

Monday 28
November 2016
at 5.00pm
Council Chambers,
St Helens

ANNUAL GENERAL MEETING MINUTES



John Brown

General Manager, Break O'Day Council

28 November 2016

Division 3 – Annual General Meeting

72B. Annual General Meeting

1. A Council must hold an Annual General Meeting on a date that –
 - a. Is not later than 15 December in each year; and
 - b. Is not before 14 days after the date of the first publication of a notice under subsection (2).
2. A Council must publish a notice on at least 2 separate occasions in a daily newspaper circulating in the municipal area or other prescribed newspaper specifying the date, time and place of the Annual General Meeting.
3. If a quorum of the Council is not present –
 - a. The Annual General Meeting is to be reconvened and held within 14 days; and
 - b. A notice is to be published in a daily newspaper circulating in the municipal area or other prescribed newspaper specifying the date, time and place of the Annual General Meeting.
4. Only electors in the municipal area are entitled to vote at an Annual General Meeting.
5. A motion at an Annual General Meeting is passed by a majority of votes taken by a show of hands or by any other means of ascertaining the vote the Council determines.
6. A motion passed at an Annual General Meeting is to be considered at the next meeting of the Council.
7. The General Manager is to keep minutes of the Annual General Meeting.

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AGM/16.1.0 ATTENDANCE

AGM/16.1.1 Present

Mayor Mick Tucker
Deputy Mayor John McGiveron
Councillor Janet Drummond
Councillor Barry LeFevre
Councillor Glenn McGuinness
Councillor Margaret Osborne OAM
Councillor Hannah Rubenach-Quinn
Councillor John Tucker
Councillor Kylie Wright

AGM/16.1.2 Apologies

Nil

AGM/16.1.3 Leave of Absence

Nil

AGM/16.1.4 Staff in Attendance

General Manager, John Brown
Executive Assistant, Angela Matthews
Manager Corporate Services, Bob Hoogland
Planning Coordinator, Paula Kloosterman
Manager Community Services, Chris Hughes
Building Services Coordinator, Jake Ihnen

AGM/16.1.5 Community

One (1) member of the Break O'Day community was present at the meeting.

AGM/16.2.0 WELCOME AND INTRODUCTION – MAYOR MICK TUCKER

The Mayor welcomed everyone to the Break O’Day Council Annual General Meeting and stated that it has been an incredibly good year with morale, work ethics and diversity in the weather with flooding, etc and Council has come up trumps. The Mayor thanked all of Council staff both indoor and outdoor for their contribution.

AGM/16.3.0 ANNUAL REPORT

AGM/16.3.1 Mayor’s Report

Welcome, It has been an eventful year for Council and our community and despite a few challenges being thrown our way, like the flooding events in January and June, we have not only remained on track in terms of our long term financial plan, but have seen real community spirit in the face of adversity.

On behalf of all Councillors, I would like to personally thank our community volunteers who play a pivotal role in service delivery during emergency events through organisations like the SES, Tas Fire and Ambulance. Volunteers are the backbone of a regional municipality like ours and without them our whole community suffers. Events like the Bay of Fires Winter Arts Festival, the Athletics Carnival, the Regatta and more just wouldn’t happen without them. As we stare down the barrel of a volunteer shortage that threatens some of these signature events, I hope that more members of our community will take a moment to ask themselves, “How can I help. How can I be more involved with my community?”

I would also like to thank all our Council Staff who work tirelessly behind the scenes with volunteer groups and the community to ensure they have the support and resources they need for events, emergencies and everything in between.

From the Works Department and their efficiency in dealing with the recent flood damage to Community Services, Economic Development, Communications and the Admin staff, it is a team effort at Break O’Day Council and all show real commitment and dedication to our community’s needs.

I think Council and the Break O’Day community are lucky to have public servants who are committed to advocating for our community whenever needed and who don’t hesitate to go that extra mile to help out.

The main focus of Council this year and the years ahead, is to continue to support and develop opportunities for employment, growth and innovation in our community. We believe strongly that it is the role of Council to show leadership in this area and take a strategic and proactive approach that will ultimately benefit the entire community through economic activity.

While it is our responsibility to be a leader in this area, it is ultimately the role of the community to seize these opportunities.

The State Government has already promised to fund initiatives in our area which Council believes will benefit our entire community. The Great Eastern Drive is in part responsible for an increase in visitation in our area and with a further \$6.3 million budgeted, we hope tourist interest will continue to draw people to our area.

The State Government is also committed to constructing a new hospital in St Helens and has budgeted more than \$8 million for the project. This will not only improve services in this sector but will stimulate job growth and increase the 'liveability' of our area. This is crucial to population growth as the BOD area has an above average ageing population and we need to do all we can to draw new residents to our area.

The now complete, Bendigo Bank Community Stadium has already brought some of this opportunity to our doorstep through hosting a State League Netball Game in April. Not only was the match well attended locally, it brought players and spectators from outside our region and attracted plenty of media attention.

This helps promote our region and bring more people to our area whom will support our local businesses while here.

Council believes that the construction of Stage 2 of the Blue Derby Mountain Bike trails will attract even more visitors to our region, which will open the door to new business opportunities and job growth like it has in Derby. During the last 12 months, Derby has seen five new businesses established to cater for the increase in demand for services generated through the Blue Derby Trail network. Already the Federal Government has committed \$1.6 million to the project.

The most recent statistics from the Tasmanian Visitor Survey showed a whopping 72% increase in Mountain Bike Activity from April 2015 – March 2016 and it is our aim to attract some of this market to our region. Council would encourage all business owners and potential new businesses to consider how they might capitalise on this new market and ensure they are "Mountain Bike ready".

Another project Council has been fighting for is the ex-HMAS Tobruk dive wreck. We have been fighting hard for this project because we believe that a tourist attraction like this will bring yet another group of tourists to our region. Projected figures through an independent Business Study estimated the Tobruk would result in visitor expenditure of more than \$2 million in the first year to nearly \$5 million by the fourth year.

Council are also committed to fixing the Barway at St Helens Point so that it allows safe passage of recreational and commercial vessels. This project is something that I personally feel very strongly about. As a fisherman I have seen too many times just how fatal the Barway can be. The State Government has already committed \$1.178 million over two (2) years, MAST are set to contribute around \$1 million with Council contributing \$200,000. Other priorities of Council include a comprehensive works schedule that incorporates the replacement of our ageing timber bridges

with concrete structures that will last 100 years as well as a significant investment in roadworks that will hold us in good stead for the future.

Thank you for your ongoing support and here's to another successful and busy year ahead!

Mick Tucker
MAYOR

AGM/16.3.1 Moved Clr B LeFevre / Seconded Clr G McGuinness:

That the Mayor's report be taken as read and received.

CARRIED UNANIMOUSLY

AGM/16.3.2 **General Manager's Report**

Preparing this message requires me to pause and reflect on what has been achieved over the last 12 months and question how much progress we have made as an organisation towards what we set out to achieve. There are so many things I can talk about. In the interests of not writing an extremely long report and boring those people who do take the time to read the Annual Report, I will focus on a few key areas. Whilst we may have the best of intentions about time frames, sometimes it is factors beyond our control which delays what we are setting out to achieve, Local Government reform is a classic example of this.

Particular areas of focus during the 2015-2016 year have been communications and economic development. Over the last few years these positions within Council's structure have been vacant. Communication with the community and stakeholders is not something that local government has consistently done well and Council's Communications Coordinator is vital to addressing this situation. We have taken a broad approach to communications as it is linked strongly to the brand of the area, how we want the Break O'Day area to be seen. This is important on so many levels, people seeing positive news stories and thinking this would be a great place to visit, live and work if they don't already live here; Federal and State Government seeing a progressive Council and community making good things happen; service providers seeing this as a place on the move; and potential developers taking notice of the area and looking more closely.

Supporting this broad approach is the need for ways to get the messages out to the various audiences. A Communications Strategy is nearing completion for adoption by Council but we have moved forward establishing a social media presence through Facebook, revamped newsletter, and a strong focus on engaging with the media across all three platforms, print, radio and television. Our website is something of a frustration to us and something we are keen to address in the near future.

Linked to communications has been developing the grant writing capacity within Council. We have been actively pursuing grants across a range of funding sources to improve the sustainability of existing programs; undertake capital works; or undertake specific new activities. During the year we were successful in securing more than \$1 million in funding through our grant writing activities with 83% of applications being successful. Working in partnership with local community groups assists in the success of grants and assisting community groups to develop their own grant writing capacity is important for their sustainability. This strategy generates savings for Council and assists in ensuring that Council's cash reserves are maintained at an appropriate level.

Improving our financial sustainability through successful grant writing is one side of the coin so to speak. We also have a strong focus on financial management and generating real savings through our operations, either through reduced costs or better use of labour. The re-establishment of a satellite Works Depot in the Fingal Valley was logical from a service delivery point of view and has resulted in far more on the ground activity instead of sitting in a vehicle travelling. It has been well received by the communities of the Fingal Valley – a win-win situation. Actively pursuing savings and changing procurement approaches has resulted in ongoing savings of \$143,000.

Local Government traditionally works on an annual budget basis supported by its Long-Term Financial Plan (10 Year). During the process to develop the 2016-2017 Budget, the management team developed a Four (4) Year Capital and Projects Budget to support the development of the annual budget. Whilst this is the first year of introduction, it is already proving to be a valuable tool in enabling councillors to see the pipeline of projects unfold in a strategic manner.

Whilst it is fine to establish these great ways of communicating, we also need to focus on our internal processes and the information provided to the community through Council publications and customer service. We have commenced working on key areas of customer service and our publications but it is not something we can achieve overnight. Our staff on the front line work hard to assist the community and do a great job even if they do have to deliver messages that people don't want to hear. Any organisation irrespective of how good they think they are, can improve somewhere. A particular challenge we have is the regulatory environment we are responsible for. Invariably people will complain about the 'rules' which apply. We have to work within an environment where the rules are established by someone else (usually the State Government through legislation) but people see it as the Council's rules.

The 'rules' are changing significantly in the Land Use Planning and Building areas and will no doubt create some headaches for us into the future. The new Tasmanian Planning Scheme is based largely on the schemes and needs of cities such as Hobart and Launceston. Developing local area provisions within this framework to meet the needs and expectations of our communities is going to be challenging and in some cases may prove unachievable.

The focus on economic development is not something new. The Council has been active in this space in the past but the focus has ramped up this year with the employment of a part-time Economic Development Officer. Providing a focal point for the initial interaction with the Council and supporting them through the initial stages of addressing Council approval processes

addresses a key pressure point in our customer service. The position also involves a substantial project focus that is evolving. This all links back to the branding which was outlined in relation to the communications focus.

Sensible and sustainable economic development can provide a solid platform to address the unemployment within our area, we have the highest level in the state on a Local Government area basis. It will assist in providing a future for our youth providing opportunities where they are not forced to move away to find a job and secure their future.

Stage 2 of the Blue Derby Mountain Bike Trails will bring this project to the East Coast and onto the doorstep of St Helens. Anyone passing through Derby over the last 12 months will have seen the change in this sleepy town. This is a small example of what can happen for our area on a larger scale, and it is year round activity.

John Brown
GENERAL MANAGER

The General Manager thanked Council and acknowledged the hard work of staff and the outside teams throughout the year.

AGM/16.3.2 Moved Clr M Osborne / Seconded Clr K Wright:

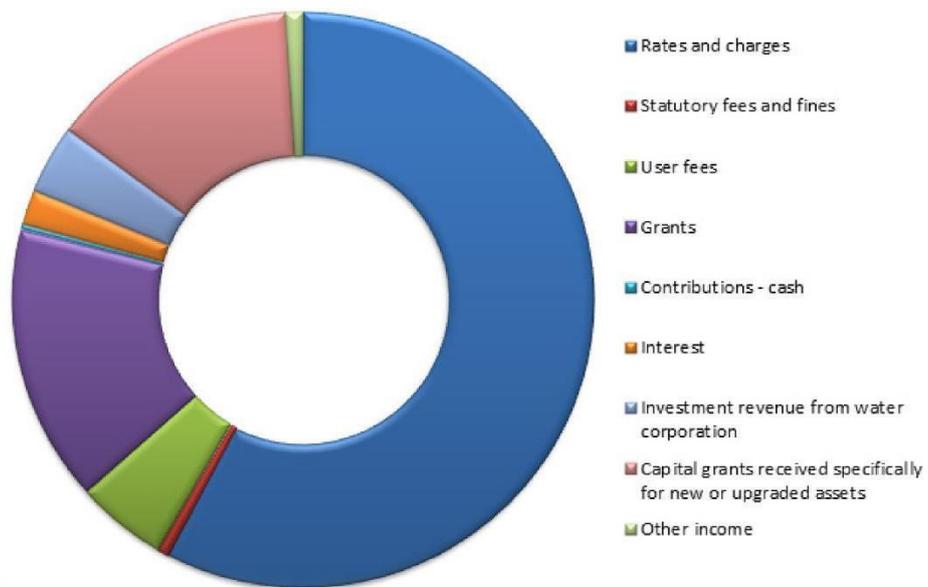
That the General Manager’s report be taken as read and received.

CARRIED UNANIMOUSLY

AGM/16.3.3 **Financial Report**

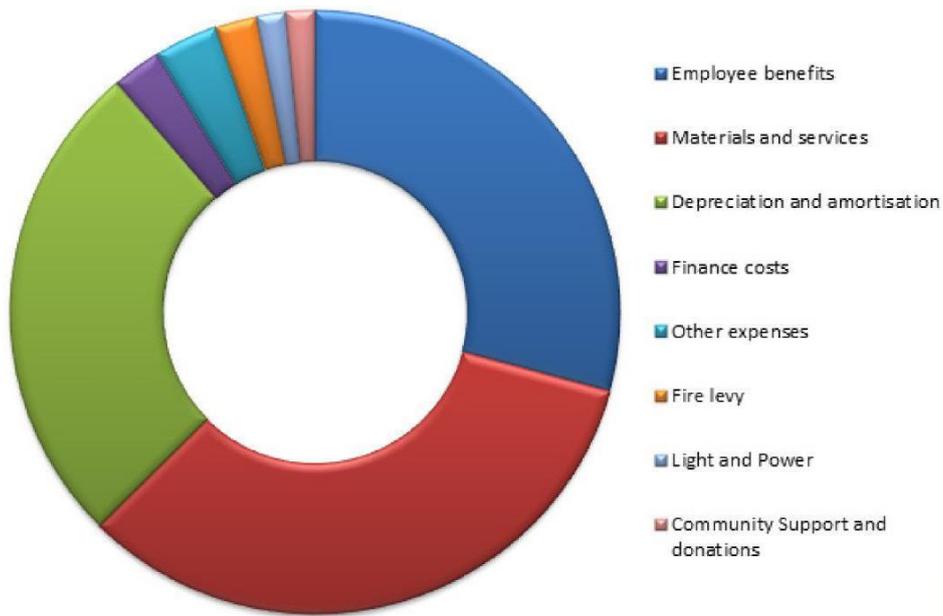
INCOME

| | |
|---|-------------|
| Where the Money Came From: | |
| Rates and charges | \$8,192,989 |
| Statutory fees and fines | \$95,804 |
| User fees | \$719,264 |
| Grants | \$2,208,557 |
| Contributions - cash | \$41,428 |
| Interest | \$277,851 |
| Investment revenue from water corporation | \$551,054 |
| Capital grants received specifically for new or upgraded assets | \$1,988,644 |
| Other income | \$135,782 |



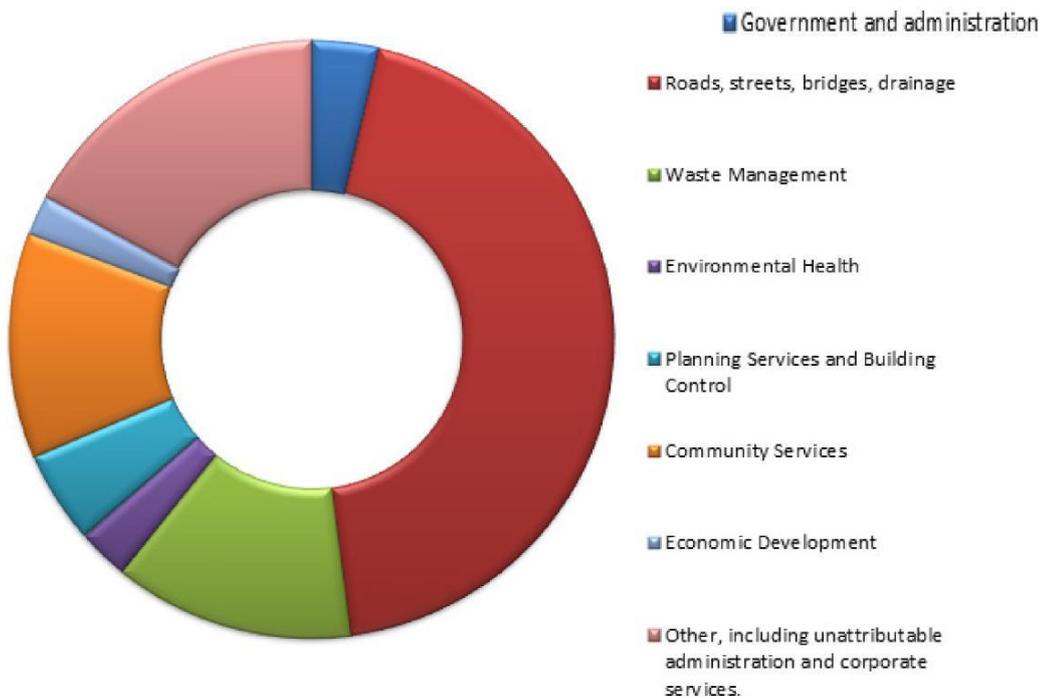
EXPENSES

| Where the Money Went | |
|---------------------------------|-------------|
| Employee benefits | \$4,031,351 |
| Materials and services | \$4,590,688 |
| Depreciation and amortisation | \$3,613,869 |
| Finance costs | \$360,589 |
| Other expenses | \$467,764 |
| Fire levy | \$306,884 |
| Light and Power | \$213,985 |
| Community Support and donations | \$210,734 |



BY FUNCTION

| | |
|--|-------------|
| Government and administration | \$498,176 |
| Roads, streets, bridges, drainage | \$6,099,191 |
| Waste Management | \$1,771,801 |
| Environmental Health | \$376,018 |
| Planning Services and Building Control | \$690,155 |
| Community Services | \$1,680,354 |
| Economic Development | \$295,754 |
| Other, including un-attributable administration and corporate services | \$2,352,820 |



AGM/16.3.3 Moved Clr K Wright / Seconded Clr J Drummond:

That the financial report be received.

CARRIED UNANIMOUSLY

AGM/16.4.0 **QUESTIONS ON NOTICE**

Nil.

AGM/16.5.0 **QUESTIONS WITHOUT NOTICE**

AGM/16.5.1 **Donation to the Business Enterprise Centre (BEC) – Clr H Rubenach-Quinn**

On page 40 of the Annual Report there is reference to a donation to the BEC of \$76,000. Why wasn't this split out so the public could see the split between the State Government and Council?

Reply

The General Manager explained that the report detailed payments which the Council had made during the year and didn't address funding sources, he noted that there was mention of the joint funding in brackets but not the amount which could have been included.

AGM/16.6.0 **MOTIONS ON NOTICE**

Nil.

AGM/16.7.0 **MOTIONS WITHOUT NOTICE**

Nil.

AGM/16.8.0 MEETING CLOSURE

Mayor Tucker advised that the minutes of this meeting will be received at the Council meeting to be held on Monday 12 December 2016.

There being no further questions or motions Mayor Tucker thanked those in attendance for their contribution and declared the meeting closed at 5.09pm.

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MAYOR

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DATE