

Kingborough



COUNCIL MEETING AGENDA

NOTICE is hereby given that an Ordinary meeting of the Kingborough Council will be held in the Kingborough Civic Centre, 15 Channel Highway, Kingston on
Monday, 16 September 2024 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. 17 to be held on Monday, 16 September 2024 contain advice, information and recommendations given by a person who has the qualifications or experience necessary to give such advice, information or recommendations.



Dave Stewart
CHIEF EXECUTIVE OFFICER
being the General Manager as appointed by the
Kingborough Council pursuant to section 61 of the
Local Government Act 1993 (TAS)

Tuesday, 10 September 2024

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GUIDELINES FOR PUBLIC QUESTIONS

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

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

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

Questions on Notice

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

Questions Without Notice

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

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

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

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

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

AGENDA of an Ordinary Meeting of Council
Kingborough Civic Centre, 15 Channel Highway, Kingston
Monday, 16 September 2024 at 5.30pm

1 AUDIO RECORDING

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

2 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS

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

3 ATTENDEES

Councillors:

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

4 APOLOGIES

Councillor G Cordover

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the open session of the Council Meeting No. 16 held on 2 September 2024 be confirmed as a true record.

6 WORKSHOPS HELD SINCE LAST COUNCIL MEETING

Date	Topic	Detail
9 September	Integrated Transport Strategy	A presentation on the proposed strategy for ensuring the efficient movement of people and goods via improved transport accessibility and connectivity.

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

Council has determined that questions on notice or questions taken on notice from a previous meeting should not contain lengthy preambles or embellishments and should consist of a question only. To this end, Council reserves the right to edit questions for brevity so as to table the question only, with some context if need be, for clarity.

10.1 Suncoast Headlands Walking Track

Ms Valeska Winter submitted the following question on notice:

1. *Could you please detail the actions Council has taken since being made aware of the breaches of planning permit conditions for DA-2016-423 and breaches to the contract of sale conditions for 112 Tinderbox Road, including the failed landscaping that was required to effectively screen the sewerage treatment plant from residents and users of the walking track, and the creation of the easement for the Suncoast Headlands walking track in entirely the wrong location to what was required?*
2. *As part of the disposal of Council land at 112 Tinderbox Road to TasWater, the contract of sale stated TasWater would undertake a land survey, following which Council would not object to the location of the right of carriageway for the Suncoast Headlands walking track subject to it being in substantially the same location as shown on the Public Access Map. Did Council receive a copy of the land survey?*
3. *As part of the process for Land Titles Office to register the easement for the Suncoast Headlands walking track on the land title for the benefit of Council:*
 - a. *Did Council grant consent for the right of carriageway to be recorded on their land by making their sealed plan available to the Land Titles Office?*
 - b. *What notice, if any, did Council receive from either Land Titles Office, TasWater or any other party confirming the easement had been registered against their land title?*
4. *Following the disposal of Council land at 112 Tinderbox Road, what steps did Council take to record and ensure all relevant departments were aware of the correct location of the Suncoast Headlands walking track – both the temporary location and permanent location after the construction period completed?*

5. *When responding to resident objections about the impact of DA-2023-174 Recycled Water Treatment Plant on the Suncoast Headlands walking track, what processes did Council undertake to determine the correct location of the walking track?*
6. *Why do Council's maps included in Dog Management Policy and Tracks and Trails Strategy reflect the incorrect location of the Suncoast Headlands walking track, in a location similar to what was supposed to be the temporary location, not the final location?*
7. *How has it occurred that Council themselves were unclear about the correct location of the walking track, if the location is clearly reflected on a Public Access Map that was included in the development application, approved planning permit and the contract of sale for the land when it was disposed of?*
8. *I am aware Council had a level of involvement in the realignment of the Suncoast Headlands walking track to the temporary and permanent locations. Could you please confirm specifically what involvement Council had with realignment of the walking track, both before and after the construction period for TasWater sewerage treatment plant expansion? For example, installing fencing, signage and ensuring the walking track location was safe for public use.*
9. *How has it occurred that Council themselves were unclear about the correct location of the walking track, given the location is clearly reflected on a Public Access Map that was included in the development application, approved planning permit and the contract of sale for the land when it was disposed of?*
10. *If Council maps do not show the correct location of the walking track, and the easement registered on the Land Title is substantially in the wrong location, how did it eventuate that the LIST map was updated correctly and shows the exact alignment of the track as it is used by the public?*
11. *Recently TasWater as the owner of the land undertook some essential tree removal and maintenance works for safety purposes. Prior to the works commencing, was Council aware that community access to the walking track would be completely closed off for 2 days for public safety, with no way to pass through?*
12. *Given the importance of balancing public safety while also seeking to maintain public access to the popular walking track, could Council discuss this further with the land owner to ensure in future there are some agreed processes in place as an alternative to closing access to the site in its entirety, and provide the community with advanced notice if closure is required for safety reasons?*
13. *When approving DA-2023-174 Recycled Water Treatment Plant, why was no consideration given in the planning officer report or planning permit conditions to how the developer would be required to maintain public safety and access to the Suncoast Headlands walking track while construction works occur on the site?*

Officer's Response:

1. Council has engaged with TasWater in relation to the location of the easement for the walking track and has obtained agreement that the error will be rectified.
2. No.
3.
 - a) The easement was created after the land had been transferred to TasWater. The process of registering the easement on title did not require reference to Council.
 - b) Nil.
4. The details of the contract of sale, including the respective locations of the temporary and permanent walking tracks, were recorded in Council's central records system.

5. Liaison between staff from various departments, review of the property title and reference to Council records.
6. The map contained in the Dog Management Policy was prepared for the 2018 policy and reflected the temporary alignment of the track at the time. This map was replicated when the policy was updated in 2023. There is no map of the Suncoast Headlands Track in the Tracks and Trails Strategic Action Plan.
7. Council is not unclear on the correct alignment of the walking track, although the registration of the easement on title in an incorrect location by TasWater has created some confusion. The fact that the public have enjoyed unimpeded access through the land since the time of transfer has meant that the error was not picked up until brought to Council's attention as a result of the recent development application.
8. Council staff met with representatives of TasWater onsite both before and after the sewerage treatment plant expansion.
9. As above.
10. LIST maps are updated using information provided by Council.
11. Council was advised by TasWater of the planned tree maintenance. This advice indicated that the walking track would remain open during the works, with traffic management in place.
12. TasWater engaged with Council and indicated that residents would be letterboxed prior to the work being undertaken. It is considered that these processes were appropriate for the situation.

Daniel Smee, Director Governance, Recreation & Property Services

13. Site management during construction is typically dealt with under the building approval and is managed by the building contractors during the development phase. There is legislation that controls requirements of safety on buildings sites.

Tasha Tyler-Moore, Manager Development Services

11 QUESTIONS WITHOUT NOTICE FROM COUNCILLORS

12 QUESTIONS ON NOTICE FROM COUNCILLORS

At the time the Agenda was compiled there were no Questions on Notice from Councillors.

13 PETITIONS STILL BEING ACTIONED

There are no petitions still being actioned.

14 PETITIONS RECEIVED IN LAST PERIOD

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

15 OFFICERS REPORTS TO COUNCIL

15.1 PAYMENT OF COUNCILLORS EXPENSES AND PROVISION OF FACILITIES POLICY 2.1

File Number: 12.225

Author: David Spinks, Director People & Finance

Authoriser: Dave Stewart, Chief Executive Officer

Strategic Plan Reference

Key Priority Area: 2 Deliver quality infrastructure and services.

Strategic Outcome: 2.4 The organisation has a corporate culture that delivers quality customer service, encourages innovation and has high standards of accountability.

1. PURPOSE

- 1.1 The purpose of this report is to present the updated Policy 2.1 – Payment of Councillors Expenses and Provision of Facilities Policy for Council approval.

2. BACKGROUND

- 2.1 The current policy was updated and approved by Council in August 2022.
- 2.2 The policy provides direction on the types of expenditure that Council will reimburse and the facilities that will be available to councillors.

3. STATUTORY REQUIREMENTS

- 3.1 Schedule 5 of the *Local Government Act 1993* and S43 of the Local Government (General) Regulations 2015 provide that Council must adopt a policy in respect of expenses incurred by elected members in carrying out their duties of office. The policy is to be available to the public.
- 3.2 Elected members are entitled to be reimbursed for certain prescribed reasonable expenses whilst carrying those duties and functions. Council may also provide other support services, facilities and equipment as it considers appropriate.

4. DISCUSSION

- 4.1 A small increase in the monthly cap for IT and communication expenses has been included. Other changes are editorial in nature.

5. FINANCE

- 5.1 The proposed changes to this policy will only result in a minor increase in expenditure.

6. ENVIRONMENT

- 6.1 There are no environmental considerations related to this report.

7. COMMUNICATION AND CONSULTATION

- 7.1 The policy will be made available to the public on Council's website.

- 7.2 A summary of the reimbursements made pursuant to this policy is tabled quarterly in the open Council agenda.

8. RISK

- 8.1 The policy is aimed to ensure appropriate reimbursement to councillors for expenses incurred whilst carrying out their duties as an elected member in line with legislative requirements.

9. CONCLUSION

- 9.1 The policy has been reviewed and updated with minor changes.

10. RECOMMENDATION

That Council approves the updated Policy 2.1 *Payment of Councillors Expenses and Provision of Facilities Policy* as attached to this report.

ATTACHMENTS

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

Public Copy

EXISTING POLICY WITH TRACKED CHANGES



Payment of Councillors Expenses and
Provision of Facilities Policy

Public Copy

Policy No:	2.1
Approved by Council:	August 2022 <u>September 2024</u>
New Review Date:	August 2024 <u>September 2028</u>
Minute No:	TBA
ECM File No:	12.68
Version:	13.0
Responsible Officer:	Chief Financial Officer <u>Director Governance, Recreation & Property Services</u>
Strategic Plan Reference:	2.4 The organisation has a corporate culture that delivers quality customer service, encourages innovation and has high standards of accountability.

1. POLICY STATEMENTS

- 1.1 This policy aims to ensure that Councillors are provided with adequate and reasonable expenses and facilities to enable them to carry out their civic responsibilities. In addition, the policy provides transparency in the way expenses and facilities are provided and clear accountability when expenses are claimed or Council provided facilities are used.
- 1.2 This policy also aims to provide procedures for the payment of Councillor expenses and to ensure that there is no confusion in relation to the claiming and payment of expenses by Councillors.
- 1.3 This Policy is consistent with the requirements of all Councillors under the "Councillors Code of Conduct Policy" to act honestly and to not make any improper use of their position, including to gain, or attempt to gain, directly or indirectly, an advantage for themselves or for any other reason or to cause, or attempt to cause, damage to the Council.

2. DEFINITIONS

- 2.1 Councillor shall include the office of Mayor and Deputy Mayor, and may be construed as reference to either singular or plural as the case may be.

3. OBJECTIVE

- 3.1 To provide guidance to Councillors in the interpretation of the provision of reimbursement of expenses incurred whilst carrying out their duties as an elected member.
- 3.2 The *Local Government Act 1993* at Schedule 5, states:
 1. Expenses
 - (1) A council, on or before 1 January 2006, is to –
 - (a) adopt a policy in respect of payment of expenses incurred by councillors in carrying out the duties of office; and
 - (b) make a copy of the policy available for public inspection.
 - (2) A councillor is entitled to be reimbursed for reasonable expenses in accordance with the policy adopted under sub-clause (1) in relation to –
 - (a) any prescribed expenses; and
 - (b) any other expenses the council determines appropriate.
 2. Loan of services, facilities and equipment

A council may decide to provide support services, facilities and equipment on loan to a councillor on any conditions it considers appropriate.

4. SCOPE

- 4.1 This policy applies to the Mayor, Deputy Mayor and Councillors as elected from time to time.

5. PROCEDURE (POLICY DETAIL)

5.1 Travelling Expenses

- 5.1.1 Other than in respect of the Mayor ([refer 5.2 Mayoral vehicle](#)), and subject to the prior provision of the supporting evidentiary documentation required by this Policy, the Council will pay to or on behalf of a Councillor an allowance towards necessary out-of-pocket expenses for conveyance in travelling. The amount payable will be up to a maximum of \$4,500 per financial year after which all travel costs will be met by the Councillor whether they are business or private in nature. This applies in respect of the following:

- i. to and from the meetings of Council, or meeting of any committee of Council, and other meetings where a Councillor has been delegated or authorised by Council to attend;
- ii. upon inspections or business within the municipal area in compliance with a resolution of Council;
- iii. upon inspections or business outside the municipal area where a Councillor has been delegated or authorised by the Mayor or Council to undertake such a function;
- iv. upon inspections or business as arranged by the ~~General Manager~~Chief Executive Officer; or
- v. to attend any seminar, conference or training course in compliance with a resolution of Council; or
- vi. travelling to and from meetings with residents and ratepayers in response to their request or problem.

5.1.2 The travelling allowance shall be paid in accordance with the motor vehicle rates prescribed by the Tasmanian State Service. ~~(currently 50.44 cents per kilometre).~~

5.1.3 Travelling expenses shall not apply to travel, either inside or outside the municipal area, where alternative arrangements are made for travel and the Councillor has elected not to utilise these arrangements.

5.1.4 A Councillor shall not claim travel or other expenses for activities that are not directly related to current business to be considered by Council, or where the expenses would otherwise have been incurred as a result of private business.

5.1.5 In respect of each and every claim, in order to receive payment, a Councillor must provide a Mileage Log Form detailing:

- i. Date of travel
- ii. Origin
- iii. Destination
- iv. Distance travelled
- v. Purpose of trip

together with a declaration stating that the amount claimed has been expended in the performance of their duties as a Councillor.

5.1.6 All claims must be lodged within 10 business days following the end of the month the expenses relate to.

5.2 Mayoral Vehicle

5.2.1 A motor vehicle will be provided for use by the Mayor. The vehicle is primarily for bona fide Council business both inside and outside of the municipal area. The vehicle may also be used by the Mayor for other incidental private mileage where it is convenient ~~for her~~ to do so, however the Mayor will keep a record of such usage and will reimburse Council at the rate prescribed in 5.1.2 above. same rate as other Councillors are reimbursed for usage of their private vehicles in carrying out their functions as a Councillor. The vehicle will usually be garaged at the Mayor's usual place of residence and any travel between ~~the Mayor's~~ residence and the Civic Centre will not be considered to be private use for calculation of any mileage reimbursement.

- 5.2.2 Other Councillors can arrange to use the vehicle if required to attend meetings/seminars/functions on behalf of the Council. Arrangements for the use of the vehicle are to be made with the Mayor.

5.3 Home Facilities

- 5.3.1 Council may provide each Councillor with ICT facilities. Where practicable the facility will be provided at the time of election to Council, and will be replaced in accordance with Council's normal replacement cycle. ~~upon each subsequent re-election to Council.~~ These facilities may be used by Councillors for purposes other than carrying out the duties of office.

- 5.3.2 The ICT facilities shall comprise a laptop/portable device together with backup and multi-function printer. Where necessary training will be provided in the use of the equipment and the software necessary for discharge of the duties of office. Each Councillor will be responsible for undertaking adequate backups and for restoring data in the event of hardware or software failure. Council will insure the equipment for loss and accidental damage.

- 5.3.3 ~~The Councillors are to~~ will sign an acknowledgement in accordance with the relevant Council Information Technology Policy prior to the installation of the computer equipment.

- 5.3.4 Council will reimburse the cost of a fixed home voice/internet service inclusive of usage charges up to a maximum of \$~~10080~~ per month (if claimed). Where a portable computer/tablet with mobile data service is provided by Council, the maximum mobile service and data usage charges paid by Council will be \$100 per month. Any monthly excess usage charges are required to be reimbursed to Council.

Where a Councillor chooses to use a non-Council provided portable computer/tablet for accessing Council business papers ~~(refer 6.3)~~, Council will reimburse mobile data usage charges associated with the device (if applicable) up to a maximum of \$100 per month (if claimed).

The maximum total value of electronic communications service and usage charges (both claimed and provided) is \$~~200180~~ per month per Councillor.

- 5.3.5 All claims must be lodged within 10 business days following the end of the month the expenses relate to.

- 5.3.6 Upon the scheduled replacement of the equipment, or upon resigning or losing office, a Councillor may if it is acceptable to the ~~General Manager~~ Chief Executive Officer purchase all or part of the equipment at a mutually acceptable sum, such sum to be not less than market value. Otherwise the ICT facilities are to be returned to Council.

5.4 Meals

- 5.4.1 When appropriate, Council will provide meals for Councillors attending meetings.

- 5.4.2 Where required by the Mayor or in compliance with a resolution of Council to represent Council, a Councillor will be reimbursed for the cost of any attendance fee, meal or refreshment.

5.5 Conferences and Seminars

- 5.5.1 Council will pay to or on behalf of a Councillor the registration and out-of-pocket expenses, other than those paid in accordance with other clauses of this policy, in respect of attendances at any conference or seminar approved by the Mayor or in compliance with a resolution of Council.

- 5.5.2 A Councillor who is funded by Council to attend a conference or seminar is required to provide a brief written report to Council on matters of interest arising from the

conference or seminar. By agreement where there is more than one Council representative in attendance, a consolidated report can be provided with those attending determining amongst themselves who will be responsible for coordinating the report preparation. The report is to be submitted to the ~~General Manager~~Chief Executive Officer as soon as possible following the conference.

5.6 Other Expenses

5.6.1 Council will reimburse any necessary out-of-pocket expenses for attendance upon inspections or upon business of Council, but not donations or gratuities.

5.7 Provision of Support and Facilities

5.7.1 Council will provide secretarial support at the Civic Centre for the Mayor. This support will also be made available to the Deputy Mayor when acting in the capacity of Mayor.

5.7.2 Council will provide Councillors with meeting facilities at the Civic Centre.

5.7.3 Council will provide Councillors with business cards and stationery.

5.8 Dependent Person Care

5.8.1 Council will reimburse all reasonable costs necessarily incurred by a councillor in the care of any person who is dependent on the councillor and who requires the care while the councillor is carrying out his or her duties or functions as a councillor. Reimbursement of costs will only be made in accordance with the purposes outlined in Section 5.1.

5.8.2 All claims for reimbursement of Dependent Person Care will be made on the appropriate claim form and include satisfactory evidence of the expense.

5.9 Insurance

5.9.1 Council will provide an insurance cover for a Councillor against personal injury, professional indemnity, and Directors and Officers liability, arising out of or in the course of carrying out by such Councillor of any business of Council or the performance by such Councillor of any function in their capacity as a member of Council.

5.10 Dispute Resolution

5.10.1 If in the opinion of the ~~General Manager~~Chief Executive Officer, a claim for reimbursement of expenses is unreasonable or does not meet with requirements of this policy and agreement cannot be reached with the Councillor, the matter will be referred to Council for final decision.

5.11 Pro-rata Payments

5.11.1 Where a Councillor is appointed part way through a financial year their maximum amount allowable under sections 5.1 and 5.3.4 will be calculated on a pro-rata basis for that particular financial year.

6. GUIDELINES

6.1 Nil.

7. COMMUNICATION

7.1 Councillors of Kingborough Council.

8. LEGISLATION

8.1 Section 340a and Schedule 5 *Local Government Act 1993*. S43 Local Government (General) Regulations 2015.

9. RELATED DOCUMENTS

9.1 Nil.

10. AUDIENCE

10.1 Kingborough Councillors

10.2 Public

Public Copy

UPDATED POLICY FOR APPROVAL



Payment of Councillors Expenses and Provision of Facilities Policy

Policy No:	2.1
Approved by Council:	September 2024
New Review Date:	September 2028
Minute No:	TBA
ECM File No:	12.68
Version:	13.0
Responsible Officer:	Director Governance, Recreation & Property Services
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- 1.3 This Policy is consistent with the requirements of all Councillors under the "Councillors Code of Conduct Policy" to act honestly and to not make any improper use of their position, including to gain, or attempt to gain, directly or indirectly, an advantage for themselves or for any other reason or to cause, or attempt to cause, damage to the Council.

2. DEFINITIONS

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3. OBJECTIVE

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4. SCOPE

- 4.1 This policy applies to the Mayor, Deputy Mayor and Councillors as elected from time to time.

5. PROCEDURE (POLICY DETAIL)**5.1 Travelling Expenses**

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- iii. upon inspections or business outside the municipal area where a Councillor has been delegated or authorised by the Mayor or Council to undertake such a function;
- iv. upon inspections or business as arranged by the Chief Executive Officer; or
- v. to attend any seminar, conference or training course in compliance with a resolution of Council; or
- vi. travelling to and from meetings with residents and ratepayers in response to their request or problem.

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- iv. Distance travelled
- v. Purpose of trip

together with a declaration stating that the amount claimed has been expended in the performance of their duties as a Councillor.

5.1.6 All claims must be lodged within 10 business days following the end of the month the expenses relate to.

5.2 Mayoral Vehicle

5.2.1 A motor vehicle will be provided for use by the Mayor. The vehicle is primarily for bona fide Council business both inside and outside of the municipal area. The vehicle may also be used by the Mayor for other incidental private mileage where it is convenient to do so, however the Mayor will keep a record of such usage and will reimburse Council at the rate prescribed in 5.1.2 above. The vehicle will usually be garaged at the Mayor's usual place of residence and any travel between the Mayor's residence and the Civic Centre will not be considered to be private use for calculation of any mileage reimbursement.

5.2.2 Other Councillors can arrange to use the vehicle if required to attend meetings/seminars/functions on behalf of the Council. Arrangements for the use of the vehicle are to be made with the Mayor.

5.3 Home Facilities

5.3.1 Council may provide each Councillor with ICT facilities. Where practicable the facility will be provided at the time of election to Council, and will be replaced in accordance

with Council's normal replacement cycle. These facilities may be used by Councillors for purposes other than carrying out the duties of office.

- 5.3.2 The ICT facilities shall comprise a laptop/portable device together with backup and multi-function printer. Where necessary training will be provided in the use of the equipment and the software necessary for discharge of the duties of office. Each Councillor will be responsible for undertaking adequate backups and for restoring data in the event of hardware or software failure. Council will insure the equipment for loss and accidental damage.
- 5.3.3 Councillors are to sign an acknowledgement in accordance with the relevant Council Information Technology Policy prior to the installation of the computer equipment.
- 5.3.4 Council will reimburse the cost of a fixed home voice/internet service inclusive of usage charges up to a maximum of \$100 per month (if claimed). Where a portable computer/tablet with mobile data service is provided by Council, the maximum mobile service and data usage charges paid by Council will be \$100 per month. Any monthly excess usage charges are required to be reimbursed to Council.

Where a Councillor chooses to use a non-Council provided portable computer/tablet for accessing Council business papers, Council will reimburse mobile data usage charges associated with the device (if applicable) up to a maximum of \$100 per month (if claimed).

The maximum total value of electronic communications service and usage charges (both claimed and provided) is \$200 per month per Councillor.

- 5.3.5 All claims must be lodged within 10 business days following the end of the month the expenses relate to.
- 5.3.6 Upon the scheduled replacement of the equipment, or upon resigning or losing office, a Councillor may if it is acceptable to the Chief Executive Officer purchase all or part of the equipment at a mutually acceptable sum, such sum to be not less than market value. Otherwise the ICT facilities are to be returned to Council.

5.4 Meals

- 5.4.1 When appropriate, Council will provide meals for Councillors attending meetings.
- 5.4.2 Where required by the Mayor or in compliance with a resolution of Council to represent Council, a Councillor will be reimbursed for the cost of any attendance fee, meal or refreshment.

5.5 Conferences and Seminars

- 5.5.1 Council will pay to or on behalf of a Councillor the registration and out-of-pocket expenses, other than those paid in accordance with other clauses of this policy, in respect of attendances at any conference or seminar approved by the Mayor or in compliance with a resolution of Council.
- 5.5.2 A Councillor who is funded by Council to attend a conference or seminar is required to provide a brief written report to Council on matters of interest arising from the conference or seminar. By agreement where there is more than one Council representative in attendance, a consolidated report can be provided with those attending determining amongst themselves who will be responsible for coordinating the report preparation. The report is to be submitted to the Chief Executive Officer as soon as possible following the conference.

5.6 Other Expenses

- 5.6.1 Council will reimburse any necessary out-of-pocket expenses for attendance upon inspections or upon business of Council, but not donations or gratuities.

5.7 Provision of Support and Facilities

- 5.7.1 Council will provide secretarial support at the Civic Centre for the Mayor. This support will also be made available to the Deputy Mayor when acting in the capacity of Mayor.
- 5.7.2 Council will provide Councillors with meeting facilities at the Civic Centre.
- 5.7.3 Council will provide Councillors with business cards and stationery.

5.8 Dependent Person Care

- 5.8.1 Council will reimburse all reasonable costs necessarily incurred by a councillor in the care of any person who is dependent on the councillor and who requires the care while the councillor is carrying out his or her duties or functions as a councillor. Reimbursement of costs will only be made in accordance with the purposes outlined in Section 5.1.
- 5.8.2 All claims for reimbursement of Dependent Person Care will be made on the appropriate claim form and include satisfactory evidence of the expense.

5.9 Insurance

- 5.9.1 Council will provide an insurance cover for a Councillor against personal injury, professional indemnity, and Directors and Officers liability, arising out of or in the course of carrying out by such Councillor of any business of Council or the performance by such Councillor of any function in their capacity as a member of Council.

5.10 Dispute Resolution

- 5.10.1 If in the opinion of the Chief Executive Officer, a claim for reimbursement of expenses is unreasonable or does not meet with requirements of this policy and agreement cannot be reached with the Councillor, the matter will be referred to Council for final decision.

5.11 Pro-rata Payments

- 5.11.1 Where a Councillor is appointed part way through a financial year their maximum amount allowable under sections 5.1 and 5.3.4 will be calculated on a pro-rata basis for that particular financial year.

6. GUIDELINES

- 6.1 Nil.

7. COMMUNICATION

- 7.1 Councillors of Kingborough Council.

8. LEGISLATION

- 8.1 Section 340a and Schedule 5 *Local Government Act 1993*. S43 Local Government (General) Regulations 2015.

9. RELATED DOCUMENTS

- 9.1 Nil.

10. AUDIENCE

- 10.1 Kingborough Councillors
- 10.2 Public

15.2 RESOLUTIONS FROM THE DISABILITY INCLUSION & ACCESS ADVISORY COMMITTEE

File Number: 5.476

Author: Bianca Kleine, Communications & Engagement Support Officer

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

Strategic Plan Reference

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

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

1. PURPOSE

- 1.1 The purpose of this report is to present minutes from the meeting of the Disability Inclusion & Access Advisory Committee (DIAAC) held on 14 August 2024 and to present three motions adopted by the Committee.

2. BACKGROUND

- 2.1 The DIAAC met on 14 August 2024 and the Minutes of the meeting are attached to this report.

3. STATUTORY REQUIREMENTS

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

4. DISCUSSION

- 4.1 The DIAAC recently reviewed the DIAAC Action Plan and agreed on the final draft. Current and final draft action plans are attached to this report.

- 4.2 At its meeting of 14 August, the Committee adopted a motion that:

The proposed amendments to the DIAAC Action Plan as circulated, be accepted and put up to Council for approval.

- 4.3 It is considered appropriate that Council approve the amendments to the Action Plan.

- 4.4 Members of the DIAAC raised concerns about elderly people being targeted by people door knocking and purporting to be canvassing for charities.

- 4.5 Council is unable to take any action in relation to this matter as it falls under the jurisdiction of State Government.

- 4.6 Organisations that fundraise must comply with all applicable laws and legislation. Fundraising activities in Tasmania are regulated by the Consumer Building and Occupational Services (CBOS) and the Tasmanian Liquor and Gaming Commission.

- 4.7 An organisation that intends to fundraise for a charitable purpose must obtain approval to do so in Tasmania, unless the organisation falls into an exempt category.

- 4.8 Residents can place a 'Do Not Knock' notice on their door. Door to door sellers must not approach any residence displaying a 'Do Not Knock' notice. These stickers are available at Service Tasmania shops (www.cbos.tas.gov.au).

4.9 Accordingly, the Committee resolved that:

Council writes to the Minister of Community Affairs to recommend that door to door fundraising and sales be outlawed in Tasmania for the reason of the safety of the residents.

4.10 At its meeting of 19 August, the Kingborough Community Safety Committee resolved to formally support the DIAAC with this motion.

4.11 The third resolution of the DIAAC was that:

Council writes another letter to the Minister of Transport, the Minister of Disability Services and all other parties represented in the State Parliament to raise the issue of the lack of availability of wheelchair accessible taxis.

4.12 Over the last three years, the following letters have been sent in relation to the matter:

- 3 November 2023 - letter from Mayor Wriedt to the Interim Disability Commissioner.
- 23 August 2023 – letter from Mayor Wriedt to the Deputy Premier of Tasmania.
- 18 Aug 2023 – letter received from the Deputy Premier of Tasmania.
- 23 March 2023 – letter received from Deputy Premier, Minister for Infrastructure and Transport.
- 30 January 2023 – letter sent from Mayor Wriedt to Attorney-General, Minister for Justice, Corrections and Rehabilitation, Workplace Safety, Consumer Affairs and the Arts.

4.13 Despite Council's advocacy on the issue, there continues to be a State-wide shortage of Maxi Taxis, resulting in a requirement for people with wheelchairs to book a week in advance, with there no guarantee of a return trip.

4.14 Accordingly, the DIAAC has requested further correspondence to be sent to once again highlight the issue.

5. FINANCE

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

6. ENVIRONMENT

6.1 There are no environment considerations associated with the motions raised by the Committee.

7. COMMUNICATION AND CONSULTATION

7.1 The DIAAC will be advised of Council's resolution regarding the motions they have raised.

8. RISK

8.1 There are no apparent risks associated with the motions raised by the Committee.

9. CONCLUSION

- 9.1 The Disability Inclusion and Access Advisory Committee met on 14 August 2024 and made three recommendations to Council, all of which are considered reasonable to support.

10. RECOMMENDATION

That Council:

- (a) Notes the minutes of the Disability Inclusion and Access Advisory Committee.
- (b) Approves the amendments to the DIAAC Action Plan as attached to this report.
- (c) Authorises the Chair of the DIAAC to write to the Minister of Community Services, Minister for Small Business and Consumer Affairs and Minister for Disability Services, raising the safety concerns around door-to-door fundraising and sales in Tasmania, especially for vulnerable community members.
- (d) Authorises the Chair of the DIAAC to write to the Minister of Transport, the Minister of Disability Services and all other parties represented in the State Parliament to raise the issue of the lack of availability of wheelchair accessible taxis.

ATTACHMENTS

- 1. **FINAL DRAFT DIAAC-Action-Plan Aug 2024**
- 2. **KDIAC Action Plan currently on website**
- 3. **Access Advisory Committee Minutes - August 2024**



Disability Inclusion & Access Plan

All people have a right to be included with dignity and independence in all aspects of life. Council's role includes eliminating or reducing barriers to enable participation and full enjoyment of everything the municipality has to offer.

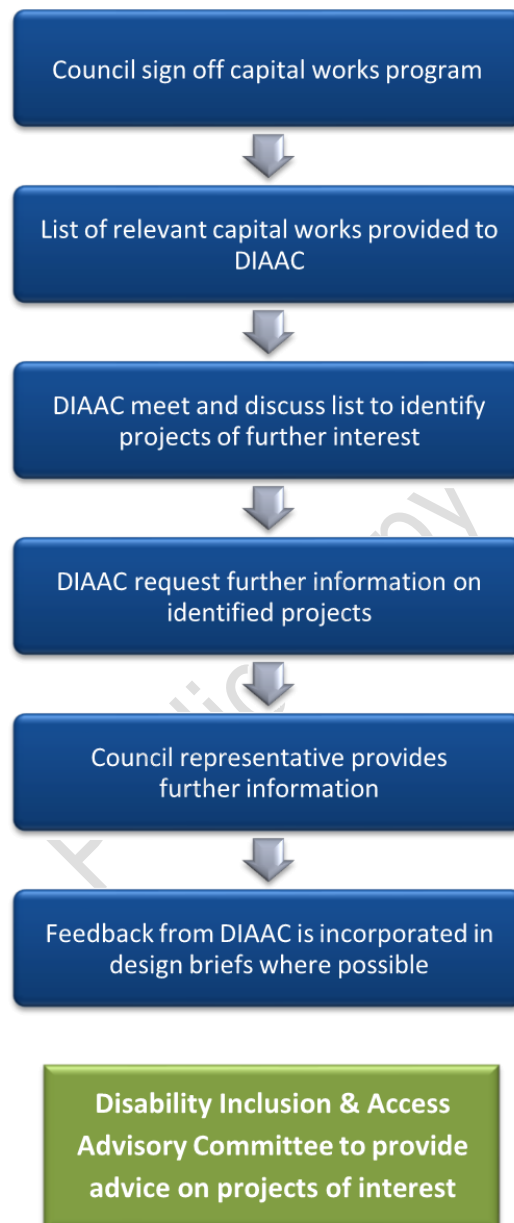
Goal

Kingborough becomes a barrier free municipality for people of all ages and abilities.

1. ACTIONS

- 1.1. Continue to convene the Kingborough Council Disability Inclusion and Access Advisory Committee to provide advice and assistance on relevant Development Applications, access issues and the implementation of the disability Discrimination Act 1992.
- 1.2. Ensure Kingborough Council capital works projects and existing facilities consider accessibility and are designed and managed to maximise their use by diverse groups.
- 1.3. Work towards ensuring Council works maintenance program includes attention to use of assets by diverse groups.
- 1.4. Ensure consideration is given to inclusive design themes and where appropriate, applied to the development of future Kingborough Council policies, strategies and initiatives.
- 1.5. Ensure accessibility is a consideration in information and communications including, where possible, using innovative technology and meet Level AA of Web Content Accessibility Guidelines 2.0 international standards for our websites.
- 1.6. Continue to support accessibility and inclusion in the community for people with cognitive impairments and chronic pain conditions by improving community awareness, access to Council facilities and wayfinding.
- 1.7. Offer and provide advice to businesses and other organisations in the municipality to improve accessibility and inclusion for all.
- 1.8. Promote the initiatives of the committee to enhance community understanding of the role of the group.
- 1.9. Seek feedback from the community on access and inclusion issues in Kingborough and advocate for solutions.
- 1.10. Following the appointment of a new committee every two years a review of the Action Plan is to take place.

2. COUNCIL'S CAPITAL WORKS PROGRAM





Disability Inclusion & Access Plan

All people have a right to be included with dignity and independence in all aspects of life. Council's role includes eliminating or reducing barriers to enable participation and full enjoyment of everything the municipality has to offer.

Goal

Kingborough becomes a barrier free municipality for people of all ages and abilities.

Actions

- 1.1 Continue the Kingborough Council Disability Inclusion & Access Advisory Committee to provide advice and assistance on relevant Development Applications, access issues and the implementation of *the Disability Discrimination Act 1992*.
- 1.2 Work towards ensuring Kingborough Council capital works projects and existing facilities are accessible and are designed and managed to maximise their use by diverse groups.
- 1.3 Work towards ensuring Council works maintenance program includes attention to use of assets by diverse groups.
- 1.4 Work towards ensuring inclusive design themes are considered and, where possible, applied in the development of future Kingborough Council policies, strategies and initiatives.
- 1.5 Work towards making all Kingborough Council information and communications accessible and available in a range of formats including using innovative technology and meet Level AA of Web Content Accessibility Guidelines 2.0 international standards for our websites.
- 1.6 Work towards becoming an accessible municipality for people with cognitive impairments and chronic pain conditions by improving community awareness, access to Kingborough Council facilities and way-finding in the municipality.
- 1.7 Offer and provide advice to businesses and other organisations in the municipality to improve accessibility for people with a disability and for older people.

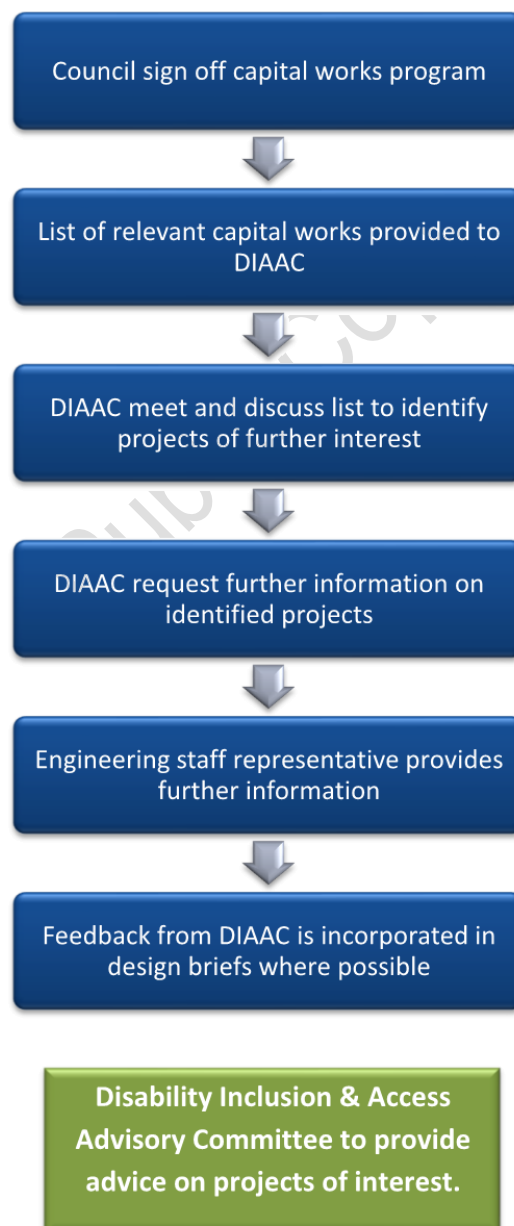
1.8 Following the appointment of a new committee every two years a review of the Action Plan is to take place.

Kingborough Disability Inclusion & Access Advisory Committee

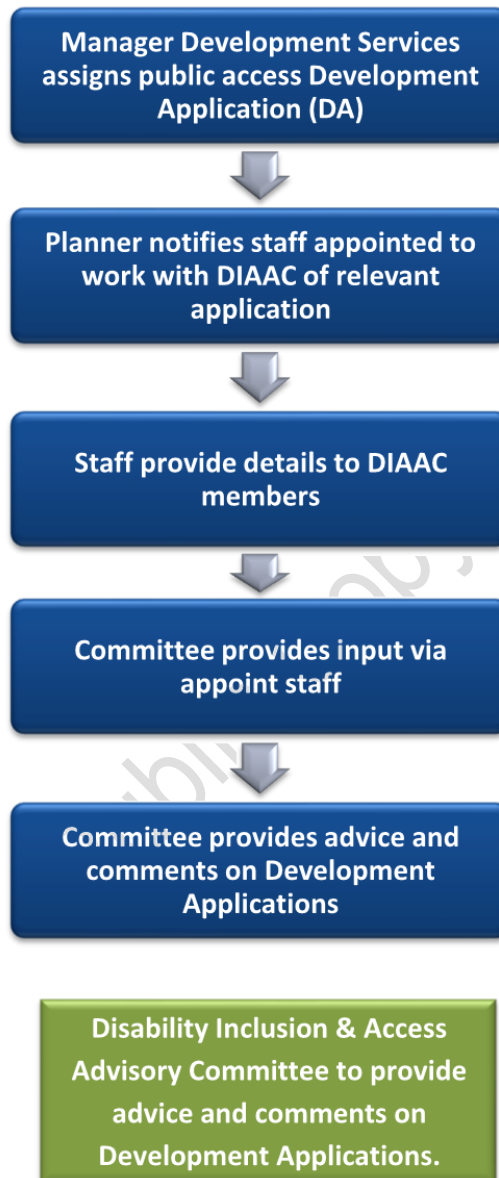
Assessment Process Flowchart

Aim: The purpose of the Disability Inclusion & Access Advisory Committee is to provide advice and assistance to Kingborough Council on access issues, in particular, in the implementation of the Disability Discrimination Act and regular evaluation of Council's Disability Inclusion & Access Action Plan.

COUNCIL'S CAPITAL WORKS PROGRAM



DEVELOPMENT APPLICATIONS



ju



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MINUTES

KINGBOROUGH DISABILITY INCLUSION & ACCESS ADVISORY COMMITTEE

Meeting No. 2024-4

Wednesday 14 August 2024

Kingborough

Minutes of a Meeting of the Kingborough Disability Inclusion & Access Advisory Committee held at the Kingborough Civic Centre, Kingston, on Wednesday 14 August 2024 at 2.00pm.

PRESENT

		PRESENT	APOLOGY
Chairperson	Cr Paula Wriedt	✓	
Deputy Chairperson	Cr Flora Fox	✓	
	David Vickery	✓	
	Di Carter		✓
	Fran Thompson	✓	
	Wendy Wade		✓
	David McQuillan		✓
	Heather Anderson	✓	
	Don Hempton	✓	
	Laura Della Pasqua		✓
	Kevin Clayton	✓	
	Dr Christine Materia	✓	
	Mary Cook		✓
Staff	Julie Alderfox (Community Development Officer)	✓	
	Bianca Kleine (Communications and Engagement Support Officer)	✓	
	Anthony Verdouw (Executive Officer Engineering Services)	✓	
Guests	Warwick Keating SMEG, consultant in Transport Strategy	✓	

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.

CONFIRMATION OF MINUTES

Minutes of 10 April were confirmed.

MOVED: Kevin Clayton

SECONDED: Dr. Christine Materia

That the Minutes of the Committee meeting held on 10 April 2024 as circulated, be confirmed.

CARRIED

BUSINESS ARISING

1. Transport Strategy

Warwick Keating, Associate Planner from SMEC, presented on the Kingborough Integrated Transport Strategy and proposed updates to set new objectives, guidelines and actions for the next 10 years and further into the future.

Feedback was invited from the committee members. The following items were raised:

Issues	Response
Lack of availability of wheelchair-accessible maxi taxis with no guarantee of a return trip	Noted
Unpredictability of traffic flow on the Southern Outlet and proposed usage of a Derwent River ferry as a facility of transport	The State Government is conducting a study on these issues. Kingborough shows potential for ferry services. If ferry services are established in Kingborough, it will have to meet DDA compliance standards. The existing ferry from Bellerive to Hobart is fully accessible.
Jack Jumpers performance centre and the potential for the AFL training centre in Kingston – is accessible parking being considered?	Yes, accessible parking has been put forward as a non-negotiable item of the discussions held about the potential AFL facilities, as well as the construction of a road and track linked to Spring Farm and sealing of Gormley Drive.
Climate change strategies	The strategy will be aligned with Council and Government strategies, including additional need for electronic car charging stations. Funding is available for a charging station in Margate, discussions were also held with Woodbridge residents who identified the need to install charging station in that area.
Suggestions to consult other groups, e.g. schools	Noted
How does the strategy consider peri urban and rural areas, specifically transport south of Snug and to and from Bruny Island?	Public Transport is governed by the State Government. Council can submit suggestions. It was noted that Spring Farm and Whitewater Estate are not serviced by public transport and there is potential for additional bus stops.
Community transport – difficulties finding available transport providers who take wheelchairs or walkers	It was suggested to contact transport service providers (CTST, Cancer Council, Red Cross) and ask why wheelchairs and walkers are not accepted.
Lack of funding for existing bus stops	Bus stops lacking shelter and seating discourage public transport use. Of the 89 bus stops that require improvements, current funding is insufficient to address them all. It was noted that all buses are accessible.

The chair thanked Mr Keating for presenting.

2. Action Plan

The proposed amendments to the DIAAC Action Plan were accepted by the committee (attached).

MOVED: Don Hempton

SECONDED: David Vickery

That the proposed amendments to the DIAAC Action Plan as circulated, be accepted and put up to Council for approval.

Carried unanimously

3. Snug Foreshore Signage

Wording has been forwarded to Engineering Services to enable production of signs.

4. Coningham Accessible Parking Bay

Engineering Services are working on the accessible parking bay near the toilet block.

5. Personal Mobility Devices (PMD)

Clarification was sought on the terminology of PMDs. PMDs are scooters, not mobilised wheelchairs. Neither Council nor the Police enforce any regulations regarding the use of PMDs.

6. International Day of People with Disability – 3 December 2024

Council will fly the Disability Pride flag on the community flag pole. Baptcare are considering facilitating a Disability Expo at the Community Hub.

Participants suggested the following ideas:

- Panel discussion, listen to lived experience, include members of the committee to share
- Presentations of volunteers talking about their work
- Facilitate workshops about unconscious bias in aged care and disability
- Promotion of event via Kingborough Chronicle and social media
- Consider promotions throughout the year
- Incorporate disability access in planning of new buildings, considering its economic benefits in the long run for home owners and their visitors opposed to facilitating access retrospectively
- Offer to visitors to navigate through the area in a wheelchair

7. Policy Reviews and positive ageing policy

It was noted that elderly people have recently been targeted by people doorknocking, pretending to be canvassing for charities such as Canteen, Breast Cancer Tasmania and other. Cr. Wriedt suggested that she write to the Minister to propose that door-to-door fundraising and sales be prohibited in Tasmania.

Dr. Materia left the meeting at 3.10pm.

MOVED: Don Hempton

SECONDED: Fran Thompson

That Council write to the Minister of Community Affairs to recommend that door to door fundraising and sales be outlawed in Tasmania for the reason of the safety of the residents.

A copy of this letter to be forwarded to Council's Safety Committee.

Motion carried unanimously

Dr. Materia returned at 3.12pm

8. Neurodiversity - Council interactions

Update on training of front desk staff – no further training needs were identified. Customer service officers are diversity aware, respectful and deliver inclusive service. CSOs can generally distinguish between real aggression and frustration and adjust their tone and behaviour accordingly. New customer service staff receive training from experienced officers. If customers are frustrated, customer service staff discretely addresses the frustration, e.g. staff offer to providing assistance to fill out forms e.g. for people with vision impairment.

It was noted that a neurodiverse person may at times say something inappropriate and this kind of behaviour may impact customer service staff, especially during extreme events or over time. Employees are encouraged to use employee assistance program for support after these events.

The question was asked if compliance officers are made aware of neurodiversity. Cr Wriedt agreed to **follow up** with compliance if officers are aware.

CORRESPONDENCE

Inward:

- Georgia Hardy, the new Community Engagement Officer at ParaQuad Tasmania, has requested to be added to our contact list and informed of relevant events for people with physical disabilities. The committee agreed to invite Georgie to the October meeting.
- Nomination from Baptcare Representative – the most recent nominee has resigned and we are hoping for a new nomination to occur

Outward:

- Request for information from Disability Voices Tasmania re Wheelchair accessible taxis (WATs) changes – no reply.

Discussion followed – this issue was raised three years ago, a list of suggestions such as provision of incentives for drivers operating WATs was sent to the Ministers with request

for financial assistance. It was noted that Uber don't accept wheelchairs, taxi drivers and generally prefer to transport groups of people. Cr. Wriedt offered to send another letter to the Ministers.

MOVED: Fran Thompson
SECONDED: Kevin Clayton

That Council write another letter to the Minister of Transport, the Minister of Disability Services and all other parties represented in the State Parliament to raise the issue of the lack of availability of wheelchair accessible taxis.

Motion carried.

DEVELOPMENT APPLICATIONS

None

OTHER BUSINESS

1. The committee identified the need for changing places and a wheelchair storage facility at Kingston Beach toilets. Request to be forwarded to the relevant officer to include into the CAPEX program
2. Participants recently attended a function as part of the Governor's visit to Kingborough and would now like to organise an end-of-year gathering for social interaction.
3. Farewell Julie Alderfox. The forum members and Cr. Wriedt thanked Julie for her many years of assistance with the committee.

NEXT MEETING – 9 October 2024

CLOSURE: There being no further business, the Chairperson declared the meeting closed at 3.41 pm.

Attachments:

- Draft Revision of DIAAC Action Plan
- Proposed new Action Plan August 2024

Summary of action items:

Contact transport service providers (e.g. CTST, Cancer Council, Red Cross) and ask why wheelchairs and walkers	
--	--

are not accepted and possibly invite a presenter to the October meeting	
Contact Baptcare regarding the proposed Disability Expo on International Day of People with a Disability on 3 December	
Cr Wriedt to follow up with compliance to find out if officers are aware of neurodiversity.	
Invite Georgia Hardy, the new Community Engagement Officer at ParaQuad Tasmania to the October forum.	
The committee identified the need for changing places and a wheelchair storage facility at Kingston Beach toilets. Request to be forwarded to the relevant officer to include into the CAPEX program.	
Motions	
The Committee adopted a motion requesting Council's approval of the final draft of the Disability Inclusion and Access Plan.	
The Committee adopted a motion requesting that Council write to the Minister of Community Affairs to recommend that door to door fundraising and sales be made illegal in Tasmania for the reason of the safety of the home owner.	
The Committee adopted a motion requesting that Council write another letter to the Minister of Transport, the Minister of Disability Services and all other parties represented in the State Parliament to raise the issue of the lack of availability of wheelchair accessible taxis.	

15.3 KINGBOROUGH COMMUNITY GRANTS

File Number: 10.243

Author: Carol Swards, Coordinator Community Services and Hub

Authoriser: Deleeze Chetcuti, 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 Community Grants Program 2024/25.

2. BACKGROUND

- 2.1 The 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 mid-July 2024 with a closing date of 26 August 2024.

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 Eleven applications were received under the 2024/2025 Community Grants Program and were assessed by the Grants Panel (comprising the Director Governance Recreation & Property, Director Environment, Development & Community and Community Services Coordinator) against the Council approved guidelines (see Attachment 1).
- 4.2 In accordance with the guidelines, the recommended grant for each recipient totals no more than 50% of the project cost with a maximum grant of \$3000.
- 4.3 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 2024/2025 Budget, Council allocated \$30,000 to the 2024/2025 Community Grants Program.
- 5.2 The unallocated Community Grants funds (\$8,450) 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 eleven applications were received in this round seeking a total of \$30,550. Following assessment against the criteria, it is recommended that \$21,550 is allocated towards eight projects.

10. RECOMMENDATION

That Council approve the allocation of \$21,550 in grant funding under the Community Grants Program, as attached to this report.

ATTACHMENTS

1. Community Grants Guidelines 2024/25
2. Community Grants Table 2024/25

Public Copy



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)

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 or mailed or delivered to: Community Grants Program Kingborough Council 15 Channel Highway Kingston 7050

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.

Applications close: Monday 26 August 2024

For further information and assistance please contact:

Community Development Officer

T: 6211 8200

E: commgrants@kingborough.tas.gov.au

	Organisation	Amount	Project	Recommendation
1	Indian Festivals Association of Tasmania	\$3000	Assistance with activity costs for Diwali (the Festival of lights)	\$3000
2	Bruny Island Volunteer Ambulance Group	\$3000	Assistance to house non Bruny island volunteers	Nil
3	Stitching and Beyond	\$3000	Assistance with room hire and website updates	Nil
4	Kingston Community Garden Inc.	\$3000	Assistance to purchase materials for shelter renovations and raised garden beds	\$3000
5	Lower Longley Hall Management Committee	\$3000	Assistance to purchase flooring materials for kitchen refurbishment	\$3000
6	Multiply Chinese Tasmania	\$3000	Assistance with activity costs for attendees at the Kingston Reformed Church	Nil
7	Channel Heritage and Folk Museum Association Inc.	\$3000	Assistance to undertake creation of a mural on the Channel Museum at Margate	\$3000
8	Taroona Community Association Inc.	\$3000	Assistance to update the community website	\$3000
9	Van Diemen Archers	\$3000	Assistance to purchase Target Butts for school groups	\$3000
10	West Winds Community Centre	\$3000	Assistance to purchase stackable chairs for the West Winds Community Centre	\$3000
11	Friends of Longley Area Group (FLAG)	\$550	Assistance with activity costs for children's entertainment and soft serve ice cream at 'Picnic in the Park'	\$550
	Total	\$30,550		\$21,550

15.4 FINANCIAL REPORT - AUGUST 2024

File Number: 10.47

Author: Tim Jones, Manager Finance

Authoriser: David Spinks, Director People & Finance

Strategic Plan Reference

Key Priority Area: 2 Deliver quality infrastructure and services.

Strategic Outcome: 2.4 The organisation has a corporate culture that delivers quality customer service, encourages innovation and has high standards of accountability.

1. PURPOSE

- 1.1 The purpose of this report is to provide the August 2024 financial report information to Council for review.

2. BACKGROUND

- 2.1 The attached report has been prepared based on current information with estimates being used where final information is not available.
- 2.2 August is early in the new financial year and there are a number of timing differences where expenditure is yet to occur, or where expenditure for the full year is made in July/August.

3. STATUTORY REQUIREMENTS

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

4. DISCUSSION

- 4.1 The Summary Operating Statement contains several variances to the original budget. At this early stage of the financial year both revenue and expenditure are favourable to budget. However, because it is only early in the financial year no forecast changes have been made. The following are the major variances and explanations:

REVENUE

- Rates are \$117,000 over budget due primarily to a late supplementary rate assessment received in May 2024 after the 2024/25 budget had been set. This meant that the initial rate assessment for 2024/25 was greater than forecast. This may be offset by supplementary rates received during 2024/25 being lower than budgeted.
- Statutory Fees and Fines are \$100,000 over budget due to a large development application received in late August. This application is yet to be advertised so currently remains confidential.
- User Fees are \$83,000 over budget primarily from the Kingborough Sports Centre where Kiosk sales, and fitness centre memberships are over budget. In addition some sporting program bookings are better than budget.

- Grants Recurrent income is \$143,000 over budget due to unspent grants from 2023/24 being carried forward to 2024/25. The timing of Grant receipts depends on when grants are available so the timing of the budget will often vary to actual receipts.
- Reimbursements are \$77,000 under budget due to rate remission timing differences between remissions being given and reimbursement being received from the State Government.

EXPENDITURE

- Employee Costs are over budget by \$157,000. This is a timing difference due to there being little capital work to date (capital wage costs are capitalised), increased sick leave, and training undertaken by outdoor staff.
 - Materials and Services are \$217,000 under budget due primarily to timing differences in relation to the timing of expenditure against the budget. The largest contributor is the natural resource management program area.
 - Depreciation is \$114,000 under budget. This favourable variance will reduce over the year as Work in Progress (WIP) is capitalised and the resulting depreciation expense is costed.
 - Profit on sale of assets is \$16,000 over budget due to the profit on sale of plant disposed.
- 4.2 Grants Capital is over budget by \$1.3m due to grants carried over from 2023/24. These include the Summerleas Road Underpass, the Taroona Bike Lane and the change rooms at Kingston Beach Oval.
- 4.3 Council's cash and investments amount to \$13.94m at the end of the month, which is an increase from July due to the receipt of rates first instalment payments in August. Borrowings of \$13.92 million offset this amount.

5. FINANCE

- 5.1 The year to date underlying result is \$0.536M favourable to budget.
- 5.2 The budget result for 2024/25 is an underlying deficit of \$2.935m and at this stage of the financial year there have been no forecast revisions.

6. ENVIRONMENT

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

7. COMMUNICATION AND CONSULTATION

- 7.1 The financial results for August 2024 are available for public scrutiny in the Council meeting agenda.

8. RISK

- 8.1 The Council financials are favourable to budget for the first two months of the new financial year.
- 8.2 Council is forecasting an underlying deficit for the full year.

9. RECOMMENDATION

That Council endorses the attached Financial Report as at 31 August 2024.

ATTACHMENTS

- 1. Financial Report August 2024**
- 2. Capital Report August 2024**

Public Copy

Kingborough



FINANCIAL REPORT

FOR THE PERIOD

1ST JULY, 2023

TO

31ST AUGUST, 2024

SUBMITTED TO COUNCIL

16TH SEPTEMBER, 2024

KINGBOROUGH COUNCIL - August 2024

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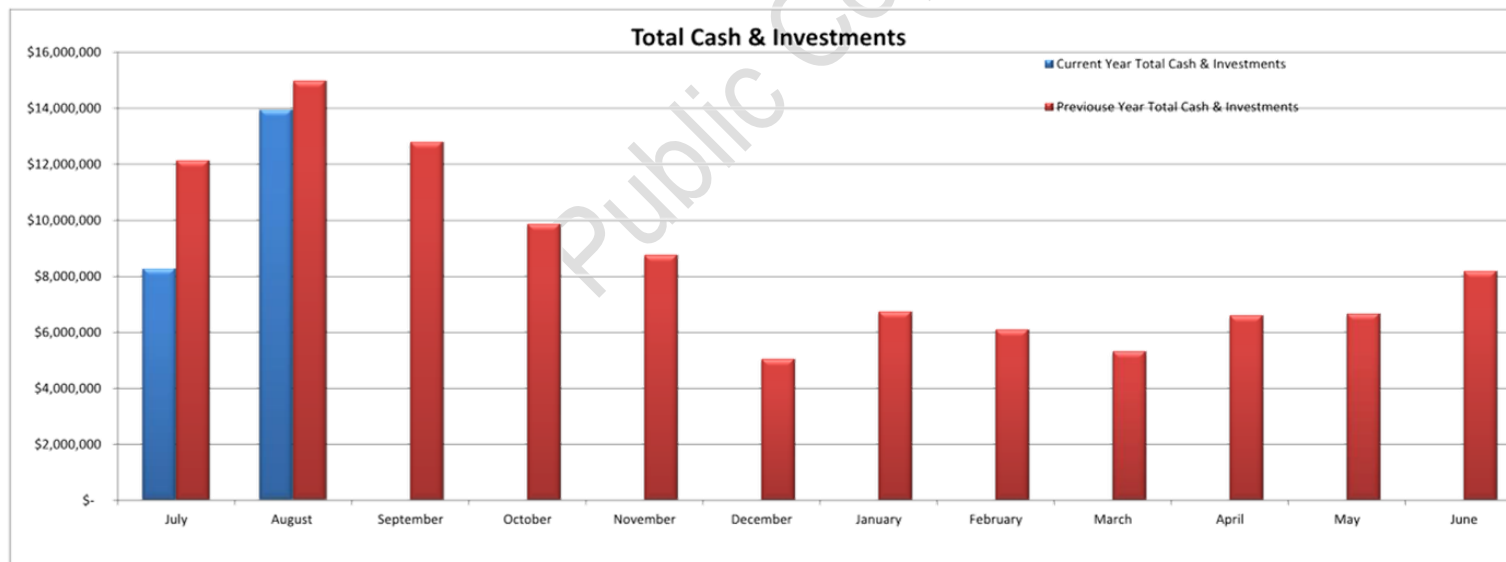
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KINGBOROUGH COUNCIL - August 2024

CASH BALANCES

Balance Type	July	August	September	October	November	December	January	February	March	April	May	June
Reserves	\$ 3,213,968	\$ 3,214,557										
Held in Trust	\$ 1,569,384	\$ 1,604,111										
Unexpended Capital Works*	\$ 1,558,821	\$ 2,914,766										
Current Year Total Committed Cash	\$ 6,342,173	\$ 7,733,433	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Previous Year Total Committed Cash	\$ 5,081,841	\$ 6,568,559	\$ 7,511,060	\$ 8,445,993	\$ 9,362,080	\$ 9,687,080	\$ 10,878,618	\$ 12,488,352	\$ 13,462,080	\$ 13,968,025	\$ 14,444,103	\$ 15,051,130
Uncommitted Funds	\$ 1,935,608	\$ 6,211,143	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Current Year Total Cash	\$ 8,277,781	\$ 13,944,576	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Previous Year Total Cash	\$ 12,133,264	\$ 14,961,591	\$ 12,794,831	\$ 9,866,360	\$ 8,749,474	\$ 5,043,130	\$ 6,736,903	\$ 6,090,954	\$ 5,318,002	\$ 6,602,117	\$ 6,666,200	\$ 8,183,556

*Unexpended Capital Works excludes Kingston Park expenditure



KINGBOROUGH COUNCIL - August 2024

CASH, INVESTMENTS & BORROWINGS

CASH ACCOUNTS	Interest Rate	Maturity Date	July	August	September	October	November	December	January	February	March	April	May	June
BA - Overdraft Account	3.85%	Ongoing	\$ 917,963	\$ 456,379										
BA - Applications Account	3.85%	Ongoing	\$ 91,665	\$ 4,104										
BA - AR Account	3.85%	Ongoing	\$ 448,895	\$ 3,626										
BA - Business Online Saver	4.35%	Ongoing	\$ 4,374,128	\$ 11,026,013										
Total Cash			\$ 5,832,651	\$ 11,490,122	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
INVESTMENTS														
ascorp HT	4.35%	Managed Trust	\$ 168,179	\$ 168,801										
ascorp Cash Indexed	4.50%	Managed Trust	\$ 2,276,951	\$ 2,285,653										
Total Investments			\$ 2,445,130	\$ 2,454,454	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Current Year Total Cash & Investments			\$ 8,277,781	\$ 13,944,576	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Previous Year Cash & Investments			\$ 12,133,264	\$ 14,961,591	\$ 12,794,831	\$ 9,866,360	\$ 8,749,474	\$ 5,043,130	\$ 6,736,903	\$ 6,090,954	\$ 5,318,002	\$ 6,602,117	\$ 6,666,200	\$ 8,183,556
Borrowings														
ascorp	4.88%	27-Jun-27	\$2,400,000	\$2,400,000										
ascorp	1.99%	21-Jan-25	\$2,100,000	\$2,100,000										
ascorp	4.70%	19-Feb-26	\$9,422,500	\$9,422,500										
			\$ 13,922,500	\$ 13,922,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

KINGBOROUGH COUNCIL - August 2024

RESERVES

Accounts	July	August	September	October	November	December	January	February	March	April	May	June
Boronia Hill Reserve	\$ 10,733	\$ 10,733										
Car Parking	\$ 46,248	\$ 46,248										
Infrastructure Replacement Reserve	\$ 1,000,000	\$ 1,000,000										
Ball Equipment Replacement	\$ 74,531	\$ 74,531										
T Equipment Replacement	\$ 366,951	\$ 366,951										
SC Equipment Replacement	\$ 161,050	\$ 161,050										
WS Replacement Reserve	\$ 400,000	\$ 400,000										
Office Equipment Replacement	\$ 105,986	\$ 105,986										
Plant & Equipment Replacement	\$ 147,095	\$ 147,095										
Public Open Space	\$ 218,306	\$ 222,706										
Tree Preservation Reserve	\$ 683,068	\$ 679,256										
Current Year Total Reserve	\$ 3,213,968	\$ 3,214,557	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Previous Year Total Reserve	\$ 2,289,712	\$ 2,289,712	\$ 2,289,712	\$ 2,289,712	\$ 2,289,712	\$ 2,289,712	\$ 2,289,712	\$ 2,289,712	\$ 2,289,712	\$ 2,289,712	\$ 2,289,712	\$ 2,289,712

KINGBOROUGH COUNCIL - August 2024 YTD

PUBLIC OPEN SPACE FUNDS

Opening Balance 01/08/2024		\$	218,306
<u>Add Contributions Received</u>			
Date	Details		
31/08/2024	Contribution: Lower Snug DAS 2022-9 Rec# 2262423	\$	4,400
Closing Balance 31/08/2024			<u>\$ 222,706</u>
Public Open Space Uncommitted Balance			<u><u>\$ 222,706</u></u>

KINGBOROUGH COUNCIL - August 2024**BUDGET NOTES**

RECONCILIATION OF ORIGINAL TO FORECAST BUDGET	
BUDGET UNDERLYING RESULT	<u>(2,934,865)</u>
Forecast Changes:	
There are no forecast adjustments at this early stage of the year.	
FORECAST UNDERLYING RESULT	<u>(2,934,865)</u>
Adjustments not affecting the Underlying Surplus:	
Net Surplus.	<u>(1,338,865)</u>

KINGBOROUGH COUNCIL - August 2024

Summary Operating Statement All

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Income						
Rates	40,462,181	40,345,347	116,834	40,556,847	40,556,847	0
Income Levies	2,142,416	2,130,715	11,701	2,130,715	2,130,715	0
Statutory Fees & Fines	485,919	385,640	100,279	1,875,100	1,875,100	0
User Fees	372,208	289,050	83,158	1,695,370	1,695,370	0
Grants Recurrent	143,813	0	143,813	3,294,000	3,294,000	0
Contributions - Cash	59,377	37,840	21,537	227,000	227,000	0
Reimbursements	1,237,539	1,314,500	(76,961)	1,325,100	1,325,100	0
Other Income	50,070	54,580	(4,510)	490,100	490,100	0
Internal Charges Income	36,666	36,660	6	220,000	220,000	0
Total Income	44,990,190	44,594,332	395,858	51,814,232	51,814,232	0
Expenses						
Employee Costs	3,287,520	3,130,960	(156,560)	19,828,636	19,828,636	0
Expenses Levies	0	0	0	2,130,715	2,130,715	0
Loan Interest	102,218	101,660	(558)	610,000	610,000	0
Materials and Services	2,259,316	2,476,910	217,594	13,402,310	13,402,310	0
Other Expenses	2,415,985	2,380,666	(35,319)	4,550,436	4,550,436	0
Internal Charges Expense	36,666	36,660	(6)	220,000	220,000	0
Total Expenses	8,101,705	8,126,856	25,151	40,742,097	40,742,097	0
Net Operating Surplus/(Deficit) before:	36,888,485	36,467,476	421,009	11,072,135	11,072,135	0
Depreciation	2,679,700	2,793,320	113,620	16,490,000	16,490,000	0
(Profit)/Loss on Disposal of Assets	(15,512)	0	15,512	500,000	500,000	0
Net Operating Surplus/(Deficit) before:	34,224,297	33,674,156	550,141	(5,917,865)	(5,917,865)	0
Interest	52,965	66,660	(13,695)	400,000	400,000	0
Dividends	0	0	0	1,478,000	1,478,000	0
Share of Profits/(Losses) of Invest. In Assoc	0	0	0	105,000	105,000	0
Investment Copping	0	0	0	1,000,000	1,000,000	0
NET OPERATING SURPLUS/(DEFICIT)	34,277,262	33,740,816	536,446	(2,934,865)	(2,934,865)	0
Grants Capital	1,296,079	0	1,296,079	596,000	596,000	0
Contributions - Capital	0	0	0	0	0	0
Contributions - Non Monetary Assets	0	0	0	1,000,000	1,000,000	0
NET SURPLUS/(DEFICIT)	35,573,341	33,740,816	1,832,525	(1,338,865)	(1,338,865)	0

KINGBOROUGH COUNCIL - August 2024

Summary Operating Statement Governance

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Income						
Rates	32,566,784	32,530,882	35,902	32,688,382	32,688,382	0
Income Levies	2,142,416	2,130,715	11,701	2,130,715	2,130,715	0
Statutory Fees & Fines	0	0	0	0	0	0
User Fees	17,067	16,620	447	99,750	99,750	0
Grants Recurrent	122,522	0	122,522	3,294,000	3,294,000	0
Contributions - Cash	58,150	24,500	33,650	147,000	147,000	0
Reimbursements	1,237,539	1,314,500	(76,961)	1,325,100	1,325,100	0
Other Income	3,436	360	3,076	75,600	75,600	0
Internal Charges Income	0	0	0	0	0	0
Total Income	36,147,913	36,017,577	130,336	39,760,547	39,760,547	0
Expenses						
Employee Costs	72,309	66,860	(5,449)	490,882	490,882	0
Expenses Levies	0	0	0	2,130,715	2,130,715	0
Loan Interest	0	0	0	0	0	0
Materials and Services	32,854	131,420	98,566	228,900	228,900	0
Other Expenses	1,561,331	1,453,530	(107,801)	2,580,500	2,580,500	0
Internal Charges Expense	0	0	0	0	0	0
Total Expenses	1,724,644	1,651,810	(72,834)	5,430,997	5,430,997	0
Net Operating Surplus/(Deficit) before:	34,423,269	34,365,767	57,502	34,329,550	34,329,550	0
Depreciation	200	340	140	2,000	2,000	0
Loss/(Profit) on Disposal of Assets	(15,512)	0	15,512	500,000	500,000	0
Net Operating Surplus/(Deficit) before:	34,438,581	34,365,427	73,154	33,827,550	33,827,550	0
Interest	0	0	0	0	0	0
Dividends	0	0	0	1,478,000	1,478,000	0
Share of Profits/(Losses) of Invest. In Assoc	0	0	0	105,000	105,000	0
Investment Copping	0	0	0	1,000,000	1,000,000	0
NET OPERATING SURPLUS/(DEFICIT)	34,438,581	34,365,427	73,154	36,410,550	36,410,550	0
Grants Capital	1,296,079	0	1,296,079	596,000	596,000	0
Contributions - Capital	0	0	0	0	0	0
Contributions - Non Monetary Assets	0	0	0	1,000,000	1,000,000	0
Initial Recognition of Infrastructure Assets	0	0	0	0	0	0
NET SUPRPLUS/(DEFICIT)	35,734,660	34,365,427	1,369,233	38,006,550	38,006,550	0

KINGBOROUGH COUNCIL - August 2024

Summary Operating Statement Business Services

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Income						
Rates	0	0	0	0	0	0
Income Levies	0	0	0	0	0	0
Statutory Fees & Fines	42,665	45,000	(2,335)	270,000	270,000	0
User Fees	0	0	0	0	0	0
Grants Recurrent	0	0	0	0	0	0
Contributions - Cash	0	0	0	0	0	0
Reimbursements	0	0	0	0	0	0
Other Income	9,265	10,520	(1,255)	148,200	148,200	0
Internal Charges Income	25,000	25,000	0	150,000	150,000	0
Total Income	76,929	80,520	(3,591)	568,200	568,200	0
Expenses						
Employee Costs	552,271	548,660	(3,611)	3,749,337	3,749,337	0
Expenses Levies	0	0	0	0	0	0
Loan Interest	102,218	101,660	(558)	610,000	610,000	0
Materials and Services	413,443	290,320	(123,123)	1,092,000	1,092,000	0
Other Expenses	695,043	705,430	10,387	1,287,300	1,287,300	0
Internal Charges Expense	0	0	0	0	0	0
Total Expenses	1,762,975	1,646,070	(116,905)	6,738,637	6,738,637	0
Net Operating Surplus/(Deficit) before:	(1,686,045)	(1,565,550)	(120,495)	(6,170,437)	(6,170,437)	0
Depreciation	29,400	45,560	16,160	269,000	269,000	0
Loss/(Profit) on Disposal of Assets	0	0	0	0	0	0
Net Operating Surplus/(Deficit) before:	(1,715,445)	(1,611,110)	(104,335)	(6,439,437)	(6,439,437)	0
Interest	52,965	66,660	(13,695)	400,000	400,000	0
Dividends	0	0	0	0	0	0
Share of Profits/(Losses) of Invest. In Assoc	0	0	0	0	0	0
Investment Copping	0	0	0	0	0	0
NET OPERATING SURPLUS/(DEFICIT)	(1,662,480)	(1,544,450)	(118,030)	(6,039,437)	(6,039,437)	0
Grants Capital	0	0	0	0	0	0
Contributions - Non Monetary Assets	0	0	0	0	0	0
Initial Recognition of Infrastructure Assets	0	0	0	0	0	0
NET SUPRPLUS/(DEFICIT)	(1,662,480)	(1,544,450)	(118,030)	(6,039,437)	(6,039,437)	0

KINGBOROUGH COUNCIL - August 2024

Summary Operating Statement Governance & Property Services

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Variance
Income					
Rates	0	0	0	0	0
Income Levies	0	0	0	0	0
Statutory Fees & Fines	146,357	148,300	(1,943)	451,100	0
User Fees	307,771	241,870	65,901	1,412,320	0
Grants Recurrent	13,500	0	13,500	0	0
Contributions - Cash	0	0	0	0	0
Reimbursements	0	0	0	0	0
Other Income	13,270	15,160	(1,890)	91,000	0
Internal Charges Income	0	0	0	0	0
Total Income	480,899	384,330	96,569	1,912,420	0
Expenses					
Employee Costs	571,739	538,980	(32,759)	3,507,686	0
Expenses Levies	0	0	0	0	0
Loan Interest	0	0	0	0	0
Materials and Services	253,283	255,190	1,907	1,519,204	0
Other Expenses	36,074	33,810	(2,264)	155,400	0
Internal Charges Expense	0	0	0	0	0
Total Expenses	861,096	827,980	(33,116)	5,182,290	0
Net Operating Surplus/(Deficit) before:	(380,197)	(443,650)	63,453	(3,269,870)	0
Depreciation	288,600	313,040	24,440	1,848,000	0
Loss/(Profit) on Disposal of Assets	0	0	0	0	0
Net Operating Surplus/(Deficit) before:	(668,797)	(756,690)	87,893	(5,117,870)	0
Interest	0	0	0	0	0
Dividends	0	0	0	0	0
Share of Profits/(Losses) of Invest. In Assoc	0	0	0	0	0
Investment Copping	0	0	0	0	0
NET OPERATING SURPLUS/(DEFICIT)	(668,797)	(756,690)	87,893	(5,117,870)	0
Grants Capital	0	0	0	0	0
Contributions - Non Monetary Assets	0	0	0	0	0
Initial Recognition of Infrastructure Assets	0	0	0	0	0
NET SUPRPLUS/(DEFICIT)	(668,797)	(756,690)	87,893	(5,117,870)	0

KINGBOROUGH COUNCIL - August 2024

Summary Operating Statement Environment, Development & Community Services

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Income						
Rates	0	0	0	0	0	0
Income Levies	0	0	0	0	0	0
Statutory Fees & Fines	296,897	192,340	104,557	1,154,000	1,154,000	0
User Fees	21,799	14,880	6,919	89,200	89,200	0
Grants Recurrent	7,791	0	7,791	0	0	0
Contributions - Cash	1,227	13,340	(12,113)	80,000	80,000	0
Reimbursements	0	0	0	0	0	0
Other Income	6,089	9,340	(3,251)	56,100	56,100	0
Internal Charges Income	0	0	0	0	0	0
Total Income	333,803	229,900	103,903	1,379,300	1,379,300	0
Expenses						
Employee Costs	988,363	980,060	(8,303)	6,517,498	6,517,498	0
Expenses Levies	0	0	0	0	0	0
Loan Interest	0	0	0	0	0	0
Materials and Services	70,346	236,050	165,704	1,166,700	1,166,700	0
Other Expenses	47,669	108,980	61,312	333,000	333,000	0
Internal Charges Expense	0	0	0	0	0	0
Total Expenses	1,107,604	1,325,090	217,486	8,017,198	8,017,198	0
Net Operating Surplus/(Deficit) before:	(773,801)	(1,095,190)	321,389	(6,637,898)	(6,637,898)	0
Depreciation	38,800	41,800	3,000	247,000	247,000	0
Loss/(Profit) on Disposal of Assets	0	0	0	0	0	0
Net Operating Surplus/(Deficit) before:	(812,601)	(1,136,990)	324,389	(6,884,898)	(6,884,898)	0
Interest	0	0	0	0	0	0
Dividends	0	0	0	0	0	0
Share of Profits/(Losses) of Invest. In Assoc	0	0	0	0	0	0
Investment Copping	0	0	0	0	0	0
NET OPERATING SURPLUS/(DEFICIT)	(812,601)	(1,136,990)	324,389	(6,884,898)	(6,884,898)	0
Grants Capital	0	0	0	0	0	0
Contributions - Non Monetary Assets	0	0	0	0	0	0
Initial Recognition of Infrastructure Assets	0	0	0	0	0	0
NET SUPRPLUS/(DEFICIT)	(812,601)	(1,136,990)	324,389	(6,884,898)	(6,884,898)	0

KINGBOROUGH COUNCIL - August 2024

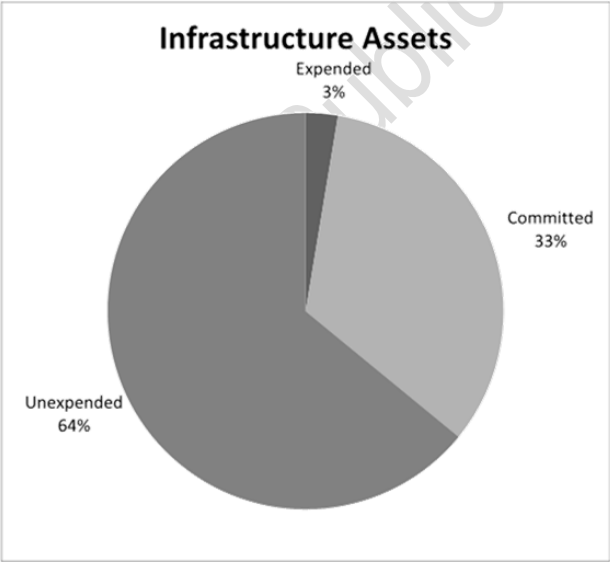
Summary Operating Statement Infrastructure Services

	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Forecast Budget	Forecast Variance
Income						
Rates	7,895,398	7,814,465	80,933	7,868,465	7,868,465	0
Income Levies	0	0	0	0	0	0
Statutory Fees & Fines	0	0	0	0	0	0
User Fees	25,571	15,680	9,891	94,100	94,100	0
Grants Recurrent	0	0	0	0	0	0
Contributions - Cash	0	0	0	0	0	0
Reimbursements	0	0	0	0	0	0
Other Income	18,011	19,200	(1,189)	119,200	119,200	0
Internal Charges Income	11,666	11,660	6	70,000	70,000	0
Total Income	7,950,646	7,882,005	68,641	8,193,765	8,193,765	0
Expenses						
Employee Costs	1,102,837	996,400	(106,437)	5,563,233	5,563,233	0
Expenses Levies	0	0	0	0	0	0
Loan Interest	0	0	0	0	0	0
Materials and Services	1,489,391	1,563,930	74,539	9,395,506	9,395,506	0
Other Expenses	75,869	78,916	3,047	194,236	194,236	0
Internal Charges Expense	36,666	36,660	(6)	220,000	220,000	0
Total Expenses	2,704,764	2,675,906	(28,858)	15,372,975	15,372,975	0
Net Operating Surplus/(Deficit) before:	5,245,882	5,206,099	39,783	(7,179,210)	(7,179,210)	0
Depreciation	2,322,700	2,392,580	69,880	14,124,000	14,124,000	0
Loss/(Profit) on Disposal of Assets	0	0	0	0	0	0
Net Operating Surplus/(Deficit) before:	2,923,182	2,813,519	109,663	(21,303,210)	(21,303,210)	0
Interest	0	0	0	0	0	0
Dividends	0	0	0	0	0	0
Share of Profits/(Losses) of Invest. In Assoc	0	0	0	0	0	0
Investment Copping	0	0	0	0	0	0
NET OPERATING SURPLUS/(DEFICIT)	2,923,182	2,813,519	109,663	(21,303,210)	(21,303,210)	0
Grants Capital	0	0	0	0	0	0
Contributions - Non Monetary Assets	0	0	0	0	0	0
Initial Recognition of Infrastructure Assets	0	0	0	0	0	0
NET SUPRPLUS/(DEFICIT)	2,923,182	2,813,519	109,663	(21,303,210)	(21,303,210)	0

KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/08/2024

EXPENDITURE BY ASSET TYPE

	Budget					Actual			Remaining
	Carry Forward	Annual Budget	Grants/ Council	IMG Adjustments	Total	Actual	Commitments	Total	
Roads	6,598,034	4,696,300	-	(50,000)	11,244,334	105,303	4,925,124	5,030,427	6,213,907
Stormwater	1,419,088	1,477,750	-	30,100	2,926,938	127,423	212,540	339,963	2,586,975
Property	3,447,493	3,039,200	-	78,500	6,565,193	309,718	1,685,437	1,995,155	4,570,037
Other	65,396	-	-	(58,600)	6,796	-	89,039	89,039	(82,243)
Sub total	11,530,011	9,213,250	-	-	20,743,261	542,445	6,912,140	7,454,585	13,288,676
Kingston Park	(1,965,166)	-	-	-	(1,965,166)	710	280,309	281,018	(2,246,184)
City Deal Funding	(1,724,202)	-	-	-	(1,724,202)	73	1,202	1,274	(1,725,476)
Kingston Multi-storey Car Park feasibility study to Operational Expenditure	104,664	-	-	-	104,664	6,246	1,885	8,131	96,533
Grand Total	7,945,307	9,213,250	-	-	17,158,557	549,473	7,195,535	7,745,008	9,413,549



KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/08/2024

					Budget						Actual			
Closed?	Capital Project No.	Description	Department	Renewal, Upgrade, or New	Carry Forward	Annual Budget	Grants Rec., POS Funding Council decision	On costs allocated	IMG Adjustments	Total	Actual	Commitments	Total	Remaining
KINGSTON PARK														
1	KP	Overall Project budget	Kingston Park	New	-						-	-	-	-
2	TRUE C01627	KP Site - Land Release Strategy	Kingston Park	New	(63,405)			-		(63,405)	-	-	-	(63,405)
3	FALSE C01628	KP Site - General Expenditure	Kingston Park	New	(109,660)			-		(109,660)	650	-	650	(110,311)
4	TRUE C03173	KP Public Open Space - Playground	Kingston Park	New	(15,741)			-		(15,741)	-	-	-	(15,741)
5	FALSE C03277	KP Public Open Space - Stage 2	Kingston Park	New	(939,200)			-		(939,200)	59	18,857	18,917	(958,117)
6	KP3	KP Playground Stage 2 Security Cameras	Kingston Park	New	70,000					70,000	-	-	-	70,000
7	TRUE C03293	Pardalote Parade Northern Section (TIP)	Kingston Park	New	9,529			-		9,529	-	-	-	9,529
8	TRUE C03279	KP Goshawk Way Stage 1B	Kingston Park	New	(16,797)			-		(16,797)	-	251,841	251,841	(268,638)
9	FALSE C03280	KP Stormwater wetlands	Kingston Park	New	(899,892)			-		(899,892)	-	9,610	9,610	(909,502)
10					-						-	-	-	-
11					(1,965,166)	-	-	-	-	(1,965,166)	710	280,309	281,018	(2,246,184)
12														
13	CITY DEAL FUNDING													
14														
15	G10034	City Deal Funding - \$0.5m to come (Funding \$7,900,000 to come \$5.9m - paid 2020/21 \$2.0m, 2021/22 \$2m, 2022/23 \$3.4, 2023/24 \$0.5m)			-						-	-	-	-
16	Place	Place Strategy development	Expenditure in C03107 Channel Hwy 2019/20		-						-	-	-	-
17	FALSE C03530	Kingston Bus Interchange		New	783,250	-		-		783,250	-	-	-	783,250
18	CD2	Other initiatives to be determined			-						-	-	-	-
19	CD3	Whitewater Creek Track - construct			-						-	-	-	-
20	FALSE C03524	Channel Highway Vic 15-45 - Design		80% R / 20% N	(181,685)	-		-		(181,685)	-	-	-	(181,685)
21	FALSE C03525	Channel Highway Vic 15-45 - Construct		80% R / 20% N	(1,785,577)	-		-		(1,785,577)	73	1,202	1,274	(1,786,851)
22	FALSE C03526	Fantail Parade Walkway - design		New	50,000	-		-		50,000	-	-	-	50,000
23	TRUE C03523	Property purchase - 40 Channel Hwy		New	(590,190)	-		-		(590,190)	-	-	-	(590,190)
24					-						-	-	-	-
25					(1,724,202)	-	-	-	-	(1,724,202)	73	1,202	1,274	(1,725,476)
26														

KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/08/2024

Closed?	Capital Project No.	Description	Department	Renewal, Upgrade, or New	Budget						Actual			Remaining
					Carry Forward	Annual Budget	Grants Rec., POS Funding Council decision	On costs allocated	IMG Adjustments	Total	Actual	Commitments	Total	
27		KINGSTON MULTI-STOREY CAR PARK												
28	FALSE	C03692	Kingston Multi-storey Car Park feasibility	New	104,664	-	-	-	-	104,664	6,246	1,885	8,131	96,533
29														
30														
31					104,664	-	-	-	-	104,664	6,246	1,885	8,131	96,533
32		LOCAL ROADS AND COMMUNITY INFRASTRUCTURE 4												
33		G10095	Total Grant \$939,947 - payable 2024/25 \$563,968 and 2025/26 \$375,979											
34	FALSE	C03775	KB & Osborne Esp Foreshore Rehab - footpath, pedestrian ramps, etc	New					(939,947)	(939,947)	-	-	-	(939,947)
35	FALSE	C03776	Kingston Beach LATM - Stage 2 Beach Rd	New					596,102	596,102	-	-	-	596,102
36	FALSE	C03777	KB & Osborne Esp Foreshore Rehab - Kerb extensions	New					320,000	320,000	-	-	-	320,000
37									23,845	23,845	-	-	-	23,845
38														
39														
40	FALSE	C03326	Kingston Beach Oval Changerooms Upgrade	Property	Upgrade	595,058	-	-	-	595,058	6,678	648,548	655,227	(60,169)
41	FALSE	C03455	Alamo Close Play Space and Parkland Works	Property	New	158,516	-	-	-	158,516	-	1,205	1,205	157,311
42	FALSE	C03460	Dru Point Playground Upgrade	Property	50% R / 50% U	79,877	-	-	-	79,877	1,295	69,315	70,611	9,266
43	FALSE	C03475	Willowbend Park Playground Upgrade	Property	Upgrade	2,249	-	-	-	2,249	338	3,277	3,614	(1,366)
44	FALSE	C03473	Taroona Beach Foreshore Toilet	Property	Renewal	(3,336)	-	-	-	(3,336)	3,487	-	3,487	(6,823)
45	FALSE	C03546	Civic Centre HVAC System Upgrade, Design & Install	Property	Renewal	327,709	-	-	-	327,709	3,827	4,169	7,997	319,712
46	FALSE	C03547	Gormley Park Changerooms Upgrade	Property	New	(73)	-	-	-	(73)	-	-	-	(73)
47	FALSE	C03552	Kingston Mountain Bike Park Carpark	Property	Renewal	39,216	-	-	-	39,216	-	-	-	39,216
48	FALSE	C03314	Silverwater Park Upgrade	Property	New	214,341	-	-	-	214,341	884	33,276	34,160	180,180
49	FALSE	C03555	Spring Farm Track to Whitewater Creek	Property	New	98,598	-	-	-	98,598	-	87,427	87,427	11,172
50	FALSE	C03595	Playground at Spring Farm or Whitewater Park	Property	New	(6,783)	-	-	-	(6,783)	2,461	19,841	22,302	(29,085)
51	FALSE	C03610	Mt Royal Park Upgrade	Property	Upgrade	156,858	-	-	-	156,858	3,180	6,575	9,755	147,104
52	FALSE	C03612	Works Depot Native Nursery upgrade	Property	Renewal	(7,931)	25,000	-	-	17,069	-	-	-	17,069
53	FALSE	C03614	Snug Foreshore Toilet Upgrade	Property	Renewal	8,902	-	-	-	8,902	583	21,131	21,715	(12,812)
54	FALSE	C03615	Kellaway Park Clubrooms Electrical Upgrade	Property	Renewal	10,200	-	-	-	10,200	7,066	-	7,066	3,134
55	FALSE	C03617	KSC Fitness Centre Multi-Access Toilet Upgrade	Property	50% R / 50% U	(11,400)	-	-	-	(11,400)	26	7,222	7,248	(18,648)
56	FALSE	C03618	KSC Rear Landscaping & Accessibility Upgrade	Property	Upgrade	214,549	-	-	-	214,549	159,467	-	159,467	55,083
57	FALSE	C03620	Kingston Mountain Bike Toilet	Property	New	(6,461)	-	-	-	(6,461)	474	200	674	(7,134)
58	FALSE	C03621	Twin Ovals Machinery Shed	Property	New	34,538	-	-	-	34,538	39,702	-	39,702	(5,164)
59	FALSE	C03622	Barretta Transfer Station Vehicle Storage Shed	Property	New	346,240	-	-	-	346,240	225	-	225	346,015
60	FALSE	C03624	Snug Community Hall Upgrade	Property	Upgrade	222,238	-	-	-	222,238	4,263	2,910	7,173	215,065
61	FALSE	C03627	Woodbridge Oval Upgrade	Reserves	50% R / 50% U	171,016	-	-	-	171,016	155	158,983	159,138	11,878
62	FALSE	C03632	North West Bay River Trail - Stage 2	Reserves	New	5,761	199,000	-	-	204,761	-	6,229	6,229	198,532
63	FALSE	C03633	KSC Connector Track from Coop Court - DA	Reserves	New	248,030	-	-	-	248,030	5,596	376,495	382,091	(134,061)
64	FALSE	C03634	Kelvedon Park Drainage Upgrade	Reserves	Upgrade	54,701	-	-	-	54,701	145	51,624	51,770	2,931
65	FALSE	C03639	Kingston Wetlands Access Upgrade (POS)	Reserves	30% R / 70% U	178,208	-	-	-	178,208	62,778	31,081	93,858	84,350
66	FALSE	C03640	Sherburd Oval cricket net replacement	Reserves	Renewal	100,000	-	-	-	100,000	-	-	-	100,000
67	TRUE	C03642	Taroona Bowls & Tennis Club Carpark - Design	Reserves	Renewal	(3,539)	-	-	-	(3,539)	129	-	129	(3,668)
68	FALSE	C03643	KSC Netball Court Resurfacing	Reserves	Renewal	40,000	-	-	-	40,000	-	80,285	80,285	(40,285)
69	FALSE	C03694	Civic Centre Security Upgrade	Property	Upgrade	(28,579)	-	-	-	(28,579)	558	-	558	(29,137)
70	FALSE	C03696	Civic Centre lighting upgrade to LED panels	Property	Upgrade	11,689	-	-	-	11,689	3,654	-	3,654	8,035
71	FALSE	C03704	CC Customer Service area alteration	Property	Upgrade	89,719	-	-	-	89,719	-	-	-	89,719
72	FALSE	C03705	Review of long-term accommodation options	Property	New	65,165	-	-	-	65,165	-	1,040	1,040	64,125
73	FALSE	C03711	Trial Bay Foreshore Toilet Replacement	Property	Renewal		331,000	-	-	331,000	304	-	304	330,696
74	FALSE	C03712	Silverwater Park Toilet Replacement	Property	Renewal		331,000	-	-	331,000	202	-	202	330,798
75	FALSE	C03713	KSC Main Stadium Fire Detection System Replacement	Property	Renewal		308,000	-	-	308,000	-	-	-	308,000
76	FALSE	C03714	KSC Main Stadium Security Upgrade	Property	Upgrade		43,500	-	-	43,500	-	-	-	43,500
77	FALSE	C03715	Bruny Island Community Halls Heat Pump Upgrade	Property	Upgrade		23,500	-	-	23,500	-	-	-	23,500

KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/08/2024

	Closed?	Capital Project No.	Description	Department	Renewal, Upgrade, or New	Budget						Actual			Remaining
						Carry Forward	Annual Budget	Grants Rec., POS Funding Council decision	On costs allocated	IMG Adjustments	Total	Actual	Commitments	Total	
78	FALSE	C03716	Kingston Beach Community Hall Roof Replacement	Property	Renewal		68,800		-	-	68,800	-	-	-	68,800
79	FALSE	C03717	Kingston Beach Community Hall Heat Pumps	Property	New		36,500		-	-	36,500	-	22,973	22,973	13,527
80	FALSE	C03718	KWS Concrete Trailer Bays	Property	New		12,000		-	-	12,000	-	-	-	12,000
81	FALSE	C03719	Sherberd Park Clubrooms Upgrade	Property	Upgrade		466,000		-	-	466,000	1,941	-	1,941	464,059
82	FALSE	C03720	Civic Centre First Floor Counter Renovation	Property	Renewal		120,000		-	-	120,000	-	-	-	120,000
83	FALSE	C03721	Y Space Project Office Renovation	Property	Renewal		180,000		-	-	180,000	-	-	-	180,000
84	FALSE	C03722	Alum Cliffs Track Upgrade	Reserves	Upgrade		36,000		-	-	36,000	-	-	-	36,000
85	FALSE	C03723	Boronia Hill Royce Thompson Track Upgrade	Reserves	Upgrade		84,500		-	-	84,500	-	-	-	84,500
86	FALSE	C03724	KSC Lightwood Park 2 Safe Access	Reserves	Upgrade		46,200		-	-	46,200	-	-	-	46,200
87	FALSE	C03725	Kingston Mountain Bike Park Jump Ramps	Reserves	Renewal		61,000		-	-	61,000	-	-	-	61,000
88	FALSE	C03726	Works Depot Main Gate No 2 Replacement	Reserves	Renewal		20,700		-	-	20,700	-	-	-	20,700
89	FALSE	C03727	Snug River (North) Track Upgrade	Reserves	Upgrade		41,400		-	-	41,400	-	-	-	41,400
90	FALSE	C03728	Margate Tramway Track Upgrade	Reserves	Upgrade		27,000		-	-	27,000	-	-	-	27,000
91	FALSE	C03729	Adventure Bay Cemetery Columbarium Wall	Reserves	Renewal		10,000		-	-	10,000	-	-	-	10,000
92	FALSE	C03689	Channel Heritage Museum Rockface Rehabilitation	Reserves	New	(548)	200,000		-	-	199,452	-	-	-	199,452
93	FALSE	C03730	Adventure Bay Exercise Equipment Replacement	Reserves	Renewal		116,000		-	-	116,000	-	-	-	116,000
94	FALSE	C03731	Taroona Bowls Club Disability Parking - Design	Reserves	Renewal		20,000		-	-	20,000	-	-	-	20,000
95	FALSE	C03732	Kingston Park Basketball Court Lighting	Playgrounds	Upgrade		15,000		-	-	15,000	-	-	-	15,000
96	FALSE	C03733	Alonnah Playground Renewal	Playgrounds	Renewal		69,000		-	-	69,000	-	-	-	69,000
97	FALSE	C03734	Spring Farm Playground Fence	Playgrounds	Upgrade		15,500		-	-	15,500	-	-	-	15,500
98	FALSE	C03735	Dru Point Timber Play Ship	Playgrounds	Renewal		132,600		-	-	132,600	-	276	276	132,324
99	TRUE	C03769	Old Station Rd to Davies Rd Shared Path	Reserves	New				-	50,000	50,000	-	-	-	50,000
100	FALSE	C03778	Civic Centre Auto Door Control Gear Upgrade	Reserves	Renewal				-	28,500	28,500	-	28,500	28,500	-
101	FALSE	C03779	110 Channel Hwy, Taroona prepare for sale	Property	New				-	-	-	300	-	300	(300)
102									-	-	-	-	-	-	-
103	TRUE	C90016	Community Halls Security Systems Upgrade	Property	Upgrade	25,000	-		-	-	25,000	-	-	-	25,000
104	FALSE	C03599	Kingston Beach Hall Security Upgrade	Property	Upgrade	9,640	-		-	-	9,640	-	9,640	9,640	-
105	FALSE	C03600	Blackmans Bay Hall Security Upgrade	Property	Upgrade	-	-		-	-	-	-	5,090	5,090	(5,090)
106	FALSE	C03601	Margate Hall Security Upgrade	Property	Upgrade	3,706	-		-	-	3,706	-	3,706	3,706	-
107	FALSE	C03602	Sandfly Hall Security Upgrade	Property	Upgrade	4,418	-		-	-	4,418	-	4,419	4,419	(1)
108									-	-	-	-	-	-	-
109						3,447,493	3,039,200	-	-	78,500	6,565,193	309,718	1,685,437	1,995,155	4,570,037
110															
111	FALSE	C03130	Multi-function devices - CC, Depot, KSC etc	IT	Renewal	-	-		-	-	-	-	-	-	-
112	FALSE	C00613	Purchase IT Equipment	IT	New		-		-	-	-	-	6,595	6,595	(6,595)
113	FALSE	C00672	Digital Local Government Program	IT	New	60,406	-		-	-	60,406	-	66,027	66,027	(5,621)
114	FALSE	C01602	Financial Systems Replacement	IT	Renewal		-		-	-	-	-	16,416	16,416	(16,416)
115	FALSE	C03405	Wireless networking	IT	Renewal		-		-	-	-	-	-	-	-
116	FALSE	C03709	KSC POS System Hardware	IT	New	4,990	-		-	-	4,990	-	-	-	4,990
117									-	-	-	-	-	-	-
118						65,396	-	-	-	-	65,396	-	89,039	89,039	(23,643)
119															
120	TRUE	C90003	Design/survey for future works	Design	Renewal		150,000		-	-	150,000	-	-	-	150,000
121	FALSE	C03537	Recreation Street Carpark Rehabilitation	Design	Renewal	(3,733)	-		-	-	(3,733)	-	-	-	(3,733)
122	FALSE	C03645	Belhaven Avenue (vic.2-16) Design	Design	Renewal	12,400	-		-	-	12,400	223	-	223	12,177
123	FALSE	C03706	Simpson Bay Boat Ramp - Design	Design	Renewal	30,000			-	-	30,000	8,240	3,860	12,100	17,900
124						38,666	150,000	-	-	-	188,666	8,463	3,860	12,323	176,343
125															
126						-	-		-	-	-	-	-	-	-
127												-	-	-	-
128						-	-	-	-	-	-	-	-	-	-

KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/08/2024

						Budget					Actual			Remaining
Closed?	Capital Project No.	Description	Department	Renewal, Upgrade, or New	Carry Forward	Annual Budget	Grants Rec., POS Funding Council decision	On costs allocated	IMG Adjustments	Total	Actual	Commitments	Total	
129														
130	FALSE	C03276	Upgrade Street Lighting to LED	Roads	Upgrade	228,803	-	-	-	228,803	-	-	-	228,803
131	FALSE	C03499	Wyburton Place and Clare Street Reconstruction	Roads	Upgrade	173	-	-	-	173	-	-	-	173
132	FALSE	C03508	Pelverata Road Slope Failure Repair	Roads	New	240,000	-	-	-	240,000	60	176,154	176,213	63,787
133	FALSE	C03569	Whitewater Ck pedestrian Underpass Summerleas Rd	Roads	New	1,646,932	-	-	-	1,646,932	3,851	1,495,638	1,499,489	147,443
134	FALSE	C03571	Auburn Road Reconstruction	Roads	Renewal	(34,223)	-	-	-	(34,223)	-	-	-	(34,223)
135	FALSE	C03527	Blowhole Road (vic5-59) Reconstruction	Roads	Renewal	1,069,509	-	-	-	1,069,509	3,001	868,334	871,335	198,174
136	FALSE	C03541	Browns River Pedestrian Bridge Replacement	Roads	Renewal	15,238	-	-	-	15,238	-	-	-	15,238
137	FALSE	C03572	Browns Road Stg2 (vic1-19) Reconstruction	Roads	Renewal	1,661,039	-	-	-	1,661,039	-	1,639,987	1,639,987	21,052
138	FALSE	C03574	Taroona Bike Lanes Upgrade	Roads	New	591,520	-	-	-	591,520	3,863	-	3,863	587,657
139	FALSE	C03577	Kingston Beach Precinct LATM - Stage 1	Roads	New	316,582	-	-	-	316,582	1,113	15,690	16,803	299,779
140	FALSE	C03644	Crescent Drive shared path	Roads	50% R / 50% N	11,820	-	-	-	11,820	1,997	-	1,997	9,823
141	FALSE	C03342	Pelverata Road (vic 609) Rehabilitation	Roads	Upgrade	11,504	820,000	-	-	831,504	-	-	-	831,504
142	FALSE	C03646	Margate Main Street Master Plan	Roads	New	10,000	-	-	-	10,000	327	1,913	2,240	7,760
143	FALSE	C03648	Proctors Rd (vicHinman Dr) Slip Failure	Roads	New	10,000	-	-	-	10,000	-	-	-	10,000
144	FALSE	C03649	Sandfly Road (vic923) Slip Failure	Roads	New	38,575	-	-	-	38,575	-	-	-	38,575
145	FALSE	C03655	Maranoa Road - Denison Street Black Spot Project (Gra	Roads	Upgrade	207,687	-	-	-	207,687	165	251,660	251,825	(44,138)
146	FALSE	C03664	Channel Hwy (Vic2216-2236) Snug Footpath - Design Or	Footpaths	New	23,417	425,000	-	(150,000)	298,417	3,866	-	3,866	294,551
147	FALSE	C03665	Channel Hwy (vic157-197) Kingston Footpath	Footpaths	New	231,242	-	-	-	231,242	2,038	365,962	367,999	(136,757)
148	FALSE	C03669	Kingston Beach Oval Carpark Upgrade	Carparks	Upgrade	78,573	-	-	-	78,573	-	-	-	78,573
149	FALSE	C03670	Kingston Beach Oval Drainage Upgrade	Carparks	Upgrade	41,763	-	-	-	41,763	49,898	-	49,898	(8,135)
150	FALSE	C03671	Major Bridge Rehabilitation (Cathedral Rd, Spring Farm	Bridges	Renewal	46,159	-	-	-	46,159	-	44,925	44,925	1,234
151	FALSE	C03672	North West Bay Bridge Replacement - Design Only	Bridges	Renewal	36,000	-	-	-	36,000	21,640	-	21,640	14,360
152	FALSE	C03736	Redwood Road/Lewan Avenue Access Ramps	Roads	New	-	24,000	-	-	24,000	-	-	-	24,000
153	FALSE	C03737	Stewart Crescent Reconstruction	Roads	Renewal	-	40,000	-	-	40,000	25	-	25	39,975
154	FALSE	C03738	Wells Parade (Illawarra-Suncoast) Reconstruction	Roads	Renewal	-	20,000	-	-	20,000	-	-	-	20,000
155	FALSE	C03591	Davies Road Rehabilitation	Roads	Renewal	(17,328)	825,000	-	-	807,672	2,821	-	2,821	804,851
156	FALSE	C03739	Snug Tiers Road (vic166) Bridge Approach Sealing	Roads	Renewal	-	23,000	-	-	23,000	-	-	-	23,000
157	FALSE	C03740	Rowleys Road (vic21) Bridge Approach Sealing	Roads	Renewal	-	20,500	-	-	20,500	-	-	-	20,500
158	FALSE	C03741	Church St/Beach Rd Junction Signalisation	Roads	New	-	250,000	-	-	250,000	-	-	-	250,000
159	FALSE	C03758	Algonoa Road Shared Path feasibility Study	Roads	New	-	40,000	-	-	40,000	-	-	-	40,000
160	FALSE	C03759	Baynton St/Bowral Court Footpath Replacement	Roads	Renewal	-	35,800	-	-	35,800	-	-	-	35,800
161	FALSE	C03773	Whitewater Creek Path (KFC-Underpass) Upgrade	Roads	Upgrade	-	150,000	-	-	150,000	-	-	-	150,000
162	FALSE	C03760	Three Hut Point Carpark Upgrade	Roads	Upgrade	-	25,000	-	-	25,000	-	-	-	25,000
163	FALSE	C03761	Barretta Re-Use Yard Upgrade	Roads	Upgrade	-	220,000	-	-	220,000	-	-	-	220,000
164	FALSE	C03774	Sandfly Road Sealed Shoulders	Roads	Renewal	-	-	-	100,000	100,000	-	-	-	100,000
165				Roads		-	-	-	-	-	-	-	-	-
166	TRUE	C90006	Access ramps	Roads	New	-	-	-	-	-	-	-	-	-
167														
168	TRUE	C90002	2023/24 Resheeting Program	Roads	Renewal	-	-	-	-	-	-	-	-	-
169	FALSE	C03565	Van Morey Road (vic233-311) Resheet	Roads	Renewal	61,421	-	-	-	61,421	-	1,534	1,534	59,887
170	FALSE	C03755	Thomas Road (vic4-110) Resheet	Roads	Renewal	-	107,000	-	-	107,000	-	-	-	107,000
171	FALSE	C03756	Leslie Road (vic192-436) Resheet	Roads	Renewal	-	221,000	-	-	221,000	-	-	-	221,000
172	FALSE	C03757	Cloudy Bay Road (vic202-884) Resheet	Roads	Renewal	-	469,000	-	-	469,000	1,162	-	1,162	467,838
173														
174	RS		2023/24 Resealing Program	Roads	Renewal	-	-	-	-	-	-	-	-	-
175	FALSE	C03742	Kingston View Drive (vic6) Asphalt Reseal	Roads	Renewal	-	160,000	-	-	160,000	-	-	-	160,000
176	FALSE	C03743	Sturt Close (vic1-11) Asphalt Reseal	Roads	Renewal	-	35,000	-	-	35,000	579	35,000	35,579	(579)
177	FALSE	C03699	Binya Court (vic1-7) Asphalt Reseal	Roads	Renewal	1,879	20,000	-	-	21,879	-	24,255	24,255	(2,376)
178	FALSE	C03698	Harrow Place (vic2-18) Asphalt Reseal	Roads	Renewal	22,330	43,000	-	-	65,330	-	-	-	65,330
179	FALSE	C03700	Hackford Drive (vic15-61) Spray Seal	Roads	Renewal	9,011	84,000	-	-	93,011	-	-	-	93,011
180	FALSE	C03747	Fergusson Avenue (vic24-52) Spray Seal	Roads	Renewal	-	39,000	-	-	39,000	-	-	-	39,000

KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/08/2024

						Budget					Actual			
Closed?	Capital Project No.	Description	Department	Renewal, Upgrade, or New	Carry Forward	Annual Budget	Grants Rec., POS Funding Council decision	On costs allocated	IMG Adjustments	Total	Actual	Commit- ments	Total	Remaining
181	FALSE	C03748	Brook Lane (vic6-16) Spray Seal	Roads	Renewal		19,000	-	-	19,000	-	-	-	19,000
182	FALSE	C03749	Dayspring Drive (vic15-19) Spray Seal	Roads	Renewal		3,000	-	-	3,000	-	-	-	3,000
183	FALSE	C03703	Manuka Road (vic110-122) Spray Seal	Roads	Renewal	(11,742)	24,000	-	-	12,258	434	-	434	11,824
184	FALSE	C03751	Bruchs Road (vic38) Spray Seal	Roads	Renewal		5,000	-	-	5,000	-	-	-	5,000
185	FALSE	C03752	Corbys Road (vic4) Spray Seal	Roads	Renewal		10,000	-	-	10,000	-	-	-	10,000
186	FALSE	C03753	Rada Road (vic5-15) Spray Seal	Roads	Renewal		24,000	-	-	24,000	-	-	-	24,000
187	FALSE	C03702	Pelverata Road (vic239-379) Spray Seal	Roads	Renewal	(18,318)	115,000	-	-	96,682	-	212	212	96,470
188	FALSE	C03701	Adventure Bay Road reseal	Roads	Renewal	29,800	-	-	-	29,800	-	-	-	29,800
189				Roads	Renewal		-	-	-	-	-	-	-	-
190	TRUE	C90001	Prep works 2023/24	Roads	Renewal		250,000	-	-	250,000	-	-	-	250,000
191				Roads	Renewal		-	-	-	-	-	-	-	-
192											-	-	-	-
193						6,559,368	4,546,300	-	-	(50,000)	11,055,668	96,840	4,921,264	5,018,104
194														
195				Other	Upgrade		-	-	-	-	-	-	-	-
196				Other	Renewal		-	-	-	-	-	-	-	-
197							-	-	-	-	-	-	-	-
198						-	-	-	-	-	-	-	-	-
199														
200	FALSE	C03242	Leslie Road Stormwater Upgrade	Stormwater	New	69,272	-	-	-	69,272	-	-	-	69,272
201	FALSE	C03447	Woodlands-View-Hazell Catchment Invest incl Survey	Stormwater	50% R / 50% N	(4,181)	-	-	-	(4,181)	-	-	-	(4,181)
202	FALSE	C03445	Van Morey Rd / Frosts Rd Intersection SW Upgrade	Stormwater	Upgrade	9,000	-	-	-	9,000	-	-	-	9,000
203	FALSE	C03582	Victoria Avenue Dennes Point Erosion Investigation	Stormwater	50% R / 50% N	6,601	-	-	-	6,601	5,853	5,003	10,856	(4,255)
204	FALSE	C03121	Wetlands Beach Road Kingston Litter Trap	Stormwater	New	96,207	-	-	-	96,207	-	-	-	96,207
205	FALSE	C03583	Roslyn Ave / James Ave Stormwater Investigation	Stormwater	50% R / 50% N	5,000	-	-	-	5,000	-	-	-	5,000
206	FALSE	C03252	Willowbend Catchment Investigation	Stormwater	50% R / 50% N	3,268	-	-	-	3,268	-	-	-	3,268
207	FALSE	C03444	Roslyn, Pearsall & Wells Catchment Investigation	Stormwater	50% R / 50% N	(7,852)	-	-	-	(7,852)	303	-	303	(8,155)
208	FALSE	C03584	CBD/Wetlands High Flow Bypass	Stormwater	New	(44,720)	-	-	-	(44,720)	-	-	-	(44,720)
209	FALSE	C03544	Illawong to Hinsby Storwater Upgrade	Stormwater	Upgrade	478,112	-	-	-	478,112	40	99,685	99,724	378,387
210	FALSE	C03585	Atunga Street Stormwater Upgrade - relining	Stormwater	Renewal	43,748	-	-	-	43,748	22,160	-	22,160	21,588
211	FALSE	C03587	Bruny Island Works Depot SW Upgrade	Stormwater	Upgrade	25,859	-	-	-	25,859	3,470	-	3,470	22,389
212	FALSE	C03590	Roslyn ave (vic42) Stormwater Upgrade	Stormwater	New	141,920	-	-	-	141,920	69,690	83,074	152,764	(10,844)
213	FALSE	C03592	Old Bernies Road (vic 102) SW Upgrade	Stormwater	Upgrade	17,000	-	-	-	17,000	-	-	-	17,000
214	FALSE	C03673	Adelie Place (vic18) SW Upgrade	Stormwater	Upgrade	14,500	-	-	-	14,500	-	-	-	14,500
215	FALSE	C03674	Suncoast Catchment Investigation	Stormwater	50% R / 50% N	3,500	-	-	-	3,500	1,616	-	1,616	1,884
216	FALSE	C03675	KSC Stormwater Strategy - Design Only	Stormwater	New	15,000	-	-	-	15,000	-	-	-	15,000
217	FALSE	C03677	Baringa / Wanella Road SW Upgrade - Design Only	Stormwater	Upgrade	35,000	-	-	-	35,000	99	-	99	34,901
218	FALSE	C03678	Campbell Street SW Upgrade - Design Only	Stormwater	Upgrade	29,689	-	-	-	29,689	111	-	111	29,578
219	FALSE	C03680	Drysdale / Whitewater SW Upgrade	Stormwater	Upgrade	456,458	-	-	-	456,458	-	-	-	456,458
220	FALSE	C03707	Whitewater-Boddy Creek Flood Investigation	Stormwater	Upgrade	25,708	68,000	-	-	93,708	23,954	24,778	48,732	44,976
221	FALSE	C03762	Sophia Street (vic12) SW Upgrade	Stormwater	Upgrade		54,250	-	-	54,250	-	-	-	54,250
222	FALSE	C03763	Baringa / Wandella Road SW Upgrade	Stormwater	Upgrade		400,000	-	-	400,000	127	-	127	399,873
223	FALSE	C03764	Kingston Heights (vic37) SW Upgrade	Stormwater	Upgrade		36,000	-	-	36,000	-	-	-	36,000
224	FALSE	C03765	Ewing Ave (vic2) SW Upgrade	Stormwater	Upgrade		388,500	-	-	388,500	-	-	-	388,500
225	FALSE	C03766	Kelvedon Ave (vic1-3) SW Upgrade	Stormwater	Upgrade		75,000	-	-	75,000	-	-	-	75,000
226	FALSE	C03767	Esplanade Middleton Culvert Upgrade	Stormwater	Upgrade		166,000	-	-	166,000	-	-	-	166,000
227	FALSE	C03768	Kingston Beach/Boriona Hill Flood Investigation	Stormwater	Upgrade		60,000	-	-	60,000	-	-	-	60,000
228	FALSE	C03770	O'Connor Dr SW Improvements	Stormwater	Upgrade		50,000	-	-	50,000	-	-	-	50,000
229	FALSE	C03771	Saffron Dr SW Improvements	Stormwater	Upgrade		29,000	-	-	29,000	-	-	-	29,000
230	FALSE	C03772	Stirling Ave (vic22-24) SW Upgrade	Stormwater	Upgrade		151,000	-	-	151,000	-	-	-	151,000
231	FALSE	C03676	Albion Heights SW Upgrade	Stormwater	Upgrade				30,100	30,100	-	-	-	30,100
232									-	-	-	-	-	-

KINGBOROUGH COUNCIL
CAPITAL EXPENDITURE TO 31/08/2024

Closed?	Capital Project No.	Description	Department	Renewal, Upgrade, or New	Budget						Actual			Remaining
					Carry Forward	Annual Budget	Grants Rec., POS Funding Council decision	On costs allocated	IMG Adjustments	Total	Actual	Commitments	Total	
233					1,419,088	1,477,750	-	-	30,100	2,926,938	127,423	212,540	339,963	2,586,975
234	B00000	Capital Balancing Account	Other						(58,600)	(58,600)	-	-	-	(58,600)
235	OC	On costs on capital project						-		-				-
TOTAL CAPITAL EXPENDITURE					7,945,307	9,213,250	-	-	-	17,158,557	549,473	7,195,535	7,745,008	9,413,549

	Budget	Actual incl Commitments
Renewal	8,291,258	2,998,810
Upgrade	6,767,678	1,554,199
New	5,684,320	2,901,573
	20,743,256	7,454,582
Kingston Park New	(1,965,166)	281,018
City Deal funding	(1,724,202)	1,274
Kingston Multi-storey Car Park feasibility	104,664	8,131
	17,158,552	7,745,005

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

15.5 APPENDICES

RECOMMENDATION

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

16 NOTICES OF MOTION

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

17 CONFIRMATION OF ITEMS TO BE DEALT WITH IN CLOSED SESSION

RECOMMENDATION

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

Confirmation of Minutes

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

Applications for Leave of Absence

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

Current Court Matters

Regulation 15(2)(i) *relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council.*

Chief Executive Officer's Performance Review and Key Performance Indicators

Regulation 15(2)(a) *personnel matters, including complaints against an employee of the council and industrial relations matters.*

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	
Current Court Matters	
Chief Executive Officer's Performance Review and Key Performance Indicators	

CLOSURE

APPENDICES

- A Audit Panel Minutes 9 August 2024
- B Kingborough Bicycle Advisory Committee Minutes - 23 August 2024
- C Kingborough Community Safety Committee Minutes - 19 August 2024

Public Copy

A AUDIT PANEL MINUTES 9 AUGUST 2024



**AUDIT PANEL
MINUTES**

9 August 2024

MINUTES of the Kingborough Council Audit Panel held at the Council Chambers on Friday, 9 August 2024 at 8.00 am.

PRESENT:

		PRESENT	APOLOGY
Chair	Mr P McTaggart	Y	
	Mr P Viney	Y (via Teams)	
	Ms C Millar	Y	
	Cr D Bain	Y	
	Cr A Antolli	Y	

IN ATTENDANCE

Councillor F Fox	
Chief Executive Officer	Mr D Stewart
Director People and Finance	Mr D Spinks
Manager Finance	Mr T Jones
Chief Information Officer	Mr F Moulton
Director Environment, Development and Community	Ms D Chetcuti
Manager Environmental Services	Ms L Quinn
Senior Finance Officer	Ms L Eaton
WLF Internal Auditors	Ms A Leis, Ms S McDonald

WELCOME:

The Chair welcomed the Panel and new Panel member Cr Antolli.

APOLOGIES

Nil

DECLARATIONS OF INTEREST

Mr Viney advised that he was no longer an officer of Functional Coatings but was now Chair of the Latrobe and Kentish Council Audit Panel.

CONFIRMATION OF MINUTES

The Panel endorsed the minutes of the Kingborough Council Audit Panel meeting of 17 May as a true and correct record.

ACTION LIST

Action List

One item on the Action List was noted as not due until October 2024. The remaining item was noted as on track.

INTERNAL AUDIT

Ms A Leis and Ms S McDonald from WLF joined the meeting at 8.03 am.

Rates review scoping document

The rates review scoping document was discussed noting it was an agile, targeted review of key controls.

Internal Audit work plan

Following consideration at the last meeting an updated three year internal audit work program was tabled. The financial sustainability review and timing was discussed.

Internal audit status report

The Panel noted the 2024/25 status report. There was discussion around environmental, social and governance compliance.

Internal Audit Recommendations Tracker

The Panel reviewed the action items on the internal audit recommendation tracker. Good progress was noted generally. It was also noted that business continuity planning (BCP) recommendations remain outstanding and the timing of the completion of strategic asset management planning items was raised. It was suggested management consider the use of working with other councils (eg Huon) for the outstanding BCP actions given the issue of limited resources.

Ms Leis and Ms McDonald left the meeting at 8.40am.

Mr Moulton joined the meeting at 8.41am.

EXTERNAL AUDIT**TAO Recommendations Tracker**

The Panel noted the tracker update with good progress made against the three items. It was noted there is a separate report on the agenda in relation to the capital work in progress issue.

KEY MATTERS – COUNCIL MEETINGS OVERVIEW

The CEO Mr Stewart spoke to:

- Financial sustainability;
- Discussions with the state government and the importance of maintaining positive relationships;
- High performance centre updates – both JackJumpers and AFL; and
- Some organisational priorities including being customer and community focussed.

Mr Stewart also advised the Panel of Mr Moulton's retirement and thanked him for his service to the organisation particularly in the IT space given the prevalence of security risks. The Chair also expressed his appreciation.

RISK MANAGEMENT & BUSINESS CONTINUITY UPDATE

Mr Viney temporarily left the meeting at 8.55 am.

Ms Chetcuti joined the meeting at 8.59am.

Ms Quinn joined the meeting at 9.02am.

Cyber security

Mr Moulton provided the Panel with a detailed update and presentation of the CrowdStrike issue (Council not affected), evolving threats such as artificial intelligence, vulnerability management

undertaken by Council, and the quarterly reports Council receive from the Australian Cyber Security Centre.

Mr Moulton left the meeting at 9.18am.

Risk register – Climate change

Ms Quinn provided an overview of the Climate change risks and risk actions and the challenge, given the complexity of issue, to reduce the residual risk from critical to high.

Extreme weather events such as storms, bushfire and flood were noted as the highest risk/probability. It was noted that Council understands where the risks are (from modelling etc) and the next level of maturity is to better understand the financial impacts, and planning and prioritisation required to inform the strategic asset management plan and financial plan. There was discussion around greenhouse gas emissions from waste. Some rewording of the greenhouse gas and carbon risk was considered appropriate.

Mr Viney rejoined the meeting at 9.29am (online).
Ms Chetcuti and Ms Quinn left the meeting at 9.32am.

Legislative compliance checklists

The Panel noted the checklists. The Panel noted that food business inspections had been impacted by staffing but resources have been applied to ensure all inspections completed. The new Child Safety Legislation was discussed. It was agreed that the work completed to comply with new legislation be presented to a future meeting.

Insurance

The Panel noted the report of insurances placed for 2024/25. The Panel noted the increase in the workers compensation premium and the change in flood cover to \$20M. The industry expertise of the broker was also noted.

Ms Eaton joined the meeting at 9.42am.

REGULATORY/GOVERNANCE UPDATES

Capital work in progress (cwip)

The Panel noted the capital work in progress management report. A large amount has been capitalised in 2023/24. The Panel discussed the Kingston Park balances. The Panel noted the cwip balance has been an issue for many years and sought information on how it's reduction can be prioritised. This included capitalisation when the project is substantially complete.

Annual Work Plan

The annual work plan for 2024 was noted.

Financial statements

The draft financial statements for the year ended 30 June 2024 were tabled and discussed. It was noted some information was still to be received and other notes and disclosures to be finalised. The Chair and Director People and Finance noted the good work done by Ms Eaton in the preparation of the statements. It was requested that the updated Financial Statements be circulated to Panel members when they are submitted to the Tasmanian Audit Office (TAO).

Upcoming Education Events

Nil noted.

OTHER BUSINESS

Nil.

ACTION LIST

Meeting	Item	Responsibility	Due Date
Oct 2023	Consultation and engagement update report in 12 months time (October 2024 meeting).	Director Governance, Recreation and Property Management and Coordinator Community Resilience / Municipal Emergency Management Coordinator	October 2024
August 2024	Capital work in progress – advice to next meeting on how the balance reduction can be prioritised.	Director Engineering Services, Director People and Finance	October 2024
August 2024	Updated Financial Statements be circulated to Panel members when submitted to the Tasmanian Audit Office.	Director People and Finance	August 2024
August 2024	Compliance with new Child Safety Legislation be discussed at a future meeting.	Manager People and Safety	October 2024

CLOSURE

There being no further business the Chair declared the meeting closed at 10.39 am.

Confirmed as a true and correct record:

.....
Chair,
Audit Panel

B KINGBOROUGH BICYCLE ADVISORY COMMITTEE MINUTES - 23 AUGUST 2024

Minutes

Kingborough Bicycle Advisory Committee

Meeting No. 2024-4

Friday 23 August 2024

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

MINUTES of a Meeting of the Kingborough Bicycle Advisory Committee held at the Kingborough Civic Centre, Kingston, on Friday 23 August 2024 at 9:00am.

PRESENT

		PRESENT	APOLOGY
Chairperson	Cr Amanda Midgley	✓	
Deputy Chairperson	Cr David Bain	✓	
Members:	Mark Donnellon		X
	Joyce du Mortier		X
	Emlyn Jones		X
	Kelvin Lewis	✓	
	David McQuillen	✓	
	Rob Sheers	✓	
	Peter Tuft		X
	Angela Wilson	✓	
Cycling South	Mary McParland	✓	
Bicycle Network	Alison Hetherington	✓	
Council Officers In Attendance:			
CEO	Dave Stewart	✓	
Executive Officer	Anthony Verdouw	✓	
Recreation Officer	Su Sprott	✓	
Other Attendees:			
Urban Mobility Planner – DSG	Dustin Moore	✓	
Transport Planner - SMEC	Dean Hislop	✓	
Councillor	Cr Flora Fox	✓	

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

Angela Wilson - October

DECLARATIONS OF INTEREST

There were no declarations of interest.

CONFIRMATION OF MINUTES

MOVED: Mary McParland

SECONDED: Rob Sheers

That the Minutes of the Committee meeting held on Friday 21 June 2024, as circulated be confirmed.

GENERAL BUSINESS**1. Transport Strategy Presentation**

Transport Planning consultant Dean Hislop provided an update on the current review of Kingborough's Integrated Transport Strategy.

The Committee raised and noted the below points in response:

- Community group Circular Economy Huon would likely be interested in providing feedback. *Cr Midgley to provide group contact details.*
- It would be good to obtain feedback from local schools and improving active transport options and accesses to schools in the municipality. *Staff to provide local school contact details for further engagement.*
- Include the term "Wellbeing" in strategy objectives.
- A key challenge is cultural bias and social resistance to active transport infrastructure and how this can be countered. In terms of opportunities culture and behaviour change needs to start at the school and early childhood level, communication strategies, education programs and improved wayfinding/route planning.

2. 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.
- Council now have a second set of track counters with a 12 month plan to collect data on our tracks which will assist in planning future upgrades. We may need to consider getting an additional set for counts on active transport links/shared paths.
- Sunday Rec Counts have been booked again for 2024 to compare to last years counts – gives Council good data on active transport use.

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.

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

Action 10 – Wayfinding strategy – signage and mapping

- Some additional wayfinding signs have been installed on the new Whitewater Creek track extension.

Action 11 – Positive Provisioning Policy

- The Committee endorsed the final draft of the Active Transport Positive Provisioning Policy for Council approval.

3. 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 works complete.

Action 17 – Channel Trail –Margate to Huntingfield.

- [Margate to Huntingfield Shared Pathway Development Report](#).
- Noted to keep project on the agenda and continue discussion regards next steps.
- Suggested a potential staged project and that State and Council pursue grant funding for further design.
- Discussed challenges and opportunities around delivering large Active Transport projects.

Action 18 – Algona Road Shared Path Feasibility Study

- Funding secured for feasibility study and concept design to be undertaken this Financial Year.

Action 20 – Huntingfield Park & Ride Connections

- Subdivision application for Huntingfield House property lodged.
- Howden Road connection raised for consideration.

Action 21 – Channel Hwy Taroona - bike Lane upgrades

- Designs are nearing completion. Additional grant funding was successful.

Action 22 – Spring Farm to Sports Precinct

- Tenders for Stage 2 works have now closed and will be awarded in coming weeks.

Action 23 – Huntingfield to Kingston CBD – Channel Hwy

- Spring Farm to Mertonvale footpaths – contractor engaged and works commencing soon. Amended site plan provided to KBAC for reference.

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.
- Meeting to discuss project occurred 17 November 2023. Plan to pursue grant options and potential to break project into 2 stages.
- Pass Cyclists Safely signage has been installed.

Action 26 – Channel Trail – Snug to Lower Snug

- Grant funding secured for gravel pathway between Old Station Rd and Davies Rd, Lower Snug.
- A Report went to Council on 5 February 2024 in response to a community petition to construct a pathway between Snug and Lower Snug. The report noted staff are progressing negotiations with stakeholders to achieve a viable pathway option.

Action 28 – Sandfly Road Sealed Shoulders

- Grant funding under Safer Rural Roads Program successful – sealed shoulders on Sandfly Rd focussing on priority uphill sections.
- Rob Sheers, Kelvin Jones and David McQuillen nominated to work with Council staff to select the highest priority sections for sealing.
- *Renai Clark to arrange meeting of project working group.*

4. Cycling South Report

Mary reported on Cycling South activities:

- Provided feedback to strategies and plans including a new Tasmanian Cycleway Design guide and the State Walking and Cycling Strategy.
- The BikeSpot survey results are available which includes Kingborough, where people have identified problem cycling spots. [BikeSpot Archive \(crowdspot.com.au\)](https://www.bikespot.com.au). Channel Hwy in Taroona, Bonnet Hill, Kingston and Margate get a mention.
- The Cycling South website has been updated and includes Kingborough projects. Not all the links are working yet but you can scroll down the page to find projects. [Kingborough | Cycling South](https://www.cyclingsouth.com.au/kingborough)

CORRESPONDENCE

5. Response from the Minister for Transport re. Funding to Support Active Transport – 31 July 2024

OTHER BUSINESS

6. Motions from previous meeting

Council resolved the below at the 19 August 2024 Council meeting:

C1/15-2024

15.5 KINGBOROUGH BICYCLE ADVISORY COMMITTEE - MINUTES 21 JUNE 2024

Moved: Cr Aldo Antolli

Seconded: Cr David Bain

That Council:

- Notes the minutes of the Kingborough Bicycle Advisory Committee and the motion raised by the Committee.
- Retain the permanent signage prohibiting ball playing and biking etc. at the Hub.
- Request staff provide a report to councillors to consider at a workshop the alternative options for the use of the space by the community.

CARRIED

7. Draft Margate Master Plan

- Staff and the consultant team are currently reviewing community feedback received on the draft plan.
- Link to the draft Plan will be shared with KBAC when endorsed by Council and released.

8. Spring Farm Village

Noted that the DA for the Spring Farm Village shopping centre is out for public comment. Concern that there is a lack of bike parking provided, especially for workers at the precinct.

9. DSG Update

Dusty provided an update on DSG projects underway, including:

- Margate and Snug pedestrian crossing points.
- Draft State Infrastructure Design Guidelines – for consistent cycling infrastructure across the State.
- Tasmania Walk, Wheel, Ride Policy
- Draft Bike Parking Planning Guide
- Review of Walking and Wheeling Strategy
- eBikes – Community Consultation
- STRLUS update and state of play reports.

MATTERS OF GENERAL INTEREST10. Ride to Work Day

- Ride to work day is Wednesday 16 October 2024.
- *Cr Midgley and Mark Donnellon to investigate opportunities for a Kingston event.*

NEXT MEETING

The next meeting of the Committee is to be held at 9am on Friday 18 October 2024 at the Council Chambers.

CLOSURE

There being no further business, the Chairperson declared the meeting closed at 10.25am

Kingborough Bicycle Advisory Committee

Proposed Meeting Dates for 2024

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

23 February
19 April
21 June
23 August
18 October
13 December

Public Copy

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	
2	Commuter Counts	Continue to collect cycling data by participating in the annual Commuter Counts in March each year.	Ongoing	Low	Council	Op	
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 recommendations of the <i>Kingborough Footpath Policy</i>	Ongoing	Low	Council, Tasmanian Planning Commission	Op	

Acti on	Project	Description	Time frame	Cost	Responsible Authorities	Fundi ng	Progress/Outcomes
		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.					
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	Project	Description	Time frame	Responsible Authorities	Cost	Funding	Progress/Outcomes
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	Feasibility Study Report released
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 Kingston High School and the Firthside Park & Ride.	Short	Council, DSG	Medium	Cap / Ex	

Action	Project	Description	Time frame	Responsible Authorities	Cost	Funding	Progress/Outcomes
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	Grant application being lodged for 'safety lanes' on the worst sections.

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

Action	Project	Description	Time frame	Responsible Authorities	Cost	Funding	Progress/Outcomes
41	Harris Ct to Sherburd Ct path	Construct a path linking Harris Court to Sherburd Court.	Long	Council, Education Dep.	Medium	Cap / Ex	
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	

C KINGBOROUGH COMMUNITY SAFETY COMMITTEE MINUTES - 19 AUGUST 2024

MINUTES

Kingborough Community Safety Committee

Meeting No. 2024-3

Monday 19 August 2024

Kingborough

MINUTES of a Meeting of the Kingborough Community Safety Committee held at the Kingborough Council Chambers, on Monday 19 August 2024 at 2:00pm.

PRESENT

		PRESENT	APOLOGY
Chairperson	Cr Clare Glade-Wright	✓	
Deputy Chairperson	Cr David Bain	✓	
Members:	Mr Michael Brough	✓	
	Mr Jarrod Coad		X
	Ms Kate Lucas	✓	
	Mr David McLoughlin		X
	Mr Keith Pardoe	✓	
	Ms Colleen Ridge	✓	
Tasmania Police	Insp Colin Riley	✓	
Kingborough Access Advisory Committee Representative	Dr Don Hempton	✓	
Kingborough Bicycle Advisory Committee			
Council Officers In Attendance:			
Executive Officer	Anthony Verdouw	✓	
Community Services Coordinator	Carol Swards	✓	
Roads Engineer	Khum Sharma	✓	
Other Attendees:			
SMEC – Associate Planner	Warwick Keating	✓	

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: Don Hempton
 SECONDED: Colleen Ridge

That the Minutes of the Committee meeting held Monday 24 June 2024 as circulated, be confirmed.

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

Inspector Riley reported on Kingborough's crime and traffic statistics.

- Outlined four key focus areas for the Southern Districts.
- Noted that shoplifting is an ongoing issue in the Kingston CBD area.
- Discussed ongoing heavy vehicle issues and speeding on Leslie Road.
- Committee noted issues with the Summerleas Underpass detour and issues with speeding and the requirement for more clarity around speed limit signage. Council staff to follow up regards the signage and Police to provide more roving coverage of the area to ensure compliance.

ACTION 1: Insp. Riley to follow up engagement with truck drivers and operators who travel Leslie Road and Insp. Riley and Renai Clark to attend a local community group meeting on the matter.

ACTION 2: Clare to follow up with the Mayor regards response to Police staffing letter.

ACTION 3: Staff to follow up Summerleas Road detour signage and speed limits through the detour.

2. Kingborough Transport Strategy Review

Transport Planning consultant Warwick Keating provided an update on the current review of Kingborough's Integrated Transport Strategy.

Committee raised the below points in response:

- Clarity around pedestrian crossings and who has priority at crossings, especially in the Kingston CBD area.
- Can the strategy address how increasing Public Transport use be progressed long-term.
- Noted the Committee has raised ongoing concerns regarding the Huon Highway/Leslie Road intersection and has recommended to the State that the intersection be given high priority for upgrade.

ACTION 4: Committee members to forward any further comments in relation to the Transport Strategy review directly to Anthony for consideration.

3. Community Services Presentation

Carol Swards presented on Council's community services team and discussed the range of Youth Services the department provides for the community, including opportunities to engage with disadvantaged youth.

4. Review Action Items and Community Feedback Review

Open action items generated from previous Committee meetings were discussed and noted.

- Committee noted ongoing delays with the bus stop infrastructure in the Kingston CBD.

ACTION 5: Clare to bring updated Kingston CBD bus stop designs to the next meeting.

- Flagged driveway crossovers near schools and sightlines for vehicles exiting over footpaths where children may be walking to schools. Noted as possible future action for awareness.
- Noted that the KC email portal could be better utilised to collect and categorise safety related correspondence from community

ACTION 6: Clare to follow up with Council Staff to discuss opportunities for filing incoming correspondence regarding safety issues in the municipality.

- Clare provided updates on pedestrian access around Kingborough schools following further advice from Council staff, specifically: Kingston High School, Margate Primary School and Illawarra Primary School.

5. Safety Related Service Requests

No service requests raised.

6. Other Business

- The Committee raised a motion to formally support the Disability Inclusion and Access Committee and the motion from their 14 August 2024 meeting:

The Committee adopted a motion requesting that the Mayor write to the Minister of Community Affairs to recommend that door to door fundraising and sales be outlawed in Tasmania for the reason of the safety of the residents.

MOVED: Don Hempton
SECONDED Mike Brough

CARRIED

- Kate noted that representatives from RACT have offered to discuss road safety matters with the Committee.

ACTION 7: Anthony to liaise with RACT regarding presenting at the next Committee meeting.

NEXT MEETING

The next meeting of the Committee is Monday, 14 October 2024 at 2pm at Council Chambers.

CLOSURE: There being no further business, the Chairperson declared the meeting closed at 3.45pm

Meeting Action Items						
Meeting #	Action Number	Description	Responsibility of	Due Date	Action Undertaken	Complete
2024-03	1	Insp. Riley to follow up engagement with truck drivers and operators who travel Leslie Road and Insp. Riley and Renai Clark to attend a local community group meeting on the matter.	Insp. Riley and Renai Clark	14/10/2024		
2024-03	2	Clare to follow up with the Mayor regards response to Police staffing letter.	Cr Glade-Wright	30/08/2024		
2024-03	3	Staff to follow up Summerleas Road detour signage and speed limits through the detour.	Renai Clark	30/08/2024		
2024-03	4	Committee members to forward any further comments in relation to the Transport Strategy review directly to Anthony for consideration.	Committee Members	6/09/2024		
2024-03	5	Clare to bring updated Kingston CBD bus stop designs to the next meeting.	Cr Glade-Wright	21/10/2024		
2024-03	6	Clare to follow up with Council Staff to discuss opportunities for filing incoming correspondence regarding safety issues in the municipality.	Cr Glade-Wright	14/10/2024		
2024-03	7	Anthony to liaise with RACT regarding presenting at the next Committee meeting.	Anthony Verdouw	14/10/2024		

Meeting Items Reviewed/Actioned						
Meeting #	Action Number	Description	Responsibility of	Due Date	Action Undertaken	Complete
2024-2	1	Clare to raise the issue of inconsistent pedestrian crossing priorities in Central Kingston with relevant Council Officers.	Cr Glade-Wright	August 2024		
2024-2	2	Invite Community Services officers to next Committee meeting to assist with discussions around youth services and anti-social behaviour.	Anthony Verdouw	August 2024		
2024-2	3	Clare to follow up regarding national safe journey to school campaigns and available resources.	Cr Glade-Wright	August 2024		
2024-2	4	Clare to write follow up email to the local schools regarding safe journeys to school.	Cr Glade-Wright	August 2024		
2024-2	5	Clare to liaise with Council staff regards safety themes from complaints and incoming correspondence.	Cr Glade-Wright	August 2024		
2024-1	1	Cr Glade-Wright to follow up with staff regarding the possibility of an online survey (prepared by Committee members) and details around the proposed social media post	Cr Glade-Wright	June 2024	No.	✓
2024-1	2	Cr Glade-Wright to draft letters and media content for Committee review.	Cr Glade-Wright	June 2024	Complete and letters sent to schools - 1/5/24	✓
2024-1	3	Inspector Riley to provide feedback on enforcement on Leslie Road to next Committee meeting following the reinstatement of the 60km/h speed limit signage.	Inspector Riley	June 2024	Feedback provided to the Committee	✓

2024-1	4	Cr Glade-Wright to ask Communications Advisor if a brochure on the Committee can be prepared to share with community members on the day.	Cr Glade-Wright	June 2024	Didn't happen.	✓
2024-1	5	Renai to provide advice on Old Station Road / Coningham Road intersection give way priorities.	Renai Clark	June 2024	Works will be planned in the summer months to change the priority.	✓
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	Staff continuing discussions with TasNetworks.	✓
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	No heavy vehicles were detected exceeding the 40km/h 10 tonne and over speed limit on Leslie Road. There were only a small number of standard passenger vehicles detected exceeding the 70km/h speed limit.	✓
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>	✓

Kingborough Community Safety Committee

Meeting Dates for 2024

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

29 April

24 June

19 August

14 October

16 December

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