



Meander Valley Council
Working Together

AGENDA

ANNUAL GENERAL MEETING

Tuesday 13 December 2022

Time 2.30pm

Location Council Chambers
26 Lyall Street
Westbury, Tasmania

Phone (03) 6393 5300



Meander Valley Council
Working Together

Our Values

Our seven values help guide our decisions and underpin all we do.

Respect, listen and care for one another

Be trustworthy, honest and tolerant

Be positive and receptive to new ideas

Be innovative, creative and learn

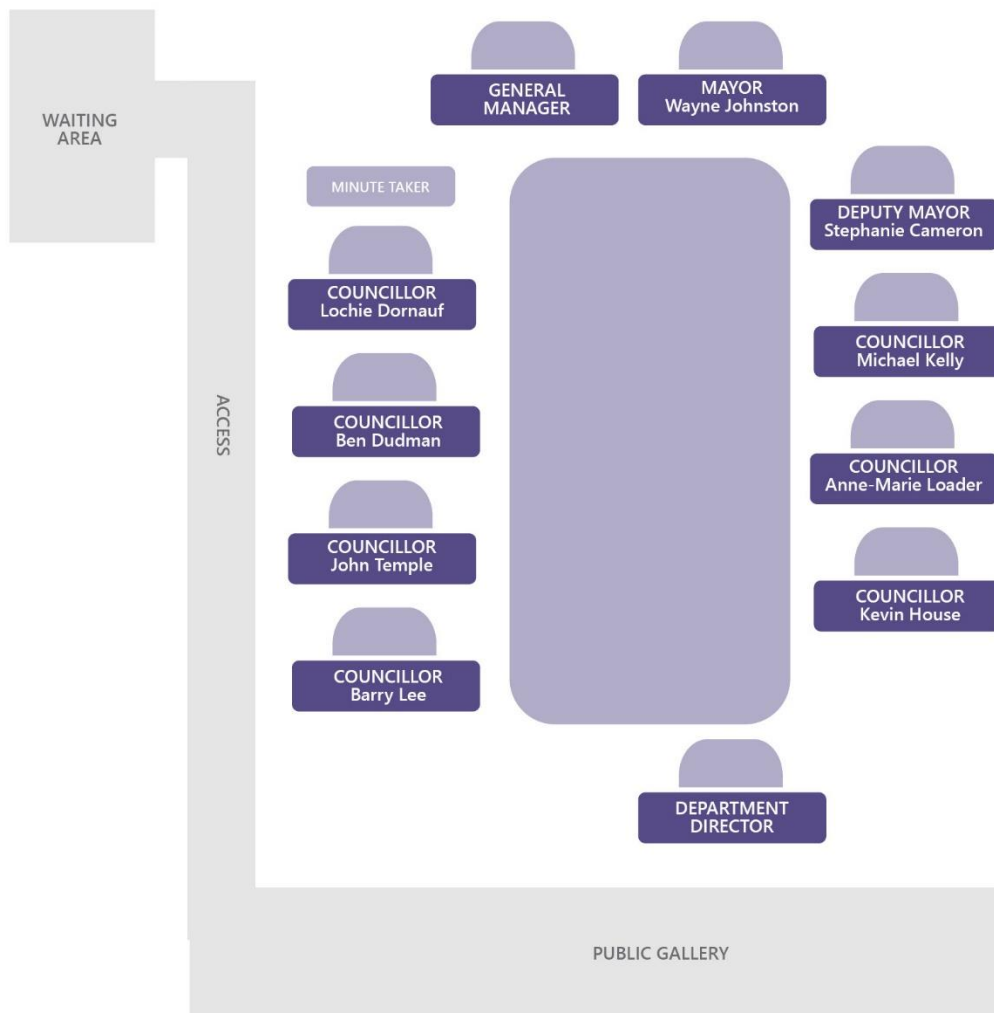
Take a fair, balanced and long term approach

Use sound business practices

Work together

Council Chambers

Seating Plan



Invitation to the public

Meander Valley Council welcomes electors from this municipal area to attend its Annual General Meeting (AGM) at 2.30pm on Tuesday 13 December 2022.

This meeting will take place in the Council Chambers. The AGM will be immediately followed in Chambers by the Council's December Ordinary meeting, scheduled for 3.00pm.

Statement of Compliance

The General Manager declares that this Annual General Meeting is convened and conducted in accordance the *Local Government Act 1993*: ss72B and 72(2)(d).

Compliance with the Act is demonstrated by the following arrangements in place:

- The Annual General Meeting is scheduled to take place on 13 December 2022, being "a date not later than 15 December": s72B(1)(b).
- The meeting has been convened "*not before 14 days after the date of the first publication of a notice... circulating in the municipal area or other prescribed newspaper specifying the date, time and place of the [AGM]*": ss72B(1)(b) and 72B(2). The newspaper advertisement notice was published in The Examiner on 26 November 2022. This notice was also advertised via Council's Facebook page from 28 November 2022.
- Also on 26 November 2022 (and subsequently republished via social media from 28 November 2022), Council advertised "*the availability of the [Annual] Report, together with an invitation to electors to lodge submissions on the report with the council for discussion at its annual general meeting*": s72(2)(d).
- A quorum of the Council is expected to be present for this meeting. Should a circumstance arise preventing Councillors from attending in sufficient numbers to form a quorum, "*the meeting is to be reconvened and held within 14 days; and... a notice is to be published*" accordingly: s72B(3)(a) and (b).
- "*Only electors in the municipal area are entitled to vote*" at the AGM: s72B(4). However, any person present may ask a question. All visitors are required to sign the Meander Valley Council visitors book before entering Chambers and, if

required, confirm their eligibility as an elector by entering personal details into a digital tool, access to which will be available in Council reception. The Australian Electoral Commission website's online tool will be in use for this purpose. No personal information will be retained by Meander Valley Council. Visit <https://check.aec.gov.au> for more information or to check your eligibility before the meeting.

- Motions at the AGM will be passed by "*a majority of votes taken by a show of hands*": ss72B(5). Council will ensure reasonable adjustments are made if required for access and inclusion purposes (see page 5 of this agenda).
- Any motion passed at the meeting will be formally considered "*at the next [Ordinary] meeting of the council*": s72B(6).
- Minutes of the AGM will be kept by the General Manager: s72B(7) and released for public inspection on Council's website and in hard copy at the Council offices.

Qualified Advice

A General Manager must ensure any advice, information or recommendation is given to Council by a person with the necessary qualifications or experience: *Local Government Act 1993*: s65.

Council must not decide on any matter without receiving qualified advice, or a certification from the General Manager.

Accordingly, I certify that, where required:

- (i) the advice of a qualified person was obtained in preparation of this Agenda; and
- (ii) this advice was taken into account in providing general advice to Meander Valley Council; and
- (iii) A copy of any such advice (or a written transcript or summary of oral advice) is included with the agenda item.



John Jordan
GENERAL MANAGER

Attending an Annual General Meeting

Social distancing requirements have been relaxed and there is no longer a limit on the number of people that may attend the public gallery (beyond the practical limits of the room). Where there is a need to manage demand, seating will be prioritised on a first come, first served basis.

Council operates under a COVID Safety Plan. If you are experiencing any symptoms associated with COVID-19, you are encouraged to stay home.

Conduct at Council Meetings

Visitors are reminded that Council Meetings are a place of work for staff and Councillors.

Council is committed to meeting its responsibilities as an employer and as host of this important public forum, by ensuring that all present meet expectations of mutually respectful and orderly conduct.

It is a condition of entry to the Council Chambers that you cooperate with any directions or requests from the Chairperson or Council officers.

The Chairperson is responsible for maintaining order at Council Meetings. The General Manager is responsible for health, wellbeing and safety of all present. The Chairperson or General Manager may require a person to leave Council premises following any behaviour that falls short of these expectations. It is an offence to hinder or disrupt a Council Meeting.

Access & Inclusion

Council supports and accommodates inclusion for all who seek participation in Council Meetings, as far as is practicable.

Any person with a disability or other specific needs is encouraged to contact Council before the meeting.

If you have any questions about attending a Council Meeting, please contact the Office of the General Manager via email at ogm@mvc.tas.gov.au or phone (03) 6393 5300.

Table of Contents

Meeting Open - Attendance & Apologies	7
Acknowledgment of Country	7
Annual Report	8
Presentation of Annual Report 2021-2022	8
Public Submissions Received	10
Public Questions or Motions	12
Meeting End.....	12

Meeting Open - Attendance & Apologies

Acknowledgment of Country

Council acknowledges the Pallitore and Panninher past peoples and the traditional owners and custodians of the land on which we gather for the Council Meeting, with respects paid to elders past and present and extended to all Aboriginal and Torres Strait Islander peoples present.

Annual Report

Presentation of Annual Report 2021-2022

Report Author John Jordan
General Manager

Decision Sought Council to endorse the Annual Report for 2021-22.

Vote Simple majority

Recommendation to Council

Council receives and endorses the attached Annual Report in respect of its organisational performance for the 2021-22 financial year.

Report

The General Manager will provide a presentation at the Annual General Meeting.

The Annual Report 2021-22 is presented to Council and the community by Council's General Manager on behalf of the Executive Management Team (EMT), which comprised:

- Dino De Paoli, Director Infrastructure Services;
- Jonathan Harmey, Director Corporate Services;
- Krista Palfreyman, Director Development & Regulatory Services;
- Matthew Millwood, Director Works; and
- Melissa Lewarn, (former) Director Community Wellbeing.

Acknowledgement of Staff, Volunteers & Councillors

The results across 2021-22 reflect the effort of all Council staff and their work with elected representatives, our many volunteers, and the community.

The achievements of Council's team are significant in a year where COVID was in wide circulation impacting staff availability and disrupting momentum in work programs and projects. Adverse economic and supply chain issues also compelled additional work to manage costs, material supply issues, and extended timeframes for delivery.

The General Manager and the EMT congratulate and commend staff on their achievements and acknowledge the support and contributions of the Mayor and Councillors.

Publication of Annual Report

The Annual Report is available for public inspection on Council's website and in hard copy at the Council Office in Westbury.

Once endorsed, this Annual Report will be submitted to the Director of Local Government and the Director of Public Health in accordance with section 72(2)(a) of the *Local Government Act 1993*.

Attachments 1. Annual Report 2021-22 [3.1.1 - 96 pages]

Strategy Supports the objectives of Council's strategic future direction 1: innovative leadership and community governance.

See Meander Valley Community Strategic Plan 2014-24. [Click here](#) or visit www.meander.tas.gov.au/plans-and-strategies to view.

Policy Not applicable

Legislation *Local Government Act 1993*: ss72 and 77(2).

Consultation The newly reconvened Meander Valley Council was briefed and consulted for feedback on a draft Annual Report at its Workshop on 22 November 2022.

It is noted that five of the newly elected members were not sitting Councillors during the 2021-22 financial year to which the Annual Report relates.

Budget & Finance Not applicable

Risk Management Not applicable

Alternative Motions Not applicable

Annual Report

Public Submissions Received

Report Author John Jordan
General Manager

Decision Sought Council to formally oversee the handling of any public submissions received in response to publication of its Annual Report 2021-22.

Vote Simple majority

Recommendation to Council

That Council notes:

1. The public advertisement on 26 November 2022 inviting community members to make submissions in response to publication of its Annual Report 2021-22.
2. That no public submissions were received prior to the 7 December 2022 deadline.

Report

Electors registered to vote in the Meander Valley Council municipal area were invited to make public submissions on Council's 2021-22 Annual Report through a newspaper advertisement published in The Examiner newspaper on Saturday 26 November 2022.

This messaging was reinforced via a social media notification disseminated from 28 November 2022, and by a notice on Council's website from 2 December 2022.

Public submissions closed at 5pm, 7 December 2022.

Nil submissions were received by Council by the advertised deadline.

Attachments Nil

Strategy Supports the objectives of Council's strategic future direction 5: innovative leadership and community governance.

See Meander Valley Community Strategic Plan 2014-24. [Click here](#) or visit www.meander.tas.gov.au/plans-and-strategies to view.

Policy Not applicable

Legislation *Local Government Act 1993: s72(2)(d).*

Consultation Not applicable

Budget & Finance Not applicable

Risk Management Not applicable

**Alternative
Motions** Not applicable

Public Questions or Motions

During Council's Annual General Meeting, eligible members of the public can ask questions or move a motion from the floor.

At the relevant stage of the meeting, the Chairperson will call for questions or motions from the floor.

Am I eligible?

Anyone present in the public gallery may ask a question of Council at the AGM.

However, to be eligible to move or vote on a motion, you must be a current registered voter (elector) within the Meander Valley Council electorate.

All visitors are required to sign the Meander Valley Council visitors book before entering Chambers and, if required, confirm their eligibility as an elector by entering personal details into a digital tool, access to which will be available in Council reception. The Australian Electoral Commission website's online tool will be in use. No personal information will be retained by Meander Valley Council.

Visit <https://check.aec.gov.au> for more information or to check your eligibility before the meeting.

How are votes taken?

The Chairperson will call for a show of hands when votes are taken on motions from the floor. If required, voters may be approached by Council officers to verify eligibility to vote.

Meeting End
