



Kingborough Council

AGENDA

COUNCIL MEETING No. 11

MONDAY, 27TH AUGUST 2001

NOTICE is hereby given that an Ordinary Meeting of Council will be held at the Kingborough Civic Centre, Kingston on Monday, 27th August 2001 at 7.30p.m.

R A McCLEAN
GENERAL MANAGER

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Qualified Persons

**IN ACCORDANCE WITH SECTION 65 OF THE LOCAL GOVERNMENT ACT 1993,
I CONFIRM THAT THE REPORTS CONTAINED IN COUNCIL MEETING AGENDA
NO. 11 HELD ON MONDAY, 27TH AUGUST 2001 CONTAIN ADVICE,
INFORMATION AND RECOMMENDATIONS GIVEN BY A PERSON WHO HAS
THE QUALIFICATIONS OR EXPERIENCE NECESSARY TO GIVE SUCH ADVICE,
INFORMATION OR RECOMMENDATIONS.**

**R A McCLEAN
GENERAL MANAGER**

22nd August 2001

MINUTES of an Ordinary Meeting of Council held at the Kingborough
Civic Centre, Kingston on Monday, 27th August 2001 at 7.30p.m.

COUNCIL MEMBERS:

		PRESENT	APOLOGY
Chairman/Deputy Mayor	Councillor S Wass		
Mayor	Councillor D Hazell		
Councillors	Cr S Baptist		
	Cr F Fox		
	Cr R Gee		
	Cr D Grace		
	Cr N Bowman		
	Cr P Chatterton		
	Cr B Bartlett		
	Cr F Buchan		
	Cr G Bury		
	Cr P Lindsay		

IN ATTENDANCE:

1. **PRAYER:**

2. **APOLOGIES:**

3. **OBITUARIES:**

4. **DECLARATIONS OF INTEREST:**

5. CONFIRMATION OF MINUTES

Council Meeting No. 9 held on 23rd July 2001.

Moved Cr /Seconded Cr

That the Minutes of Council Meeting No. 9 held on 23rd July 2001 be confirmed.

Special Council Meeting No. 10 held on 6th August 2001.

Moved Cr /Seconded Cr

That the Minutes of Special Council Meeting No. 10 held on 6th August be confirmed.

6. BUSINESS ARISING FROM THE MINUTES

7. MAYOR'S COMMUNICATIONS

(Appointments – 24.07.01 to 27.08.01 inclusive)

1. 8.00a.m. Tuesday 24.07.01
at invitation of Duke Energy International
attended breakfast briefing on the progress of the Tasmanian Gas Pipeline
Venue: The Hobart Function & Conference Centre, Elizabeth Street Pier,
Hobart
2. 6.30p.m. Tuesday 24.07.01
in company with Mrs Gwen Hazell
at invitation of the Mayor of Kingborough in conjunction with The Board of
Kingborough Community Enterprise Centre Inc
attended 'Opportunities Night' Dinner Meeting
Venue: Snug Tavern, Channel Highway, Snug
3. 10.00a.m. Thursday 26.07.01
in company with Manager Technical Services Mr S Kaczmariski
attended meeting of members of the Southern Waste Strategy Board
Venue: Clarence City Council, Rosny
4. 6.00p.m. Thursday 26.07.01
in company with Acting General Manager Mr R D Palethorpe
attended meeting of members of the Board of Southern Tasmanian Councils
Venue: Lord Mayor's Room, Town Hall, Hobart

5. 6.45p.m. Tuesday 31.07.01
at invitation of the President and members of the Rotary Club of D'Entrecasteaux
attended Dinner Meeting and spoke to guests on community and historical aspects of Kingborough
Venue: 'Welcome Inn', Kingston View Drive, Kingston
6. 12.30p.m. Wednesday 01.08.01
at invitation of the Principal Ms Anne Salewicz, members of Staff, School Captains and Students of Kingston Primary School
attended a luncheon followed by a concert as a Celebration of Education
Venue: Kingston Primary School, Church Street, Kingston
7. 6.00p.m. Wednesday 01.08.01
in company with Mrs Gwen Hazell
at invitation of the Director of the Tasmanian Museum & Art Gallery
attended launch by Ms Judy Tierney, ABC TV Journalist and Presenter of "King of the Wilderness: The Life of Deny King"
Venue: Bond Store, Tasmanian Museum & Art Gallery, Macquarie Street, Hobart
8. 10.00a.m. Thursday 02.08.01
met with Mr Tony Walch, of the Kingborough Dog Walking Association. The meeting was arranged at the request of Mr Walch to enable discussion of matters associated with animal control and the development of a Kingborough Dog Management Policy
Venue: Kingborough Council Offices, Kingston
9. 10.00a.m. Monday 06.08.01
attended Memorial Service to mark National Missing Persons' Week
Venue: Missing Persons' Memorial, Dru Point, Margate
10. 11.00a.m. Monday 06.08.01
at invitation of members of the Board of Bishop Davies Court
attended Annual General Meeting of the Board
Venue: Bishop Davies Court, Redwood Road, Kingston
11. 3.00p.m. Tuesday 07.08.01
in company with Manager Technical Services Mr S Kaczmarek
met with Deputy Premier Hon Paul Lennon MHA, as a follow-up on discussions held with the Deputy Premier at the Kingborough Community Forum conducted by the Premier of Tasmania and members of State Cabinet on Sunday 22nd July 2001
Venue: 10th Floor, 15 Murray Street, Hobart
12. 4.00p.m. Tuesday 14.08.01
in company with Deputy Mayor Councillor S Wass
General Manager Mr R A McClean and
members of Council Management Staff
met with Chairman of the Local Government Board Mr David Lovell
and Senior Research Officer Mr Paul Sayer
Venue: Kingborough Council Offices, Kingston

13. 9.30a.m. Thursday 16.08.01
Conducted Private Citizenship Ceremony (two participants)
Mrs Christine Whiteside
Mr Jeffrey Whiteside
Venue: Kingborough Council Offices, Kingston
14. 10.00a.m. Thursday 16.08.01
Conducted Private Citizenship Ceremony (two participants)
Mr David Thompson
Mrs Ute Noella Buchanan
Venue: Kingborough Council Offices, Kingston
15. 10.00a.m. Friday 17.08.01
in company with Mrs Gwen Hazell and
General Manager Mr R A McClean
at invitation of Dr Martyn Forrest, Secretary, Department of Education, and the
Kingston Online Access Centre Management Committee
attended Official Opening of the Kingston Online Access Centre and a
Celebration marking the completion of the Tasmanian Communities Online
Network, by
Senator the Hon Richard Alston, Minister for Communications, Information
Technology and the Arts and Deputy Leader of the Government in the Senate,
and
The Hon Paula Wriedt MHA, Minister for Education
Venue: Kingston Library, Hutchins Street, Kingston
16. 7.30p.m. Saturday 18.08.01
in company with Mrs Gwen Hazell
attended performance of "Annie Warbucks"
Venue: Huonville Town Hall, Huonville
17. 3.30p.m. Monday 20.08.01
met with Mr John Barker. The meeting was arranged at the request of Mr
Barker to enable discussion of matters associated with the proposed Kettering
Foreshore Development
Venue: Kingborough Council Offices, Kingston
18. 7.30p.m. Wednesday 22.08.01
attended Annual General Meeting of the Huon Valley Kingborough Tourism
Development Board
Venue: Kingborough Council Chambers, Kingston
19. 10.00a.m. Thursday 23.08.01
in company with General Manager Mr R A McClean
attended General Meeting of Councils of the Local Government Association of
Tasmania
Venue: Launceston International Hotel, Launceston
20. 7.30p.m. Friday 24.08.01
in company with Mrs Gwen Hazell
at invitation of members of Scouts Tasmania and Guides Australia
attended "Hobart Gang Show" – a revue-style show presented by the Scouts
and Guides of the Southern Region of Tasmania
Venue: "Lindwell Hall", St Michael's Collegiate School, Macquarie Street,
Hobart

21. 7.30p.m. Saturday 25.08.01
in company with Mrs Gwen Hazell
at invitation of the President and Members of the Taroona Bowls Club
attended Opening of the Taroona Bowls Season
Venue: Club Rooms, Taroona Bowls Club, Taroona

**FUNCTIONS ATTENDED BY REPRESENTATIVE OF THE
MAYOR OF KINGBOROUGH**

1. 1.00p.m. Tuesday 07.08.01
at invitation of Honourable John White, Chairperson of Centenary of
Federation, Tasmania
Manager Community Development Mr Michael Ball
attended the Official Launch by Premier Jim Bacon MHA of the final major
event for Tasmania's Centenary of Federation celebrations
Venue: Foyer of Federation Concert Hall, Hobart

8. SUSPENSION OF STANDING ORDERS ()

Moved Cr /Seconded Cr

That Standing Orders be suspended to permit the receipt of Questions on Notice (if any) from the public, and to permit the replies to be presented.

Note: At the time of preparation of the Agenda, no Questions on Notice had been submitted by the public.

9. RESUMPTION OF STANDING ORDERS.()

Moved Cr /Seconded Cr

That Standing Orders be resumed.

10. QUESTIONS ON NOTICE

On the day the Agenda was compiled no Questions on Notice had been received.

11. APPLICATIONS FOR LEAVE OF ABSENCE

12a) PETITIONS RECEIVED AND STILL BEING ACTIONED

On the day of compiling the Agenda there were no petitions requiring action.

12b) PETITIONS RECEIVED IN LAST PERIOD

A petition containing 44 signatures from the residents of Kingborough petitioning the Council to 'include underground power supply as part of the project to redevelop Ocean Esplanade'.

Moved Cr /Seconded Cr

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

13. FINANCIAL STATEMENTS

The Financial Statement for the period ended 31st July 2001 was considered by the General Purposes Committee on 21st August 2001.

14. DOCUMENTS FOR SIGNATUREA) FINAL PLAN OF SURVEY AND SCHEDULE OF EASEMENTS

- DAS2000-6 Bas Structural and Civil Construction
Lots 2 and 3, off Dayspring Drive
MARGATE
(Approved Minute No. P35/4-00; 19.04.00)
(Subject to Compliance with Conditions of Approval)
- SD1830 R R and H V Stanton
Lot 36 Suncoast Drive
BLACKMANS BAY
(Approved Minute No. C331/11-91; 10.07.91)
(Subject to Compliance with Conditions of Approval)
- DAS94413 P H and V M Berry Pty Ltd
Stage 3, off Freesia Crescent
KINGSTON
(Approved Minute No. SP257/23-94; 15.11.94)
(Subject to Compliance with Conditions of Approval)
- DAS98084 Roberts Limited
Stage 1A, 49 Baynton Street, Kingston
(Replacement documents – originally sealed by Council
25.06.01)
(Subject to Compliance with Conditions of Approval)

B) REQUEST TO AMEND SEALED PLAN

- 19.1 The Crown and Kingborough Council
SP10482, Manuka Road
KETTERING
(To be approved Under Delegated Authority)

C) AGREEMENT PURSUANT TO PART 5 OF THE LAND USE PLANNING AND APPROVALS ACT 1993

- DA2001-91 Wacobi (Aust) Pty Ltd
35-53 Lucas Street
(Approved under Delegated Authority 16.05.01)
- DAS2001-3 P V Wood
419 Manuka Road
KETTERING
(Approved under Delegated Authority 26.03.01)
- DA2000-236 O Meredith
1830 Channel Highway, Margate
(Approved Minute P100/10-00; 23.10.00)

D) TRANSFER OF EASEMENT

5787252 J R Wallace
17.42 Lawless Road
 MARGATE
 (Part of Nierinna Creek Walking Trail)

E) ADHESION ORDER

ADHORD2001-1 C Foster
 Three titles at Channel Highway
 FLOWERPOT
 (To be approved under Delegated Authority)

F) AGREEMENT

1729717 U Giordano
 Lot 21
 Nierinna Road
 MARGATE
 (Notification of Agreement)

Moved Cr /Seconded Cr

That the documents listed under Item No. 14 be signed and the Corporation's
Common Seal affixed where necessary.

15a) MINUTES AND REPORTS OF COMMITTEES

Planning Committee Meeting No. 8

Moved Cr /Seconded Cr

That the Minutes of Meeting No. 8 of the Planning Committee held on Monday, 20th August 2001 be confirmed and the recommendations contained therein (Minute Nos P72/72/8-01 to P77/8-01 and P79/8-01 to P80/8-01 be adopted.

DECISIONS CONFIRMED UNDER DELEGATION

Minute No's P78/8-01 and P81/8-01 were adopted by the Planning Committee under delegation.

N.B. Minutes of Planning Committee Meeting No.8 were circulated under separate cover.

15b) Engineering Services Committee Meeting No. 8

Moved Cr

/Seconded Cr

That the Minutes of Meeting No. 8 of the Engineering Services Committee held on Tuesday, 14th August 2001 be confirmed and the recommendations contained therein (Minute No's ES104/8-01 to ES110/8-01 and ES115/8-01) be adopted.

IN COMMITTEE

Minute No's ES111/8-01 to ES114/8-01 are to be considered 'In Committee'.

N.B. *Minutes of Engineering Services Committee Meeting No.8 was forwarded under separate cover.*

15c) General Purposes Committee Meeting No. 8

Moved Cr

/Seconded Cr

That the Minutes of Meeting No. 8 of the General Purposes Committee held on Tuesday, 21st August 2001 be confirmed and the recommendations contained therein (Minute No's GP130/8- to GP145/8-01 and GP149/8-01) be adopted.

IN COMMITTEE

Minute No's GP146/8-01 and GP148/8-01 are to be considered 'In Committee'.

N.B. *Minutes of General Purposes Committee Meeting No. 8 was forwarded under separate cover.*

16. REPORTS OF OFFICERSREPORT TO: COUNCILSUBJECT: **GENERAL MANAGER'S REPORT**OFFICER: R A McCLEANFILE REF: 25.7BACKGROUND:

This report summarises the major activities undertaken since the report by the Acting General Manager to Council on the 23rd July 2001. As this period included activities undertaken by both Mr Palethorpe, as Acting General Manager, and me following return from annual leave, I have indicated in brackets after each item which of us was involved. I would be pleased to expand upon particular items if required.

LOCAL ISSUES:

- Discussions with residents regarding local issues.
(Acting General Manager / General Manager)
- Communication with media regarding:
 - Mayor's Message – Huon News. (Acting General Manager).
- Undertook site visits:- (General Manager)
 - Kingborough Resource Recovery Centre.
 - Blackmans Bay foreshore.
 - Maranoa Heights.
 - Leslie Vale / Summerleas Road (full length to Fern Tree).
 - Coningham / Snug / Electrona.
 - Taroon (Apex Park and site of Niree Pde Pump Station works).
- Met with Chairman and Secretary of Local Government Board in company with Mayor, Deputy Mayor and managers regarding upcoming General Review.
(General Manager)
- Met with member of the Board of Kingborough District Cricket Club regarding operational issues. (General Manager)
- Met with editor/ publisher of Kingborough News to plan next (September) edition.
(General Manager)
- Met with representatives of Kingborough Lions Club to discuss potential project options. (General Manager)
- Met with representatives of consortium involved in the roll-out of natural gas reticulation, in company with Development Engineer Mr Hugh Murphy. (General Manager)

REGIONAL / SUB-REGIONAL ISSUES:

- In company with the Mayor, attended a General and Annual General Meeting of the HMCA. *(General Manager)*
- In company with the Mayor, attended a General Meeting of the Southern Tasmanian Councils. *(Acting General Manager)*
- Attended General Managers Workshop. *(Acting General Manager)*
- Attended General Meeting of LGAT at Launceston in company with Mayor. *(General Manager)*

MANAGEMENT ISSUES:

- Regular meetings with Mayor Hazell. *(Acting General Manager / General Manager)*
- Weekly MANEX meetings and internal meetings with managers on operational issues, as required, including input to and review of reports to Council and Council Committees. *(Acting General Manager / General Manager)*
- Discussions with Councillors on policy and Council matters. *(Acting General Manager / General Manager)*
- Meetings and discussions with Managers on a range of operational issues. *(Acting General Manager / General Manager)*
- Staff Issues:-
 - Communication with staff through internal emails, a Staff Bulletin, and a general Staff Meeting. *(General Manager)*
 - Attended staff social function for departing staff member. *(Acting General Manager)*
- Met with General Manager of Huon Valley Council to discuss Local Government Board General Review issues. *(General Manager)*
- Attended bi-monthly meeting of Consultative Committee. *(General Manager)*
- Visited every Council workplace, except Bruny Island Service Centre which is to be arranged. *(General Manager)*
- Meetings with managers and Human Resource Officer regarding personnel issues and recruitments. *(Acting General Manager / General Manager)*
- Participated in General Manager's Annual Performance Review meeting with Review Panel comprised of Mayor and Crs Chatterton and Lindsay. *(General Manager)*

OTHER MEETINGS / FUNCTIONS:

- Attended Field Day to review works undertaken to rehabilitate the North West Bay River. *(Acting General Manager)*
- Discussion with representatives of the Society of St Vincent de Paul. *(Acting General Manager)*
- Discussion with representatives of the North West Bay Progress Association regarding Snug River Rehabilitation Project. *(Acting General Manager)*

- Attended official opening of Environmental House Expo (Hobart City Hall) in company with Councillors Fox and Grace and the Manager Development Services. (*General Manager*)
- Attended Environmental Home Expo on Saturday, 11th August 2001. (*General Manager*)
- Attended Official Opening of On-Line Access Centre at Kingston Library and Reception at Civic Centre in company with Councillors and staff. (*General Manager*)
- Attended Special Council Meeting on 6th August 2001. (*General Manager*)
- Attended Councillors Briefing Session / Workshop on 6th August 2001. (*General Manager*)

RECOMMENDATION:

Moved Cr

/Seconded Cr

That the report of the General Manager be received and the information contained therein be noted.

R A McCLEAN
GENERAL MANAGER

15th August 2001

REPORT TO: COUNCIL

SUBJECT: **GENERAL REVIEW OF COUNCIL - LOCAL GOVERNMENT BOARD**

OFFICER: R A McCLEAN

FILE REF: 12.76

BACKGROUND:

The Local Government Act 1993 provides for the establishment of a Local Government Board; it sets out the composition of the Board and the functions and powers of the Board, its staffing and power of delegation.

The Act requires that the Board is to carry out a “general review” of a Council at least once in every eight years (or sooner if the Minister so directs); the Act provides for the completion of the first general review of all Councils by 31st January 2004.

In addition to, or separate from a general review, the Board may also be required to carry out a specific review on any one or more of the matters specified in Section 9(1) of the Act, viz –

- (a) the boundaries of the municipal area and any electoral district;
- (b) the naming of the municipal area, council and electoral district;
- (c) the declaration of a municipal area or part of a municipal area as a city;
- (ca) the naming or changing the name of a city;
- (d) the creation or abolition of a municipal area or electoral district;
- (e) the division of the municipal area into electoral districts;
- (f) the combining of 2 or more municipal areas, part of 2 or more municipal areas or 2 or more electoral districts;
- (g) the creation or abolition of councils;
- (h) (deleted);
- (i) the election of councillors of the council;
- (j) the total numbers of persons to be elected as councillors in a municipal area or in respect of each electoral district;
- (k) any matter referred to it by the Minister.

The Board has issued Guidelines for General Reviews.

In terms of procedure, the following points are relevant:-

- Before carrying out a review of a council, the Board must give the council at least 30 days' notice of the date on which the review is to start, unless the council requests otherwise.
- The Board may carry out any review in any manner it thinks appropriate.
- In carrying out any review, the Board must provide –
 - (a) reasonable opportunity for public consultation; and
 - (b) reasonable opportunity for any council affected by the review to make any submissions.
- The Board is to publish in a daily newspaper circulating in the municipal area a statement -
 - (a) specifying that a review is being carried out; and
 - (b) if it is a specific review, specifying any matter being reviewed; and
 - (c) inviting submissions relating to any matter referred to in Section 9 or in the specific review.
- Section 8 and Part 3 of the Commissions of Inquiry Act 1995 apply to a review carried out by the Board as if -
 - (a) the Board were a Commission established under Section 4 of that Act; and
 - (b) the review were the inquiry being conducted by that Commission under that Act.

The Act also specifies matters relating to the outcomes of a Review, including reports, recommendations and consequential issues. These will be addressed at a more appropriate time.

DISCUSSION:

As indicated previously to Council, I had declined a request by the Board to participate in a General Review in 1999 / 2000 as it would have coincided with some major undertakings of Council at that time (i.e., the move into the new Civic Centre and installation of the new computer system).

A General Review requires a significant commitment of resources by Council staff in preparing the Council's submission which is required to address all matters raised in the Guidelines (a copy of which is in the Councillors' Room for perusal).

Earlier this year, I indicated to the Board that we would be in a position to undergo a General Review towards the end of the year. The Board accepted this advice and our Review has now been scheduled.

Formal advice had not been received at the time of finalising this report, however the Board has advised that it may be expected any day and details will be made available to Councillors upon receipt. It will incorporate the critical dates for public notices, closing date for receipt of submission, Hearing dates etc.

A program for the preparation of Council's submission, addressing the matters set out in the Guidelines, has been implemented with the General Manager's staff co-ordinating the functional area inputs; it is proposed (as advised by memorandum to Councillors last week) to get a Draft prepared in sufficient time for discussion with Councillors and for endorsement prior to its being submitted to the Board.

The Chairman, and the Board's Secretary met recently with the General Manager, Managers, Mayor and Deputy Mayor informally to further elaborate on the Guidelines and discuss procedural issues.

In summary, the General Review constitutes a wide-ranging audit of Council's compliance with, inter alia, its statutory and regulatory obligations, its development and recording of policies and delegations etc, other management and governance practices, communication / consultation processes, strategic and financial planning, asset management, human resource policy and management, equity and access management, and the roles and responsibilities of elected members.

Whilst onerous, it presents an opportunity for Council to undertake a wide-ranging self-assessment and have it audited by an external body appointed specifically for such a purpose; it also offers an opportunity for some benchmarking of Council activities against the statutory / regulatory requirements and in relation to the performance of other Councils.

RECOMMENDATION:

Moved Cr

/Seconded Cr

That the report of the General Manager be received and noted and that Council acknowledges the Board's advice of its intention to undertake a General Review of the Council this calendar year; further, that Council advise the Board that it does not wish to request a specific review with respect to any of the matters set out in Section 9(1) of the Local Government Act 1993.

R A McCLEAN
GENERAL MANAGER

15th August 2001

REPORT TO: COUNCIL

SUBJECT: **COUNCIL POLICIES**

OFFICER: R A McCLEAN

FILE REF: 12.28

BACKGROUND:

Reference is made to General Purposes Committee Minute No. GP38/3-01, which was adopted by Council on the 26th March 2001.

It dealt with a report prepared by the Manager Corporate Services with respect to a review of all Human Resources Policies.

The resolution reads:-

GP38/3-01

COUNCIL POLICIES

That the report of the Manager Corporate Services be received and that Council:

- (a) requires the General Manager to create, review and maintain appropriate human resources administrative policies in accordance with appropriate legislation, so as to ensure that all Council employees are provided with a workplace free of discrimination, with equal employment opportunities, and a working environment that is healthy and safe;
- (b) empowers the General Manager to make other appropriate Administrative Policies;
- (c) withdraws Council Policy 8.1 through to Council Policy 8.21;
- (d) requires the General Manager to oversight the review of all remaining Council policies and to bring to Council recommendations for the revision, replacement or withdrawal of policies; and
- (e) notes that all Councillors will continue to be provided with copies of all current policies, whether created by Council or the General Manager.

This report now addresses a review undertaken with respect to all remaining Council Policies as they appear in the Council's Policy Manual, a loose-leaf copy of which has been provided to all Councillors and is updated as new Policies are created or existing Policies are amended / withdrawn by Council resolution, or by determination of the General Manager (Administrative Policies only).

(Should any Councillor wish to have his / her Policy Manual checked against the Master Copy to ensure it matches, staff will be pleased to assist).

DISCUSSION:

As indicated in Mr Palethorpe's report, "policies" have been, in some instances, a mixture of Council Policy and Administrative Policy.

It is also evident from the extensive review since undertaken that in many instances the policies, some of which date back to the 1980's, are a mixture of one-off resolutions and policy, and are "dated" by virtue of changes to legislation, or the new By-Laws, or changed Council practices.

The schedule attached lists every current Policy in the Master Copy of the Policy Manual (including the recently-adopted new Policies) and provides comment as to recommended action, i.e.:

- Leave as is – still relevant;
- The policy is still relevant but requires updating; or
- Withdraw – no longer relevant, or appropriate.

Once Council has resolved upon the recommendations, advice will be circulated with amended Policy pages and confirmation of Policies to be removed from the manual.

RECOMMENDATION:

Moved Cr

/Seconded Cr

That the report of the General Manager be received and that Council resolves that , having reviewed all Council Policies:-

(a) the following Policies be reaffirmed without change:-

1.1, 2.1, 2.2, 3.1, 3.3, 3.5, 3.10, 3.13, 3.14, 3.15, 4.16, 4.17, 5.1, 6.1, 6.2, 6.3, 6.4, 6.6, 8.1, 9.1, 9.2, 9.3, 9.4, 9.5, 9.6, 9.7, 9.8, 9.9, 9.10.

(b) the following Policies be reaffirmed, subject to the amendments as indicated in the schedule to the report:-

1.2, 1.6, 3.12, 5.2, 5.3, 5.5, 6.5, 7.1,

(c) the following Policies are no longer relevant or appropriate and be withdrawn:-

1.3, 1.4, 1.5, 3.2, 3.4, 3.6, 3.7, 3.8, 3.9, 3.11, 3.16, 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7, 4.8, 4.9, 4.10, 4.11, 4.12, 4.13, 4.14, 4.15, 4.18, 5.4, 5.6, 5.7, 5.8, 6.7, 6.8, 6.9, 6.10, 6.11, 6.12.

R A McCLEAN
GENERAL MANAGER

15th August 2001

REVIEW OF COUNCIL POLICIES

Policy No.	Policy Title	Review Comments	Action
1.1	Delegated Authority	Revised April 2001	A
1.2	Council Committees	The version in the Policy Manual needs to be updated to reflect the Special Council Meeting decision of 13th November 2000 (Minute No. C330/12-00).	B
1.3	Petition Guidelines	Recent Amendments to the Local Government Act 1993 and the introduction of Council's new Meeting Procedures By-Law render this Policy unnecessary.	C
1.4	Policy for Investigating Complaints	Policy no longer necessary.	C
1.5	Meeting Procedures By-Law No. 84	This By-Law will shortly be repealed and replaced by a new, updated By-Law. Not appropriate for Policy Manual – will be in By-Laws Manual.	C
1.6	Communication / Consultation	Adopted January 2000 – no change proposed other than to drop the word “Protocol”.	B
2.1	Payment of Councillors' Expenses and Provision of Facilities	Adopted March 2001	A
2.2	Councillors Conference Policy	Adopted July 2000	A
3.1	Remission of Minimum Rate Difference	Current	A
3.2	Imposition of Penalty and Interest where Ratepayers absent from State when 1st Instalment of rates fall due	Withdraw-covered under Delegation Policy	C
3.3	Pensioner Remissions	Current	A
3.4	King Track Assistance Package	Not a Policy	C

'A' = leave as is – still relevant

'B' = still relevant – but amend / update as shown

'C' = withdraw – no longer relevant

REVIEW OF COUNCIL POLICIES

Policy No.	Policy Title	Review Comments	Action
3.5	Review of Donation Policy	Subject to separate review and report by Manager Corp. Services – retain as is at present	A
3.6	Tasmanian Animal Protection Society – Request for Funding	Inappropriate / Outdated	C
3.7	Financial Support for Local Sporting Bodies conducting National or State Championships	Not applied as Policy-dealt with as arises	C
3.8	Loans to Sporting and Community Clubs / Associations for Capital Works Programmes	Not applied as Policy any longer	C
3.9	Surplus Funds	Inappropriate / Outdated	C
3.10	Use of Funds in Cemeteries Trust Account	Subject to separate review and report by Manager Corp Services – retain as is at present	A
3.11	Municipal Ovals – Water Usage Allowances	Not a Policy – related to 1998 / 1999 year only. Water allowances determined by resolution.	C
3.12	Signatories for Council Cheques	Current but needs updating of Officer titles	B
3.13	Sundry Debts – Recovery Procedures	Current – retain until next review of Fees and Charges , then incorporate	A
3.14	Tenders	Subject to separate review and report by General Manager – leave as is at present	A
3.15	Investment of Funds	Subject to review and report by Manager Corp. Services – retain as is at present	A
3.16	Investments	Not a Policy	C
4.1	Community Services	Policy established in 1989 prior to the introduction of the current Local Government Act, the requirement for Strategic Planning, Operational Plans and Annual Reports. Overtaken by these instruments.	C

‘A’ = leave as is – still relevant

‘B’ = still relevant – but amend / update as shown

‘C’ = withdraw – no longer relevant

REVIEW OF COUNCIL POLICIES

Policy No.	Policy Title	Review Comments	Action
4.2	Dog Control Act 1987 – Administrative Action	Redundant – new Dog Control Act 2000.	C
4.3	Procedures under Dog Control Act 1987	Redundant – new Dog Control Act 2000.	C
4.4	Dog Registration Fees According to Date Required	Redundant – new Dog Control Act 2000.	C
4.5	Time Payment of Dog Registration, Pound and Infringement Notice Fees	Redundant – new Dog Control Act 2000.	C
4.6	Sale of Dogs from Municipal Pound	Redundant – new Dog Control Act 2000.	C
4.7	Procedures for handling of Dog Control Offences for which Infringement Notices may be issued	Redundant – new Dog Control Act 2000. (Procedure not Policy)	C
4.8	Dog Prosecutions – Complaints and Summonses	Not Policy	C
4.9	Dog Prosecutions – Proposed Policy for “Out of Court” Settlements	Not considered necessary as Policy. Covered by authority in the Act and for delegation.	C
4.10	Proposed Dog Exercise Area – Dru Point	Redundant – covered under new Act / DMP.	C
4.11	Dog Exercise Areas	Not required as Policy. Will be set out in new DMP.	C
4.12	Proclaiming of Animal Exercise Areas in accordance with Section 31 of the Dog Control Act 1987	Not required as Policy. Will be set out in new DMP / Act.	C
4.13	Dog and Horse Policy	Not required as Policy – covered elsewhere (By-Law, Act).	C
4.14	Policy on Permitting Circuses or other Animal Performances	Not a Policy (i.e. in absence of this, any application would be considered “on its merits” anyway).	C

‘A’ = leave as is – still relevant

‘B’ = still relevant – but amend / update as shown

‘C’ = withdraw – no longer relevant

REVIEW OF COUNCIL POLICIES

Policy No.	Policy Title	Review Comments	Action
4.15	Short Term Camping on Council Reserves	Not required – partially not a Policy anyway. New By-Law covers.	C
4.16	Policy of Access for Municipality of Kingborough	Current	A
4.17	Municipal Merit Awards	Current	A
4.18	Pianos in Municipal Halls	Redundant	C
5.1	Discharge of Trade Waste to Sewers	Adopted April 2001	A
5.2	Water Restrictions Policy	Still relevant but delete directive that a “By-Law be drafted.” Correct title references to Hobart Water and attach updated schedules.	B
5.3	Water Supply and Usage Strategy	Still relevant with deletion of (a)(1) and (b). and implement cosequential renumbering.	B
5.4	Rural Water Consumption	Remove – new By-Law covers.	C
5.5	Sewer Blockage Policy	Policy adopted in 1999. That policy titled ‘Sewerage and Stormwater House connection drain blockage Policy to replace the current ‘Sewer Blockage Policy’ with a separate administrative procedure.	B
5.6	Use of Sections of Highway Reservation	Remove – covered under Roads By-Law	C
5.7	Garbage Collection Service	Redundant	C
5.8	Contribution towards Boundary Fences	Redundant – covered by Fences Act.	C
6.1	Development Applications – Standard Conditions of Approval	To be subject to separate review and report to Planning Committee	A
6.2	Subdivisions and Building Estates	To be subject to separate review and report to Planning Committee	A

‘A’ = leave as is – still relevant

‘B’ = still relevant – but amend / update as shown

REVIEW OF COUNCIL POLICIES

Policy No.	Policy Title	Review Comments	Action
6.3	Public Open Space Contribution	Still relevant	A
6.4	Development – Outbuilding Setbacks in Residential Areas	Still relevant	A
6.5	Re-erecting Existing Dwellings in Different Locations	Still relevant but with amendments to Clause 1 to replace “Building Surveyor” and “Surveyor” with “Manager Development Services” and a new Clause 8 to read:- <i>“The applicant is to lodge with the building plans a report from a registered Building Surveyor stating the condition and suitability of the structure to be moved, and stipulate its conformity or otherwise with the applicable Building Regulations”.</i>	B
6.6	Subdivisions and Building Estates – Bonds and Guarantees	Still relevant	A
6.7	Road Standards for Building Estates and Subdivisions	Remove – not a Policy.	C
6.8	Buildings Approvals	No longer relevant	C
6.9	Caravans – Occupation other than on a Temporary Basis	Redundant – covered by new By-Law.	C
6.10	Directional Signs – Churches and Other Buildings	Redundant	C
6.11	Bus Shelter Advertising	Redundant	C
6.12	Grazing of Horses – Residential Areas	Redundant	C
7.1	Disposal of Potentially Infected Wastes	Policy still relevant with inclusion of revised fees. The new fees are: collected: \$3.00 kilo and delivered: \$2.00 kilo.	B

'A' = leave as is – still relevant

'B' = still relevant – but amend / update as shown

REVIEW OF COUNCIL POLICIES

Policy No.	Policy Title	Review Comments	Action
8.1	Human Resources Policy	Adopted April 2001	A
9.1	Motor Vehicle Administration Policy	Updated and approved by General Manager March 2001	A
9.2	Information Technology Usage Administration Policy	Updated and approved by General Manager March 2001	A
9.3	Anti-Discrimination Administration Policy	Updated and approved by General Manager March 2001	A
9.4	Study Assistance Administration Policy	Updated and approved by General Manager March 2001	A
9.5	Recruitment and Employment Administration Policy	Updated and approved by General Manager April 2001	A
9.6	Salary Sacrifice / Superannuation Arrangement Administration Policy	Approved by General Manager December 2000	A
9.7	Sexual Harassment Administration Policy	Updated and Approved by General Manager March 2001	A
9.8	Occupational Health and Safety Administration Policy	Updated and Approved by General Manager March 2001	A
9.9	Equal Employment Opportunities (EEO) Administration Policy	Updated and Approved by General Manager March 2001	A
9.10	Employee Leave Administration Policy	Updated and Approved by General Manager April 2001	A

'A' = leave as is – still relevant

'B' = still relevant – but amend / update as shown

'C' = withdraw – no longer relevant

17. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

The following notice of motion was submitted by Cr Baptist.

Moved Cr /Seconded Cr

POKER MACHINES MOTION

That Council write to the State Government and the Premier Mr Bacon and call on the State Government to do the following two things:

- 1) Prevent any further increase in the numbers of poker machines in the Kingborough Municipal Area.
- 2) Demand that an assessment independent of government be immediately established to report on:
 - (i) The social and economic impacts of the expanded operation of poker machines throughout the community in pubs and clubs.

and
 - (ii) the adequacy of current funding and services for gaming addicted persons, and for gaming-affected families and communities.

The following notice of motion was submitted by Cr Baptist.

Moved Cr Baptist /Seconded Cr

RECYCLED PAPER MOTION

That Council requests that a report be prepared by staff regarding use of recycled paper by Council. This report should contain information on:

- i) The volume and cost of current paper usage
- ii) Estimated price differential for recycled paper.
- iii) Consideration of various options including using various percentages of recycled paper, and post-consumer and non post-consumer waste.
- iv) Compatability with existing office equipment.
- v) Cost of upgrading office equipment if required.
- vi) Landfill/waste management issues.
- vii) Any other issues considered relevant.

18. ANY OTHER BUSINESS

TOPICS FOR DISCUSSION AT MEETING

Moved Cr /Seconded Cr

That in accordance with Schedule 4, Section 12 of the Local Government Act 1993 that Council consider the following matters:

-

COMMITTEE OF THE WHOLE

Moved Cr

/Seconded Cr

That in accordance with Clause 10, Schedule 4 of the Local Government Act 1993, that Council resolve itself into the Committee of the Whole to discuss the following matters:

- Contracts for the supply and purchase of goods and services “ “

The Ordinary Meeting of Council adjourned at

The Ordinary Meeting of Council resumed at

Moved Cr /Seconded Cr

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

-

CLOSURE There being no further business, the Chairman declared the meeting closed at

.....
(Confirmed)

.....
(Date)

Information Section

Councillor Noel Bowman

MEMORANDUM

TO: Manager – Community Development
FROM: Cr Noel Bowman
DATE: 18 August 2001
SUBJECT: KINGBOROUGH TOURISM
REFERENCE: NB/0801

27.8 & 27.2

Doc No	:	
Doc Rec'd	:	22 AUG 2001
BATCH No	:	2
Scanned	- Yes	<input checked="" type="checkbox"/>
	- No	<input type="checkbox"/>
Box No	:	183

Dear Michael

Please find attached details of major Kingborough tourism projects and initiatives. These are currently under development and involve active participation by Mr Alan Robson (Tourist Development Officer).

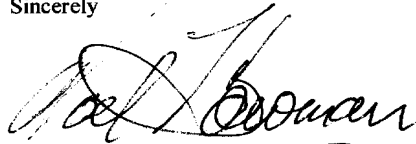
This report is in response to our telephone conversation and in anticipation of your written request for an update and more detailed analysis.

However, no list in itself can give a true record of the commitment and involvement of Mr. Robson in the "one hundred and one" other day to day issues he deals with in promoting Kingborough Tourism. These may vary from individual operator concerns, to a visitor request for special information, or in his assisting the Tourist Association to gain a comprehensive brochure and improved web site.

Clearly Mr. Robson's days (and very often nights or weekends) are well used and proportionately divided between Huon and Kingborough municipalities. Furthermore both Cr. Bartlett and myself share his workload and enthusiasm for the task, and would specifically wish to acknowledge his great effort.

Finally, I would again make special note of the economic benefits tourism brings to our community. Not the least of these is the many tourist visitors who transfer their initial contact with Kingborough into permanent residency.

Sincerely



Noel Bowman
Councillor

cc: Mayor
General Manager
All councillors

Huon Kingborough Tourism Development Board.

Kingborough Tourism Projects.

Woodbridge Tourism Meeting.

Meeting held at Westwinds with local Tourism Operators, Community representatives and Crs. Beth Bartlett & Noel Bowman. This is the first of a series of community meetings to develop local "ownership" and generation of ideas for tourism development and promotion in each area.

Main projects identified for evaluation at the initial meeting were: the Woodbridge Hill lookout, the Marine Discovery Centre and local Café & Arts & Crafts outlet.

Channel "Tourism Icon" Project.

Held meeting with Senator Brian Gibson and Cr. Noel Bowman to discuss possible Commonwealth funding for feasibility study on a major Channel Tourism attraction, which could be based at sites such as Electrona. The project could include commercial and scientific aspects, maritime history, aquaculture interpretation, French historical links, scenic cruises, arts & crafts, cafes, retail outlets etc.

Kingston Beach Jetty.

Attended media briefing at Kingston beach with Mayor Don Hazell, Hon. Peter Hodgman, Cr. Noel Bowman and special guest, Federal Finance Minister, Hon. Joe Hockey. TV and news media attended to promote the concept of re-establishing a jetty at Kingston Beach for tourism, recreational and commuting purposes. The proposed project could link in with possible fast ferry services, which are currently the subject of a feasibility study for the Derwent River and associated waterways.

Tourism Board Meeting.

Held Monthly Meeting of Tourism development Board at Kingborough Council Chambers with Crs Bartlett & Bowman plus Huon Valley representatives. The meeting included presentations from Richard Harvey, the Business Development Manager from the regional On-Line centres. Richard has created a "Virtual Reality" computer presentation which can showcase the local area including promoting tourism attractions, Channel / Bruny awareness & helping local businesses.

Southern Tasmanian Tourism Task Force.

Participated in regular regional tourism meeting in company with representatives from the 12 Southern Councils including Cr. Reg. Gee. The Councils have been working closely together to develop more effective funding and marketing to support the future growth of tourism in the south of the State. The Task Force, led by facilitator Greg. Alomes has already signed a partnership agreement with the State Government, formulated a Business Plan for 2000/ 2003, identified regional Tourism Priorities, developed Touring Route Strategies and formed an "Events Coordination Group" to improve winter seasonality by creating special off- peak events.

Kingborough Tourism Forum.

Held Kettering meeting with local tourism operators making up "working group" to progress major Channel projects including: directional signage, the Kettering Boardwalk, Channel Tourism Icon, Woodbridge Hill Lookout, the Marine Discovery Centre, Seafood Restaurant, Channel Cruises, Campervan pullover sites etc. Participants included Mayor Don Hazell & Crs. Bartlett & Bowman.

Kettering Visitor Centre.

Arranged meeting with Jim McLagan of Tasmanian Information Network (TVIN's) and Richard Harvey of On-Line Centres to demonstrate new "Virtual Reality" technology for possible tourism promotion around Tasmania. The Kettering Visitor Centre have agreed to participate in a pilot project across the Kingborough / Huon Valley region which will create tourism presentations at the three local TVIN Centres to promote local attractions, wine, food & accommodation choices for visitors.

Woodbridge Tourism Meeting.

Follow up meeting at the Westwinds Community centre attended by Crs. Bartlett & Bowman plus local community and tourism representatives. The group have held meetings with Steven Mannering, the Principal of Woodbridge High School about the issues involved in opening the Marine Discovery Centre for tourist visits. Contacts have also been made with landowners about possible sites for the Woodbridge Hill Tourist Pullover Bay, and discussions with the Woodbridge hotel about the possibility of working together to offer cafe and parking facilities for Marine Centre visitors.

Dept. Infrastructure Energy & Resources.

Held meeting with Senior Mgr. Peter Todd and Cr. Noel Bowman on the A6 highway near the Kingston interchange. The on site meeting was arranged to discuss issues related to setting up a roadside "Tourist Information Bay" to assist tourists travelling out of Hobart towards Kingborough. The Information Bay will be designed to feature tourist information about the four segments of the "Huon Trail" Touring Route which are: Bruny Island, the D'Entrecasteaux Channel, the Huon Valley & the Far South.

Huon Trail Interpretation Signs.

Inspected possible sites for five new Channel "Huon Trail" signs in conjunction with Crs. Bartlett and Bowman. Signs have been designed to provide tourist interpretation information for key locations at Bonnet Hill, Tinderbox, Snug, Margate and Kettering. The signs will complement the existing network of 24 individually designed examples already located on Bruny Island and across the Huon Valley.

Bruny Island Tourism Forum.

Arranged meeting with Bruny Tourism Operators and Crs. Bartlett and Bowman to discuss future development opportunities, gather operator feedback, and identify key local priorities for incorporation into our tourism development strategy update. The meeting generated positive responses from the operators present and a number of important local issues were identified for further investigation and action.

Tourism Tasmania.

Held meeting with Rowan Sproule, Director of Market & Business Development. Topics covered included key Kingborough issues including updating regional signage and the collation of visitor information data for the Channel and Bruny island area. Mr. Sproule is also arranging for visitor numbers from the Bruny Ferry to be made available from Transport, so that we can monitor increased traffic to the Island.

North Channel Tourism Forum.

Arranged tourism forum with operators and community representatives from Kingston, Kingston Beach, Taroona and Blackmans Bay to review tourism issues and priorities in the Northern area of Kingborough. The meeting was attended by Crs. Bartlett and Bowman, and is a continuation of the series of community tourism meetings which began at Kettering, extended to Woodbridge, now includes Bruny Island and the North Channel area, with Snug and Margate to be next on the list.



Alan Robson.
Tourism Development Officer.



Huon Valley Kingborough Tourism Development Board

30 Main Street, PO Box 210 HUONVILLE Tasmania 7109 Phone (03) 6264 8415 Fax (03) 6264 3412 Mobile 0407 870 043

North Channel Tourism Forum.

Dear:

We would like to invite you to attend the "North Channel Tourism Forum", which is being held on Thursday, 16 August at "The Beach Restaurant", Blackmans Bay, from 7.30 pm.

Kingborough Councillors Beth Bartlett and Noel Bowman will be in attendance with myself to hear your thoughts on the future development of Tourism in the Northern Channel areas around Kingston, Tarooma and Blackman's Bay.

We are currently in the process of upgrading our tourism strategy for the combined Huon Valley/Kingborough region, which is marketed to the trade under the "Huon Trail" banner.

The "Huon Trail" Touring Route contains four geographic sections which are: Bruny Island, the D'Entrecasteaux Channel, the Huon Valley and the Far South.

This meeting is part of a series of Tourism Operator meetings which we are holding throughout the region, to hear views from local operators on what you see as the main development priorities for our new Tourism Strategy Plan over the next five years.

We have chosen an evening meeting so that more operators can attend, and we hope that you will take the time to give us the benefit of your thoughts and experience.

Beth Bartlett, Noel Bowman and myself look forward to seeing you on 16 August.

Yours Sincerely,

Alan Robson,
Tourism Development Officer.

07 August, 2001.

Email: huon.tourism@info.tas.gov.au



**Matters Deferred and Under Consideration
Council**

Minor Works