



*dorset*  
C O U N C I L

## Agenda

### Annual General Meeting

15 March 2021

*it's in the making*

# Annual General Meeting

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## 72B. Annual General Meeting<sup>1</sup>

1. A council must hold an Annual General Meeting on a date that –
  - a. is not later than 15 December in each year<sup>2</sup>; 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 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 at an Annual General Meeting –
  - 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 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

## Notification of Annual General Meeting

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The Dorset Council will hold its Annual General Meeting at the Upstairs Training Room, **Scottsdale Library**, 51 King Street, Scottsdale on Monday 15 March 2021, commencing at 6:00pm.

Council invited members of the community to provide submissions on the 2019/20 Annual Report for discussion at the Annual General Meeting. Written submissions were open until 4:00 pm, Wednesday 10 March 2021.



**TIM WATSON**  
General Manager

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<sup>1</sup> Source: *Local Government Act 1993* | 15 February 2021

<sup>2</sup> The Premier of Tasmania issued a Notice pursuant to Section 13 of the *COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020* on 28 October 2020 to extend the statutory timeframe under Section 72B of the *Local Government Act 1993* by 3 months (effectively until 15 March 2021).

## Annual General Meeting | Meeting Guidelines

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1. The Annual General Meeting will be conducted as far as practicable in a manner similar to an ordinary Council Meeting and generally align with processes in the *Local Government (Meeting Procedures) Regulations 2015*.
2. The procedures which will apply to this meeting include:
  - i. All discussion will be addressed through the Mayor (or in their absence the Deputy Mayor) as the Chair of the meeting;
  - ii. For minute taking purposes, speakers are asked to identify themselves to the meeting before speaking.
3. In relation to the moving of motions, the following procedures apply:
  - i. An elected member or, a member of the public who is an elector of the Dorset Council municipal area, may move or second a motion;
  - ii. All motions must be seconded before any debate can commence on that motion;
  - iii. Only one motion and one amendment may be before the Chair at any time;
  - iv. Elected members and electors of the Dorset Council municipal area may vote on motions and amendments;
  - v. Voting will be by show of hands;
  - vi. A resolution is passed by half plus one of the elected members and electors present voting in favour of a motion or amendment; and
  - vii. In speaking to a motion, individuals may speak only once and for a maximum of 3 minutes.
4. A motion passed at the Annual General Meeting will be considered at the next ordinary meeting of the Council.
5. No person may:
  - i. Make any personal reflection on any Councillors, Council Employee or any member of the public;
  - ii. Disrupt the meeting; or
  - iii. In the opinion of the Chair, use any offensive expression.

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## Annual General Meeting Agenda 15 March 2021

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The Meeting Opened:

### PRESENT

Councillors:

Council Officers:

Electors of Dorset:

Other:

Apologies:

### 1. ANNUAL GENERAL MEETING | MINUTES – 18 NOVEMBER 2019

Ref: DOC/19/12990

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*The Minutes of Proceedings of the Dorset Council Annual General Meeting held on 18 November 2019, were confirmed at the Ordinary Meeting of the Dorset Council held on 16 December 2019, Minute No. 195/19.*

### 2. MAYOR'S MESSAGE

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*The Mayor, Councillor Greg Howard will address the meeting in relation to the Council's achievements for the 2019/20 year in review and the Annual Report.*

### 3. ANNUAL REPORT 2019/20

Ref: DOC/21/1482

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The Dorset Council Annual Report 2019/20 has been publicly available from the Council Office or via the Council website since 24 February 2021. Council invited members of the community to provide submissions on the 2019/20 Annual Report for discussion at the Annual General Meeting. Written submissions were open until 4:00 pm, Wednesday 10 March 2021. The General Manager advises that 2 submissions were received and are listed below.

#### 3.1 Submissions

##### Ross Watson, Scottsdale | 4 March 2021

*Director – Corporate Services Mr John Marik in the Waste Management Strategy Final Report (Council Agenda Item 144/20) that an outcome of the waste strategy was a \$450,000 improvement in Council operational results per annum.*

*The 2020 Annual Report provides that \$1,341,000 was raised by way of Waste Management charges up from \$1,193,000 for 2019. The 2021 Budget provides that anticipated collection from Waste Management Charges to be \$1,348,000.*

*As can be seen there has been no reduction in charges commensurate with the savings reported.*

*I therefore submit that:*

- 1. the identified savings should be returned to the ratepayers by reducing the waste management charges,*
- 2. future Annual Reports separately provide details of waste management expenses incurred, including depreciation, for the respective year.*

##### Officers Comments | Director – Corporate Services, John Marik:

*(comments relating to 1. above)*

1. When assessing waste charge income, Council combines the general rate and waste charges to ensure Council's cash flow requirements are appropriate to fund Council operations and the capital program. Council's general rate plus waste charges when combined are typically lower than other Northern Tasmanian Councils on a median house price basis.
2. Council's in-house waste management model today is very different to the out-sourced model prior to 2018/19 and is not comparable. This is due to significant improvement in service levels and an expansion of kerbside waste collection. Council has expanded kerbside collection to include Tomahawk, Port Hills and Gladstone.
3. When assessing revenues, Council Officers work 10 years out into the future in Council's Long Term Financial Plan to ensure cash generated is sufficient to maintain, renew and upgrade assets. Therefore, the assessment of financial information from a couple of years is too narrow a timeframe.

*(comments relating to 2. above)*

Council utilise model financial statements as specified by the Tasmanian Audit Office. The information alluded to here is something that is operational in nature and is more relevant to a management report and will not be included in Council's Annual Report.

### **Lawrence Archer, Bridport | 10 March 2021**

*In relation to matters in the annual report I lodge the following submissions.*

- 1. The annual report shows there are 5 employees engaged on maintenance of the Derby bike trails. The financial burden of employee costs, materials, machinery and vehicles is not disclosed but must be substantial and is currently born by general ratepayers, the vast majority of whom do not use these facilities. Council should thoroughly investigate and seriously consider all possible options of applying user charges on trail riders to reduce the financial burden on ratepayers.*
- 2. The annual report also shows that the Council incurred a loss of \$913,000 on Aminya operations in the financial year. I submit that Council hold a public presentation to explain recent developments and provide detail of Council's financial involvement and ongoing financial support.*
- 3. Section 72.1 (cb) of the Local Government Act requires that the annual report contain "a statement of the total allowances and expenses paid to the mayor, deputy mayor and councillors;" Page 77 of the annual report shows the collective total paid to all elected members and not the allowances and expenses paid to each. This should have been reported on page 26 under "Legislative Reporting Requirements." The Council should publish an update disclosing the required information.*

### **Officers Comments | General Manager, Tim Watson:**

*(comments relating to 1. above)*

The General Manager and Mayor have explained on numerous occasions that due to the size of the trail network, it is impractical to collect user charges from riders. Due to these impracticalities Council focuses its efforts on raising revenue through a variety of other means.

*(comments relating to 2. above)*

Council has publicly disclosed its financial exposure to the operational losses of the combined Aminya operation on multiple occasions. In addition, the Mayor and General Manager addressed a public meeting in 2016 which provided unanimous support for Council's financial involvement in the rescue of aged care in the north east. The Mayor and North East Advertiser have regularly updated the community on the progress of the redevelopment and it is the General Manager's understanding that the community is very supportive of Council's involvement and contribution.

*(comments relating to 3. above)*

There is no requirement under the Act to disclose Councillor allowances and expenses on an individual basis. The relevant disclosure is made on Page 8 of the 2019/20 Annual Report in compliance with the requirements of Section 72 (1)(cb) of the *Local Government Act 1993*, as this is the section of the report that pertains to Elected Members.

### **3.2 Questions**

*The Chair will invite questions from the community in relation to the 2019/20 Annual Report.*

### **3.3 Motions**

*The Chair will invite motions from the community in relation to the 2019/20 Annual Report.*

## **4. TIME MEETING CLOSED:**



## Annual General Meeting - Minutes

**The Meeting Opened:** 6.00pm

**Present:** Crs Greg Howard (Mayor), Dale Jessup (Deputy Mayor), Mervyn Chilcott, Edwina Powell, Jan Hughes, Murray Lade, Wendy McLennan, Jerrod Nichols, Leonie Stein

General Manager: Tim Watson, Director – Corporate Services: John Marik, Director – Works & Infrastructure: Dwaine Griffin, Director – Community & Development: Rohan Willis, Executive Assistant: Sarah Forsyth

**Members of the Public:** Doug and Val Beswick, Bob and Pat Child, Lawrence and Gail Archer, Ian and Julie Fairley, Sheryl Martin, Steven Arnold, Len Gillett, Jim Reid

**Apologies:** Nil

## **Annual General Meeting | Minutes – 19 November 2018**

Ref: DOC/18/6910

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*The Minutes of Proceedings of the Dorset Council Annual General Meeting held on 19 November 2018, were confirmed at the Ordinary Meeting of the Dorset Council held on 17 December 2018, Minute No. 225/18.*

## **Presentation of the Annual Report 2018/2019**

Ref: DOC/19/11683

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The Dorset Council Annual Report 2018/2019 has been publicly available from the Council Office or via the Council Website since 2 November 2019.

## **Mayor's Message**

The Mayor, Councillor Greg Howard presented his message for the 2018/2019 financial year from the Annual Report.

## **Recommendation**

That the Mayor's Message be received.

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### Decision

MOVED: Cr Jessup | SECONDED: Cr Lade

That the Mayor's Message be received.

Carried Unanimously

### General Manager's Overview

The General Manager, Mr Tim Watson presented his overview from the 2018/2019 Annual Report.

### Recommendation

That the General Manager's Overview be received.

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### Decision

MOVED: Cr Stein | SECONDED: Cr Hughes

That the General Manager's Overview be received.

Carried Unanimously

### Submissions to the Annual Report

No submissions were received during the specified period.

### Questions to the Annual Report

#### Lawrence Archer:

*Is Council concerned that the unpaid rates have nearly doubled to \$566,000 in the twelve months since the last annual report?*

#### **Response from Director – Corporate Services, John Marik:**

That is more a timing issue rather than an economic issue. In previous years, Council were actively collecting unpaid rates prior to 30 June, however, the team were focussing on adjustment factors for rates and the team had capacity issues prior to the end of the financial year.

During July and August, Council reduced this figure to below \$200,000 through contacting ratepayers and placing them on payment plans, etc. Council no longer use the Tasmanian Collection Service to chase unpaid rate debt and have saved approximately \$25,000 per annum by doing this ourselves.

When we look at all those factors, Council are probably similar to where they have been in prior years, so Council are not concerned at the unpaid rate debt in the 2018/2019 Annual Report.

*In relation to Note 5.2 in the Annual Report – Trade and Other Receivables, who is the community organisation that is responsible for the \$383,000 loan and what are the terms of the repayment to Council?*

**Response from Director – Corporate Services, John Marik:**

May Shaw are the community organisation referred to in Note 5.2.

Council are getting a loan from TasCorp with back to back terms of repayment, meaning, what terms Council get from TasCorp then that will be passed on to May Shaw.

**Further Response from General Manager, Tim Watson:**

It will be the 10 year borrowing rate that Council secures from TasCorp. The loan will be repaid over a 10 year period, it is not interest only, it is interest and principle over a 10 year period.

**Annual General Meeting Closed: 6.08 pm**

**Minutes Confirmed**

**Ordinary Meeting of the Dorset Council: 16 December 2019**

**Minute No: 195/19**