject to third party validation by the State, or another peer review body nominated by Council.
- 6.12 Condition of biodiversity value(s) is determined by:
- 6.12.1 the TASVEG VCA Manual: A manual for assessing vegetation condition in Tasmania, Version 2.0, (Michaels et al,2020) for native vegetation communities.
  - 6.12.2 published scientific literature and/or agreed by the Threatened Species Section (NRE) in consultation with species specialists, and/or endorsed by the Threatened Species Scientific Advisory Committee (TSSAC), for threatened species habitat.
- 6.13 Financial offsets are only appropriate where:
- 6.13.1 there is no opportunity for a viable on-site or off-site offsets, taking into consideration the size, shape, quality of any potential offset area, or the replacement ratios cannot be fully met on-site or off-site, and a more strategic outcome can be achieved by pooling resources. The appropriateness of a financial offset is determined on merits by Council on a case-by-case basis.
  - 6.13.2 the scale of loss is small with regards to the conservation status and specific characteristics of the value(s) being impacted. A small level of loss may be considered significant and inappropriate to offset financially for vegetation communities or threatened species that have a greater risk of extinction in light of specialist advice.
- 6.14 The financial offset must be paid into the Kingborough Environmental Fund in accordance with the Guidelines for Expenditure as published on Kingborough Council's website.
- 6.15 All expenditure of financial offsets must be in accordance with Councils endorsed Guidelines for Expenditure of the Kingborough Environmental Fund.

**Table 1: Offsetting Options**

Option	Description
(a) On-site conservation via a conservation covenant under the <i>Nature Conservation Act 2002</i> , an agreement under Part 5 of the <i>Land Use Planning and Approvals Act 1993</i> or transferral to Council or the Crown to be managed for conservation	Covenanted or protecting in perpetuity remaining areas on the subject land.
(b) Off-site conservation via a conservation covenant under the <i>Nature Conservation Act 2002</i> , an agreement under Part 5 of the <i>Land</i>	Covenanted or protecting in perpetuity an area of sufficient size, but off-site.

Option	Description
<i>Use Planning and Approvals Act 1993 or transferral Council or the Crown to be managed for conservation</i>	
(c) Financial offsets	<p>Financial offsets<sup>4</sup> calculated at a rate of:</p> <ul style="list-style-type: none"> <li>• up to \$570 per tree of very high conservation value and up to \$340 for high conservation value as identified in Table 2; or,</li> <li>• \$13,650 per hectare of high and moderate biodiversity values as identified and subject to the replacement ratios in Table 3.</li> </ul> <p>These financial offsets are inclusive of a 20% administration fee and are reviewed periodically in conjunction with the policy.</p>
(d) Restoration	<p>Restoration of areas on or off-site with similar values but in poorer condition to improve their condition and increase their long-term viability.</p> <p>Note: For loss assessed under the planning scheme this option must be used in conjunction with offsetting options (a), (b) and/or (c) and is not applicable to areas directly or indirectly impacted by the proposed development.</p>
(e) Revegetation	<p>Revegetation and rehabilitation of degraded areas on or off-site with the aim of restoring values equivalent to those being lost.</p> <p>Note: For loss assessed under the planning scheme this option must be used in conjunction with offsetting options (a), (b) and/or (c) and is not applicable to areas directly or indirectly impacted by the proposed development.</p>
(f) Recovery actions	<p>Implementation of direct and indirect recovery actions, including installation of nest boxes, threat abatement, surveying and mapping of significant values to inform their ongoing strategic management and conservation.</p> <p>Note this option must be used in conjunction with other offsetting options (a), (b) and/or (c).</p>

**Table 2: Conservation Value of Individual Trees**

<sup>4</sup> Where a tree meets the threshold for a very high or high conservation value tree and the removal of the tree requires a development application, the maximum amount is charged. Where tree removal is exempt from requiring a development application but still otherwise requires Council approval under a covenant on the title, Part 5 Agreement or By-Law, the required offset may be at the lower end of the scale, as these situations generally do not involve new development and the tree removal is necessary to protect and maintain existing development. Flexibility in the offset rates is provided for situations where a tree may technically meet the threshold of a high or very high conservation value tree, but there are characteristics which reduce its conservation value, such as its declining health or poor form. In these situations, a lower offset rate can be considered.

Description	Characteristics	Rationale	Conservation Value
<i>Eucalyptus globulus</i> or <i>E. ovata</i>	DBH >70cm	Significant or potential swift parrot foraging habitat	Very high
<i>E. viminalis</i>	DBH >25cm and within or directly adjacent to significant forty-spotted pardalote habitat	Significant 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	Potential or significant habitat for hollow dependent species	Very high
<i>Eucalyptus globulus</i> or <i>E. ovata</i>	DBH >40cm and <70cm	Potential swift parrot foraging habitat	High
<i>E. viminalis</i> <sup>5</sup>	DBH >25cm and: <ul style="list-style-type: none"> <li>on Bruny Island; or</li> <li>within 5,000m of significant forty-spotted pardalote habitat or within potential forty-spotted pardalote habitat</li> </ul>	Potential 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 (C'th)</i>	N/A	Listed threatened species	High
Priority species (including <i>Eucalyptus rubida</i> ) <sup>6</sup>	DBH >25cm	Meets IUCN criteria for endangered within Kingborough	High

Table 3: Biodiversity Values and the Replacement Ratios for Offsets

<sup>5</sup> Consistent with the definition of potential habitat, the 5km distance for the potential range of the forty-spotted pardalote is derived from the published literature (FPA, 2022, Threatened fauna species range boundaries and habitat descriptions, v1.29 June 2022; Threatened Species Section (2012), Listing Statement for *Pardalotus quadragintus* (Forty-spotted Pardalote). Department of Primary Industries, Parks, Water and Environment, Tasmania).

<sup>6</sup> In determining whether a species meets the criteria, an assessment by a suitably qualified person against the IUCN criteria as published on their website and consideration by the Planning Authority is required.

Value	Definition	Replacement ratio*
Very high priority values	<ul style="list-style-type: none"> <li>Native vegetation/ecological communities listed as endangered or critically endangered under the <i>Nature Conservation Act 2002</i> or the <i>Environment Protection and Biodiversity Conservation Act 1999</i></li> <li>Significant habitat for and/or areas known to contain threatened species listed under the <i>Threatened Species Protection Act 1995</i> or the <i>Environment Protection and Biodiversity Conservation Act 1999</i> that are: <ul style="list-style-type: none"> <li>a) Recognised as endangered or critically endangered; or</li> <li>b) Largely confined in their total distribution to the municipal area; or</li> <li>c) Have most of their range within the municipal area.</li> </ul> </li> </ul>	6:1
High priority biodiversity values	<ul style="list-style-type: none"> <li>Native vegetation communities listed as vulnerable under the <i>Nature Conservation Act 2002</i> and <i>EPBC</i></li> <li>Significant habitat for and/or areas known to contain threatened species listed under the <i>Threatened Species Protection Act 1995</i> or the <i>Environment Protection and Biodiversity Conservation Act 1999</i> that are recognised as vulnerable.</li> <li>Native vegetation communities with a distribution on a bioregional basis having contracted to less than 10% of its former area.</li> <li>Native vegetation communities with a total area on a bio-regional basis generally being less than 1,000 ha.</li> <li>Remnants occurring on land systems components which have been more than 90% cleared of their native vegetation.</li> </ul>	5:1
Moderate priority biodiversity values	<ul style="list-style-type: none"> <li>Significant habitat for and/or areas known to contain threatened species listed under the <i>Threatened Species Protection Act 1995</i> or the <i>Environment Protection and Biodiversity Conservation Act 1999</i> that are: <ul style="list-style-type: none"> <li>(a) Recognised as rare; and</li> <li>(b) Are not specific to the municipal area.</li> </ul> </li> <li>Potential habitat for threatened species listed under the <i>Threatened Species</i></li> </ul>	3:1

Value	Definition	Replacement ratio*
	<i>Protection Act 1995 or the Environment Protection and Biodiversity Conservation Act 1999.</i> <ul style="list-style-type: none"> <li>Native vegetation communities approaching a reduction in areal extent of 70% within a bioregional context.</li> <li>Other priority species that are not listed but are considered of conservation significance in the municipal area.</li> </ul>	
Low priority biodiversity values	<ul style="list-style-type: none"> <li>All other native vegetation communities.</li> </ul>	1:1
Individual trees of very high conservation value	As per Table 2	5:1 for replanting
Individual trees of high conservation value	As per Table 2	3:1 for replanting
<p>* When determining whether a proposed offset involving option (a), (b), (c) and/or (d) will achieve a net benefit for conservation and satisfy the required replacement ratios, the condition of the biodiversity value(s) potentially impacted and the condition of any biodiversity value(s) proposed to be protected or enhanced must be considered.</p> <p>* Where values are not like for like, the required replacement ratio may be varied at the discretion of council</p> <p>* Where there is a high risk of failing to avoid a net loss in biodiversity, the required replacement ratio may be increased at the discretion of Council.</p> <p>* Where the area being impacted contains multiple values, or values that are more difficult to offset, the replacement ratio may be increased at the discretion of Council.</p> <p>* Where the 'recipient land' contains additional values to the area being impacted, the offset ratio may be reduced at the discretion of Council.</p>		

## 7. COMMUNICATION

- 7.1 This policy will be made available to the public on the Council website and at the Customer Services counter.
- 7.2 The following stakeholders have a direct interest in this Policy and should be notified of any amendments through direct communications:
- 7.2.1 Council staff
  - 7.2.2 Department of Natural Resources and Environment
  - 7.2.3 Regular applicants
  - 7.2.4 Ecological consultants.

## 8. LEGISLATION

- 8.1 Kingborough Planning Scheme 2000
- 8.2 Kingborough Interim Planning Scheme 2015 or any subsequent planning scheme declared under the *Land Use Planning and Approvals Act 1993* and applicable in the Kingborough municipal area.

- 8.3 Any by-law under the *Local Government Act 1993* regulating the removal of vegetation in the Kingborough municipal area
- 8.4 *Land Use Planning and Approvals Act 1993*
- 8.5 *Nature Conservation Act 2002*
- 8.6 *Threatened Species Protection Act 1995*
- 8.7 *Environment Protection and Biodiversity Conservation Act 1999*

## 9. RELATED DOCUMENTS

- 9.1 Southern Tasmanian Council's Authority, 2013, *Guidelines for the Use of Biodiversity Offsets*, Southern Tasmanian Council's Authority, Hobart.
- 9.2 Michaels, K., Panek, D. and Kitchener, A. Contributing Eds (2020), *TASVEG VCA Manual: A manual for assessing vegetation condition in Tasmania*, Version 2.0. Natural and Cultural Heritage, Department of Primary Industries, Parks, Water and Environment, Hobart.
- 9.3 Natural and Cultural Heritage Division, 2015, Appendix 4: General Offset Principles for offsets under the Resource Management and Planning System, in *Guidelines for Natural Values Surveys – Terrestrial Development Proposals*. Version 1.2 – May 2021 (minor updates), Department of Primary Industries, Parks, Water and Environment.
- 9.4 Quinn, L., 2017, *Guidelines for the Expenditure of the Kingborough Environmental Fund*, Version 1, Kingborough Council.

## 10. AUDIENCE

- 10.1 Councillors.
- 10.2 Council staff.
- 10.3 Applicants.
- 10.4 Ecological Consultants.
- 10.5 Tasmanian Planning Commission.
- 10.6 State and Commonwealth agencies.
- 10.7 Community.

## 16.2 KINGBOROUGH COMMUNITY GRANTS

**File Number:** 10.243

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

**Authoriser:** Heather Salisbury, Acting Director Environment, Development & Community Services

### Strategic Plan Reference

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

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

## 1. PURPOSE

- 1.1 The purpose of this report is to provide Council with recommendations for funding allocations under the 2023/2024 Community Grants Program.

## 2. BACKGROUND

- 2.1 Community Grants provide financial assistance to not-for-profit community groups and organisations to develop and implement projects and activities which enhance the wellbeing of the community.
- 2.2 Community Grant applications were called for in August 2023 with a closing date of 16 October 2023.

## 3. STATUTORY REQUIREMENTS

- 3.1 Grants provided are required to be listed in Council's Annual report in accordance with Section 77 of the *Local Government Act 1993*.

## 4. DISCUSSION

- 4.1 Fifteen applications were received under the 2023/2024 Community Grants Program and were assessed by the Grants Panel (comprising the Director Governance Recreation & Property, Acting Director Environment, Development & Community and Community Services Coordinator) against the Council approved guidelines (see Attachment 1).
- 4.2 Four of the applications received rated as ineligible as they did not comply with the guidelines which state that "the same or similar project" will not be funded "more than once".
- 4.3 A further report is to be prepared reviewing the guidelines and further exploring options to provide support to community events more than once.
- 4.4 In accordance with the guidelines, the recommended grant for each recipient totals no more than 50% of the project cost.
- 4.5 Subject to Council approval, the successful grant recipients will be formally announced and notified after Council endorsement has been granted.

**5. FINANCE**

- 5.1 In 2023/2024 Budget, Council allocated \$30,000 to the 2023/2024 Community Grants Program.
- 5.2 The unallocated Community Grants funds (\$17,803.50) will remain available for Quick Response grants throughout the year (up to \$1,000 per grant).

**6. ENVIRONMENT**

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

**7. COMMUNICATION AND CONSULTATION**

- 7.1 The Community Grants program is widely advertised in the local print media on social media and information is sent to an extensive database of community organisations.

**8. RISK**

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

**9. CONCLUSION**

- 9.1 A total of fifteen applications were received in this round seeking a total of \$36,964.50. Following assessment against the criteria, it is recommended that \$12,196.50 is allocated towards seven projects.
- 9.2 Due to the ineligibility of a number of applications, a further report will be prepared which explores options to provide support to community events more than once.

**10. RECOMMENDATION**

That Council approve the allocation of \$12,196.50 in grant funding under the Community Grants Program, as outlined in Attachment 2.

**ATTACHMENTS**

- 1. Community Grants Guidelines
- 2. Community Grants Recommendations





## Community Grants Program

### Guidelines for applicants

Kingborough Council will consider applications from eligible community organisations for grants of **up to \$3,000**.

The applications must meet the objectives of the Program. The application should:

- Complement Council's strategic aims.  
Strategic Plan available here: [Kingborough Council Strategic Plan](#)
- Provide financial assistance to not-for-profit community groups and organisations to develop and implement projects and activities which enhance the well-being of the community;
- Strengthen community capacity and cohesion through capitalising on the strengths and abilities of the community itself to effectively identify its own needs and to plan, develop and implement innovative local solutions;
- Facilitate an equitable distribution of community resources and programs throughout Kingborough;
- Increase participation in and accessibility to a range of quality and innovative programs and activities for the residents of Kingborough.

### Eligibility Criteria

The proposed project must:

- Be delivered in the Kingborough municipality;
- Clearly identify and address a community need;
- Show how the community will be involved, both directly and indirectly, in the project; not duplicate existing programs, services or activities in the locality.

The applicant organisation must:

- Be an incorporated not-for-profit organisation, or be auspiced by an incorporated organisation;
- Be Kingborough based and should operate within the municipality. Applications for projects from state or national bodies should be submitted by, and be administered by and for the direct benefit of the local branch;
- Be financially viable and able to demonstrate the capacity to successfully manage and administer their proposed project on time and within budget;
- Demonstrate that other support and funding has also been obtained, or is being sought, to support the proposed project. Council will not fund more than 50% of the cost of any project.

Other contributions may be financial or in-kind, including voluntary labour and materials;  
Have appropriate public liability insurance cover.

**Note:** Council will not fund more than 50% of the cost of any project. Other contributions may be financial or in-kind, including voluntary labour and materials and have appropriate public liability insurance cover.

## What may be funded

Examples of what may be funded include:

- Purchase of equipment to support a project or activity;
- Projects and events which contribute to the quality of community life in Kingborough;
- Minor capital works projects (subject to obtaining the relevant approvals and permits);
- Community workshops and seminars or skill development for members of voluntary management committees;
- Newsletters and flyers which promote and encourage involvement in community -based activities.

## What will not be funded

- More than one project from any community group per year.
- Any project retrospectively.
- Individuals.
- Ongoing administration and running costs.
- Activities or events which have a fund-raising outcome.
- Trophies or prize money.
- Projects which have the potential to make significant profit, or where other funding sources are considered to be more appropriate.
- Projects which will commit Council to ongoing support.
- The same or similar project more than once.

## Assessment and criteria process

Projects deemed eligible for funding will be assessed against the following criteria:

- The organisation being able to demonstrate its capacity to successfully manage and administer its proposed project on time and within budget.
- That there is a sufficient budget and/or resources to deliver the project.
- That the project does not duplicate or overlap with existing activities. • That the organisation can appropriately evaluate the project outcomes.
- That the project responds to a clearly identified need in the community.
- That the project provides quality and innovative outcomes for the residents.
- That the project involves the community, both directly and indirectly, in its development and

implementation.

- That the project facilitates greater access and participation by a wide range of Kingborough residents.
- That the project makes sure there is adequate recognition of Council's support.
- That the project complements Council's strategic aims. (See Council's Strategic Plan at [www.kingborough.tas.gov.au/strategic-plan](http://www.kingborough.tas.gov.au/strategic-plan) )

It is essential that you obtain any necessary building or other permits which are applicable prior to submitting your application. Copies of these should be attached to your application. Where applicable, written quotes must also accompany your application.

Relevant managers will be responsible for determining eligible projects against the assessment criteria. These will then be recommended to the Council for the final decision on which projects will be funded.

## The Grants Program and GST

Organisations registered for GST will need to supply Council with a tax invoice.

Funding Agreement Grants made to community organisations will be made on the following conditions:

- Funds must be expended on the project as described in the successful application. Any significant changes to the project must be approved by Council.
- All projects must be completed within 12 months of receiving the funds unless otherwise agreed to by the Council.
- Formal advice of unexpended funds is required and funds not expended for the purpose outline in the application should be returned to Kingborough Council unless agreement has been reached to use these funds for other approved purposes.
- Council is not responsible for any shortfall should the project run over budget.
- Organisations and groups who receive funding must submit a financial statement and completed evaluation report to Council within three months of the completion of the project.
- Wherever possible, acknowledgement should be given to the support provided by Kingborough Council on promotional material for the projects. Copies of such promotional material should be forwarded with the completed evaluation report. Approvals must be sought by the Council's Communication and Engagement Advisor to the use of Council's logo to make sure it adheres to brand guidelines.

## Applying for a Community Grant

Applications must be made on the Community Grants Application Form.

Completed applications must be saved and either emailed to [commgrants@kingborough.tas.gov.au](mailto:commgrants@kingborough.tas.gov.au) or mailed or delivered to: Community Grants Program Kingborough Council 15 Channel Highway Kingston 7050

**Applications are due by 5pm on Monday, 16 October 2023.**

We strongly advise that you discuss your proposal with appropriate Council officers prior to completing and submitting your application to make sure you are meeting all the criteria required.

For further information and assistance please contact:

Julie Alderfox, Community Development Officer

T: 6211 8170

E: [jalderfox@kingborough.tas.gov.au](mailto:jalderfox@kingborough.tas.gov.au)

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	Organisation	Amount	Project	Recommendation
1	Blackmans Bay Community Association	\$2,670	Assistance to expand the Blackmans Bay Edible Garden Trail Event	Nil – ineligible.*
2	Volleyball Tasmania	\$3,000	Assistance to host the South East Tasmanian Volleyball Finals at the Kingborough Sports Centre	\$3,000
3	Edmund Rice Camps	\$2,720	Assistance with activity costs for attendees at the Volunteer Leadership Camp	Nil
4	Kingborough Gymnastics Assoc	\$3,000	Assistance to purchase a replacement trampoline	\$3,000
5	Southern Homeschool Events	\$3,000	Assistance with Homeschool Camp costs	Nil
6	U3A	\$3,000	Assistance to purchase smart tv monitors and laptops.	Partial \$1,500
7	Kingston Tennis Club	\$2,998	Assistance to purchase nets for senior's tournament	Partial \$1,500
8	Volunteer Marine Rescue	\$1,980	Assistance to purchase upgraded Search & Rescue equipment	\$1,980
9	Kingborough Lions Club	\$3,000	Classic Car Show	Nil – directing to Quick Response Grants
10	South Channel Ratepayers Association	\$1,400	Support for 'Middelton on the Green' event	Nil – ineligible*
11	Woodbridge Hall Management Committee	\$541.50	Assistance to purchase carpet for Woodbridge Hall Supper Room	\$541.50
12	Thai Association of Tasmania	\$3,000	Assistance to host Thai Songkran festival	Nil – ineligible*
13	Blackmans Bay Primary School Association	\$3,000	Assistance to undertake creation of a mural at Blackmans Bay Primary School	Nil
14	Kingston Beach Golf Club	\$675	Assistance to host Blind & Low Vision Golf Day	\$675
15	Multicultural Women's Council Tasmania	\$3,000	Assistance to host International Women's Day Celebration	Nil- ineligible*
	<b>Total</b>	<b>\$36,964.50</b>		<b>\$12,196.50</b>

\*Same project was funded previously. The grant guidelines state that "the same or similar project" will not be funded "more than once".

**16.3 APPENDICES****RECOMMENDATION**

That the Appendices attached to the Agenda be received and noted.

**17 NOTICES OF MOTION**

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

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

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**RECOMMENDATION**

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

**Confirmation of Minutes**

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

**Applications for Leave of Absence**

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

**Tender Assessment - TS3245 Kingborough Sports Centre Toilet Upgrades**

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

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	
Tender Assessment - TS3245 Kingborough Sports Centre Toilet Upgrades	

### CLOSURE

# APPENDIX

- A Kingborough Waste Services Board Report September 2023
- B Kingborough Community Safety Committee - Minutes 16 October 2023
- C Kingborough Bicycle Advisory Committee - Minutes 20 October 2023
- D Minutes Disability Inclusion & Access Advisory Committee - October 2023
- E Audit Panel Minutes 11 August 2023
- F Complaints Register 1 July 2023 to 30 September 2023
- G Donations 1 July 2023 - 30 September 2023

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**A KINGBOROUGH WASTE SERVICES BOARD REPORT SEPTEMBER 2023**



**KINGBOROUGH WASTE SERVICES PTY LTD**

**MINUTES  
DIRECTORS MEETING NO. 73**

**Friday 29 September 2023**

*Kingborough Waste Services Pty Ltd acting as Trustee for Kingborough Waste Services Unit Trust*

*ABN 42151309563*



MINUTES

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## MINUTES

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### 1. Opening

A Meeting of the Directors of Kingborough Waste Services Pty Ltd was held on Friday 29 September at the Company Offices 15 Channel Highway, Kingston commencing at 8.35 a.m. unless resolved otherwise.

### 2. Attendance

- a. Present: Bob Calvert – Chairperson/Director; Debra Mackeen – Director; Tim Jones - Director; David Reeve - Director
- b. Apologies:
- c. Non-Director Attendees: Stuart Baldwin, Dean Street

### 3. Declarations of Interest

Pursuant to Clause 22.10 of the Constitution, Directors are invited, where applicable, to declare an interest in any matter listed on the Agenda, nominating the specific item(s) in which the Director declares interest. The following Standing Declarations are noted:

- a. David Reeve, in his position as Director Engineering Services with the Kingborough Council; and
- b. Tim Jones, in his position as Manager Finance with the Kingborough Council.

### 4. Approval of the Agenda

Director's attending were invited to nominate items of General Business for discussion and/or decision and to request changes to the Order of Business for the meeting.

### 5. Previous Minutes

The Minutes of Board Meeting No. 72 of Friday 28 July 2023 were attached.

**The Board Resolved:** That the Minutes of Board Meeting No. 72 of Friday 28 July 2023 be confirmed.

### 6. Business Arising from the Minutes

The Board Action List was discussed.

The Credit Card for Manager KWS still in progress

Signage for the new trucks has been investigated with an initial estimate of \$960 per truck, Manager KWS to send out proposed graphics out of session.

The Waste Management Progress Report was updated and noted recommending a review of the council's strategy during the SLA discussion.

Bruny Island Transfer Station's operational costs were discussed during the meeting and to recommended improvements to Council, Director Jones and Manager KWS will provide a financial summary for the 2022/23 year on operational costs.



## MINUTES

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### 7. General Business

#### 7.1. Financial Reports for Kingborough Waste Services Pty Ltd

The July 2023 and August 2023 Profit and Loss Financial Reports, Balance Sheet and the Budget Forecast were attached YTD the Consolidated Result was a loss of (\$26k) which was +\$23k better than budget. This was made up of a loss of (\$50k) for Barretta Operations, a profit of \$9k from the Mainland Public Waste Bin contract and a profit of +\$14k from the Bruny Public Waste Bin contract. Barretta operations exceed budget thanks to higher metal sales and lower employee costs. However, higher disposal costs due to removing construction waste to Copping offset this. Additionally, August's annual insurance costs significantly increase expenses. Disposal of the Construction and Demolition waste was further discussed and due to the increased costs of maintaining and disposing that Construction and Demolition waste it will no longer be accepted at Barretta.

**The Board Resolved:** That the Profit and Loss Financial reports for Kingborough Waste Services Pty Ltd for July 2023 and August 2023, the Balance Sheet as of 31 August 2023 and the Budget Forecast for the period be received and noted.

#### 7.2. Operational Report

The Manager KWS presented the operational report for July and August 2023. The Board noted that any capital expenditure bids would need to be a priority discussion in the next meeting. Additionally, they discussed the master plan, emphasizing the importance of having a 5-year plan of capital expenditure projects.

**The Board Resolved:** That the July 2023 and August 2023 operational report of the Manager Kingborough Waste Services be received and noted

#### 7.3. Service Level Agreement Report

The Manager KWS presented the Service Level Agreement Report for July and August 2023. It was noted that there were a high number of missed collections for the Kerbside Collection contract. The accuracy of the information in the report was discussed and it was suggested that a report from the contractor should be compared to ensure its accuracy.

**The Board Resolved:** That the July 2023 and August 2023 Service Level Agreement Report of the Manager Kingborough Waste Services be received and noted.

#### 7.4. Update on Regional State Initiatives

- STRWA is seeking comments and feedback on their strategic plan.
- Southern Waste is currently evaluating a Business Case for the implementation of a FOGO unit.
- NRE recently held a workshop on climate change with a particular focus on illegal dumping. Councils are currently providing NRE with information on the locations of illegal dumping.

#### 7.5. Waste Levy and Container Refund Scheme

- Waste Resource Recovery Board have offered grants for the upgrading of the weighbridge software to accommodate the requirements for the waste levy reporting.
- The CRS has no further update.



## MINUTES

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### 8. Other Business

### 9. Items to be dealt with in Closed Session

### 10. Date and Place of Next Meeting

The arrangements for the next meeting are 24 November 2023.

### 11. Closure

There being no further business the Chair declared the meeting closed at 10:50am.

.....  
(Confirmed)

.....  
(Date)

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## Board Action List

MONTH AND YEAR	MINUTE NO	RESOLUTION TITLE	TARGET DATE	SUMMARY OF RESOLUTION AND COMMENTS	RESPONSIBLE OFFICER AND ACTIONS
May 2022	8.5 Other Business	Cash Handling Policy	September 2023	Director Jones to organise a Credit Card for Manager KWS	Director Jones
June 2023	7.3 General Business	Service Level Agreement Report	September 2023	KWS Manager to investigate graphical signage for the public litter bin trucks.	KWS Manager
July 2023	7.3 General Business	Service Level Agreement Report	September 2023	KWS Manager to update Waste Management Strategy Progress Report	KWS Manager
July 2023	8.4 Other Business	Councillor Workshop	31 July 2023	KWS Manager to send the Councillor Workshop presentation through to the Board for final review.	KWS Manager



## Financial Reports

**KINGBOROUGH WASTE SERVICES PTY LTD**  
**CONSOLIDATED PROFIT & LOSS REPORT**  
For the period ended July 23

	JULY 2023			YTD July 23			Annual Budget	Forecast
	Actual	Budget	Var	Actual	Budget	Var		
<b>REVENUE</b>								
Waste Transfer Barretta and Bruny	256,754	261,296	(4,542)	256,754	261,296	(4,542)	3,457,902	3,457,902
Public Waste Bins - Mainland	26,257	26,257	(0)	26,257	26,257	(0)	310,000	310,000
Public Waste Bins - Bruny	21,954	19,904	2,050	21,954	19,904	2,050	235,000	235,000
<b>TOTAL REVENUE</b>	<b>304,965</b>	<b>307,457</b>	<b>(2,492)</b>	<b>304,965</b>	<b>307,457</b>	<b>(2,492)</b>	<b>4,002,902</b>	<b>4,002,902</b>
<b>EXPENSES</b>								
Waste Transfer Barretta and Bruny	265,921	264,463	(1,458)	265,921	264,463	(1,458)	3,387,685	3,387,685
Public Waste Bins - Mainland	19,282	24,867	5,585	19,282	24,867	5,585	291,478	288,578
Public Waste Bins - Bruny	14,706	21,202	6,496	14,706	21,202	6,496	219,626	215,926
<b>TOTAL EXPENSES</b>	<b>299,909</b>	<b>310,532</b>	<b>10,623</b>	<b>299,909</b>	<b>310,532</b>	<b>10,623</b>	<b>3,898,789</b>	<b>3,892,189</b>
<b>NET PROFIT/(LOSS)</b>								
Waste Transfer Barretta and Bruny	(9,167)	(3,167)	(6,000)	(9,167)	(3,167)	(6,000)	70,217	70,217
Public Waste Bins - Mainland	6,975	1,390	5,585	6,975	1,390	5,585	18,522	21,422
Public Waste Bins - Bruny	7,249	(1,298)	8,547	7,249	(1,298)	8,547	15,374	19,074
<b>TOTAL NET PROFIT/(LOSS)</b>	<b>5,057</b>	<b>(3,075)</b>	<b>8,132</b>	<b>5,057</b>	<b>(3,075)</b>	<b>8,132</b>	<b>104,113</b>	<b>110,713</b>

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**KINGBOROUGH WASTE SERVICES**  
**NOTES TO JULY 2023 FINANCIALS**

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**SUMMARY**

The Consolidated KWS Result for July was a profit of \$5k which was \$8k better than budget. The July Budget is negative due to seasonality of revenue. This was made up of Barretta Operations \$9k loss, Mainland Public Waste Bin contract \$7k profit and Bruny Public Waste Bin Contract \$7k profit.

**BARRETTA OPERATIONS****Month**

The Barretta Operations made a loss of \$9k for the month, which was \$6k worse than budget.

Income was below budget for the month \$5k due to lower Kerbside Collection Charges. There is also a timing difference in Metal Sales (\$7k), however this was offset by higher Reuse Shop Sales \$10k.

Expenses are close to budget for the month.

**DETAILED ANALYSIS**

The detailed variances are:

1. USER CHARGES  
User charges are close to budget for the month.
2. RECYCLING SALES  
Recycling sales are close to budget for the month.
3. COUNCIL RECHARGES  
Council recharges are below budget for the month (\$6k) due to lower Kerbside Collection Charges.
4. SUNDRY CHARGES  
Sundry Charges are above budget for the month due to bank interest received.
5. EMPLOYEE COSTS  
Employee Costs are above budget for the month (\$4k). This is caused by the net of Salaries/Agency Staff being above budget due to agency staff required to cover staff on personal and annual leave. Protective Clothing is below budget for the month \$2k.
6. DISPOSAL COSTS  
Disposal Costs are above budget for the month (\$2k) mainly due to higher Tyre Disposal Charges during the month.
7. GREEN WASTE COSTS  
Green Waste Disposal Costs are estimated to be close to budget for the month.  
These figures are estimated based on stockpiles at Barretta and amounts accrued are expected to cover the costs of disposal for the stockpile on hand.



8. HIRE AND MAINTENANCE

Hire and Maintenance costs are above budget for the month (\$2k) due to Plant Hire External for the hire of a skid-steer loader, due to servicing and repairs.

9. OTHER EXPENSES

Other expenses are below budget for the month +\$6k mainly due to timing differences within the Waste Management Activities budget.

**PUBLIC WASTE BINS CONTRACT - MAINLAND**

During July, the Mainland Public Waste Bins Contract made a profit of \$7k, which was \$6k better than budget. The detailed variances are:

1. EMPLOYEE COSTS

Employee costs are below budget for the month +\$2k.

2. HIRE & MAINTENANCE

Hire & Maintenance Costs are below budget +\$2k due to a timing difference in the Maintenance (Mechanical) budget.

3. OTHER EXPENSES

Other expenses are below budget for the month +\$2k. This is due to a contingency that was built into the Mainland Public Place Bins contract estimate.

**PUBLIC WASTE BINS CONTRACT - BRUNY**

During July, the Bruny Public Waste Bins Contract made a profit of \$7k, which was \$8k better than budget. The detailed variances are:

1. COUNCIL RECHARGES

Council Recharges are above budget for the month +\$2k due to revenue received for unbudgeted Private Bin Collections.

2. EMPLOYEE COSTS

Employee costs are close to budget for the month.

3. HIRE & MAINTENANCE

Hire & Maintenance Costs are below budget by +\$3k due to a timing difference in the Maintenance (Mechanical) budget +\$3k.

4. OTHER EXPENSES

Other expenses are below budget for the month +\$3k. This is mainly due to a contingency that was built into the Bruny Public Place Bins contract estimate.

**KINGBOROUGH WASTE SERVICES PTY LTD**  
**PROFIT & LOSS REPORT**  
For the period ended July 23

	JULY 2023			YTD July 23			Annual Budget
	Actual	Budget	Var	Actual	Budget	Var	
<b>REVENUE</b>							
<b>USER CHARGES</b>							
General Waste	84,127	84,026	101	84,127	84,026	101	1,104,152
Tyres / Gas Bottles	633	1,250	(617)	633	1,250	(617)	15,000
Green Waste	17,935	17,081	854	17,935	17,081	854	275,500
Timber	3,765	4,375	(610)	3,765	4,375	(610)	52,500
Metal	5,211	5,000	211	5,211	5,000	211	60,000
	<b>111,671</b>	<b>111,732</b>	<b>(61)</b>	<b>111,671</b>	<b>111,732</b>	<b>(61)</b>	<b>1,507,152</b>
<b>RECYCLING SALES</b>							
Reuse Shop Sales	42,574	32,000	10,574	42,574	32,000	10,574	420,000
Non Ferrous Metal Sales	539	3,200	(2,661)	539	3,200	(2,661)	38,400
Metal Sales	0	7,500	(7,500)	0	7,500	(7,500)	90,000
Recycling Sales	0	0	0	0	0	0	0
	<b>43,113</b>	<b>42,700</b>	<b>413</b>	<b>43,113</b>	<b>42,700</b>	<b>413</b>	<b>548,400</b>
<b>COUNCIL RECHARGES</b>							
Kerbside Collection Charges	62,080	67,000	(4,920)	62,080	67,000	(4,920)	872,000
Bruny Island Disposal Charges	15,877	16,700	(823)	15,877	16,700	(823)	218,400
Bruny Island Operational Revenue	14,079	14,079	0	14,079	14,079	0	168,950
Free G/Waste - Foregone Revenue	0	0	0	0	0	0	34,000
Waste Management	7,458	7,460	(2)	7,458	7,460	(2)	89,500
	<b>99,495</b>	<b>105,239</b>	<b>(5,744)</b>	<b>99,495</b>	<b>105,239</b>	<b>(5,744)</b>	<b>1,382,850</b>
<b>SUNDRY CHARGES</b>	<b>2,476</b>	<b>1,625</b>	<b>851</b>	<b>2,476</b>	<b>1,625</b>	<b>851</b>	<b>19,500</b>
<b>TOTAL REVENUE</b>	<b>256,754</b>	<b>261,296</b>	<b>(4,542)</b>	<b>256,754</b>	<b>261,296</b>	<b>(4,542)</b>	<b>3,457,902</b>
<b>EXPENSES</b>							
<b>EMPLOYEE COSTS</b>							
Salaries	87,856	91,387	3,531	87,856	91,387	3,531	1,089,803
Agency Staff	17,511	7,289	(10,222)	17,511	7,289	(10,222)	86,054
Sundry Staff Expenses	101	325	224	101	325	224	3,900
Staff Training	620	918	298	620	918	298	11,020
Seminars & Conferences	0	200	200	0	200	200	5,900
Protective Clothing	1,709	4,050	2,341	1,709	4,050	2,341	6,500
	<b>107,797</b>	<b>104,169</b>	<b>(3,628)</b>	<b>107,797</b>	<b>104,169</b>	<b>(3,628)</b>	<b>1,203,177</b>
<b>DISPOSAL COSTS</b>							
Disposal Costs - Copping	34,894	35,767	873	34,894	35,767	873	470,000
Disposal Costs - Waste Levy	17,245	17,123	(122)	17,245	17,123	(122)	225,000
Transport Costs - Copping	21,278	21,460	182	21,278	21,460	182	282,000
Disposal Costs - Recycling	867	800	(67)	867	800	(67)	9,600
Disposal Costs - Glass/Bottles	587	665	79	587	665	79	8,000
Disposal Costs - Cardboard	1,903	2,150	247	1,903	2,150	247	25,900
Disposal Costs - Tyres/Gas Bottles	4,235	1,100	(3,135)	4,235	1,100	(3,135)	13,200
Disposal Costs - Concrete/Cleanfill	0	0	0	0	0	0	2,400
Disposal Costs - Metal	0	0	0	0	0	0	0
Disposal Costs - Hazardous Waste	0	100	100	0	100	100	4,100
	<b>81,008</b>	<b>79,165</b>	<b>(1,843)</b>	<b>81,008</b>	<b>79,165</b>	<b>(1,843)</b>	<b>1,040,200</b>
<b>GREEN WASTE COSTS</b>							
Green Waste Mulching	20,000	20,800	800	20,000	20,800	800	250,000
Timber Mulching	6,500	6,500	0	6,500	6,500	0	78,000
	<b>26,500</b>	<b>27,300</b>	<b>800</b>	<b>26,500</b>	<b>27,300</b>	<b>800</b>	<b>328,000</b>
<b>HIRE &amp; MAINTENANCE</b>							
Barretta Bin Hire and Movement	6,219	6,520	301	6,219	6,520	301	86,040
Bruny Bin Movement & Sundry	12,238	11,720	(518)	12,238	11,720	(518)	173,240
Plant Hire (Council)	7,010	6,900	(110)	7,010	6,900	(110)	82,800
Plant Hire External	3,711	1,670	(2,041)	3,711	1,670	(2,041)	22,040
Maintenance	509	800	291	509	800	291	22,330
MV/Plant Fuel & Registration	2,750	2,500	(250)	2,750	2,500	(250)	33,000
	<b>32,437</b>	<b>30,110</b>	<b>(2,327)</b>	<b>32,437</b>	<b>30,110</b>	<b>(2,327)</b>	<b>419,450</b>
<b>OTHER EXPENSES</b>							
Office Expenses	8,593	8,610	17	8,593	8,610	17	89,670
Advertising	100	170	70	100	170	70	2,040
Insurance - Public Liability	0	0	0	0	0	0	20,600
Insurance - Workers Comp	0	0	0	0	0	0	23,280
Board Expenses	0	0	0	0	0	0	20,000
Corporate Services Overhead	8,200	7,739	(461)	8,200	7,739	(461)	92,868
Waste Management Activities	1,231	7,200	5,969	1,231	7,200	5,969	148,400
Doubtful Debts Expense	0	0	0	0	0	0	0
Depreciation	56	0	(56)	56	0	(56)	0
	<b>18,180</b>	<b>23,719</b>	<b>5,539</b>	<b>18,180</b>	<b>23,719</b>	<b>5,539</b>	<b>396,858</b>
<b>TOTAL EXPENSES</b>	<b>265,921</b>	<b>264,463</b>	<b>(1,458)</b>	<b>265,921</b>	<b>264,463</b>	<b>(1,458)</b>	<b>3,387,685</b>
<b>NET PROFIT/(LOSS)</b>	<b>(9,167)</b>	<b>(3,167)</b>	<b>(6,000)</b>	<b>(9,167)</b>	<b>(3,167)</b>	<b>(6,000)</b>	<b>70,217</b>

**KWS PUBLIC WASTE BIN CONTRACT  
PROFIT & LOSS REPORT  
For the period ended July 23**

	JULY 2023			YTD July 23			Annual
	Actual	Budget	Var	Actual	Budget	Var	Budget
<b>REVENUE</b>							
<b>COUNCIL RECHARGES</b>							
Public Waste Bins Contract	26,257	26,257	(0)	26,257	26,257	(0)	310,000
<b>TOTAL REVENUE</b>	<b>26,257</b>	<b>26,257</b>	<b>(0)</b>	<b>26,257</b>	<b>26,257</b>	<b>(0)</b>	<b>310,000</b>
<b>EXPENSES</b>							
<b>EMPLOYEE COSTS</b>							
Staff Costs	9,405	10,406	1,001	9,405	10,406	1,001	123,912
Sundry Staff Expenses	0	100	100	0	100	100	1,200
Staff Training	0	100	100	0	100	100	1,200
Protective Clothing	160	500	340	160	500	340	500
	<b>9,565</b>	<b>11,106</b>	<b>1,541</b>	<b>9,565</b>	<b>11,106</b>	<b>1,541</b>	<b>126,812</b>
<b>HIRE &amp; MAINTENANCE</b>							
Maintenance (Mechanical)	0	2,500	2,500	0	2,500	2,500	10,000
Plant Hire	7,241	7,012	(229)	7,241	7,012	(229)	84,144
Insurance - Vehicle	0	0	0	0	0	0	800
MV/Plant Fuel	1,758	1,800	42	1,758	1,800	42	21,600
	<b>9,000</b>	<b>11,312</b>	<b>2,312</b>	<b>9,000</b>	<b>11,312</b>	<b>2,312</b>	<b>116,544</b>
<b>OTHER EXPENSES</b>							
Consumables	135	0	(135)	135	0	(135)	18,725
Cleaning	581	833	252	581	833	252	10,000
Other Expenses	0	1,616	1,616	0	1,616	1,616	19,397
	<b>717</b>	<b>2,449</b>	<b>1,732</b>	<b>717</b>	<b>2,449</b>	<b>1,732</b>	<b>48,122</b>
<b>TOTAL EXPENSES</b>	<b>19,282</b>	<b>24,867</b>	<b>5,585</b>	<b>19,282</b>	<b>24,867</b>	<b>5,585</b>	<b>291,478</b>
<b>NET PROFIT/(LOSS)</b>	<b>6,975</b>	<b>1,390</b>	<b>5,585</b>	<b>6,975</b>	<b>1,390</b>	<b>5,585</b>	<b>18,522</b>

<b>TOTAL NET PROFIT/(LOSS) - KWS</b>	<b>5,057</b>	<b>(3,075)</b>	<b>8,132</b>	<b>5,057</b>	<b>(3,075)</b>	<b>8,132</b>	<b>104,113</b>
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**KINGBOROUGH WASTE SERVICES PTY LTD**

**PROFIT & LOSS REPORT**

For the period ended July 23

	JULY 2023			YTD July 23			Annual
	Actual	Budget	Var	Actual	Budget	Var	Budget
<b>REVENUE</b>							
<b>COUNCIL RECHARGES</b>							
Public Place Bins Contract	19,904	19,904	0	19,904	19,904	0	235,000
Private Bin Collections	2,050	0	2,050	2,050	0	2,050	0
	<b>21,954</b>	<b>19,904</b>	<b>2,050</b>	<b>21,954</b>	<b>19,904</b>	<b>2,050</b>	<b>235,000</b>
<b>TOTAL REVENUE</b>	<b>21,954</b>	<b>19,904</b>	<b>2,050</b>	<b>21,954</b>	<b>19,904</b>	<b>2,050</b>	<b>235,000</b>
<b>EXPENSES</b>							
<b>EMPLOYEE COSTS</b>							
Staff Costs	5,930	5,893	(37)	5,930	5,893	(37)	70,602
Sundry Staff Expenses	0	100	100	0	100	100	1,200
Staff Training	0	100	100	0	100	100	1,200
Protective Clothing	0	500	500	0	500	500	500
	<b>5,930</b>	<b>6,593</b>	<b>663</b>	<b>5,930</b>	<b>6,593</b>	<b>663</b>	<b>73,502</b>
<b>HIRE &amp; MAINTENANCE</b>							
Maintenance (Mechanical)	0	2,500	2,500	0	2,500	2,500	10,000
Plant Hire	6,364	6,012	(352)	6,364	6,012	(352)	72,144
Insurance - Vehicle	0	0	0	0	0	0	800
MV/Plant Fuel	1,240	2,200	960	1,240	2,200	960	26,400
	<b>7,605</b>	<b>10,712</b>	<b>3,107</b>	<b>7,605</b>	<b>10,712</b>	<b>3,107</b>	<b>109,344</b>
<b>OTHER EXPENSES</b>							
Consumables	607	1,250	643	607	1,250	643	5,000
Cleaning	0	415	415	0	415	415	5,000
Ferry Expenses	564	950	386	564	950	386	11,402
Other Expenses	0	1,282	1,282	0	1,282	1,282	15,378
	<b>1,171</b>	<b>3,897</b>	<b>2,726</b>	<b>1,171</b>	<b>3,897</b>	<b>2,726</b>	<b>36,780</b>
<b>TOTAL EXPENSES</b>	<b>14,706</b>	<b>21,202</b>	<b>6,496</b>	<b>14,706</b>	<b>21,202</b>	<b>6,496</b>	<b>219,626</b>
<b>NET PROFIT/(LOSS)</b>	<b>7,249</b>	<b>(1,298)</b>	<b>8,547</b>	<b>7,249</b>	<b>(1,298)</b>	<b>8,547</b>	<b>15,374</b>

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**KINGBOROUGH WASTE SERVICES  
NOTES TO AUGUST 2023 FINANCIALS**

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**SUMMARY**

The Consolidated KWS Result for August was a loss of (\$31k) which was +\$15k better than budget. The August budget is negative due to annual expenditures paid in August and seasonality of revenue. This was made up of Barretta Operations (\$40k) loss, Mainland Public Waste Bin contract +\$2k profit and Bruny Public Waste Bins contract +\$7k profit.

YTD the Consolidated Result was a loss of (\$26k) which was +\$23k better than budget. This was made up of a loss of (\$50k) for Barretta Operations, a profit of \$9k from the Mainland Public Waste Bin contract and a profit of +\$14k from the Bruny Public Waste Bin contract.

Barretta Operations are running better than budget due to higher Metal Sales, lower Employee Costs, and a timing difference in Waste Management Activities. This has been offset by higher Disposal Costs due to the removal of construction waste to Copping. The annual insurance costs are also included in August, which significantly increases expenses for the month. The Mainland Public Waste Bin contract is performing close to budget. The Bruny Public Waste Bin contract is performing better than budget due to savings in the MV/Plant Fuel budget and the in-built contingency.

**BARRETTA OPERATIONS**

For the period between July and August 2023, KWS made a loss of (\$50k), which is better than budget of (\$55k) loss.

The main reasons for the YTD variances are:

- Green Waste Revenue, +\$4k,
- Reuse Shop Sales, +15k
- Metal Sales, +\$13k
- Kerbside Collections, -\$8k
- Disposal Costs, -\$47k
- Other Expenses, +\$23k

**Month**

The Barretta/Bruny operations made a loss of (\$40k) for the month, \$11k better than budget. Income was above budget for the month +\$25k; mainly due to Metal Sales +\$20k, and Reuse Shop Sales +\$5k. Expenses were above budget for the month (\$14k) mainly due to the disposal of Concrete and Construction Material to Copping, offset by a timing difference in Waste Management Activities.

**DETAILED ANALYSIS**

The detailed variances are:

**10. USER CHARGES**

User Charges are above budget for the month and year +\$2k due to higher volumes of Green Waste received +\$4k, offset by lower volumes of Timber (\$2k).

**11. RECYCLING SALES**

Recycling Sales are above budget for the month +\$25k and year +\$26k due to Metal Sales +\$13k, and Reuse Shop Sales +\$15k.

**12. COUNCIL RECHARGES**

Council Recharges are below budget for August (\$3k) and for the year (\$9k) due to lower Kerbside Collections (\$8k), and lower Bruny Island Disposal Charges (\$4k).

**13. SUNDRY CHARGES**

Sundry Charges are above budget for the month and year due to bank interest received.

**14. EMPLOYEE COSTS**

Employee Costs are below budget for the month +\$10k and for the year +\$5k due to reduced staffing levels during August because of a recent resignation, and a shortage in Agency Staff available for the month. There is also a timing difference within the Staff Training and Protective Clothing budgets.

**15. DISPOSAL COSTS**

Disposal Costs are above budget for the month (\$46k) and for the year (\$47k) due disposal costs incurred for a stockpile of Concrete/Construction material to Copping.

**16. GREEN WASTE COSTS**

Green Waste Disposal Costs are estimated to be close to budget for the month and the year. At this stage, these amounts are accruals only and it is expected that the amounts accrued will cover the cost to mulch and dispose of the current stockpile at Barretta. Please note, mulching commenced during August, and we are awaiting invoices from the vendors for payment.

**17. HIRE AND MAINTENANCE**

Hire and Maintenance costs are below budget for the month +\$3k due to lower costs in the Barretta & Bruny Bin Hire/Movement budgets. For the year, Hire & Maintenance costs are close to budget.

**18. OTHER EXPENSES**

Other expenses are below budget for the month +\$18k, and year +\$23k mainly due to a timing difference within the Waste Management Activities budget.

**MAINLAND PUBLIC WASTE BINS CONTRACT**

For the month of August, the Public Waste Bins Contract made a profit of +\$2k, and for the year, a profit of +\$9k which is better than budget of +\$5k profit. The main reason for this is lower Employee Costs +\$2k, lower Hire & Maintenance costs +\$1k and the in-built contingency in Other Expenses +\$1k.

The detailed variances are:

4. EMPLOYEE COSTS

Employee costs are close to budget for the month and below budget for the year +\$2k.

5. HIRE & MAINTENANCE

Hire & Maintenance costs are slightly above budget for the month(\$1k) due to higher MV/Fuel Plant Costs and close to budget for the year.

6. OTHER EXPENSES

Other expenses are close to budget for the month and slightly below budget for the year +\$1k due to lower Cleaning Expenses and the in-built contingency.

**BRUNY PUBLIC WASTE BINS CONTRACT**

For the month of August, the Public Waste Bins Contract made a profit of +\$7k, and for the year, a profit of +\$14k which is better than budget of +1k profit. The main reason for this is Hire & Maintenance costs and the contingency built into the contract.

The detailed variances are:

1. EMPLOYEE COSTS

Employee costs are close to budget for the month and year.

2. HIRE & MAINTENANCE

Hire & Maintenance costs are below budget for the month +\$2k due to savings in the MV/Plant Fuel Budget. For the year, Hire & Maintenance costs are below budget +\$5k due to a timing difference in Maintenance (Mechanical) budget +\$2k and savings in the MV/Plant Fuel budget +\$3k.

3. OTHER EXPENSES

Other expenses are close to budget for the month and below budget for the year +\$3k due to savings in the Ferry Expenses and the in-built contingency.

## KINGBOROUGH WASTE SERVICES PTY LTD

## PROFIT &amp; LOSS REPORT

For the period ended August 23

	AUGUST 2023			YTD August 23			Annual Budget
	Actual	Budget	Var	Actual	Budget	Var	
<b>REVENUE</b>							
<b>USER CHARGES</b>							
General Waste	84,488	84,026	462	168,616	168,052	564	1,104,152
Tyres / Gas Bottles	1,462	1,250	212	2,095	2,500	(405)	15,000
Green Waste	21,025	17,412	3,613	38,960	34,493	4,467	275,500
Timber	3,140	4,375	(1,235)	6,905	8,750	(1,845)	52,500
Metal	3,984	5,000	(1,016)	9,195	10,000	(805)	60,000
	<b>114,099</b>	<b>112,063</b>	<b>2,036</b>	<b>225,770</b>	<b>223,795</b>	<b>1,975</b>	<b>1,507,152</b>
<b>RECYCLING SALES</b>							
Reuse Shop Sales	37,510	33,000	4,510	80,084	65,000	15,084	420,000
Non Ferrous Metal Sales	3,758	3,200	558	4,297	6,400	(2,103)	38,400
Metal Sales	28,144	7,500	20,644	28,144	15,000	13,144	90,000
Recycling Sales	0	0	0	0	0	0	0
	<b>69,412</b>	<b>43,700</b>	<b>25,712</b>	<b>112,524</b>	<b>86,400</b>	<b>26,124</b>	<b>548,400</b>
<b>COUNCIL RECHARGES</b>							
Kerbside Collection Charges	68,824	72,000	(3,176)	130,904	139,000	(8,096)	872,000
Bruny Island Disposal Charges	14,279	17,200	(2,921)	30,156	33,900	(3,744)	218,400
Bruny Island Operational Revenue	14,079	14,079	0	28,159	28,158	1	168,950
Free G/Waste - Foregone Revenue	0	0	0	0	0	0	34,000
Waste Management	10,458	7,460	2,998	17,917	14,920	2,997	89,500
	<b>107,640</b>	<b>110,739</b>	<b>(3,099)</b>	<b>207,135</b>	<b>215,978</b>	<b>(8,843)</b>	<b>1,382,850</b>
<b>SUNDRY CHARGES</b>	<b>2,654</b>	<b>1,625</b>	<b>1,029</b>	<b>5,131</b>	<b>3,250</b>	<b>1,881</b>	<b>19,500</b>
<b>TOTAL REVENUE</b>	<b>293,805</b>	<b>268,127</b>	<b>25,678</b>	<b>550,559</b>	<b>529,423</b>	<b>21,136</b>	<b>3,457,902</b>
<b>EXPENSES</b>							
<b>EMPLOYEE COSTS</b>							
Salaries	77,100	91,387	14,287	164,956	182,774	17,818	1,089,803
Agency Staff	13,190	7,289	(5,901)	30,701	14,578	(16,123)	86,054
Sundry Staff Expenses	196	525	329	297	1,050	753	6,300
Staff Training	165	918	753	785	1,836	1,051	11,020
Seminars & Conferences	0	0	0	0	0	0	3,500
Protective Clothing	414	200	(214)	2,123	4,250	2,127	6,500
	<b>91,065</b>	<b>100,319</b>	<b>9,254</b>	<b>198,862</b>	<b>204,488</b>	<b>5,626</b>	<b>1,203,177</b>
<b>DISPOSAL COSTS</b>							
Disposal Costs - Copping	60,207	35,767	(24,440)	95,101	71,534	(23,567)	470,000
Disposal Costs - Waste Levy	29,755	17,123	(12,632)	47,001	34,246	(12,755)	225,000
Transport Costs - Copping	32,407	21,460	(10,947)	53,685	42,920	(10,765)	282,000
Disposal Costs - Recycling	942	800	(142)	1,809	1,600	(209)	9,600
Disposal Costs - Glass/Bottles	299	665	366	885	1,330	445	8,000
Disposal Costs - Cardboard	1,239	2,150	911	3,142	4,300	1,158	25,900
Disposal Costs - Tyres/Gas Bottles	0	1,100	1,100	4,235	2,200	(2,035)	13,200
Disposal Costs - Concrete/Cleanfill	0	0	0	0	0	0	2,400
Disposal Costs - Metal	0	0	0	0	0	0	0
Disposal Costs - Hazardous Waste	0	100	100	0	200	200	4,100
	<b>124,850</b>	<b>79,165</b>	<b>(45,685)</b>	<b>205,858</b>	<b>158,330</b>	<b>(47,528)</b>	<b>1,040,200</b>
<b>GREEN WASTE COSTS</b>							
Green Waste Mulching	20,000	20,800	800	40,000	41,600	1,600	250,000
Timber Mulching	6,500	6,500	0	13,000	13,000	0	78,000
	<b>26,500</b>	<b>27,300</b>	<b>800</b>	<b>53,000</b>	<b>54,600</b>	<b>1,600</b>	<b>328,000</b>
<b>HIRE &amp; MAINTENANCE</b>							
Barretta Bin Hire and Movement	5,441	6,620	1,179	11,660	13,140	1,480	86,040
Bruny Bin Movement & Sundry	10,672	12,620	1,948	22,910	24,340	1,430	173,240
Plant Hire (Council)	7,010	6,900	(110)	14,020	13,800	(220)	82,800
Plant Hire External	1,633	1,670	37	5,344	3,340	(2,004)	22,040
Maintenance	31	800	769	540	1,600	1,060	22,330
MV/Plant Fuel & Registration	3,088	2,500	(588)	5,838	5,000	(838)	33,000
	<b>27,876</b>	<b>31,110</b>	<b>3,234</b>	<b>60,312</b>	<b>61,220</b>	<b>908</b>	<b>419,450</b>
<b>OTHER EXPENSES</b>							
Office Expenses	10,174	12,210	2,036	18,767	20,820	2,053	89,670
Advertising	667	170	(497)	767	340	(427)	2,040
Insurance - Public Liability	20,833	20,600	(233)	20,833	20,600	(233)	20,600
Insurance - Workers Comp	22,721	23,280	559	22,721	23,280	559	23,280
Board Expenses	0	0	0	0	0	0	20,000
Corporate Services Overhead	8,200	7,739	(461)	16,400	15,478	(922)	92,868
Waste Management Activities	1,552	18,200	16,648	2,783	25,400	22,617	148,400
Doubtful Debts Expense	0	0	0	0	0	0	0
Depreciation	56	0	(56)	112	0	(112)	0
	<b>64,204</b>	<b>82,199</b>	<b>17,995</b>	<b>82,384</b>	<b>105,918</b>	<b>23,534</b>	<b>396,858</b>
<b>TOTAL EXPENSES</b>	<b>334,495</b>	<b>320,093</b>	<b>(14,402)</b>	<b>600,416</b>	<b>584,556</b>	<b>(15,860)</b>	<b>3,387,685</b>
<b>NET PROFIT/(LOSS)</b>	<b>(40,690)</b>	<b>(51,966)</b>	<b>11,276</b>	<b>(49,857)</b>	<b>(55,133)</b>	<b>5,276</b>	<b>70,217</b>



**KWS PUBLIC WASTE BIN CONTRACT**  
**PROFIT & LOSS REPORT**  
For the period ended August 23

	AUGUST 2023			YTD August 23			Annual
	Actual	Budget	Var	Actual	Budget	Var	Budget
<b>REVENUE</b>							
<b>COUNCIL RECHARGES</b>							
Public Waste Bins Contract	26,257	26,257	(0)	52,513	52,514	(1)	310,000
<b>TOTAL REVENUE</b>	<b>26,257</b>	<b>26,257</b>	<b>(0)</b>	<b>52,513</b>	<b>52,514</b>	<b>(1)</b>	<b>310,000</b>
<b>EXPENSES</b>							
<b>EMPLOYEE COSTS</b>							
Staff Costs	10,133	10,406	273	19,538	20,812	1,274	123,912
Sundry Staff Expenses	0	100	100	0	200	200	1,200
Staff Training	0	100	100	0	200	200	1,200
Protective Clothing	0	0	0	160	500	340	500
	<b>10,133</b>	<b>10,606</b>	<b>473</b>	<b>19,698</b>	<b>21,712</b>	<b>2,014</b>	<b>126,812</b>
<b>HIRE &amp; MAINTENANCE</b>							
Maintenance (Mechanical)	932	0	(932)	932	2,500	1,569	10,000
Plant Hire	7,241	7,012	(229)	14,483	14,024	(459)	84,144
Insurance - Vehicle	0	800	800	0	800	800	800
MV/Plant Fuel	2,657	1,800	(857)	4,415	3,600	(815)	21,600
	<b>10,830</b>	<b>9,612</b>	<b>(1,218)</b>	<b>19,829</b>	<b>20,924</b>	<b>1,095</b>	<b>116,544</b>
<b>OTHER EXPENSES</b>							
Consumables	0	0	0	135	0	(135)	18,725
Cleaning	581	833	252	1,163	1,666	503	10,000
Other Expenses	2,354	1,616	(738)	2,354	3,232	878	19,397
	<b>2,936</b>	<b>2,449</b>	<b>(487)</b>	<b>3,653</b>	<b>4,898</b>	<b>1,245</b>	<b>48,122</b>
<b>TOTAL EXPENSES</b>	<b>23,898</b>	<b>22,667</b>	<b>(1,231)</b>	<b>43,180</b>	<b>47,534</b>	<b>4,354</b>	<b>291,478</b>
<b>NET PROFIT/(LOSS)</b>	<b>2,359</b>	<b>3,590</b>	<b>(1,231)</b>	<b>9,334</b>	<b>4,980</b>	<b>4,354</b>	<b>18,522</b>
<b>TOTAL NET PROFIT/(LOSS) - KWS</b>	<b>(30,946)</b>	<b>(46,224)</b>	<b>15,278</b>	<b>(25,889)</b>	<b>(49,299)</b>	<b>23,410</b>	<b>104,113</b>

**KINGBOROUGH WASTE SERVICES PTY LTD****PROFIT & LOSS REPORT**

For the period ended August 23

	AUGUST 2023			YTD August 23			Annual
	Actual	Budget	Var	Actual	Budget	Var	Budget
<b>REVENUE</b>							
<b>COUNCIL RECHARGES</b>							
Public Place Bins Contract	19,904	19,904	0	39,809	39,808	1	235,000
Private Bin Collections	1,746	0	1,746	3,796	0	3,796	0
	<b>21,650</b>	<b>19,904</b>	<b>1,746</b>	<b>43,605</b>	<b>39,808</b>	<b>3,797</b>	<b>235,000</b>
<b>TOTAL REVENUE</b>	<b>21,650</b>	<b>19,904</b>	<b>1,746</b>	<b>43,605</b>	<b>39,808</b>	<b>3,797</b>	<b>235,000</b>
<b>EXPENSES</b>							
<b>EMPLOYEE COSTS</b>							
Staff Costs	5,701	5,893	192	11,631	11,786	155	70,602
Sundry Staff Expenses	0	100	100	0	200	200	1,200
Staff Training	0	100	100	0	200	200	1,200
Protective Clothing	0	0	0	0	500	500	500
	<b>5,701</b>	<b>6,093</b>	<b>392</b>	<b>11,631</b>	<b>12,686</b>	<b>1,055</b>	<b>73,502</b>
<b>HIRE &amp; MAINTENANCE</b>							
Maintenance (Mechanical)	0	0	0	0	2,500	2,500	10,000
Plant Hire	6,159	6,012	(147)	12,524	12,024	(500)	72,144
Insurance - Vehicle	0	800	800	0	800	800	800
MV/Plant Fuel	435	2,200	1,765	1,675	4,400	2,725	26,400
	<b>6,594</b>	<b>9,012</b>	<b>2,418</b>	<b>14,199</b>	<b>19,724</b>	<b>5,525</b>	<b>109,344</b>
<b>OTHER EXPENSES</b>							
Consumables	0	0	0	607	1,250	643	5,000
Cleaning	0	415	415	0	830	830	5,000
Ferry Expenses	629	950	321	1,193	1,900	707	11,402
Other Expenses	1,341	1,282	(59)	1,341	2,564	1,223	15,378
	<b>1,971</b>	<b>2,647</b>	<b>676</b>	<b>3,141</b>	<b>6,544</b>	<b>3,403</b>	<b>36,780</b>
<b>TOTAL EXPENSES</b>	<b>14,265</b>	<b>17,752</b>	<b>3,487</b>	<b>28,971</b>	<b>38,954</b>	<b>9,983</b>	<b>219,626</b>
<b>NET PROFIT/(LOSS)</b>	<b>7,385</b>	<b>2,152</b>	<b>5,233</b>	<b>14,634</b>	<b>854</b>	<b>13,780</b>	<b>15,374</b>

# **KINGBOROUGH WASTE SERVICES PTY LTD** **SUMMARY FORECAST REPORTS**

For the period ended August 23

	YTD August 23			ANNUAL BUDGET	ref	FORECAST VARIANCES	FORECAST
	ACTUAL	BUDGET	VAR				
TOTAL KWS							
REVENUE	646,678	621,745	24,933	4,002,902		20,000	4,022,902
EXPENSES	672,567	671,044	(1,523)	3,898,789		44,000	3,942,789
NET PROFIT/(LOSS)	(25,889)	(49,299)	23,410	104,113		(24,000)	80,113

<b>BARRETTA OPERATIONS</b>							
REVENUE							
User Charges	225,770	223,795	1,975	1,507,152			1,507,152
Recycling Sales	112,524	86,400	26,124	548,400			548,400
Council Recharges	207,135	215,978	(8,843)	1,382,850			1,382,850
Sundry Charges	5,131	3,250	1,881	19,500			19,500
TOTAL REVENUE	550,559	529,423	21,136	3,457,902		0	3,457,902
EXPENSES							
Employee costs	198,862	204,488	5,626	1,203,177			1,203,177
Disposal Costs	205,858	158,330	(47,528)	1,040,200	1	44,000	1,084,200
Green Waste Costs	53,000	54,600	1,600	328,000			328,000
Hire & Maintenance	60,312	61,220	908	419,450			419,450
Other Expenses	82,384	105,918	23,534	396,858			396,858
TOTAL EXPENSES	600,416	584,556	(15,860)	3,387,685		44,000	3,431,685
NET PROFIT/(LOSS)	(49,857)	(55,133)	5,276	70,217		(44,000)	26,217

<b>PUBLIC PLACE BINS - MAINLAND</b>							
REVENUE	52,513	52,514	(1)	310,000		0	310,000
EXPENSES							
Employee costs	19,698	21,712	2,014	126,812		0	126,812
Hire & Maintenance	19,829	20,924	1,095	116,544		0	116,544
Other Expenses	3,653	4,898	1,245	48,122		0	48,122
TOTAL EXPENSES	43,180	47,534	4,354	291,478		0	291,478
NET PROFIT/(LOSS)	9,334	4,980	4,354	18,522		0	18,522

PUBLIC PLACE BINS - BRUNY						
REVENUE	43,605	39,808	3,797	235,000	<sup>2</sup> 20,000	255,000
EXPENSES						
Employee costs	11,631	12,686	1,055	73,502	0	73,502
Hire & Maintenance	14,199	19,724	5,525	109,344	0	109,344
Other Expenses	3,141	6,544	3,403	36,780	0	36,780
TOTAL EXPENSES	28,971	38,954	9,983	219,626	0	219,626
NET PROFIT/(LOSS)	14,634	854	13,780	15,374	20,000	35,374

**1 BARRETTA DISPOSAL COSTS**

Barretta Disposal Costs, Transport & Waste Levy (to Copping) are above budget as a result of a stockpile of Construction/Demolition Waste delivered to Copping during August.

**2 PUBLIC PLACE BINS BRUNY REVENUE**

Revenue received from Private Bin Collections on Bruny Island did not form part of the budget process. It is estimated income of approximately \$20k will be received during 2023/24.

**KINGBOROUGH WASTE SERVICES PTY LTD**  
**BALANCE SHEET**  
as at AUGUST 2023

	CURRENT MONTH	JUNE 2023
<b>Assets</b>		
General Cheque Account	700,490	545,027
Cash on Hand	2,700	2,700
Prepayments	22,243	0
Sundry Debtors	126,894	167,839
Less Provision for Doubtful Debts	0	0
Accrued Revenue	0	4,258
GST Receivable	(14,993)	19,389
Workers Comp Recovery	0	0
Property, infrastructure, plant and equip	6,733	6,733
Suspense Account	0	0
Accum Depr - Plant and Equip	(1,459)	(1,347)
<b>Total Assets</b>	<u>842,608</u>	<u>744,599</u>
<b>Liabilities</b>		
Trade Creditors	191,917	128,885
GST Collected	0	27,062
Accrued Expenses	201,950	123,853
Suspense	0	0
Payroll Liabilities	15,064	14,120
Annual Leave Liability	95,258	88,871
Long Service Leave Liability	65,493	62,993
Kingborough Council Loan	0	0
<b>Total Liabilities</b>	<u>569,682</u>	<u>445,784</u>
<b>Net Assets</b>	<u>272,926</u>	<u>298,815</u>
<b>Equity</b>		
Retained Earnings	298,815	607,473
Dividend Paid to Kingborough Council	0	(400,000)
Current Earnings	(25,889)	91,342
<b>Total Equity</b>	<u>272,926</u>	<u>298,815</u>



## Operational Report

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### Operational Report

#### Site Management

- DA being developed for the machinery building.
- A grant application is being prepared for an upgrade to the weighbridge software to so KWS is able to meet our reporting obligations under the resource and recovery act.

#### Advertising

- July and August Re-Use shop adverts in the Chronicle.

#### WHS Management Activities

*(Undertaken in the last period in accordance with the Board approved WHS Management Plan)*

Indicator	Actions
Hazard Inspections	No Hazard Inspection have been undertaken during this period.



## Operational Report

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### Environmental Management

**Marine Flares** - The Barretta Waste Transfer Station is registered as a collection point for expired marine flares.

**Civic Centre Recycling Unit** – The follow quantities of items have been collected and recycled through the recycling unit at the Civic Centre over the past 12 months.

Coffee Pods – 695kg  
Books & magazines 354kg  
Household Batteries – 295kg  
Light Globes – 45kg  
Small E-Waste – 205kg  
Printer Cartridges – 152kg  
X-rays – 214kg  
Mobile Phones – 30kg  
Office Stationery – 38kg

**Paintback** - Collections of unwanted paint through the Paintback stewardship scheme continued with 2,420kg collected during July and a further 2,040kg collected during August for a total of 24,115kg over the past 12 months enabling a saving of \$132,632 over the previous arrangement. The KWS agreement with Paintback has now been extended until 31 July 2031.

**E-Waste** - The Tech Collect E-Waste stewardship program continued with a total of 2,540kg collected during July and a further 3,140kg during August for a total of 39,020kg over the past 12 months.

**Metal Waste** – Expression of Interests for scrap metal collections were sought during July with Onestop Metal Recycling being the successful contractor. Collections were carried out in August with 352 tonnes being removed and sent for recycling.



## Operational Report

## Waste Received and Diverted Statistics

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
Product Received	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In
General Waste	486.70	503.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	990.40
Kerbside General Waste	413.24	453.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	866.57
Kerbside Recycling	154.57	170.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	325.37
Kerbside FOGO	149.24	182.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	331.45
Weight from Sawtooth	138.11	102.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.55
Shop In	25.83	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.83
Green Waste	156.32	189.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	346.02
Timber Waste	24.21	20.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	44.77
Diverted X-Ray/L-Glo/H-Bat/Mob	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Diverted Non Ferrous	0.55	7.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.89
Diverted Oil	1.80	2.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.30
Diverted Paint	2.42	2.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.46
Diverted Tyre	0.29	0.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.83
Diverted E-Waste	2.54	3.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.68
Monthly Total In	1555.81	1663.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3219.11
To Copping	855.54	914.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1770.06





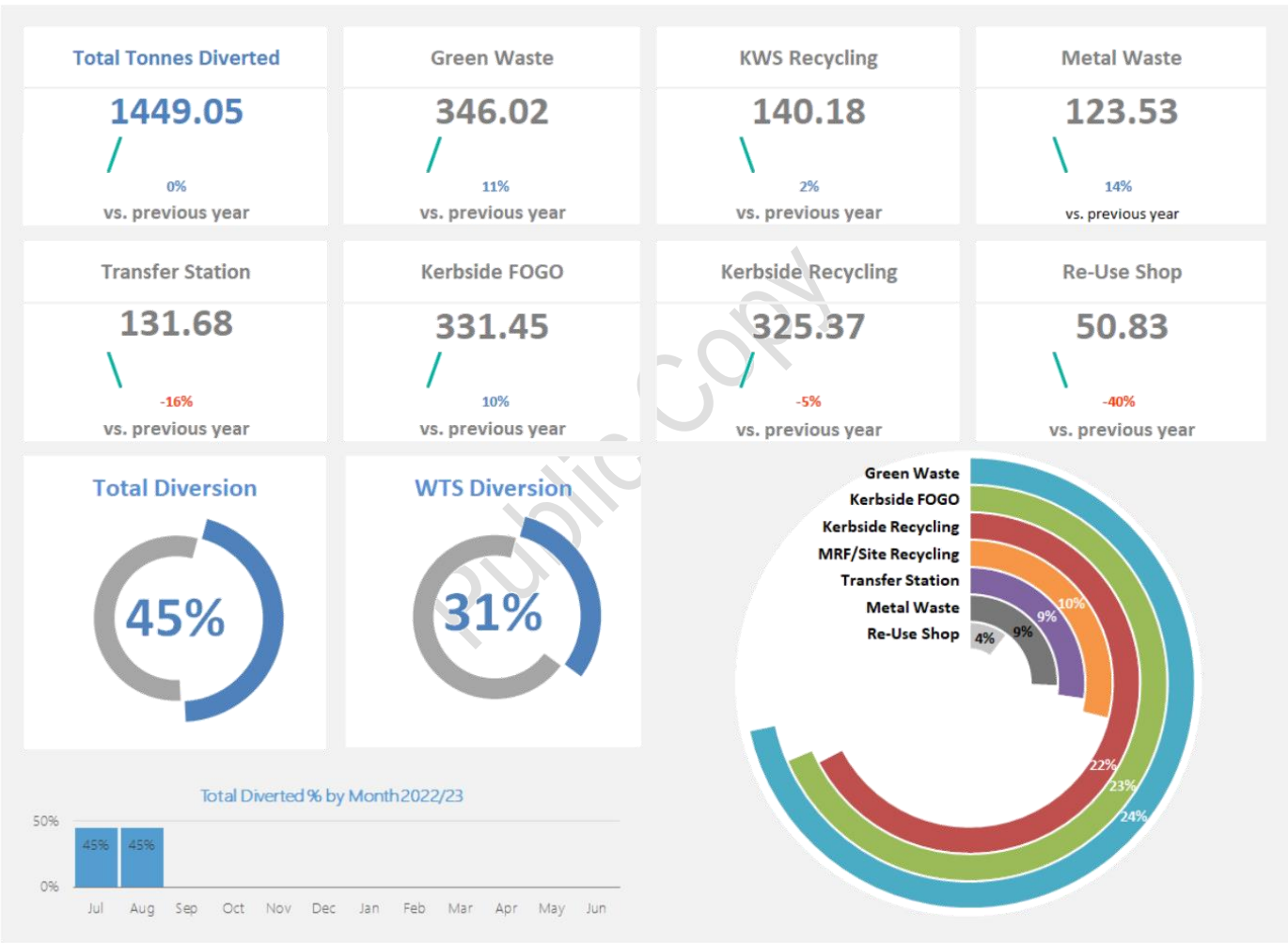
## Operational Report

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
Product Diverted	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In	Tonnes In
Kerbside Recycling	154.57	170.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	325.37
Kerbside FOGO	149.24	182.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	331.45
Diverted WTS	68.61	63.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	131.68
Diverted Metal	70.23	53.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	123.53
Diverted MRF	41.88	24.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	66.13
Diverted Glass	26.00	24.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.89
Diverted Shop	25.83	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.83
Diverted Green Waste	156.32	189.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	346.02
Diverted X-Ray/L-Glo/H-Bat/Mob	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Diverted Non Ferrous	0.55	7.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.89
Diverted Oil	1.80	2.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.30
Diverted Paint	2.42	2.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.46
Diverted Tyre	0.29	0.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.83
Diverted E-Waste	2.54	3.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.68
<b>Total Diverted</b>	<b>700.27</b>	<b>748.78</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1449.05</b>
<b>Diverted (%)</b>	<b>45%</b>	<b>45%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>45%</b>



Operational Report

DIVERSION STATISTICS YTD AUGUST 2023





## Operational Report

### Waste Transfer Station Statistics

July's diversion from the WTS area of steel, non-ferrous metals, Re-Use Shop items and the sawtooth area items along with the diversion from the MRF and metal heap was 396.46 tonnes which is around 32% diversion.

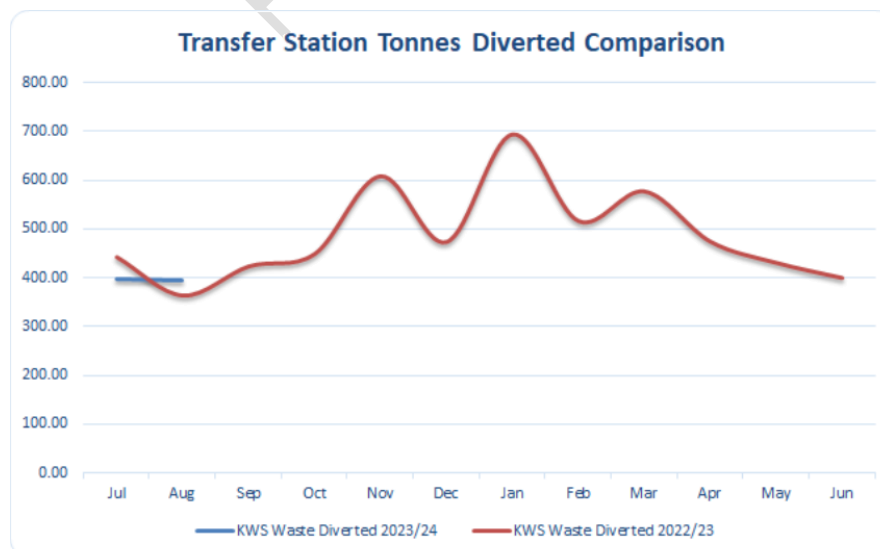
August's diversion from the WTS area of steel, non-ferrous metals, Re-Use Shop items and the sawtooth area items along with the diversion from the MRF and metal heap was 395.77 tonnes which is around 30% diversion.

*WTS Diverted Statistics are all Diversion figures less Kerbside Recycling & Kerbside Green Waste*

#### 1.1. Waste Handled Statistics

Product Handled	Jul Tonnes	Aug Tonnes
General Waste	486.70	503.70
Kerbside General Waste	413.24	453.33
Timber Waste	24.21	20.56
Green Waste	156.32	189.70
<b>Total</b>	<b>1080.47</b>	<b>1167.29</b>

Product Sent	Jul	Aug
Tonnes to Copping	855.54	914.52
Average Tonnage per Load	16.45	17.26



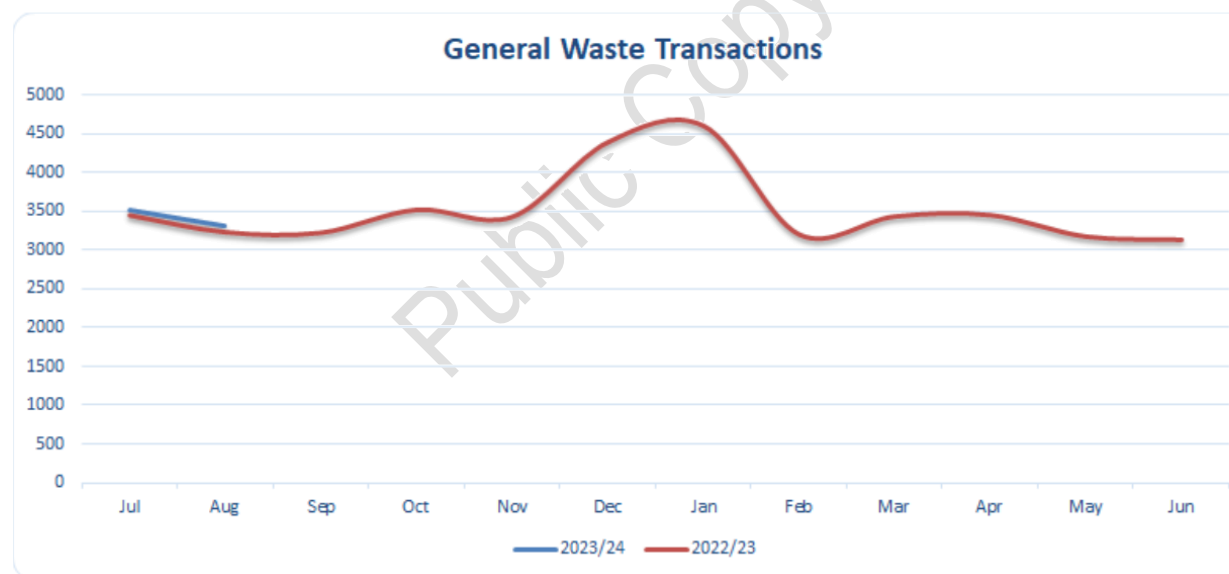


## Operational Report

### General Waste Transaction Statistics

#### 2023/24 General Waste Transactions Compared to 2022/23 Transactions

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Total
2023/24	3524	3305											6829
2022/23	3453	3234	3227	3525	3433	4398	4610	3204	3438	3455	3177	3136	6687
Variance	71	71											142





Operational Report

1.2. Green Waste Transaction Statistics

2023/24 Green Waste Transactions Compared to 2022/23 Transactions

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Total
2023/24	943	1012											1955
2022/23	839	673	829	935	1701	1304	2205	1325	1640	1203	1057	979	1512
Variance	104	339											443

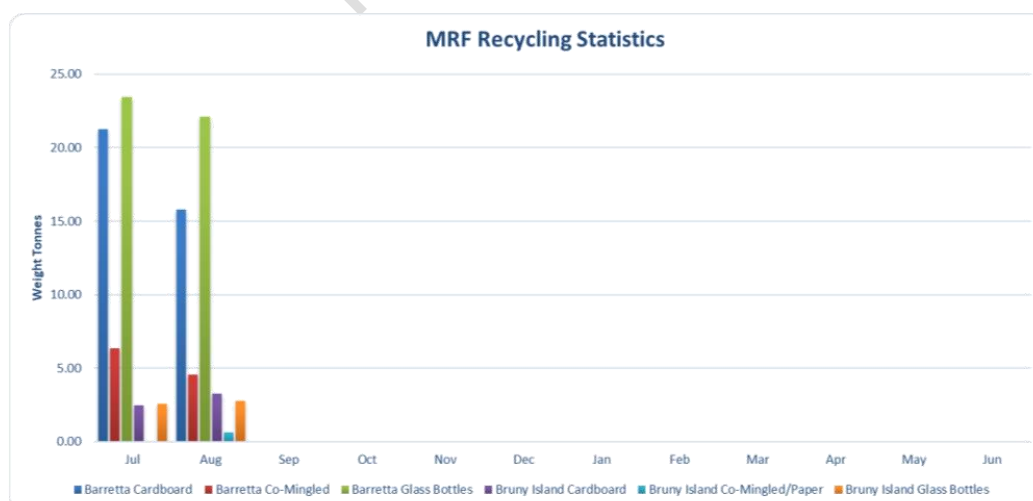




## Operational Report

## 1.3. MRF Recycling Statistics

Product	Month	Loads	Weight tonnes
Barretta Cardboard	Jul	19	21.25
Barretta Paper	Jul	1	7.43
Barretta Co-Mingled	Jul	5	6.34
Barretta Glass Bottles	Jul	2	23.45
Bruny Island Cardboard	Jul	4	2.46
Bruny Island Co-Mingled/Paper	Jul	0	0
Bruny Island Glass Bottles	Jul	1	2.55
Barretta Cardboard	Aug	16	15.80
Barretta Paper	Aug	0	0.00
Barretta Co-Mingled	Aug	5	4.57
Barretta Glass Bottles	Aug	2	22.13
Bruny Island Cardboard	Aug	6	3.25
Bruny Island Co-Mingled/Paper	Aug	1	0.63
Bruny Island Glass Bottles	Aug	1	2.76





Operational Report

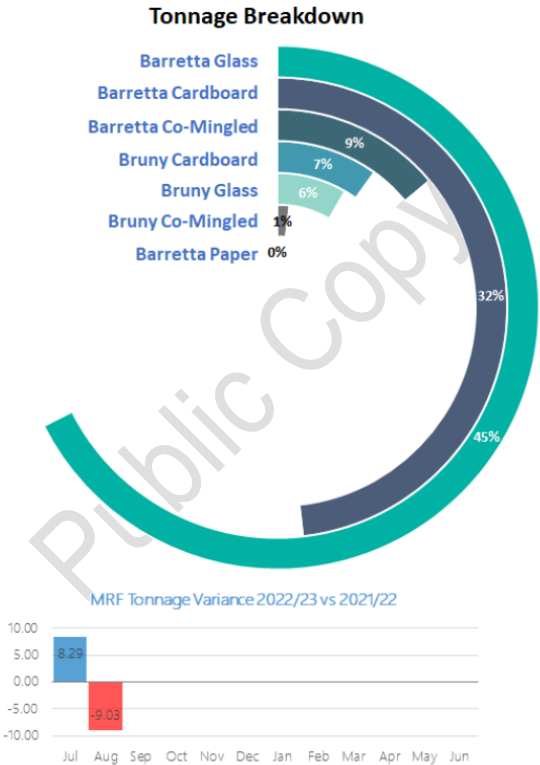
MRF Tonnage Year to Date August 2023

Barretta MRF

Cardboard	Cardboard Avg Load
37.05 -5% vs previous year	1.05 -5% vs previous year
Paper	Paper Avg Load
7.43 -22% vs previous year	7.43 -22% vs previous year
Co-Mingled	Co-Mingled Avg Load
10.91 29% vs previous year	1.09 17% vs previous year
Glass	Glass Avg Load
45.58 6% vs previous year	11.40 30% vs previous year

Bruny Island MRF

Cardboard	Cardboard Avg Load
5.71 53% vs previous year	0.58 24% vs previous year
Co-Mingled	Co-Mingled Avg Load
0.63 -49% vs previous year	0.63 -49% vs previous year
Glass	Glass Avg Load
5.31 -38% vs previous year	2.66 -6% vs previous year





## Operational Report

### Re-Use Shop Business Activity

July resulted in 3339 transactions through the shop with sales of \$42,576 which is \$9,076 above budget and a \$9,079 increase on July 2022/23. August resulted in 3100 transactions with sales of \$37,513 which is \$4,013 above budget and a \$3,865 increase on August 2022/23. The Re-Use shop from July to August sent 3.09 tonnes of unsalable stock and general rubbish to landfill.

#### 2023/24 Sales Compared to Budget

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Comp Total
Sales	\$ 42,576	\$ 37,513											\$ 80,090
Budget	\$ 33,500	\$ 33,500	\$ 34,500	\$ 36,000	\$ 37,000	\$ 37,500	\$ 39,500	\$ 34,000	\$ 35,500	\$ 34,000	\$ 32,500	\$ 32,500	\$ 67,000
Variance	\$ 9,076	\$ 4,013											\$ 13,090

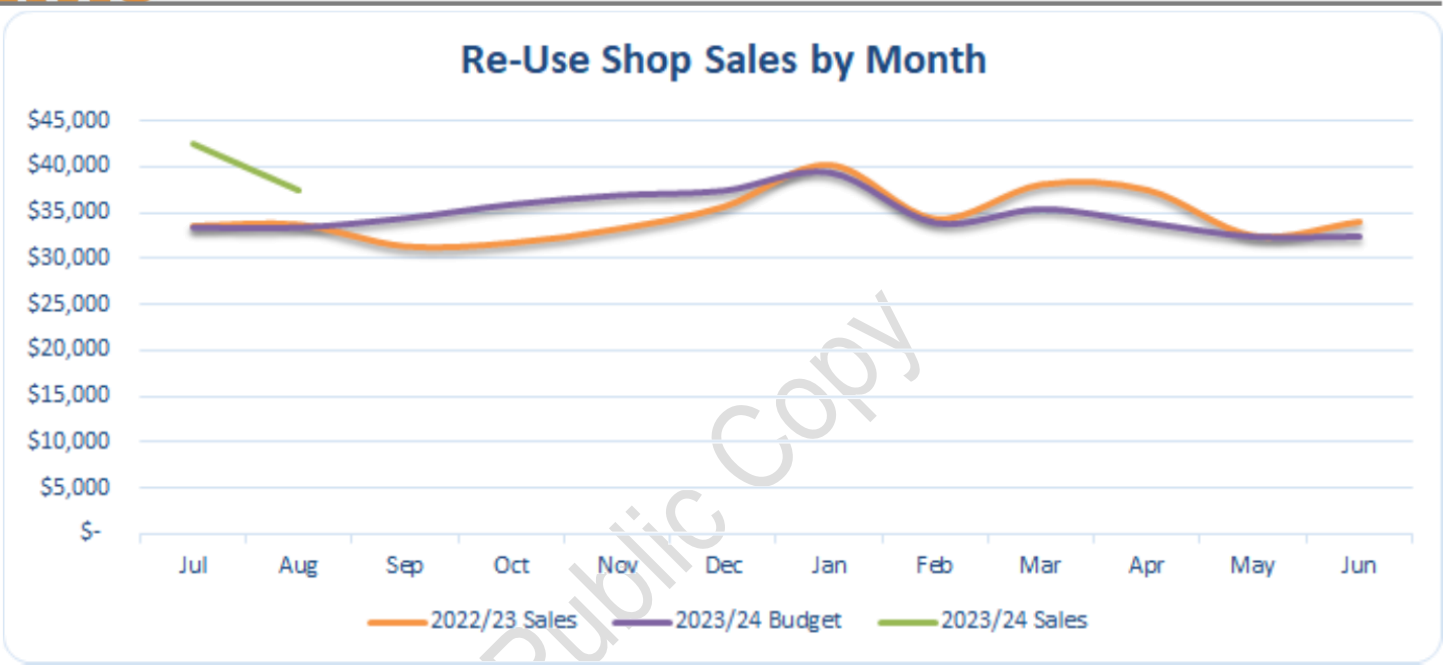
#### 2023/24 Sales Compared to 2022/23 Sales

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Comp Total
2023/24	\$ 42,576	\$ 37,513											\$ 80,090
2022/23	\$ 33,498	\$ 33,648	\$ 31,273	\$ 31,649	\$ 33,161	\$ 35,593	\$ 40,174	\$ 34,286	\$ 38,032	\$ 37,434	\$ 32,428	\$ 33,959	\$ 67,146
Variance	\$ 9,079	\$ 3,865											\$ 12,944





Operational Report

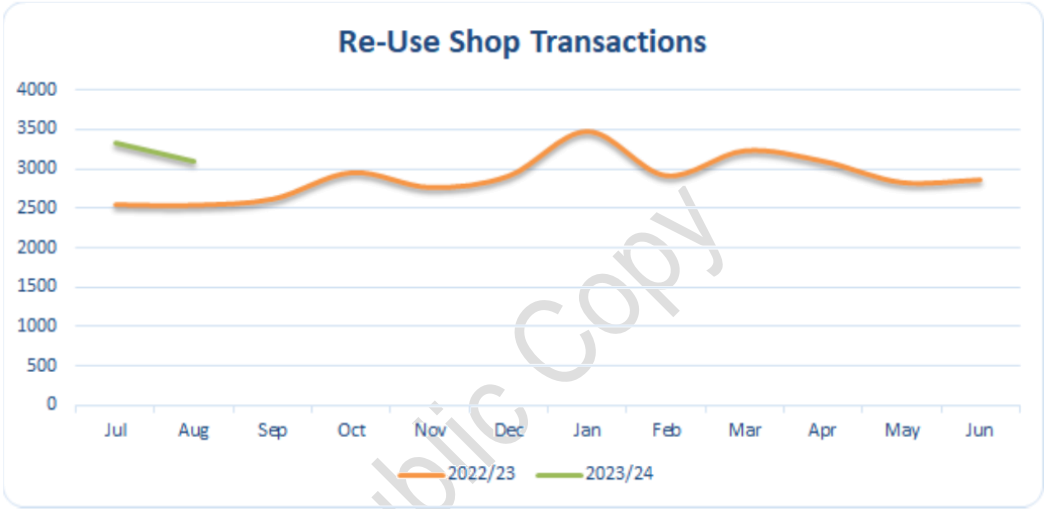


*The above graph highlights the Re-Use Shop sales by month for the 2023-24 financial year compared to the same period for 2022-23 year and the 2023-24 Budget.*



Operational Report

1.4. Re-Use Shop Transaction Statistics

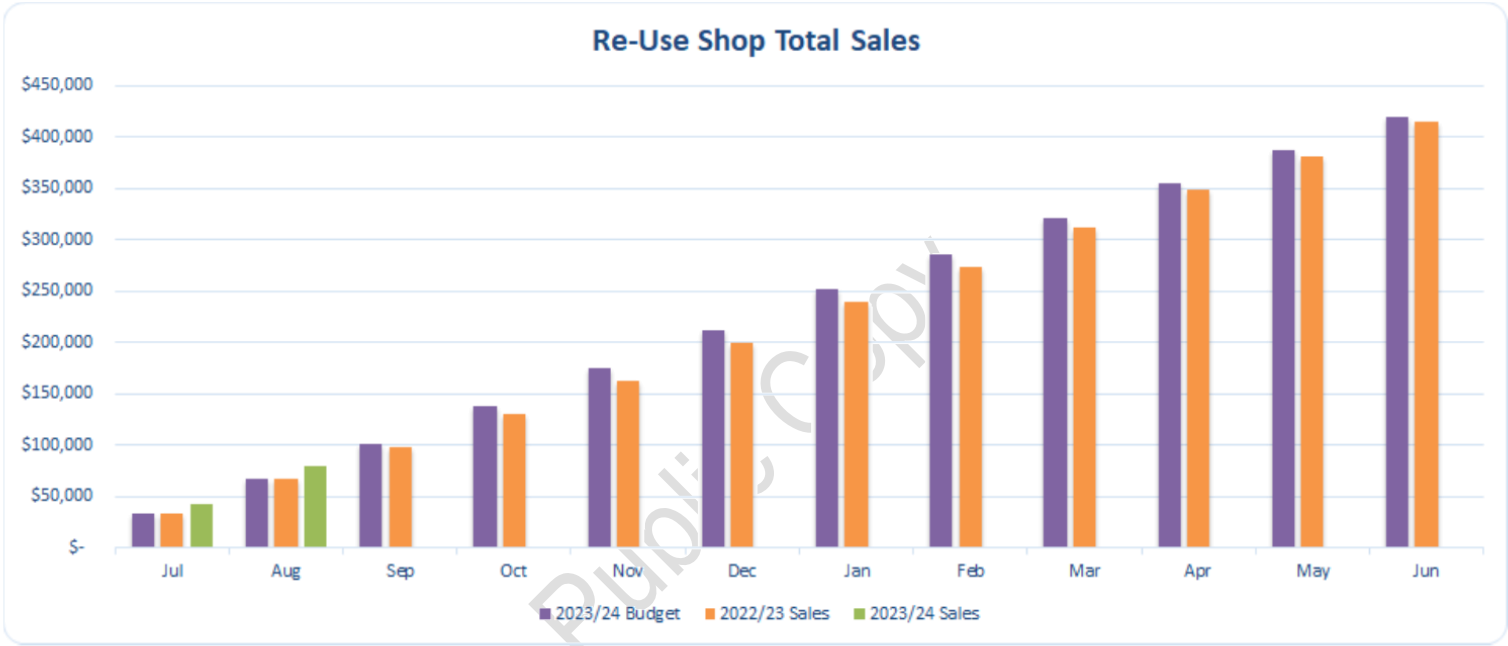


2023/24 Transactions Compared to 2022/23 Transactions

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Comp Total
2023/24	3339	3100											6439
2022/23	2549	2542	2621	2954	2768	2912	3473	2918	3229	3098	2831	2864	5091
Variance	790	558											1348



Operational Report



The above graph highlights the total Re-Use Shop sales for the period ending 31 August 2023 compared to the 2023-24 Budget and the 2022-23 sales result for the same period. The graph shows a result of \$13,090 above budget and an increase of sales by \$12,944 over the same period in 2022-23.



## Service Level Agreement Report

## Service Level Agreement Report

## 1. Kerbside Collection Contract Administration May to June 2023

## Kerbside Collection of Waste and Recyclables

&gt;= 90% Green 80%-89% Yellow &lt;= 79% Red



83%

Criteria	KPI	Measure	Jul	Aug
Timely collection of Household Waste or Household Recycling	Collections to occur within agreed times on the scheduled collection day	None	0	0
Reliability of Services	Number of missed collections	< 40 Per Month	60	70
Level of Service	Number of complaints received from Tenement occupants	< 2 Per Month	0	0
Quality and Reliability of Collection Vehicles	Number of breakdowns, fluid leakage or adverse emissions reports	< 2 Per Month	0	0
Provision of Vehicle and Operator Records	Timely provision of required reports and response to adhoc requests for Collection Vehicle and Operator records	< 10 Business Days	0	0
Planning of Changes to Services and Notifications	Adequate notice of planned changes and notification to affected parties	> 30 Business Days	0	0
Accuracy of progress claims	Number and \$ Value of errors	None	0	0
Completeness of progress claims	Number of supporting records missing	None	0	0
Collaboration with Council and Council Employees	Negative reports from internal feedback and questions	None	0	0
Courtesy shown to members of the public	Complaints and unsolicited negative feedback	< 2 Per Month	0	0
Work Health and Safety performance	Number of accidents, incidents reported and from random audits	None	0	0
Work Practices	Compliance with best practice and legislative requirements	Ongoing Always	0	0

**Summary**

In general, the contractor is performing to an acceptable standard in relation to reporting, invoicing, complaints, and service delivery. The current kerbside collection contracts are due to expire in October 2023 with the two year extension clauses of the current contracts being taken up to extend the contracts to October 2025.



## Service Level Agreement Report

### 1.1. Collection Statistics

Kerbside General Waste													
Month	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Bin Lifts	49657	54119											103,776
Tonnage	407.59	442.37											849.96
Avge Kg/Lift	8.2	8.2											8.2

Kerbside Recycling													
Month	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Bin Lifts	24224	26877											51,101
Tonnage	154.566	170.8											325.37
Avge Kg/Lift	6.4	6.4											6.4

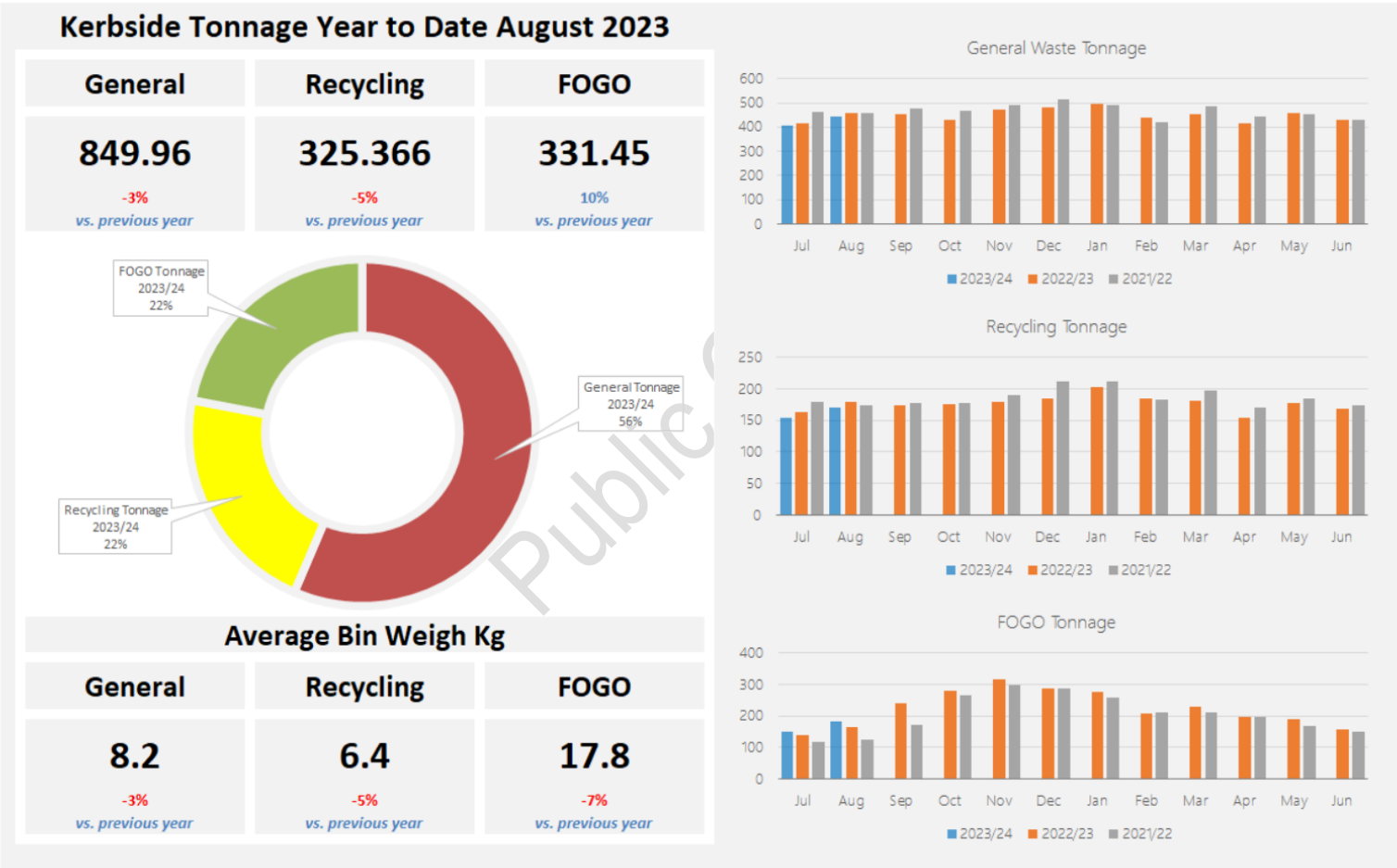
Kerbside FOGO													
Month	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Bin Lifts	8527	10099											18,626
Tonnage	149.24	182.21											331.45
Avge Kg/Lift	17.5	18.0											17.8

Service Requests													
Month	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
New Service	67	57											124
Damaged Bins	98	100											198
Missed Collections	60	70											130
Upgrade Bin Size	18	17											35
Missing Bin	33	33											66
Total	338	348											686



Service Level Agreement Report





## Service Level Agreement Report

## 2. Public Place Bin Contract Administration July to August 2023

## 2.1. Mainland Public Place Bin Contract

## Kerbside Collection of Waste and Recyclables

&gt;= 90% Green 80%-89% Yellow &lt;= 79% Red



95%

Criteria	KPI	Measure	Jul	Aug
Reliability of Services	Number of missed collections	< 4 Per Month	0	0
Level of Service	Number of complaints received	< 1 Per Month	1	1
Quality and Reliability of Collection Vehicles	Number of breakdowns, fluid leakage or adverse emissions reports	< 2 Per Month	0	0
Provision of Vehicle and Operator Records	Timely provision of required reports and response to adhoc requests for Collection Vehicle and Operator records	< 10 Business Days	0	0
Accuracy of progress claims	Number and \$ Value of errors	None	0	0
Completeness of progress claims	Number of supporting records missing	None	0	0
Collaboration with Council and Council Employees	Negative reports from internal feedback and questions	None	0	0
Work Health and Safety performance	Number of accidents, incidents reported and from random audits	None	0	0

**Summary**

For the period July and August 2023, there were two complaints received regarding empty dog roll bags and bin servicing. The new split compartment collection vehicle arrived in May and KWS has commenced servicing the public place recycling bins in Kingborough.



## Service Level Agreement Report

## 2.2. Bruny Island Public Place Bin Contract

## Kerbside Collection of Waste and Recyclables

&gt;= 90% Green 80%-89% Yellow &lt;= 79% Red



100%

Criteria	KPI	Measure	Jul	Aug
Reliability of Services	Number of missed collections	< 4 Per Month	0	0
Level of Service	Number of complaints received	< 1 Per Month	0	0
Quality and Reliability of Collection Vehicles	Number of breakdowns, fluid leakage or adverse emissions reports	< 2 Per Month	0	0
Provision of Vehicle and Operator Records	Timely provision of required reports and response to adhoc requests for Collection Vehicle and Operator records	< 10 Business Days	0	0
Accuracy of progress claims	Number and \$ Value of errors	None	0	0
Completeness of progress claims	Number of supporting records missing	None	0	0
Collaboration with Council and Council Employees	Negative reports from internal feedback and questions	None	0	0
Work Health and Safety performance	Number of accidents, incidents reported and from random audits	None	0	0

**Summary**

KWS commenced servicing the public litter bins on Bruny Island on 1 July 2023. There have been no complaints reported by the public over the period. Four stand alone dog bag bins and dispensers have been installed at Dennes Point, Adventure Bay, Alonnah and Lunawanna.





## Service Level Agreement Report

### 3. Waste Transfer Station Operation

SERVICES	ACTION	KPI
<p>The area be supervised at all times to ensure the public are given direction and advice in a pleasant and professional manner.</p> <p>The area is maintained in a clean, safe and tidy condition.</p> <p>Only unusable rubbish is sent to landfill and any item that can be recycled is retrieved.</p>	<p>Staff are trained and competent to operate the transfer station equipment and facilities and to correctly advise customers.</p> <p>All activity is performed safely, and all hazards and incidents are reported.</p> <p>Recyclable material is directed to the area where the best return is gained.</p>	<p>Number of trained staff.</p> <p>Number of customer complaints received and resolved.</p> <p>Accurate waste volume data is recorded and reported.</p> <p>Results of the annual operational audit and number or % of trailer loads at maximum legal capacity.</p>
<p><b>Site Management</b></p> <ul style="list-style-type: none"> <li>DA being developed for the machinery building.</li> <li>A grant application is being prepared for an upgrade to the weighbridge software to so KWS is able to meet our reporting obligations under the resource and recovery act.</li> </ul> <p><b>Waste Stream Data</b></p> <ul style="list-style-type: none"> <li>2,558 tonnes processed with 1,770 tonnes transported to the Copping landfill and a 31% diversion rate.</li> <li>100% Transport compliance with an average of 16.85 tonnes per load to Copping.</li> </ul> <p><b>Re-Use Shop</b></p> <p>The Re-Use shop sales and transaction numbers continue to remain steady whilst complying with the Covid-19 Safety Plan social distancing and cleanliness measures. The period July to August resulted in 6,439 transactions through the shop and sales of \$80,090. This result is \$13,090 above budget and \$12,944 above the sales for the same period in 2022-23.</p>		

### 4. Provide Public Information

SERVICES	ACTION	KPI
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## Service Level Agreement Report

Provide information on the kerbside collection service (to reduce waste levels and cross-contamination) and public place bins (to reduce littering and any cross-contamination in publicly available recycling bins).	Provide up-to-date information on the KWS website and regular newspaper and social media updates.	Number of website, newspaper and social media updates.
<b>Advertising</b> <ul style="list-style-type: none"> <li>July and August Re-Use shop adverts in the Chronicle.</li> </ul>		

### 5. Reports to Council

SERVICES	ACTION	KPI
Keep Council informed on any issues relating to the kerbside collection contract, any issues relating to public bin collection services (and related littering problems), the promotion of waste reduction, improved public engagement opportunities and efforts made to improve KWS business performance.	Provide regular reports to Council, including any contract breaches, efforts made to communicate waste services and to promote waste reduction and achievements made each year to better manage waste in Kingborough.	Quarterly reports provided to Council. Annual Plan produced each year. Annual Report produced each year.
<ul style="list-style-type: none"> <li>Quarterly reports to Council</li> <li>Two Service Level Agreement meetings with Council per year.</li> <li>Councillor workshops.</li> </ul>		

### 6. Business Planning

SERVICES	ACTION	KPI
Compile statistics that reflect the level of service provided contractors.	Compile waste stream data relating to waste transfer station and contractor services.	Up-to-date data available for public scrutiny.



## Service Level Agreement Report

<p>Monitor and assess the overall performance of waste management in Kingborough.</p> <p>Ensure that there are optimum and efficient financial outcomes and best value for money is obtained.</p> <p>Proactively plan for future business improvements.</p>	<p>Compile a consolidated database and report on how the overall waste stream is dealt with.</p> <p>KWS Board to conduct an annual strategic/business planning workshop.</p>	<p>Waste data is compiled and made publicly available quarterly and annually.</p> <p>Clear strategic outcomes developed annually.</p>
<ul style="list-style-type: none"> <li>• Bi Monthly Board reports and report to Council.</li> <li>• Bi Monthly Service Level Agreement reports.</li> <li>• Annual Plan.</li> <li>• Annual Report.</li> <li>• Two Service Level Agreement meetings with Council per year.</li> <li>• Councillor workshops</li> <li>• KWS Board Workshops</li> </ul>		



## Service Level Agreement Report

### Waste Management Strategy Progress Report

Actions																Priority	Status		
1. Increased waste avoidance and reduction										2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023				
A	Develop and deliver an awareness raising campaign to increase public understanding and engagement of waste avoidance															High	Complete & Ongoing		

#### Summary

- Design, printing and distribution of Waste and Recycling Guides.
- Creation of a Waste Avoidance page on the website.
- Production of short film clips on waste avoidance and Home composting for the website.
- Design, printing and distribution of recycling and FOGO bin lid labels.
- kerbside waste, recycling and organics bin audits in 2020 and 2021.
- Launch and advertising of the Recyclemate app.
- kerbside bin audits for waste recycling and Organics in 2020 and 2021.
- Manufacture and installation of a "Difficult to Recycle" items unit at the Civic Centre.
- Participation in the 2023 Garage Sale Trail program.
- Participation in the 2024 Garage Sale Trail program.



## Service Level Agreement Report

B	Implement a food waste avoidance program (e.g. Love Food Hate Waste) and target to specific sections of the community (e.g. schools)						Medium	Ongoing
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## Summary

• School educational program on waste avoidance has been developed with presentations to Schools commencing in November 2021. The presentation has been delivered to classes at the following schools.

- Illawarra Primary School
- Taroona Primary School – 2 sessions
- Calvin Christian School – 3 sessions
- Margate Primary School
- Kingston School for Seniors – 4 Sessions
- Blackmans Bay Primary School.
- St Aloysius Kingston – 2 Sessions
- Blackmans Bay Child Care Centre
- Bruny Island Primary School
- Lady Gowrie Child Care Centre

The program has now been delivered to a total of 1,300 participants. A survey has been created and delivered to all participating groups to receive feedback on the program and identify how KWS can assist with their waste minimisation goals.

- School tours of the Barretta transfer station and Re-Use Shop.
- Recycling support for school and community group run events.
- Transition to a kerbside FOGO service from 4 October 2021.
- School support for recycling to the Bruny Island Primary School with community assistance grant.
- Support to the Friends of North Bruny Island with the installation of Marine Debris bins to 8 locations on Bruny Island.

C	Support and promote community gardens and at home composting.						Low	Complete & Ongoing
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## Summary



ough to connect businesses on waste avoidance

- Home Composting workshops were held during September, October and November 2019. A Home Composting guide has been developed and printed with further workshops held in October 2020 and March 2021. The workshops were attended by a total of over 240 residents and a home composting page has been created for the Council website. Two short videos on Home Composting and Worm Farms have been developed for the Council website.
- Consultation was undertaken during October 2019 with the Taroona, Kingston and Margate Community Gardens on a range of topics and how Council could best support and promote their gardens.
- The construction of an educational concept garden at Barretta.

D	Engage with businesses on waste avoidance and implement a business waste reduction program (e.g. Bin Trim3 , Halve Waste4 ) to assist businesses to reduce waste.					Medium	Ongoing
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## Summary

- The Launch of the ASPIRE platform in Kingborough to connect businesses on waste avoidance and resource exchanges.

2. Increased Recycling Rates						2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023				
A												High	Complete		



commenced on 5 October 2020 with 1,936 tonnes of  
GO service from 4 October 2021 with currently

- Fortnightly 240l comingled recycling bin; and
- Fortnightly GO bin.

• The transition to a standard 240 litre recycling bin commenced on 1 July 2021. All future properties added to the kerbside collection service will be supplied with a 240 Litre Recycling bin.

- Investigations in to a 240 litre kerbside collection green waste service commenced during January 2019 with a Council workshop held on 15 July 2019 to clarify the potential service options available and the costs associated with these options.

The kerbside green waste collection service commenced on 5 October 2020 with 1,936 tonnes of organics collected and processed in the first 12 months of the service. The service transitioned to a full FOGO service from 4 October 2021 with currently 8,400 properties registered for the service.

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## Service Level Agreement Report

- In conjunction with the kerbside collection contractor an inspection of the Kettering area was conducted in January 2019 to ascertain the suitability of roads for the kerbside collection service. From this investigation an area encompassing 410 properties was identified for a possible expansion to the collection service.

An expression of interest letter was delivered in early February 2019 to all residents on the proposed collection route requesting feedback on the extension of service. The letter informed the residents of the charges involved with this service and provided an opportunity for them to provide feedback.

The replies from the expression of interest letters were that 82 residents were in favour of the extension, 191 responses were against the extension and 137 residents did not respond to the expression of interest letter. As 137 owners had not responded to the expression of interest letter a further letter was sent to these residents on 5 March 2019 again requesting their feedback. An additional 8 residents answered in favour of the extension and a further 30 replied they were against extending the service.

The result of the survey was that 22% of the responses were in favour of extending the service, 54% are against and the remaining 24% did not provide a response.

Due to the clear majority of residents who responded being against the extension of the kerbside collection service Council resolved at the 25 March 2019 Council meeting that the kerbside collection service is not extended to the Kettering area.

C	Review remote sites and upgrade community access to secure garbage and recycling drop off points.							High	Complete & Ongoing
Summary									





## Service Level Agreement Report

- Installation of Public place bin encloses for waste and Recycling along Kingston Beach, Kingston Hub, Blackmans Bay Beach foreshore and Bruny Island.
- A trial drop off area for food waste at Barretta commenced in March 2022.
- School support for recycling to the Bruny Island Primary School with community assistance grant.
- Support to the Friends of North Bruny Island with the installation of Marine Debris bins to 8 locations on Bruny Island.
- Installation of stand alone dog bag bins and dispensers on Bruny Island.

D	Collaborate with neighbouring councils seeking to establish regional organics processing solutions.							Medium	Ongoing
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### Summary

- Investigations were undertaken with the City of Hobart and Glenorchy City on a joint Expression of Interest (EOI) to identify a suitable regional FOGO processing facility. An EOI was advertised on 17 August 2019 with nine service providers with differing processing methods responding to the EOI. All potential service providers were invited to present their proposal to Council officers during January 2020 with a shortlist of companies invited to tender for the services based on these proposals.

Due to the impact of COVID-19 on the respective Councils causing substantial disruption to the evaluation process the Councils made the decision to formally suspend evaluations for the foreseeable future and will convene again once the threat from COVID-19 has passed.

The State Government is currently developing a State wide Organic Strategy as a priority area identified in the State Waste Action Plan.

The City of Hobart, Glenorchy City and Kingborough Councils tendered for a two year FOGO processing contract with Pure Living Soils being the preferred tenderer. The two year contract commenced 1 July 2022.

E	Review viability of implementing kerbside FOGO collections.							Medium	Complete
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### Summary



## Service Level Agreement Report

- A fortnightly 240L kerbside green waste service was introduced in October 2020 as part of a two step process recommended in the 2017 Waste Management Strategy.

- Investigations have been ongoing since the commencement of the service to transition to a full FOGO service commencing 1 July 2022.

The State Government announcement of a Waste to Landfill Levy commencing in November 2021 has brought forward the commencement date of the service to 4 October 2021. The levy has since been postponed until 1 July 2022.

The contractors for processing and collecting the FOGO have been consulted and an introduction letter and information flyer was posted to all properties on the current green waste service in August and the transition to a FOGO service commenced 4 October 2021.

F	Expand participation in product stewardship (takeback) schemes at Council facilities.							Low	Complete & Ongoing
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### Summary

- The Introduction of the Ecocycle recycling program to the Barretta transfer station for recycling of household batteries, fluorescent tubes and globes and x-rays.
- Construction and installation of a "Difficult to Recycle Items" station now allows residents to recycle household batteries, X-rays, coffee pods, toner cartridges, light globes, small e-waste pens, markers and highlighters and books and magazines at the Council Civic Centre.
- Introduction of a program for recycling of Flares at the Bruny Island and Barretta transfer stations.
- A trial drop off area for food waste at Barretta commenced in March 2022.

3. Best practice waste and resource recovery infrastructure		2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023				
A	Review and assess transfer stations against best practice (including tip shop)							High	Ongoing		

### Summary



## Service Level Agreement Report

- Waste Transfer Station and Re-use shop visits and benchmarking to ensure best practise outcomes.
- Investigation and development of a Barretta Master plan.

B	Review viable options for Barretta transfer station to consolidate new kerbside services and best practice recommendation (including tip shop services)						High	Ongoing
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## Summary

- Waste Transfer Station and Re-use shop visits and benchmarking to ensure best practise outcomes.
- Investigation and development of a Barretta Master plan.

C	Upgrade Barretta transfer station to support new kerbside services					High	<b>Complete</b>
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## Summary

- Expansion of the hard stand area at Barretta for processing kerbside green waste until a facility is secured.
- Investigation and development of a Barretta Master plan.

D	Upgrade transfer stations to support best practice recommendations						High	Ongoing
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## Summary

- Construction of an extra recycling drop off bay, Installation of Flammable, Toxic substances and Corrosives storage lockers. Planning stages of expanding the undercover area of the Re-Use Shop. Reconfiguration of the shop yard to minimise fork lift interaction with Re-Use Shop customers.
- Construction of a food organics receival area at Barretta for a food waste trial.
- Investigation and development of a Barretta Master plan.

E	Perform public place litter and recycling bin stations audits across municipality and review against best practice.					Medium	Ongoing
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## Summary



## Service Level Agreement Report

- Ongoing, public litter and recycling bins are monitored weekly through contractor reports. To help reduce contamination additional recycling signage has been applied to all recycling bins.

F	Install additional stations and/or upgrade existing bin installations at priority sites, identified through audits.							Medium	Ongoing
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### Summary

- Public place waste recycling enclosures have been installed to the Kingston Beach foreshore, Bruny Island, Blackmans Bay Beach foreshore and the Kingston Park precinct.
- Installation of stand alone dog bag bins and dispensers on Bruny Island.

Public Copy

4. Effective and Sustainable Governance				2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023				
A	Adopt KPI's and targets for the operation and management of Council transfer stations.									Medium	Complete & Ongoing		



## Service Level Agreement Report

### Summary

- Developed as part of the Council service level agreement.

B	Establish Council policy and implement procedures for setting waste gate fees aligned with the user pays principle								Low	Complete & Ongoing
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### Summary

- Fees and charges set as part of the budget process for Council approval.

C	Implement waste data system, to record and report key performance indicators, inform decision making and provide greater transparency to the community. (e.g. waste data from facilities, kerbside service providers and audits)								High	Complete & Ongoing
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### Summary

- Six bi-monthly Board Reports, two Service Level Agreement meetings with Council

5. Effective Community Engagement					2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023				
A	Roll out ongoing and periodic measurement of community satisfaction with waste services.									High		Complete & Ongoing		
Summary														



## Service Level Agreement Report

- Community engagement on the roll out of the kerbside Green waste and FOGO service.
- Community consultation on the extension of the kerbside collection service.
- Howden bin strap trial survey.
- Social media and website updates.
- Expansion of the bin strap program to kerbside recycling bins in Margate, Barretta, Electrona, Snug, Lower Snug and Conningham.
- Launch and advertising of the Recyclemate app.
- School support for recycling to the Bruny Island Primary School with community assistance grant.
- Support to the Friends of North Bruny Island with the installation of Marine Debris bins to 8 locations on Bruny Island.

B	Develop a community waste avoidance and new/expanded services education program.						Medium	Complete & Ongoing
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### Summary

- Design, printing and distribution of Waste and Recycling Guide.
- Design and printing of Home composting guide.
- Creation of a Waste Avoidance page on the website.
- Production of short film clips on waste avoidance and Home composting for the website.
- Design, printing and distribution of recycling and FOGO bin lid labels.
- School support for the Salvaged Art from Waste Exhibition.
- Design, printing and distribution of recycling and FOGO bin lid labels.
- Launch and advertising of the Recyclemate app.
- School educational program on waste avoidance has been developed with presentations to Schools commencing in November 2021. The presentation has been delivered to 1,300.

C	Expand participation in product stewardship (takeback) schemes at Council facilities.						Medium	Complete & Ongoing
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### Summary



## Service Level Agreement Report

- The Introduction of the Ecocycle recycling program to the Barretta transfer station for recycling of household batteries, fluorescent tubes and globes and x-rays.
- Construction and installation of a “Difficult to Recycle Items” station now allows residents to recycle household batteries, X-rays, coffee pods, toner cartridges, light globes, small e-waste pens, markers and highlighters and books and magazines at the Council Civic Centre.
- Introduction of a program for recycling of Flares at the Bruny Island and Barretta transfer stations.

D	Investigate the causes and effects of illegal dumping and littering across the municipality.							Low	Ongoing
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### Summary

- Ongoing communication with the Council Compliance unit to address illegal dumping.
- Installation of littering signage at identified problem areas.
- Fees and charges benchmarked against neighbouring Councils to minimise illegal dumping.
- Expansion of the bin strap program to kerbside recycling bins in Margate, Barretta, Electrona, Snug, Lower Snug and Conningham.

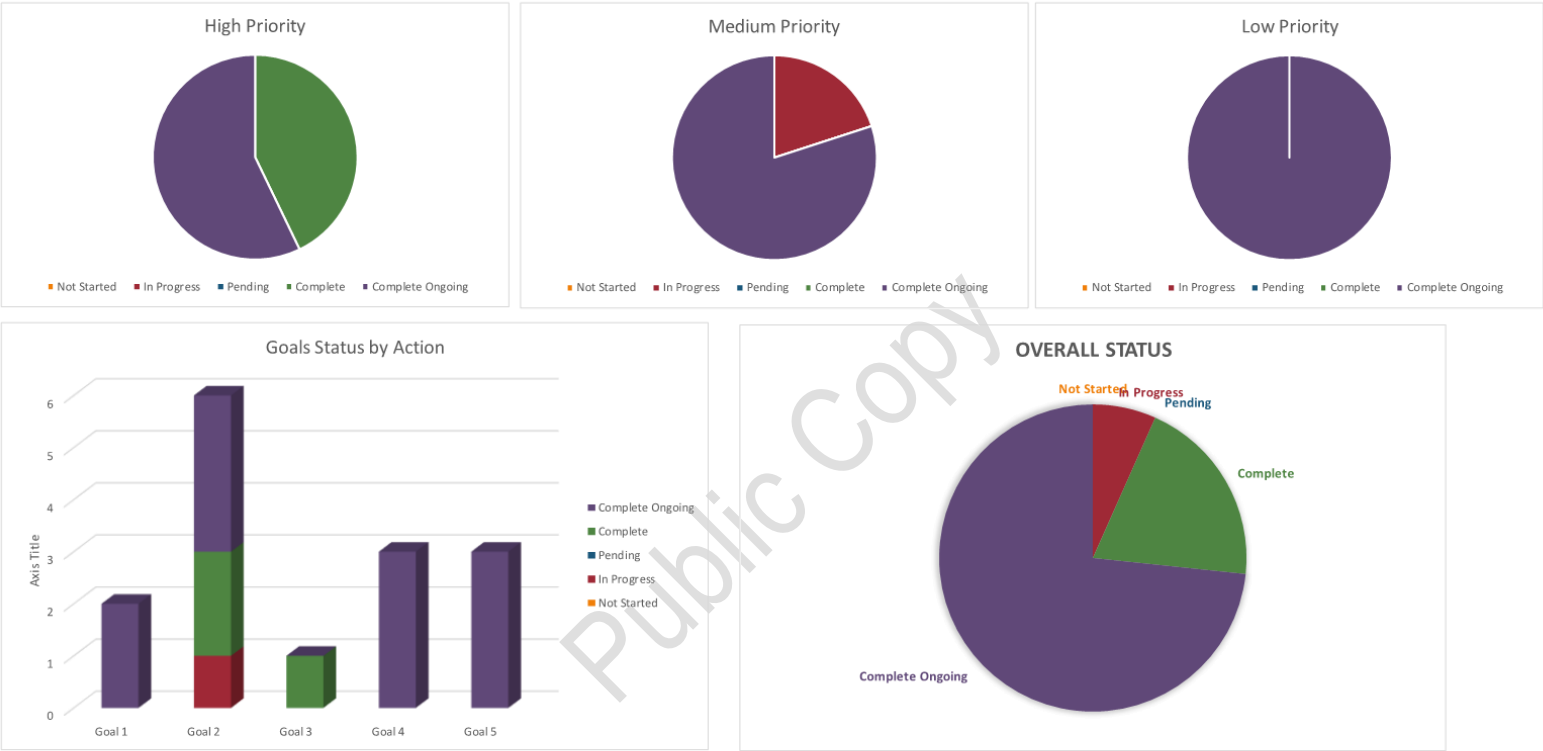
E	Expand and improve recycling at council run or supported events.							Medium	Ongoing
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### Summary

- Ongoing, continue to support and promote the Waste Wise Policy at Council run events.
- Purchase of 240 litre bin lids for general waste, recycling and organics collection at Council events.



Service Level Agreement Report







## KWS Meetings

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### KWS Meeting Dates

#### **KWS Board Meetings**

29 September 2023

24 November 2023

25 January 2024

29 March 2024

31 May 2024

26 July 2024

#### **KWS Workshop**

Date TBC September 2023

Date TBC February 2024

#### **SLA Meeting**

Date 29 September 2023



## AGENDA

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### **KINGBOROUGH WASTE SERVICES PTY LTD**

#### **AGENDA DIRECTOR'S MEETING NO. 73**

**Friday 29 September 2023**

Notice is hereby given that a meeting of Directors of Kingborough Waste Services Pty Ltd will be held at the Company Offices 15 Channel Highway, Kingston on Friday 29 September 2023 at 8.30 a.m.

BOB CALVERT  
CHAIRPERSON

*Kingborough Waste Services Pty Ltd acting as Trustee for Kingborough Waste Services Unit Trust  
ABN 42151309563*



## AGENDA

### 1. Opening

A Meeting of the Directors of Kingborough Waste Services Pty Ltd will be held on Friday 29 September at the Company Offices 15 Channel Highway, Kingston commencing at 8.30 a.m. unless resolved otherwise.

### 2. Attendance

- d. Present:
- e. Apologies:
- f. Non-Director Attendees:

### 3. Declarations of Interest

Pursuant to Clause 22.10 of the Constitution, Directors are invited, where applicable, to declare an interest in any matter listed on the Agenda, nominating the specific item(s) in which the Director declares interest. The following Standing Declarations are noted:

- c. David Reeve, in his position as Director Engineering Services with the Kingborough Council; and
- d. Tim Jones, in his position as Manager Finance with the Kingborough Council.

### 4. Approval of the Agenda

Director's attending are invited to nominate items of General Business for discussion and/or decision and to request changes to the Order of Business for the meeting.

### 5. Previous Minutes

The Minutes of Board Meeting No. 72 of Friday 28 July 2023 are attached.

**Recommendation:** That the Minutes of Board Meeting No. 72 of Friday 28 July 2023 be confirmed.

### 6. Business Arising from the Minutes

The Board Action List is attached.

### 7. General Business

#### 7.1. Financial Reports for Kingborough Waste Services Pty Ltd

The July 2023 and August 2023 Profit and Loss Financial Reports, Balance Sheet and the Budget Forecast are attached.

**Recommendation:** That the Profit and Loss Financial reports for Kingborough Waste Services Pty Ltd for July 2023 and August 2023, the Balance Sheet as of 31 August 2023 and the Budget Forecast for the period be received and noted.

#### 7.2. Operational Report

The July 2023 and August 2023 operational report from the Manager KWS is attached for discussion.

**Recommendation:** That the July 2023 and August 2023 operational report of the Manager Kingborough Waste Services be received and noted



## AGENDA

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### 7.3. Service Level Agreement Report

The July 2023 and August 2023 Service Level Agreement Report from the Manager KWS is attached for discussion.

**Recommendation:** *That the July 2023 and August 2023 Service Level Agreement Report of the Manager Kingborough Waste Services be received and noted.*

### 7.4. Update on Regional State Initiatives

### 7.5. Waste Levy and Container Refund Scheme

Discussion on our understanding of the implications e.g. timelines, actions, resourcing, budget implications we may need to consider moving forward.

## 8. Other Business

### 8.1. Enterprise Agreement

Progress Update.

## 9. Items to be dealt with in Closed Session

### 10. Date and Place of Next Meeting

The arrangements for the next meeting are to be confirmed.

### 11. Closure

**B KINGBOROUGH COMMUNITY SAFETY COMMITTEE - MINUTES 16 OCTOBER 2023**

**File Number:** 5.476

**Author:** Anthony Verdouw, Executive Officer Engineering Services

**Authoriser:** David Reeve, Director Engineering Services

# MINUTES

## Kingborough Community Safety Committee

Meeting No. 2023-5

Monday 16 October 2023

Cr Clare Glade-Wright  
CHAIRPERSON

The logo for Kingborough, featuring the word "Kingborough" in a serif font, with a green swoosh underline.

MINUTES of a Meeting of the Kingborough Community Safety Committee held at the Kingborough Council Chambers, on Monday 16 October 2023 at 2:00pm.

#### **PRESENT**

		PRESENT	APOLOGY
Chairperson	Cr Clare Glade-Wright	✓	
Deputy Chairperson	Cr David Bain	✓	
<b>Members:</b>	Mr Michael Brough		X
	Mr Jarrod Coad	✓	
	Ms Tania Flakemore		X
	Ms Kate Lucas	✓	
	Mr David McLoughlin	✓	
	Mr Keith Pardoe	✓	
	Ms Colleen Ridge	✓	
	Mr Rodney Street	✓	
Tasmania Police	Insp Colin Riley	✓	
Kingborough Access Advisory Committee Representative	Dr Don Hempton	✓	
Kingborough Bicycle Advisory Committee			
<b>Council Officers In Attendance:</b>			
Executive Officer	Mr Anthony Verdouw	✓	
<b>Other Attendees:</b>			

#### **ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

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

#### **LEAVE OF ABSENCE**

#### **DECLARATIONS OF INTEREST**

#### **CONFIRMATION OF MINUTES**

MOVED: Keith Pardoe  
SECONDED: Jarryd Coad

That the Minutes of the Committee meeting held Monday 21 August 2023 as circulated, be confirmed.

CARRIED

**GENERAL BUSINESS****1. Tasmania Police - Crime and Traffic Statistics**

Inspector Riley presented on Kingborough's crime and traffic statistics and recent trends. Discussed issues with youth crime and proactive preventative engagement measures. Noted 75 CCTV cameras now running across the Council region, assisting with outcomes.

The Committee discussed the use of Personal Mobility Devices / powered bicycles and possible gaps in legislation.

*ACTION 1: Cr Glade-Wright to liaise further with Council staff regarding TasNetworks approval for the CCTV camera on TasNetworks pole at Blackmans Bay Beach.*

**2. Review Action Items from previous meeting**

Committee discussed progress on action items generated from the previous Committee meeting. Noted both actions completed, and correspondence received from the Minister for Transport regarding Leslie Road / Huon Highway intersection.

Traffic data was also provided by Council staff, which indicates a high number of heavy vehicles speeding on Leslie Road west of the Huon Highway intersection.

*ACTION 2: Inspector Riley to follow up traffic enforcement in the Leslie Vale area and report back to the Committee.*

**3. Safety Related Service Requests**

No safety related service requests raised.

**4. Draft Public Lighting Policy**

The Committee reviewed the draft public lighting policy.

- Suggested that solar lighting opportunities be addressed more comprehensively in the policy, with possible opportunities to install solar LEDs in new developments.
- Noted that public laneways would likely be used more if lighting was installed.

**5. Capital Works Project Bids 2024-25**

The Committee discussed Council's 5-year Capital Project plan.

Members noted:

- The Spring Farm connector road to Kingston View Drive should be a higher priority and happen sooner than indicated in the 5-year plan.
- New footpath on Channel Highway in Snug was raised as a priority.
- Support for public lighting projects raised on the public lighting requests register.

6. Correspondence

- a) Letter from Mayor Wriedt to Minister Ferguson – Huon Highway Leslie Road Intersection – 28.08.2023
- b) Response to Mayor Wriedt from Minister Ferguson – Huon Highway Leslie Road Intersection – 20.09.2023

7. Other Business

- a) An EOI for Committee members for 2024-2025 term will be advertised on 23 October 2023 with the aim of having new Committee members endorsed by year end. Current Committee members were encouraged to reapply.

**NEXT MEETING**

The next meeting of the Committee is scheduled for Monday 11 December 2023 at 2:00pm.

CLOSURE:            There being no further business, the Chairperson declared the meeting closed at 3.06pm.

Public Copy



Meeting Action Items						
Meeting #	Action Number	Description	Responsibility of	Due Date	Action Undertaken	Complete
2023-5	1	Cr Glade-Wright to liaise further with Council staff regarding TasNetworks approval for the CCTV camera on TasNetworks pole at Blackmans Bay Beach.	Cr Glade-Wright	December 2023		
2023-5	2	Inspector Riley to follow up traffic enforcement in the Leslie Vale area and report back to the Committee.	Inspector Riley	December 2023		
Meeting Items Reviewed/Actioned						
Meeting #	Action Number	Description	Responsibility of	Due Date	Action Undertaken	Complete
2023-4	1	Cr Glade-Wright to follow up if concerns around the Huon Highway/Leslie Road intersection can be elevated on behalf of KCSC and potentially a meeting be arranged with the Mayor and State Minister to discuss the issues.	Cr Glade-Wright	16/10/23	Mayor sent follow up letter to the Minister and the minister has replied, per meeting Correspondence	✓
2023-4	2	Staff to follow up with State Growth if there is any stakeholder input regarding the placement of the new traffic cameras.	Anthony Verdouw	16/10/23	State Growth advised the there is a form for recommendations for new speed camera locations.	✓
2023-3	1	Council staff to contact Leslie Vale Quarry requesting information on heavy vehicle volumes accessing the site.	Renai Clark	21/8/23	See below.	✓
2023-3	2	Council staff to install traffic counters on Leslie Road west of the Huon Highway intersection to collect traffic data.	Renai Clark	21/8/23	Traffic counters have been scheduled for installation for the last week in August and first week in September. We will provide traffic data for the October meeting. Going	✓

					to put both sides of Highway now, instead of contacting quarry, so we can measure passenger vehicles and speeds as well.	
2023-3	3	Councillor Glade-Wright to follow up potential Kingborough Chronicle article outlining what information to provide when contacting police.	Cr Glade-Wright	21/8/23	Article published in the Chronicle on 15 August 2023	✓
2023-3	4	Inspector Riley to follow up regarding security cameras in the area and report back.	Insp. Riley	21/8/23	Insp. Riley provided an update on security cameras in the Tasmania Police crime and traffic report.	✓
2022-3	4	Staff to follow up why yellow no parking lines have not been reinstated at Village Drive intersection.	Works Depot	15/8/22	The linemarking has now been completed.	✓
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	The linemarking has now been completed.	✓
2023-1	1	Staff to write to State Growth to clarify responsibilities for operation and maintenance of lights in the underpass at the Summerleas/Channel Hwy (KFC) Roundabout, noting TasPolice also have concerns with lack of lighting at underpass.	Anthony Verdouw	17/4/23	State Growth have replied indicating they maintain and manage all lighting in pedestrian underpasses on State roads or highways. Their maintenance contractor repairs outages and has been notified to address any issues at the KFC roundabout.	✓
2023-1	2	Staff to add Christopher Johnson Carpark (Tyndall Rd side) of Kingston Beach, Auburn Road and Hutchins Road intersection and Maranoa and Denison Street intersection to new public lighting request register.	Anthony Verdouw	17/4/23	Added and inspected.	✓
2023-1	3	Cr Glade-Wright to follow up with staff regarding wording for a motion to present to the Committee at the next meeting around funding for linemarking and improving the renewal of faded linemarking in the municipality.	Cr Glade-Wright	17/4/23	Motion in regard to Linemarking prepared.	✓

2023-1	4	Staff to clarify why Gormley Drive gate is now open permanently.	Anthony Verdouw	17/4/23	<p>Staff advised that the gate is now kept open for safety reasons. With the move of the Kingston High School to the KSC Precinct and increase in the number of major events at the Sports Centre, it is preferable to have users of the Twin Ovals and Lightwood Park accessing/exiting their grounds via Gormley Drive rather than adding to the traffic/pedestrian conflicts on Kingston View Drive. Given the high number of pedestrians crossing Kingston View Drive from the carpark opposite the Sports Centre, it is desirable to have less traffic travelling through the conflict zone.</p> <p>In addition, we have been advised that emergency services attending an incident at the Twin Ovals require the boom gate to be open as it is the most direct route available.</p>	✓
2023-1	5	Staff will provide an update on the Channel Hwy Motorcycle Safety Audit at the next Committee meeting and/or request someone attend from the audit panel.	Anthony Verdouw	17/4/23	<p>The event was a workshop facilitated by Safe Systems Solutions – they will now prepare a report for DSG with recommendations.</p> <p>Column added.</p>	✓
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		✓
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	<p>The roads have been inspected and missing speed signage noted. Google Street View imagery from 2007 has been reviewed. The only signage existing then was END 60 at the bridge on Huon Road near to the Sandfly Road junction. This indicates that the speed</p>	✓

					limit would have been the Kingborough default of 90. Staff will need to liaise with Department of State Growth to determine what the correct speed limits are and the locations of new signs.	
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	<p>The speed trailers were not able to be utilised over the Summer holiday period as they have been in the workshop waiting for repairs.</p> <p>But it is a timely opportunity to remind the committee that the speed trailers were purchased under a grant application titled "Safe Speeds for Schools". The primary purpose of the speed trailers is to encourage motorists to drive slowly within school zones to improve safety for pedestrians. They were not intended to be used as traffic calming devices on higher speed state roads. Further, the operational budget for deploying the trailers only covers the cost for the school sites. DSG is now regularly deploying Speed Camera trailers throughout their road network.</p> <p>Given the above factors it is considered by staff that the school speed trailers should not be deployed on the Kingston Bypass/Southern Outlet or other locations during school holiday periods.</p>	✓
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	Finalise feedback and distribute to Community Forum	✓

## 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

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**C KINGBOROUGH BICYCLE ADVISORY COMMITTEE - MINUTES 20 OCTOBER 2023**

**File Number:** 28.114

**Author:** Anthony Verdouw, Executive Officer Engineering Services

**Authoriser:** David Reeve, Director Engineering Services

# **Minutes**

## **Kingborough Bicycle Advisory Committee**

**Meeting No. 2023-5**

**Friday 20 October 2023**

The logo for Kingborough, featuring the word "Kingborough" in a serif font, with a teal-colored swoosh underline.

MINUTES of a Meeting of the Kingborough Bicycle Advisory Committee held at the Kingborough Civic Centre, Kingston, on Friday 20 October 2023 at 9:00am.

#### **PRESENT**

		<b>PRESENT</b>	<b>APOLOGY</b>
Chairperson	Cr Amanda Midgley	✓	
Deputy Chairperson	Cr Clare Glade-Wright		X
<b>Members:</b>	Mark Donnellon	✓	
	Joyce du Mortier	✓	
	Emlyn Jones		X
	Kelvin Lewis	✓	
	David McQuillen	✓	
	Rob Sheers	✓	
	Peter Tuft	✓	
	Angela Wilson	✓	
Cycling South	Mary McParland	✓	
Bicycle Network	Alison Hetherington		X
<b>Council Officers In Attendance:</b>			
Executive Officer	Anthony Verdouw	✓	
Recreation Officer	Su Sprott	✓	
Director Governance, Recreation & Property	Daniel Smee	✓	
Senior Civil Designer	Andrew Hines	✓	
<b>Other Attendees:</b>			
Urban Mobility Planner – State Growth	Dustin Moore	✓	

#### **ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

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

#### **LEAVE OF ABSENCE**

#### **DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **CONFIRMATION OF MINUTES**

MOVED: Peter Tuft  
SECONDED: Mark Donnellon

That the Minutes of the Committee meeting held on Friday 25 August 2023, as circulated be confirmed.

CARRIED

**GENERAL BUSINESS****1. Cycling Strategy – Strategic and Advocacy Actions Review**

Review and discussion of Strategic and Advocacy Actions – Appendix 1

**Action 3 – Track counters:**

- Permanent counter installed on Whitewater Track. The others will be moved around to various tracks regularly.
- Most recent Whitewater Counts:  
Summerleas Road end – Avg 95 users per day  
Whitewater Road underpass – Avg 378 users per day

**Action 5 & Action 12** – Road safety audits to eliminate hazards for cycling – maintain existing network.

- KBAC members are invited to report on specific issues and can use Snap Send Solve or raise service requests out of session.
- *Channel Highway, Bonnet Hill trimming of vegetation – staff to follow up responsible organisation and maintenance program.*
- *Snug to Margate Shared Path – grass coverage increasing over gravel sections – staff to follow up maintenance schedule with Depot.*

**Action 7 & 8** – Promote safe cycling and places to ride in Kingborough.

- *Council Comms will do a Whitewater Creek shared path promotion.*

**Action 10** – Wayfinding strategy – signage and mapping

- New directional signage has been installed along Whitewater Creek Track and Kingston Park following recent upgrades and three new bench seats have been installed.

**Action 11** – Positive Provisioning Policy

- Preliminary draft document was provided for comment. Staff review underway, then promotion amongst staff and posting.

**2. Cycling Strategy – Infrastructure Actions Review**

Review and discussion of Infrastructure Actions – Appendix 1

**Action 15** – Channel Hwy Sealed Shoulders (Huntingfield to Margate section – State Growth projects)

- Noted by the Committee as a high priority safety issue for commuter and recreational cyclists.

**Action 16** – Mountain bike park improvements

- New public toilet to be installed in coming months with tender awarded.

**Action 17** – Channel Trail – Kingston to Margate.

- Engagement on the Margate to Huntingfield Feasibility Study complete. Awaiting final report.
- *Share report with KBAC when it is released.*



**Action 19 – Summerleas to Firthside**

- Pathway connections funded in the 2023-2024 Budget.
- Noted that project could be deferred for a year pending stormwater considerations. Design for the pathways will still occur.

**Action 20 – Huntingfield Park & Ride Connections**

- Subdivision application for Huntingfield House property lodged.
- Howden Road connection raised for consideration.
- *Staff to follow up re. letter to PWS re. improving trails within PWS land. Specifically key routes through Peter Murrell.*

**Action 21 – Channel Hwy Tarroona design**

- Designs are being prepared. Awaiting advice if application for additional grant funding was successful.

**Action 22 – Spring Farm to Sports Precinct**

- Extension of Whitewater Creek Track through Spring Farm along the creek and top section of Sports Precinct Connector – tender awarded, construction to commence soon.
- **Open Space Grant** has been applied to for \$350k toward Stage 2 of the Sports Precinct Connector which involves a bridge over Whitewater Creek and the track up the hill. Outcome due late November.
- Committee noted that where the track connects to Gormley Drive needs to be upgraded and that the road is currently substandard.

**Action 24 – Roslyn Ave design**

- Concept plans for uphill bike lanes and cost estimate presented to the Committee. Project has site constraints and a high-cost estimate.
- Committee have requested that the project remains on the 5-year plan as it is a high-priority high-use cycling link.
- *Anthony to arrange a meeting to discuss project with Dusty, Rob, David M. and Council designer.*
- *Staff to follow up if Safe Passing Distance Signage can be installed on the uphill section as interim measure.*

**Action 26 – Channel Trail – Snug to Lower Snug**

- Staff met onsite with CALSCA representatives to discuss alternative alignment options.

**Action 27 – Tarroona Safe Route to School**

- Mary noted that some simple fixes in the area could improve access for students.

**3. Cycling South Report**

Mary to provide an update on Cycling South activities:

- Cycling South held its AGM in September. Cr Amanda Midgley and Su Spratt continue to be Kingborough representatives.
- City of Hobart will be installing new separated cycleways on Campbell St over the next few months. Although there are a couple of short sections of separated cycleways in Greater Hobart (Peltro St in Glenorchy and Degraives St in South

Hobart) this project will cover 6 blocks in the Hobart CBD so will be much larger and higher profile. Hopefully this will be the beginning of a roll out of more separated cycleways across Greater Hobart, including Kingborough.

#### **CORRESPONDENCE**

#### **OTHER BUSINESS**

##### **4. Tracks and Trails Presentation**

Daniel Smee presented on Council's tracks and trails, covering works completed recently as well as strategic planning for tracks and trails going forward.

##### **5. Huntingfield subdivision – Channel Highway roundabout works**

Discussed the need for provision for cyclists in this project.

##### **6. Channel Highway, Kingston – Footpath Project Concepts**

Discussed concept plans for proposed new path projects on Channel Highway, Kingston from Spring Farm to Mertonvale Circuit.

Noted the provision of a shoulder adjacent the new footpath providing adequate room for on-road cyclists is necessary.

##### **7. Capital Works Project Bids 2024-2025**

Discussed projects to be considered for capital bids for the 2024-25 Financial Year. Staff to prepare a survey for Committee members to prioritise Cycling Strategy projects proposed below:

Strategy Action	Project
19	Firthside to Summerleas Path - Construction
22	Spring Farm to Twin Ovals Path – Stage 2
20	Huntingfield Path Link from Sirius Drive to Park and Ride – Design
24	Roslyn Avenue bike lanes – Stage 1 – Detailed design
13	Bike parking/bike racks – Howden Rd junction with Channel Hwy; Margate CBD; Sandfly Rd junction with Huon Hwy
28	Sandfly Road sealed shoulders – Stage 1
18	Algona Road – Shared path investigation and concept design
35	Channel Hwy, Snug – Footpath (vic 2236 to Snug Tiers Rd)

#### **MATTERS OF GENERAL INTEREST**

##### **8. Super Sunday Counts**

Bicycle Network Super Sunday bike counts on Sunday 12 November 2023 have three counting sites in Kingborough.

Volunteers can register to count at the below address –

<https://counts.bicyclenetwork.com.au/traffic-survey/185/>

9. Margate Master Plan Progress

Staff noted that the project is out for tender at the moment and community and stakeholder consultation will form a significant component of the works.

10. Transform Kingston - Main Street Project Review

*Staff to follow up if a Transform Kingston Project Review can be raised as an agenda item for the next KBAC meeting.*

**NEXT MEETING**

The next meeting of the Committee will be 9am Friday 15 December 2023 at the Civic Centre.

**CLOSURE:**

There being no further business, the Chairperson declared the meeting closed at 10:36 am

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## **Kingborough Bicycle Advisory Committee**

# **Proposed Meeting Dates for 2023**

*Note meetings are held bi-monthly on Fridays at 9:00am  
in the Council Chambers, Kingston*

17 February  
28 April  
23 June  
25 August  
20 October  
15 December

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## Appendix 1 – Cycling Strategy Action Tables:

### Strategic and Advocacy Actions

Action	Project	Description	Time frame	Cost	Responsible Authorities	Funding	Progress/Outcomes
1	Ride to School Day and Ride to Work Day	Promote National Ride to School Day and Ride to Work Day through Council communication channels. Assess schools for rideability and barriers to greater cycling uptake.	Ongoing	Low	Council	Op	25 March 2022 Ride to School Day.
2	Commuter Counts	Continue to collect cycling data by participating in the annual Commuter Counts in March each year.	Ongoing	Low	Council	Op	Commuter counts undertaken 1 March 2022.
3	Install usage counters	Install counters to collect usage data on cycling routes and create an active transport data set for the municipality.	Ongoing	Low	Council	Op	
4	Bike Week	Support Bike Week events to encourage participation in cycling, such as the Kingborough Treasure Hunt.	Ongoing	Low	Council	Op	
5	Road safety audits to eliminate hazards for people cycling	Review road crossings on shared paths and around schools to assess whether safety improvements can be made, such as wombat crossings and pedestrian refuges. Where kerb outstands create 'pinch points' identify options for removing the hazard. Review speed limits in activity areas and on cycling routes.	Ongoing	Low	Council	Op	
6	Active travel provisions in new developments	Advocate for the development of standards for active travel infrastructure and facilities. Encourage new developments and subdivisions to align with the	Ongoing	Low	Council, Tasmanian Planning	Op	

Action	Project	Description	Time frame	Cost	Responsible Authorities	Funding	Progress/Outcomes
		recommendations of the <i>Kingborough Footpath Policy</i> and the <i>Kingborough Cycling Strategy</i> endorsed by Council. Where appropriate require a 2.5m wide shared path alongside all collector roads and waterways in new developments. Encourage developers to incorporate bicycle parking in commercial and residential apartment developments.			Commission		
7	Promote safe cycling in Kingborough	Promote road safety campaigns developed by RSAC (Road Safety Advisory Council) and the Kingborough Community Safety Committee. Support and promote cycling education programs run by external agencies to provide bicycle education that increases skills and confidence.	Ongoing	Low	Council	Op	
8	Promote cycling routes and places to ride	Promote cycling-related tourism through provision of maps and online information about routes and destinations, such as Bruny Island.	Ongoing	Low	Council	Op	
9	Advocate for bike racks on buses	Advocate to MetroTas and the State Government to provide bike racks on buses on all local and regional bus routes.	Short	Low	Council, DSG	Op	
10	Wayfinding Strategy – signage and mapping	Develop and implement a Wayfinding Strategy, including improved signage and mapping for active travel throughout Kingborough.	Short	Low	Council	Op	
11	Positive Provisioning Policy	Adopt a Positive Provisioning Policy to incorporate cycling-friendly design in all Council projects.	Short	Low	Council	Op	

## Infrastructure Actions

Action n	Project	Description	Time frame	Responsible Authorities	Cost	Fundi ng	Progress/Outcom es
12	Maintain existing bike network	Ensure the principal bicycle network is reviewed annually to ensure bicycle infrastructure is safe and surfaces are free of significant bumps, holes, or other impediments. Any issues should be included in road resurfacing or other road maintenance schedules.	Ongoing	Council, DSG	N/A	Op	
13	Bike parking	Install bike parking based on an annual audit and community surveying and at key bus stops.	Ongoing	Council, DSG	Low	Op	
14	Water stations and bike repair stations	Install water fountains and bike repair stations based on an annual audit and community surveying.	Ongoing	Council	Low	Op	
15	Channel Hwy sealed shoulders – Kingston to Kettering	Liaise with Department of State Growth to advocate for road upgrades along the Channel Highway that include 1.5m sealed shoulders.	Ongoing	State Growth, Council	Low	Op	
16	Mountain bike park improvements	Continue to seek opportunities and funding to upgrade the facilities at the Kingston Mountain Bike Park to bring it to contemporary standards.	Ongoing	Council	Low	Ex	
17	Channel Trail – Kingston to Margate	Investigate and advocate for a shared path from Huntingfield to the end of the existing shared path in Margate.	Short	DSG, Council	Low	Cap / Ex	Consultant engaged by DSG undertaking Feasibility Study
18	Algona Road	Investigate and advocate for a shared path on the southern side of Algona Road between Roslyn Avenue and Huntingfield.	Short	DSG, Council	Low	Cap / Ex	
19	Firthside to Summerleas	Construct a mixed on-road and shared path route between	Short	Council, DSG	Mediu	Cap /	

Action	Project	Description	Time frame	Responsible Authorities	Cost	Funding	Progress/Outcomes
		Kingston High School and the Firthside Park & Ride.			m	Ex	
20	Huntingfield Park & Ride Connections	Construct shared path and safe crossings from existing shared paths to the Huntingfield Park & Ride.	Short	Council, DSG	Medium	Cap / Ex	
21	Taroona – Channel Hwy	Upgrade on-road cycling facilities along Channel Highway through Taroona.	Short	Council, DSG	Medium	Cap / Ex	
22	Spring Farm to Sports Precinct	Construct a shared path from the existing Whitewater Creek path, north to the sporting precinct.	Short	Council	Medium	Cap / Ex	
23	Huntingfield to Kingston CBD – Channel Hwy	Advocate and seek funding for protected cycling infrastructure along Channel Highway, between Huntingfield and Kingston.	Short	DSG, Council	Medium	Ex	
24	Roslyn Avenue - Kingston Beach to Blackmans Bay	Investigate options for an uphill bicycle lane from Algona Road to Jindabyne Road. Investigate a shared path on the western side of Roslyn Avenue, including safe intersection upgrades.	Short	Council	Low	Cap	
25	Kingston to Kingston Beach	Investigate options and pursue opportunities for a shared path between Kingston and Kingston Beach.	Short	Council, Landowners	Low	Cap / Ex	
26	Channel Trail – Snug to Lower Snug	Construct a shared path between Snug and Lower Snug, starting from the existing shared path in Snug.	Short	Council, DSG	Very High	Cap / Ex	
27	Taroona Safe Route to School	Construct a mixed on-road and shared path route along Flinders Esplanade to Taroona Primary and High Schools, including modal filters and safe crossings.	Medium	Council, Education Dep.	Medium	Cap	
28	Sandfly Road – sealed shoulders	Improve on-road cycling infrastructure along Sandfly Road.	Medium	Council, DSG	High	Cap / Ex	
29	Blackmans Bay Beach Connections	Connect Tinderbox Road and Blowhole Road to Ocean Esplanade with cycling infrastructure.	Medium	Council	Medium	Cap	



Action	Project	Description	Time frame	Responsible Authorities	Cost	Funding	Progress/Outcomes
30	<b>Blackmans Bay Shops Connection</b>	Provide a cut-through path from Roslyn Avenue and the Blackmans Bay Shops.	Medium	Council, Landowners	Low	Cap	
31	<b>Roslyn Avenue – Algona Road to Illawarra</b>	Investigate providing a shared path from Algona Road to Illawarra Primary School.	Medium	Council	Low	Cap	
32	<b>Gormley Drive and Kingston View Drive</b>	Link a shared path from Summerleas Road to the Sporting Precinct via the Twin Ovals.	Medium	Council	High	Cap	
33	<b>Margate to Dru Point</b>	Investigate a shared path link from Margate to Dru Point.	Medium	Council, Landowners	Low	Cap	
34	<b>Margate local pathways</b>	Investigate local access pathways and linkages for upgrades and slow street implementation in Margate.	Medium	Council	Low	Cap	
35	<b>Snug local pathways</b>	Investigate local access pathways and linkages for upgrades and slow street implementation in Snug.	Medium	Council	Low	Cap	
36	<b>Redwood Road to Algona Road</b>	Investigate a shared path from the Maranoa Heights Reserve paths to Algona Road.	Medium	Council, DSG	Low	Cap	
37	<b>Channel Trail – Lower Snug to Kettering</b>	Investigate a shared path between Lower Snug and Kettering.	Medium	DSG, Council	Low	Cap / Ex	
38	<b>Lower Snug to Coningham</b>	Construct a shared path between Lower Snug and Coningham.	Long	Council	High	Ex / Cap	
39	<b>Redwood Road to Kingston CBD</b>	Investigate a shared path from Lorikeet Drive to the Kingston CBD.	Long	Council	Low	Cap	
40	<b>Longley to Neika – sealed shoulders</b>	Improve on-road cycling infrastructure on Huon Road between Longley and Neika.	Long	Council	High	Cap / Ex	
41	<b>Harris Ct to Sherburd Ct path</b>	Construct a path linking Harris Court to Sherburd Court.	Long	Council, Education	Medium	Cap / Ex	

Action	Project	Description	Time frame	Responsible Authorities	Cost	Funding	Progress/Outcomes
				Dep.			
42	Tingira Road to Ash Drive link	Investigate a shared path and/or on-road improvements, linking existing local tracks to Roslyn Avenue.	Long	Council	Low	Cap	
43	Ferry Road	Investigate improving active transport infrastructure along Ferry Road to Bruny Island Ferry Terminal.	Long	DSG, Council	Low	Ex	

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**D MINUTES DISABILITY INCLUSION & ACCESS ADVISORY COMMITTEE - OCTOBER 2023**

**File Number:** 5.539

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

**Authoriser:** Heather Salisbury, Acting Director Environment, Development & Community Services

# MINUTES

## KINGBOROUGH DISABILITY INCLUSION & ACCESS ADVISORY COMMITTEE

**Meeting No. 2023-5**

**Wednesday 11 October 2023**

Minutes of a Meeting of the Kingborough Disability Inclusion & Access Advisory Committee held at the Kingborough Civic Centre, Kingston, on Wednesday 11 October 2.00pm.

### PRESENT

		PRESENT	APOLOGY
Chairperson	Cr Paula Wriedt		✓
Deputy Chairperson	Cr Flora Fox	✓	
	David Vickery	✓	
	Di Carter	✓	
	Fran Thompson	✓	
	Wendy Nielsen		✓
	Heather Anderson	✓	
	David McQuillan		
	Don Hempton	✓	
	Anne Rathjen	✓	
Staff	Julie Alderfox (Community Development Officer)	✓	
	Dan Kaimatsoglu (Project Manager Transform Kingston)	✓	
	David Reeve (Director Engineering Services)	✓	

### MEETING CHAIR

Cr Paula Wriedt was unable to be present. Cr Flora Fox stepped in as Chair of the meeting.

### 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: Don Hempton

SECONDED: Fran Thompson

That the Minutes of the Committee meeting held on 9 August 2023 as circulated, be confirmed.

CARRIED

## **BUSINESS ARISING**

### **1. Main Road Kingston**

Attention had been brought to the colour/surface treatments used for the road and adjoining footpaths at the Hutchins Steet/ Channel Highway intersection. Dan Kaimatsoglu (Project Manager for Transform Kingston) was present to address concerns about the potential danger posed to the visually impaired where there is no continuous barrier or threshold.

The group was informed that tactile ground surface indicators are due to be installed to comply with safety requirements.

Updates on the overall timeframes for the upgrade were provided and information on the positive effect on traffic flow and amenity of the main street.

*Dan Kaimatsoglu left the meeting at 2.20pm.*

### **2. Footpaths/Nature Strips**

David Reeve (Director of Engineering Services) was present to discuss Council's Footpath Policy in particular areas where there is a perceived risk to pedestrians and nature strip responsibilities.

The discontinuation of the footpath on Diamond Drive/Amethyst Drive was raised as an issue of potential concern. Pedestrians are required to cross the road, sometimes walking into traffic, which poses a risk to themselves and motorists. The area is used by school children although there is no hard data on numbers.

A response put forward was to consider education at the school to ensure dangers are pointed out.

It was suggested that the process for prioritising footpath improvement works could be looked at and adjusted to ensure areas of high pedestrian traffic, particularly areas used by children, are given higher priority.

David Reeve suggested that observation of the area during school mornings could be carried out and a pedestrian count undertaken in the area. Data gathered could then inform Council of any needs to prioritise improvements in the area.

A concern was raised regarding Council's stance on nature strip maintenance. The concern being that if Council is not pro-active in demanding action where property owners are allowing nature strips to become overgrown, pedestrians are forced off the footpath/nature strip and on to the road. The increase in electric vehicles has also meant that vehicles are quieter, and pedestrians are not always aware of approaching traffic.

It was noted that Council is not resourced to be able to manage nature strips and relies on property owners to take care of the area to the roadside kerb. It is the obligation of property owners is to ensure that footpath remains accessible.

### **3. Wells Parade Footpath**

DIAAC received correspondence which pointed out the difficulty of navigating the Wells Parade footpath. Images below.



The correspondence made note of the difficulty faced by people with mobility aids who need to navigate the slope and are then forced to use the road as pedestrian access.

David Reeve commented that he had been made aware of the issue, however any solution would require retaining structures and would entail major works. A response will be forwarded to the correspondent.

Attention was brought to gravel on the pathway at Blackmans Bay opposite The Beach restaurant. The gravel causes access issues, particularly for people with mobility aids. Staff to assess.

The group was reminded to submit project ideas by December for consideration in the capital bids process.

*David Reeve left the meeting at 2.40pm*

#### **4. Beach Matting**

Beach matting for Kingston Beach has been ordered and the storage unit has been ordered.

A MOU between Council and the Kingston Beach Surf Life Saving Club has been drafted. Agreement will be reached as soon as possible for a roll-out in early December for International Day of People with Disability.

#### **5. Wheelchair Accessible Taxis**

Changes to regulations regarding Wheelchair Accessible Taxi (WAT) driver obligations do not appear to be guaranteeing users return fares. Frustration is being experienced by WAT users. It was suggested that a process whereby WAT passengers are guaranteed their return fare needs to be put in to place.

Correspondence to be forwarded to the relevant ministers to ensure attention remains on the issue. Recipients should include:  
Minister for Infrastructure and Transport Michael Ferguson, Minister for Disability Services Jo Palmer, and Deputy Secretary Transport Services Gary Swain.

It was suggested that Disability Voices Tasmania be contacted again and support their efforts lobbying for improved services.

The group was informed that work continues in the background and the issue of unreliable WAT transport is difficult to resolve due to the relatively small number of users and the often longer distances required.

Staff to write to the abovementioned and to the Interim Disability Commissioner.

#### **6. Correspondence**

In: Letter of resignation from Bob Schnierer

Out: Disability Voices Tasmania re Wheelchair Accessible Taxis  
Minister Ferguson's Office re Wheelchair Accessible Taxis  
Letter of thanks to Bob Schnierer regarding resignation from DIAAC  
Letter of thanks to Kevin Brown regarding resignation from DIAAC

### **OTHER BUSINESS**

#### **1. Disability Services Review**

An interim commissioner has been appointed and has been present at disability expos around Tasmania.

#### **2. Accessible Parking at Gormley Park**

Appreciation was expressed for the inclusion of accessible parking at the Little Athletics ground.

#### **3. Bus Shelter Review**

A question was asked regarding the status of the bus shelter review. It was noted that the review was being conducted by Metro and it was hoped the review would be complete in November.

**4. Diversity & Inclusion Statement to the Kingborough Chronicle**

It was suggested that the Diversity & Inclusion Statement adopted by Council be sent to the Chronicle along with a media release. Staff to follow up.

**NEXT MEETING**

The next meeting of the Access Advisory Committee is scheduled to take place on Wednesday 13 December 2023 2pm at the Council Chambers.

**CLOSURE:** There being no further business, the Chairperson declared the meeting closed at 3.00pm

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**E      AUDIT PANEL MINUTES 11 AUGUST 2023**



**AUDIT PANEL  
MINUTES**

**11 August 2023**

MINUTES of the Kingborough Council Audit Panel held at the Council Chambers on Friday, 11 August 2023 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**

General Manager  
Chief Financial Officer  
Manager Finance  
Director Engineering  
Internal Auditor  
WLF

Mr G Arnold  
Mr J Breen  
Mr T Jones  
Mr D Reeve

Ms A Leis

**WELCOME:**

The Chair welcomed the Panel.

**APOLOGIES**

Cr Glade-Wright.

**ADOPTION OF THE AGENDA**

The agenda as provided was accepted.

**DECLARATIONS OF INTEREST**

The Chair announced that he had been appointed to the position of Head of the Audit and Risk Committee at the Tasmanian Parliament.

**CONFIRMATION OF MINUTES**

The Panel endorsed the minutes of the Kingborough Council Audit Panel meeting of 11 May 2023, as a true and correct record.

**BUSINESS ARISING FROM THE MINUTES**

Nil.

### ACTION LIST

#### **Action List**

All items are included in the Agenda.

### INTERNAL AUDIT

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

#### **Strategic Three-Year Audit Plan**

Ms Leis took the Panel through the updated three-year audit plan. It was decided that the audit of the Workforce Plan would be included in the discussion of potential audits in 2024/25.

#### **Consulting and Engagement Scoping Document**

Ms Leis provided the Panel with an overview of the scoping document for the audit of consultation and engagement. The aim of the audit was to review the effectiveness of the approach taken by Council to community and stakeholder engagement.

The audit is to commence in August 2023 and the report will be presented to the October Panel meeting.

#### **Strategic Asset Management Scoping document.**

Ms Leis outlined the scope of the strategic asset management audit to review the maturity of Council's asset management planning. The audit will commence in October with a report to the December Panel meeting.

#### **Internal Audit Recommendations Tracker**

The CFO outlined the states of the audit actions in the tracker. The recommendations in the Climate Change audit had been progressed with a couple complete and two progressed. The Project Management findings were all completed except one which was almost finalised. The findings under the WHS audit had been progressed but were not finalised.

Ms Leis left the meeting at 8.30am.

### EXTERNAL AUDIT

#### **TAO Report Tracker**

The Panel noted the majority of the external audit findings from the last audit had been completed with only the capitalisation of WIP being a concern. It was reported that Council is looking at adding additional resources in the asset management area to assist in getting capital projects finalised and onto the system.

### KEY MATTERS – COUNCIL MEETINGS OVERVIEW

The General Manager informed the Panel of the following matters:

- Status of Local Government Reform; and
- the Enterprise Agreement had overwhelmingly been supported by the staff at the first vote and was in the process of being finalised.

## **RISK MANAGEMENT & BUSINESS CONTINUITY UPDATE**

### **Detailed Risk Review – Infrastructure Management**

A detailed review of infrastructure management was discussed by the Panel. It was noted that due to the availability of detailed asset data, Council was confident that they could readily meet the funding requirements for renewal expenditure in the short to medium term. While this reduced the mitigated risk, it was felt that it was still in the High range due to the need to look for funding for new and upgraded projects due to the significant growth within the municipality.

### **IT Security and Policy Breaches**

Nil to report.

## **REGULATORY/GOVERNANCE UPDATES:**

### **Insurance Matters / Emerging Risks / Legal Claims**

The Manager Finance spoke about the challenges posed by Sovereign Citizens who objected to paying Council rates as they did not believe in the validity of the Local Government Act.

## **NON-STANDING ITEMS**

### **Insurance Report**

The Panel noted the report on Council's insurance renewal. They were satisfied that Council maintains the current property insurance excess figure as the potential risk of an increase would not be compensated by the savings provided by reduced premiums.

### **Work in Progress (WIP) Management**

The Panel reviewed the current WIP report which showed a good reduction in the amount of long-term WIP, but an increase in the overall figure. Additional resources would be available in 2023/24 to attempt to reduce the outstanding amount.

Mr David Reeve joined the meeting at 9.00am

### **Stormwater Asset Revaluation**

Mr Reeve discussed the stormwater revaluation report which was undertaken in 2022/23 and was effective from 1 July 2022. He indicated that there was a significant increase in the value of stormwater assets which led to a large increase in depreciation.

Mr Reeve left the meeting at 9.25am.

### **Financial Accounts 2023**

The Panel reviewed the financial accounts for 2023. The CFO pointed out that some information is still outstanding from external organisations, but it is expected soon. A number of minor edits were provided to the accounts.

### **Compliance Register**

The Panel noted the compliance register.

The CFO indicated that he still needs to get the Managers to sign-off their compliance sheets. The Panel noted some fields had not been completed and ask the CFO to get the information completed and circulate the compliance checklist back to the panel.

**STANDING ITEMS****Annual Work Plan and Timetable**

The Annual Work Program 2023 (from Charter) was noted.

**Upcoming Education Events**

Nil

**OTHER BUSINESS**

The Chair thanked the CFO for the work that he had done for the Panel.

**ACTION SHEET**

Item	Responsibility	Due Date
Compliance Checklist – complete the missing field and circulate the signed document to the Panel	CFO	Sep 2023

**CLOSURE**

There being no further business the Chair declared the meeting closed at 10.20 am.

Confirmed as a true and correct record:

  
.....  
Chair,  
Audit Panel

**F COMPLAINTS REGISTER 1 JULY 2023 TO 30 SEPTEMBER 2023**

In accordance with *Policy No. 1.20 Complaints Management Policy*, the following summarises the complaints lodged with Council during the period 1 July 2023 to 30 September 2023. This information excludes complaints managed outside of this policy.

Complaints are analysed to identify trends and potential issues, for the purpose of improving administration and delivery of services relating to the complaints.

<b>Service Type</b>	
Environmental Services	2
Development Services	1
Works Department	7
Roads & Stormwater	2
Waste Services	201
Property & Urban Design	2
Kingborough Sports Centre	1
Governance	1
Compliance	2
<b>Total</b>	<b>219</b>

<b>Issue Type - Category of complaint on lodgement</b>	
Quality of action taken	1
Quality of decision made	2
Quality of service provided	1
Delay in taking an action	1
Delay in responding to a customer	4
Lack of communication / consultation	2
Lack of action taken	5
Program / event complaint	1
Council assets and infrastructure	1
Council procedure / process	1
Missed bin collections (approx. 330,000 collections/quarter)	182
Staff conduct – non serious	2
Breach of legislation & policy by Council officer (KPI 5)	1

<b>Investigation Type - How the complaint was dealt with</b>	
Tier 1 - resolved at first point of contact	210
Tier 2 - required further investigation	8
Tier 3 - internal review of the complaint decision requested	1
Tier 4 - external review of the complaint decision requested	-

<b>Outcome of the complaint</b>	
Acknowledgement and/or apology provided	7
Explanation of a decision or action or intention	16
Request for service, not a complaint	1
Missed bin collections (approx. 330,000 collections/quarter)	182
Complaint / investigation not yet finalised	1
Complaint not substantiated	2

**Outcome of internal review**

Original resolution was upheld	1
Original resolution was partially upheld	-
Original resolution was not upheld	-

**Service Improvements - How can the issue be avoided in the future**

Process, program or service review identified: Council to undertake regular inspections of Council-managed halls for cleanliness.	1
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**Service Delivery Compliments / Expressions of Appreciation** 19

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**G DONATIONS 1 JULY 2023 - 30 SEPTEMBER 2023****MAYORAL DONATIONS**

<b>Name</b>	<b>Amount</b>	<b>Description</b>
Illawarra Primary School	\$ 125.00	Movie Licence Fee
Internal Hub Hire	\$ 268.18	Tas Youth Climate Conference 11/9/23
Christine Rumley	\$ 150.00	Development Coach - U14 National Club Championships (Basketball)
	<b>\$ 543.18</b>	
Annual Budget	<b>\$ 4,000.00</b>	

**COUNCIL POLICY DONATIONS**

<b>Name</b>	<b>Amount</b>	<b>Description</b>
Eve Millar	\$ 150.00	School Sports Aust - National Diving Championships
Callum Degenaar	\$ 150.00	Australian Championships Carnival (Orienteering)
Elsa Pearsall	\$ 300.00	2023 Apollo Project
Archie Watt	\$ 150.00	U/15 State AFL School
Axel Murden	\$ 300.00	Trans Tasman Challenge
Mabel Johnston	\$ 150.00	School Sports Aust - National Diving Championships
Pia Holmes	\$ 150.00	2023 SSA Cross Country
Morgan Holmes	\$ 150.00	2023 SSA Cross Country
Kael Forster	\$ 150.00	National Futsal Champs
Madeline Marshall	\$ 150.00	Athletics Aust Cross Country Championships
Billy French	\$ 150.00	Australian Gymnastics Championships
Amber French	\$ 300.00	World Trampolining Championships
Miles Bacic	\$ 150.00	2023 National Futsal Championships
Margot Marcant	\$ 150.00	Australian Championships Carnival (Orienteering)
Josie Rose	\$ 150.00	National Youth Championships - Soccer
Quincy Green Carlos	\$ 150.00	Neil Hick Victorian Epee Shield
Elizabeth Rumley	\$ 150.00	U14 National Club Championships (Basketball)
Lucy Page	\$ 150.00	National Youth Football Championships
William Pereira	\$ 150.00	Australian All Schools Cross Country Championships
	<b>\$ 3,300.00</b>	
Annual Budget	<b>\$ 12,000.00</b>	

- Council makes Donations under section 77 of the *Local Government Act 1993* which states that "Council may make a Grant .... for any purpose it considers appropriate ". "The details of any grant made ... are to be included in the annual report of the council " Section 77 (2).