

Central Highlands Council



Annual Report 2004/05



CENTRAL HIGHLANDS COUNCIL

ANNUAL REPORT

2004-05

Corporate Vision

Our vision is for the Central Highlands to provide residents and visitors opportunities to participate in and enjoy a vibrant local economy, rewarding community life, cultural history and a natural environment that is world class.

Corporate Mission

Our mission is to provide leadership, management and action needed to ensure local government and other services are provided to meet the social, environmental and economic needs of the community.

Strategic Plan

Council's Strategic Plan is available free of charge by contacting either Bothwell or Hamilton Office

Central Highlands Council

2004-2005

Mayor and Councillors

Mayor	9 Councillors		
<i>Term ends 2005</i> Deirdre E Flint	<i>Term ends 2007</i>	<i>Term ends 2005</i>	
Deputy Mayor	Deirdre E Flint	Richard G Bowden	
<i>Term ends 2005</i> Richard G Bowden	Andrew J Downie	John R Shoobridge	
	David H Gudde	Janet M Monks	
	Julie Honner	Terrence W Smithurst	
		Henry R C Edgell	

Councillor Attendance Details

	Contact Numbers	Meeting Attendance (including special meetings)			
		Full	Part	Absent	Possible
Deirdre E Flint	0418 319 832	15	1		16
Richard G Bowden	6259 5542	14	2		16
Andrew J Downie	6286 1202	16			16
Henry R C Edgell	6259 5612	11		5	16
David H Gudde	6286 3316	12		4	16
Julie Honner	6259 8270	10	5	1	16
Janet M Monks	6259 5696	8	5	3	16
John R Shoobridge	6287 1216	12	2	2	16
Terence W Smithurst	6288 1230	13		3	16

MAYOR'S REPORT

It gives me great pleasure to submit my Annual Report which covers the period July, 2004 to June, 2005.

Negotiations are in progress with both the State Government and Forestry Companies to gain a bigger share of funds to offset the damage caused to our local roads and bridges by log trucks. This is not sustainable.

Applications for a further four Independent Living Units in Bothwell were successful with 2 of these units having been completed earlier this year.

Bothwell Caravan Park has had a grey water connection installed and the laundry facilities upgraded with a washer and dryer now available to the users of the Park.

Funds have been allocated in the budget to build a shower and laundry facility in the park area in Hamilton with work expected to be completed in December, 2005.

Construction on the shacksite roads has commenced and will be completed within the timeframe set down.

Roadworks and finally sealing of the Highland Lakes Road between Poatina Highway and Miena are progressing well and will be completed soon.

Works have been completed to the extensions of the Regional refuse Site at Hamilton.

Bothwell refuse Site has been converted to a Waste Transfer Station and the Waste Transfer Station at Interlaken was relocated to a more appropriate site.

Council have engaged Hunn and Lovell Consultants to do a feasibility study into having a single headquarters. This study was not only to cover the financial benefits but also the social implications. Council has in hand a Confidential report, still in draft form. The next stage will be for Council to go to the community and seek their views. Meetings will be held in Bothwell, Hamilton, Ellendale, Bronte and Miena. Notices will be posted throughout the municipality to advise residents and ratepayers of the locations and times. I would encourage you all to attend to have your say.

Finally I would like to put on record my gratitude to the Deputy Mayor, Richard Bowden, for his support and knowledge he has so freely given to me.

My thanks go also to all Councillors for their dedication and support through some difficult times and also to the General Manager, Departmental Managers and their staff for their commitment to the Central Highlands.

Deirdre Flint
MAYOR.

GENERAL MANAGER'S REPORT

A number of changes have confronted Council this financial year.

Changes in staffing have occurred during the financial year with the resignation of Jimmy Davie, (Works Supervisor (Bothwell)), Leon McGuinness, (Development and Environmental Services Manager), Bev Armstrong, (Environmental Health Officer), Ian Walters, (Building Inspector) and Jane Kerr, (Planning Officer). Council wishes these officers well in their future endeavours and I would personally like to thank them for their efforts whilst working at Council.

I would like to take this opportunity to welcome to the team, Gilbert Dillon, (Works Supervisor (Bothwell)), Allison Morgan (Environmental Health Officer), Phil Krause (Building Control Officer) and Andrew Benson, (Planning Officer). I hope that you enjoy your time working with Central Highlands Council.

Notwithstanding the above, the year has been one of both consolidation as well as change management.

Council continues to work hard at ensuring that the physical assets are maintained in the most cost effective and efficient manner with consideration being given toward achieving maximum value for money.

Assets such as roads, bridges, water and waste water systems require constant monitoring to ensure the best possible return is gained. Congratulations must go to the Works teams who often endure all extremes of weather in their daily working environment whilst undertaking the necessary maintenance work.

Work is progressing on the construction of the shack sites roads, under the direction of a consultant project manager who is supervising the project on behalf of Council.

The year has seen a lengthy and comprehensive review of the Local Government Act finalized with many changes to commence on 1 July 2005. These changes will ensure further transparency in the way we operate and make it easier for the community to keep abreast of developments.

Council engaged Hunn and Lovell, consultants, to commence a review of the existing working arrangements with the goal in mind of identifying any costs or social implications if we were to establish a single administrative centre. A confidential draft report has been presented to Council and Council have resolved to proceed to the next stage which will involve community consultation by way of meetings being conducted at various centres throughout the municipality. A notice is to be posted to ratepayers and residents early in the next year advising of the meeting dates. I would urge all to attend and have a say in the way Council operates.

Late in this reporting period, I made the decision to retire from Local Government. This was not an easy decision to make, but I believe that there comes a time in everyone's life when one door closes and another opens and that time is now for me. I will not be leaving the area, but will be embarking upon a number of new enterprises.

I wish the Council every success for the future and would like to take this opportunity to thank councillors and staff for their fine effort during the year and look forward to reading about an even more successful 2005-06.

To the community of the Central Highlands I say "thank you" and I hope that I am leaving the Council in good shape.

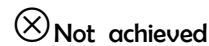


Trevor Berriman

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LEGEND



ROADS AND BRIDGES PROGRAM

Strategy

Provide, maintain and as required, construct gravel roads and sealed roads, bridges, culverts and appropriate furniture that forms the Central Highlands road network which enables residents, property owners and visitors safe access to conduct their business activities.

Efficiently and effectively implement Council's maintenance and construction roadwork programs.

Activity	Comment	Status
Continue to lobby the State Government to seal the balance of the Highlands Lake Road	Council have representation on the Highland Roads Consultative Group and are continually pursuing the sealing of the whole road.	
Ensure that all Council roads are inspected on a regular basis	Regular inspections of Council roads are carried out	
Ensure that all Council bridges are inspected on a regular basis	Council bridges are regularly inspected	
Manage Council's Asset Register for Roads and Bridges	Council's assets are progressively being recorded on "conquest" software. Revaluations of Council's Road, Bridges, Footpaths Kerbs & Gutters assets were completed and values recorded as at 30 June 2005. Regular revaluations will be undertaken	
Prepare a five year rolling capital works program for construction / reconstruction of Council roads and bridges	Bridge program developed and Roads program ongoing	
Ensure that maintenance of roads and bridges are carried out within budget limits.	Council's road maintenance budget was \$1,000,000. Maintenance works completed totalled \$945,102.	<input checked="" type="checkbox"/>
	Council completed \$48,530 maintenance works on bridges out of an allocated budget of \$59,196.	<input checked="" type="checkbox"/>
	\$12,916 was spent on footpath, kerbs & gutter maintenance with an additional \$12,012 spent on drainage works.	<input checked="" type="checkbox"/>

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LEGEND

Achieved

 In Progress

 Ongoing

Not achieved

Complete the capital works budget for roads and bridges

Roads (capital)

\$15,523 was spent on the continued realignment of Strickland Road

\$5,367 was spent on Hollow Tree Road

Bridges (capital)

Expenditure attributed to capital works on bridges is as follows:-

- Kenmere Creek Bridge \$3,478
- Green Valley Bridge \$93,513

Works in Progress on Bridges totalled \$80,910 and will be completed in 2005/06. These bridges are:


- Nant Bridge 428
- Nant Bridge 435
- Meadowbank Bridge (50% with Derwent Valley Council)
- Hollow Tree Bridge 455

WATER PROGRAM

Strategy

Provide water services that meet the needs of town residents and business operators and comply with established health and environmental standards.

Efficiently and effectively implement Council's maintenance and construction works for the various town water schemes, including reservoirs, treatment plants, pump stations, water mains and connections for private customers.

Activity	Comment	Status
Maintenance on water schemes	Maintenance was undertaken on all water schemes	
Capital Works Water	A new switchboard was installed at the Bothwell Water Treatment Plant and a section of water main was replaced in Patrick Street, Bothwell	<input checked="" type="checkbox"/>
	A new switchboard and pump motor were installed for the Ouse Water Scheme.	<input checked="" type="checkbox"/>

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LEGEND

Achieved

 In Progress

 Ongoing

Not achieved

A new pump and motor was purchased for the Gretna Water Scheme.





Began installation of telemetry at the Wayatinah Water Reservoir.

The Ellendale Water Scheme upgrade is almost completed with minor works to be completed in 2005/06.

SEWERAGE AND STORMWATER DRAINAGE

Provide sewerage and stormwater drainage services that comply with established health and environmental standards.

Efficiently and effectively implement Council's maintenance works for sewage treatment plants, sewerage mains and connections.

Activity	Comment	Status
Maintenance on Sewerage Schemes	\$53,839 was spent on maintenance and operating costs for Council sewerage schemes.	
Capital works sewerage schemes	The Bothwell Sewerage Re-Use Scheme (funded through the Riverworks component of the National Heritage Trust) is almost completed and expected to be in operation early 2005/06.	
	The Gretna Wastewater Plant upgrading (NHT Project) is expected to be completed by December, 2005.	
	Construction work on the Derwent Bridge Wastewater Mitigation Scheme (NHT Project) has not commenced. Council will be returning the funding.	

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LEGEND

Achieved

 In Progress

 Ongoing

Not achieved

CONTRACTING EXTERNAL WORKS AND SERVICES







Improve the efficiency and competitiveness of Council's workforce and actively seek to undertake private works and services whilst maintaining accurate costs of activities to ensure that Council continue to make a profit.

Activity	Comment	Status
Supply plant, labour and materials for external works	Private works is carried out by Council for ratepayers, businesses and government departments.	<input checked="" type="checkbox"/>

COMMUNITY AND RECREATIONAL FACILITIES

Continue to maintain and improve a range and standard of Council halls, parks, gardens, public toilets and community and recreational facilities that meet community needs, enable an active community life and reflects a positive image for the district.

Implement programs to enable all community properties owned by Council to meet the requirements of the Disability Discrimination Act.

Activity	Comment	Status
Carry out maintenance to all halls	Expenditure totalled \$31,895	
Undertake maintenance and upkeep of all Council parks and gardens	Maintenance and upkeep totalled \$32,414	
Cleansing and maintenance of Council's public conveniences	Regular cleansing and maintenance carried out. Cost \$48,105.	
Maintain Council cemeteries	Council's cemetery was well maintained.	
Maintenance of town verges and nature strips, Recreation grounds and other community amenities	Regular mowing is undertaken and maintenance completed as required.	
Continue program of weed control within municipal boundaries	Weather permitting, weed spraying is carried out within towns and along rural roadsides.	

OTHER COUNCIL PROPERTIES AND MISCELLANEOUS WORKS

Maintain the Library, Caravan Park, Medical Centre and Council houses to the standard specified by Council.

Maintain efficient depot and workshop facilities.

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LEGEND

Achieved

 In Progress

 Ongoing

Not achieved

Activity	Comment	Status
Maintain the caravan park in a clean and tidy State and undertake repairs as needed.	The Caravan Park is kept in a clean and tidy state and is being well utilised. A combined washing machine/dryer was purchased and installed for use for people staying at the Park. A site to empty porta potties and mobile toilet waste into the waste treatment system has been installed.	
Maintenance of library facility and housing assets	Routine maintenance undertaken	
Provide waste collections and associated services of town rubbish collections, bulky waste collections and tip cover.	Twice a year Council collects rubbish from towns that are too bulky or unsuitable for the domestic door to door service Bulky Waste is collected from satellite waste transfer stations by Council and transferred to the regional refuse site at Hamilton To ensure the best use of the Hamilton RDS, cover is stockpiled and used when necessary. The new site was opened for use in December, 2004.	  
Provision of Housing Services	Two new Independent Living Units were completed at Bothwell at a cost of \$321,348. Funding of \$245,818 was received from Housing Tasmania, Department of Health and Human Services. The Old Headmasters House in Market Place, Bothwell had repairs completed which was partly funded by a Tasmanian Heritage Conservation grant of \$7,994.	

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LEGEND Achieved In Progress  Ongoing Not achieved

WORKS and SERVICES MANAGEMENT

Continue to develop trained, appropriately resourced and self-managed work teams.

Ensure that work activities are accurately costed to enable control of costs, quality and time frames for work completion.

Ensure that occupational health and safety (OHS) policies and procedures are fully implemented.

Activity	Comment	Status
Provision of training, clothing, minor plant, protective equipment.	Council have a diversified workforce who are multi-skilled.	

PLANT AND EQUIPMENT

Maintain all Council's plant and equipment in a serviceable, safe and optimum operating condition and ensure it is effectively utilised and replaced in a timely, cost effective and efficient manner.

Activity	Comment	Status
Maintain plant and ensure its optimised use	Maintenance and operating costs amounted to \$548,306 with plant hire received of \$814,868.	<input checked="" type="checkbox"/>
	Plant purchases during the year were	
	3 Staff Vehicles (replacements)	<input checked="" type="checkbox"/>
	John Deere Mower	
	Mikassa Compactor	
	Stihl Chainsaw	
	Honda Lawnmower	
	Western Star Truck	
	Komatsu Grader	
	Gorski Trailer	
	Ford Econovan	
	5 Works Vehicles (replacements)	

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LEGEND

Achieved



 In Progress

 Ongoing

Not achieved

EMERGENCY SERVICES

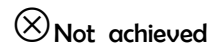
Maintain appropriate plans and practices, in conjunction with the relevant State authorities and voluntary groups, to protect the Central Highlands district and its residents from natural or other community risks and to assist in emergency services.

Activity	Comment	Status
State Emergency Service	Council transported damaged cars to the Wayatinah SES for training purposes.	
Fire Protection	Council staff and plant are available, if required, during the fire season to assist local volunteer fire-fighters and landowners.	

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LEGEND



DEVELOPMENT CONTROL

Process development and subdivision applications efficiently and professionally within the appropriate statutory time limits.

Provide a comprehensive range of advice to Council on existing and proposed development in the Central Highlands.

Administer Council's planning scheme for the Central Highlands and ensure it provides consistent and clear direction and policies for development, protection of the environment and provision of infrastructure assets.

Continue to inform the community on relevant aspects of Council's development and environmental services.

Conduct regular reviews of the Central Highlands Planning Scheme 1998 to:

Correct anomalies

Reflect the perceived needs of the community and Council

Address the model planning scheme provisions

Identify strategic links to the Derwent Catchment Natural Resource Management Plan.

Activity	Comment	Status
Provision of statutory requirements for development of land within the Central Highlands	74 "Permitted" and 51 "Discretionary" development applications have been processed for assessment. There have been 13 subdivision applications approved over the year equating to 83 new lots being created. The review of the Central Highland Planning Scheme 1998 was commenced, but has been delayed due to the increased number of development permits received by Council during the year. It is expected to be completed during 2005/06.	
	1 application for amendments to the Central Highlands Planning Scheme 1998 were received during 2004/05. This was a significant amendment relevant to a rezoning and lakeside subdivision application for 29 lots.	
Continue with developing a GIS system	This system continues to be a valuable tool for the Development and Services team in the delivery and assessment of client services.	

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LEGEND



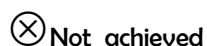
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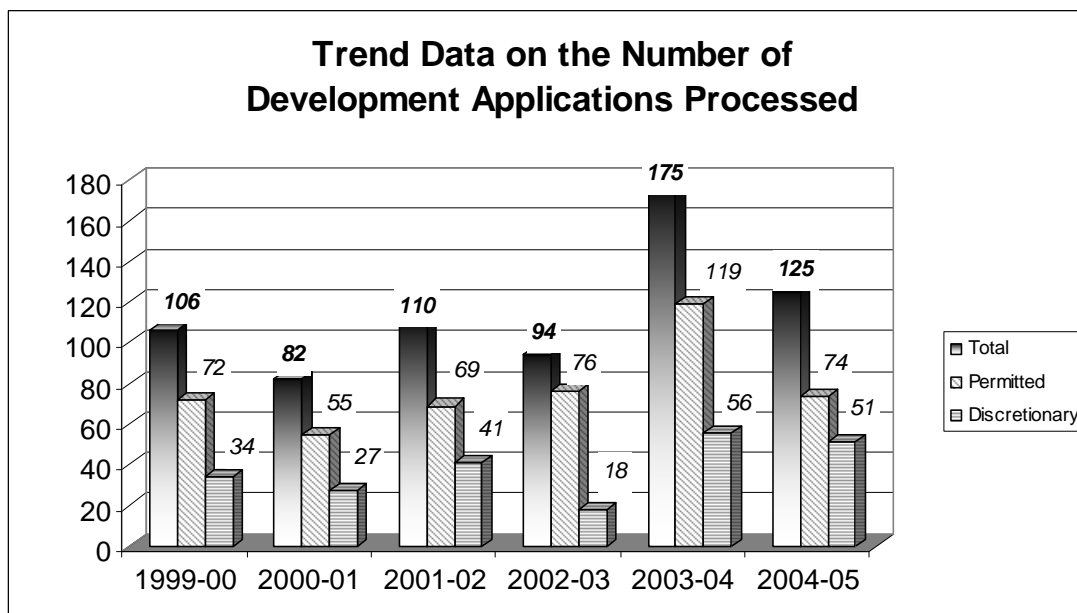
Ongoing



Not achieved

Development Statistics

	1999-00	2000-01	2001-02	2002-03	2003-04	2004-05
Total No Applications	106	82	110	94		125
No. Permitted	72	55	69	76	119	74
Average Days Processing	21	15	23	20		
No. Discretionary	34	27	41	18	56	51
Average Days Processing	39	48	34	33	35	36
Subdivision Applications	8	4	12	6	11	13
No. Lots	29	14	37	18	83	84



Note: The spike in the Trend Data for the Number of Development Applications processed during 2003/04 was a correlation to the removal of the Settlement Investigation Zone in the Planning Scheme, ie where this zone had prohibited

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LEGEND



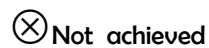
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In Progress

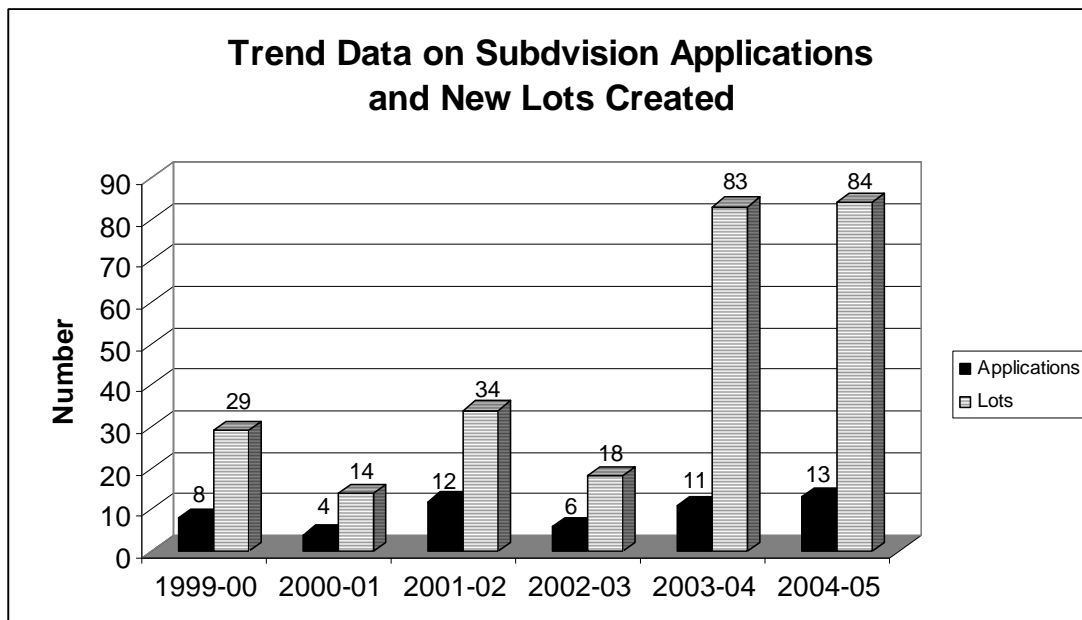
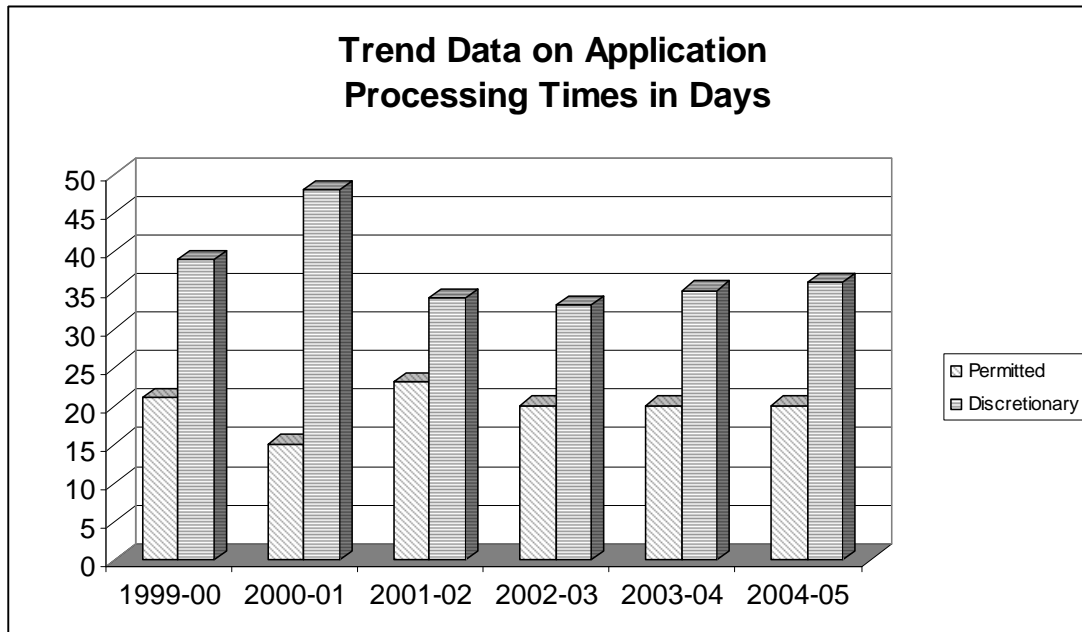


Ongoing



Not achieved

development, before 2003-04, with seeing the advent of the development of the “shack sites”.



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LEGEND Achieved  In Progress  Ongoing  Not achieved



NATURAL RESOURCE MONITORING AND ENVIRONMENTAL MONITORING

Monitor all water and sewerage schemes to ensure compliance with environmental standards.

Liaise closely with Government agencies and stakeholder groups, such as farmers, shack owners and land care groups, with responsibilities and interest in catchment management to ensure consistent and effective policies and actions.

Actively pursue resources to assist in environmental and natural resource management planning through programs such as the Natural Heritage Trust and Landcare or by contracting with Government agencies to provide specialist local services.

Ensure the provision of best practice environmental management.

Activity	Comment	Status
Monitor and sample water supplies to ensure safe potable water supplies	<p>Sampling of Council's water supplies has been undertaken in accordance with the Australian Drinking Water Guidelines to monitor compliance with the quality standards contained in the guidelines. Statutory reporting to the Department of Human and Health Services is completed annually.</p> <p>The treated supplies of Bothwell, Hamilton, Ouse and Wayatinah complied with the quality standards specified for small water supplies.</p> <p>The untreated supplies of Ellendale and Gretna do not comply, and as required</p> <p>under the Public Health Act 1997, "Boil Water Notices" remain in force. Upgrading of the Ellendale Water Supply is well underway and this should result in the</p>	<p></p> <p></p>

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LEGEND

Achieved

 In Progress

 Ongoing

Not achieved

water complying with the relevant standards.

Natural Resource Management

Council continues to fund Natural Resource Management and the implementation of the Derwent Catchment NRM Plan (as applicable), and is working with the local NRM Co-ordinator to implement it's Weed Management Strategy.



Monitor and sample sewerage supplies to accepted environmental standards.

Sewerage effluent from Council's five sewage treatment systems and from other commercial sewage plants has been monitored and analysed to determine compliance with the Environmental Management and Pollution Control Act. Results are reported to the Department of Primary Industries, Water and Environment on a monthly basis.



Continue Council's environmental research program of groundwater monitoring in the municipal area.

Environmental sampling is conducted with areas monitored varying from year to year



ENVIRONMENTAL AND PUBLIC HEALTH

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LEGEND

Achieved






 In Progress

 Ongoing

Not achieved

Strive for ongoing and measurable improvements to community health through responsive, educative, monitored, participative and enforcement programs.

Implement inspection and immunisation services and education programs for the health of the community and provide advice to the community on environmental and public health issues.

Activity	Comment	Status
Provision of environmental health service	Council registers all food premises and has conducted food handler training sessions for the community and charity organisations based on the Foodsafe Accreditation Guidelines.	
	Council monitors food quality as part of the state-wide food-sampling program.	
	Places of Assembly are inspected annually to ensure compliance with the Public Health Act and the Guidelines for Health and Safety in Public Places.	
Continue immunisation programs for adults and children	Council's Environmental Health Officer, in conjunction with the Medical Officer of Health operates annual school immunisation programs in accordance with the requirements of the Public health Act 1997.	
	Council adopts a co-operative approach with the two local doctors both offering "free" immunisation by appointment.	

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LEGEND



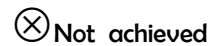
Achieved



In Progress



Ongoing



Not achieved

ENVIRONMENTAL AND PUBLIC HEALTH REPORT

Council performed its functions under the Public Health Act 1997 and the Food Act 1997 as detailed below. Council employs a part-time Environmental Health Officer (EHO) and the departmental manager, who is a qualified EHO, provides assistance and support as required.

Council strives for ongoing and measurable improvements to community health through responsive, educative, monitored, participative and enforcement programs. Council has implemented inspection and immunisation services and education programs for the health of the community and to provide advice to the community on environmental and public health issues.

These objectives and strategies form part of Council's Strategic Plan, and this was developed in consultation with the Central Highlands community. Thus, the programs implemented by Council can be seen to be meeting at least part of the needs of members of the community.

The various public health strategies that have been undertaken by Council are detailed.

- 59 food premises have been registered and licensed in accordance with the Food Act. These premises are audited as required in accordance with a risk based assessment protocol.
- 19 Places of Assembly have been licensed in accordance with the Public Health Act and the Guidelines for Health and Safety in Public Places.
- 4 Special Events Licences have been issued.
- A DrumMUSTER collection facility continues to operate at the Hamilton Regional Disposal and Recycling Site to provide an ongoing service.
- School immunisation was carried out in accordance with the National Health and Medical Research Council Immunisation Schedule, and was conducted by Council's Medical Officer of Health at the two schools in the municipality (Bothwell and Ouse).
- "Free" infant immunisation continues to be offered by appointment at the Ouse Surgery and Bothwell Medical Centre as per the national immunisation schedule.
- Routine food sampling was undertaken by Council's EHO as part of the State Food Sampling program. Foods analysed during the year included, sausages, meat pies and bottled water.

BUILDING AND PLUMBING CONTROL

Ensure that all new buildings and structures within the Central Highlands comply with statutory requirements and Council policies and


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LEGEND Achieved  In Progress  Ongoing  Not achieved

that inspections are made at appropriate stages during construction to ensure compliance with approved plans, codes and standards and to provide advice to the community on building and plumbing issues.

Special Projects – participate in special projects which may require local government expertise, experience and statutory control.

Activity	Comment	Status
Provision of plumbing and building control service	<p>109 building permit applications and 87 plumbing permit applications have been lodged with Council, a slight decrease from the previous year due to the finalisation of the Shack sites Project which had previously prevented any building works and seen an increase in the number of applications received for the previous two years.</p> <p>The Building Act 2000 came into effect from 1 July 2004 which has seen major changes to the approval process. Council now employs a Building Surveyor (part Time) which enables Council to provide the same level of service that has previously been provided.</p> <p>Each application was assessed to determine compliance with the Building Code. Appropriate site inspections were conducted as applicable for each permit.</p> <p>74 special connection (septic tank) permit applications were lodged with Council, a decrease from 2003/04 (again due to the finalisation of the Shacksites Project). Each application was processed following on-site assessment for compliance with the Plumbing Regulations and Tasmanian Plumbing Code. The appropriate site inspections were conducted, as applicable for each permit.</p> <p>With the finalisation of wastewater installations for the Shacksites Project, the number of special plumbing permit applications has fallen to more workable levels.</p>	

Building Statistics

	1999-00	2000-01	2001-02	2002-03	2003-04	2004-05
No. Buildings	92	71	98	124	162	109
No. Plumbing	103	53	97	304	261	87
No. Special	25	20	83	303	234	74

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LEGEND Achieved  In Progress  Ongoing Not achieved

Connections						
Value of Building Applications	\$1,771,722	\$1,256,897	\$2,039,542	\$2,880,136	\$4,400,760	\$4,147,996

SOLID WASTE MANAGEMENT


Provide solid waste management services and facilities for the entire Central Highland district that are efficient and effective, reduce waste and comply with statutory, public health and environmental requirements. Ensure that Council promotes the “Reduce, Reuse and Recycle” theme in the community.

Activity	Comment	Status
Provision of a door to door garbage and kerbside recycling service	Council provides a relatively comprehensive kerbside collection service with recyclables transported to Hobart for processing. Kerbside garbage and recycling collection is provided to residents of Bothwell, Ellendale, Fentonbury, Gretna, Hamilton, Ouse, Wayatinah and Westerway. The introduction of mobile garbage bins (MGB's) for kerbside garbage collection will be considered in the near future due to the reduced availability of bag collection by Contractors. For remote waste transfer stations, recycling is restricted to aluminium and glass beverage containers. The cost of providing the recycling service, especially from remote waste transfer stations is high.	
Maintain and operate Council's waste transfer stations	Servicing of Council's remote Waste Transfer Stations continues to be done under contract, with waste from the "Lyell Highway Sites" being compacted and disposed of at the Hamilton Refuse Disposal Site. Waste from the waste transfer stations near Great Lake continues to be compacted and disposed of at the Launceston Refuse Disposal Site.	
Control and Maintenance of refuse disposal sites	Council operate one controlled refuse disposal sites.	

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LEGEND Achieved  In Progress  Ongoing Not achieved


The Bothwell Refuse Disposal Site has been converted to a waste transfer station. Negotiations have commenced with regards to the Rehabilitation Plan for the site. 

Operating hours are reviewed regularly to ensure that they are appropriate for the community. 

The DrumMUSTER collection facility is available at the Hamilton Regional Disposal Site. 


Establish the Regional Refuse Site at Hamilton Upgrade/extension works at the Hamilton Refuse Site were completed during 2004/05 with the new site now fully operational. 

Collect static recycling and clean sites Council engage a contractor to collect recycling from static sites and ensure that sites are clean. A new contractor was awarded the contract during the financial year. 

Council is a member of the Southern Waste Strategy Authority, along with all other Southern Councils. During the year the Authority continued implementation of the waste strategy jointly developed by the member councils. 

SWIMMING POOL

Ensure that the Bothwell Swimming Pool is maintained and monitored to provide a safe and healthy recreation facility.

Activity	Comment	Status
Maintain and operate the Swimming Pool	The Bothwell Swimming Pool opens between the months of December and March each year. The pool continues to be popular during this time. The Bothwell Swimming Pool Committee meet regularly during the season to ensure the smooth operation of the facility.	

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LEGEND

Achieved




 In Progress

 Ongoing

Not achieved

ANIMAL CONTROL

Ensure that the control of dogs is performed according to statutory requirements; and directions from Council.

Activity	Comment	Status
All dogs in the area are to be identified and registered	This function is contracted and is a part time position sharing human resources with neighbouring Derwent Valley Council. Central Highlands Council staff have limited involvement out of hours.	
	Council provides information to ratepayers (by pamphlet) on dog management, responsibilities of dog ownership, control of barking dogs, etc.	
	Advertise and promote registration, control and care of dogs and Council's Dog Management Plan	
	Follow up complaints from the public in relation to dogs.	

Dog Control Statistics

	1999/00	2000/01	2001/02	2002/03	2003/04	2004/05
Dogs Registered	748	802	732	761	710	749
Kennel Licenses	0	0	0	0	0	0
Infringement Notices	0	2	1	0	1	2
Impounded Dogs	0	4	19	3	9	4
Declared Dangerous Dogs	0	0	1	1	1	1

GOVERNANCE AND CORPORATE MANAGEMENT

Provide advice and information to Council to assist Council fulfil and comply with its statutory functions and legal responsibilities.

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LEGEND

Achieved

 In Progress

 Ongoing

Not achieved

Ensure that Council's processes and procedures fulfil the requirements of the Local Government Act 1993 and other relevant Acts and statutory obligations.

Provide timely and efficient support services to enable all Councillors to fulfil their responsibilities.

Implement policies and decisions of Council as documented in the minutes of Council meetings, Council's Strategic and Operational Plans, the Annual Budget and other programs.

Maintain Council's strategic and annual operational plans and planning processes and assist Council in its involvement in and response to major regional and local strategic issues.

Ensure the best use of Council's resources and implement improvements as required.

Monitor services to customers and identify areas where Council can improve to provide the best, most efficient and effective service to the Central Highlands community.

Activity	Comment	Status
Implementation of Policies and decisions of Council	Councils policies and decisions are implement by staff	
Maintain Council's strategic and annual operation plans	Council's Strategic Plan was adopted by Council in 2002	<input checked="" type="checkbox"/>

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LEGEND

Achieved

 In Progress

 Ongoing

Not achieved



ECONOMIC AND COMMUNITY DEVELOPMENT

Work closely with the community to assist in the planning and provision of community services and ensure its needs for these services are advocated to those responsible.

Work closely with the relevant State agencies to facilitate the sustainable development of the Central Highland's significant economic potential including the creation of employment generating opportunities.

Progress youth employment opportunities and facilitate career pathways where available and to continue to participate in the Youth Council.

Encourage and support an expansion of the tourism industry in line with acknowledged trends and in consultation with local operators.

Activity	Comment	Status
Promote the Central Highlands by supporting and encouraging community projects which encourage visitors to the area	Council supports the Australasian Golf Museum with a heritage building at no cost.	
	Support is given to the Hamilton Agricultural Show and Steppes Rodeo events which draw large numbers of visitors to the district.	 
	Council support the International Highland Spin-in which is held every two years in Bothwell.	

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LEGEND

Achieved

 In Progress

 Ongoing

Not achieved

<p>Develop strong linkages with those involved in the promotion and development of economic and tourist activities in the area</p>	<p>Council contribute towards Tasmania's South Regional Tourism Association.</p> <p>Council offers support to local tourism groups.</p> <p>Council contributed towards the Anglers Access Project, an initiative of the Inland Fisheries Commission.</p>	<p></p> <p></p>
<p>Ensure Council's supports and facilitates appropriate new initiatives whilst maintaining and upholding sustainable development</p>	<p>Annual allocations are made to both the Bothwell and Ouse on-line access centres to continue to provide a valuable service to the Central Highlands.</p> <p>A commitment was made by Council to provide a donation of \$5,000 towards the Lions Club Community Car Project.</p>	<p><input checked="" type="checkbox"/></p>
<p>Ensure there are opportunities for the community to realise its full potential by supporting programs where Council considers it appropriate and by giving assistance to community based groups and organisations where the need is justified.</p>	<p>Council provide an annual allocation to Centralinc to assist with providing community and economic development programs to the area.</p>	<p><input checked="" type="checkbox"/></p>
<p>Ensure relevant Council information is disseminated to the community in a timely manner.</p>	<p>Council disseminates information to the community by:</p> <p>Advertising/articles in the Highlands Digest</p> <p>Advertising in the three daily newspapers</p> <p>Newsletter with rates each year</p> <p>Letter box drop when necessary</p>	<p></p>

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LEGEND

Achieved

 In Progress

 Ongoing

Not achieved

Conduct community consultation on major issues in a manner that ensures an indicative cross section of the community has input	Holding community meetings on issues of concerns – Meetings are to be held in Bothwell, Hamilton, Ellendale, Bronte and Miena in August, 2005 to gauge community views on the establishment of a single administrative centre for the Central Highlands Council.	
Conduct an open and available access policy to ensure members of the community can discuss items of interest or make representation to Councillors and where appropriate, senior staff.	The community has access to all Senior Council Managers.	
	Public question time is allocated at all Council meetings.	<input checked="" type="checkbox"/>
	Arrangements can be made with Council for delegations to attend and make representations at Council meetings.	<input checked="" type="checkbox"/>

DONATIONS AND CONTRIBUTIONS

The following donations were made during the year:

Centralinc	\$10,800	Citizenship Awards 3 Schools	\$150
Bothwell District High School	\$250	Mayor's Awards 3 Schools	\$150
Ouse District High School	\$2750	Anzac Day Books 3 Schools	\$200
Glenora District High School	\$250	Bothwell District High School P & F	\$500
Bothwell On-line Access Centre	\$750	Bursary Student Bothwell District High	\$250
Ouse On-line Access Centre	\$750	Bursary Student Ouse District High	\$250
Steppes Rodeo	\$500	Bursary Student Glenora District High	\$250
Hamilton District Agricultural Show	\$500	Bothwell CWA	\$500
Bothwell Lions Club	\$500	Gretna Cricket Club	\$1,000
Australasian Golf Museum	\$4,000	Bothwell Anglers Club	\$100
Ouse Country Club	\$1,000	International Highland Spin-in	\$2,000
Bothwell Historical Society	\$750	Anglers Access	\$2,000

Assistance is also provided to community groups and clubs by way of in-kind support such as provision of plant and labour, photocopying, and free or subsidised use of Council premises, to name a few. Groups to benefit were:

International Highland Spin-in
 Hamilton Church Guild
 Centralinc Senior Lunches
 Landcare Groups
 Hamilton District Agricultural Show Committee

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LEGEND

Achieved

 In Progress

 Ongoing

Not achieved

Lions Club Bothwell
Bothwell Football Club
Hamilton Anglican Church
Bothwell District High School
Natural Resource Management Committee
Ouse On-Line Access Centre
Bothwell Historical Society

CORPORATE AND FINANCIAL SERVICES

Prepare the estimates for the forthcoming year in accordance with the operational needs of Council.

Provide timely information and assist management and Council with budget planning and meeting financial objectives.

Ensure that Council's rating structures are equitable, appropriate and generate sufficient revenue for Council's operations.

Initiate appropriate action to ensure the recovery of outstanding rates and debts due to Council.

Manage cash flow so that Council is able to meet its financial obligations.

Efficiently and effectively administer a range of financial services such as Councillors expenses, valuation, advertising, legal fees, insurance, subscriptions, audit, long service leave, loan management, oncosts and creditors.

Promote the concept of taxation reform between State and Local Government and other options for revenue generation such as grant availability.

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LEGEND

Achieved



 In Progress

 Ongoing

Not achieved

Activity	Comment	Status
Recovery of Rate Debts	Council continue to monitor rates debtors.	
Creditors Control	Council endeavour to ensure that all creditors are paid in a timely manner.	
Estimates, Operation Plan and Annual Report.	These were all completed and adopted	<input checked="" type="checkbox"/>
Sundry financial services	Monthly reports and quarterly reports are submitted to Council.	

COMPUTER DEVELOPMENT AND EQUIPMENT

Activity	Comment	Status
Ensure that Computer and Office Equipment is maintained and replaced when necessary	Computer hardware and software is replaced when necessary.	
	Information is continually added to the Conquest Asset Management System with details of the revaluations of roads, bridges, footpaths, drainage, water and sewerage loaded.	
	Council have budgeted to purchase new records management software in 2005/06.	

HUMAN RESOURCES

To provide management support services for Council and its officers, including training and development.

To ensure that employees records are maintained with respect to leave and entitlements.

Activity	Comment	Status
Maintenance of employee records	All employees records are kept as per industry standards	<input checked="" type="checkbox"/>

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LEGEND Achieved In Progress Ongoing Not achieved

Under Section 72 of the Local Government Act 1993, the following is reported:

TOTAL REMUNERATION BRACKET	NO OF SENIOR EMPLOYEES
\$40,000 - \$60,000	2
\$60,000 - \$80,000	1
\$80,000 - \$100,000	1

- Total remuneration includes salary, employer superannuation contribution, value of use of motor vehicle provided, value of other allowances and benefits paid to an employee.
- Senior Employees are employees that report directly to the General Manager

Total Allowances and expenses paid to the Mayor, Deputy Mayor and Councillors were \$72,230.

Water Pricing

Council supplies water to the towns of Bothwell, Hamilton, Ellendale, Ouse, Gretna, Wayatinah and Westerway/Fentonbury. The supply is based on a supply charge according to locality. The supply charge incorporates a fixed allowance of water. An excess water charge is applied for water used above the annual allowance.

Water District	Tenement Charge \$	Allowance included	Vacant Allotment Charge \$	Allowance included	Excess Water Charge Cents per kl.
Bothwell	279	563	140	281	37
Hamilton	340	563	170	281	37
Ouse	235	563	118	281	37
Gretna	293	563	147	281	37
Ellendale	177		89		
Wayatinah	343	563	172	281	37
Westerway/Fentonbury	352	400	268	200	56

Sewerage charges applied:

Sewerage District	Tenement Charge	Vacant Allot Charge

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LEGEND

Achieved

 In Progress

 Ongoing

Not achieved

Bothwell	\$146	\$73
Hamilton	\$192	\$96
Ouse	\$233	\$117
Gretna	\$371	\$186
Wayatinah	\$198	\$99
Flintstone Drive	\$313	\$157

Contracts for supply or provision of goods and services valued at or above \$50,000 excluding GST (as per Section 23 (5) of the Local Government (General) Regulations 2005)

Description	Period of Contract	Value excluding GST	Successful Contractor	Business Address of Successful Contractor
Supply of Grader		\$294,507	Komatsu Australia	1095 Cambridge Rd Cambridge Tas
Supply of Truck		\$222,175.45	Westar Truck Pty Ltd	PO Box 215 Footscray Vic
Construction of Shacksite Roadworks	2 Years from commencement	\$3,211,615 Plus Variations	Fluid Kinetics Australia Pty Ltd	PO Box 6140 St Kilda Road Vic
Construction of Green Valley Bridge		\$89,595	Tas Span Pty Ltd	PO Box 225 Latrobe Tas

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LEGEND



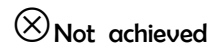
Achieved



In Progress



Ongoing



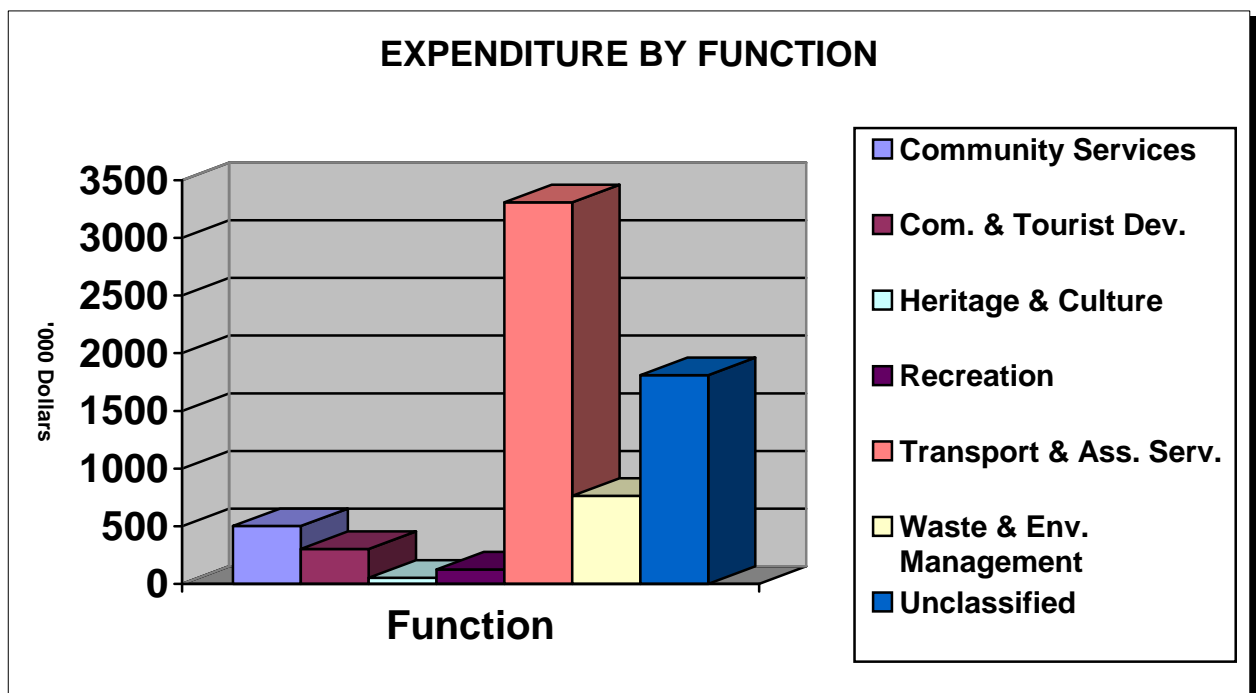
Not achieved

FINANCIAL PERFORMANCE INDICATORS

Comparative Financial Performance Indicators are provided for the current and previous eight years.

Indicator	2005	2004	2003	2002	2001	2000	1999	1998	1997	1996
Rate Revenue Analysis: Rate Income: Total Revenue Working Capital Ratio	0.27	0.27	0.27	0.33	0.34	0.35	0.33	0.33	0.30	0.30
Current Assets: Current Liabilities:	5.99	5.22	4.67	3.36	4.25	3.80	3.78	4.21	2.69	2.41
Debt Ratio Total Liabilities: Total Assets:	0.01	0.01	0.01	0.02	0.02	0.02	0.02	0.02	0.01	0.10

EXPENDITURE



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LEGEND

Achieved

 In Progress

 Ongoing

Not achieved

RESERVES

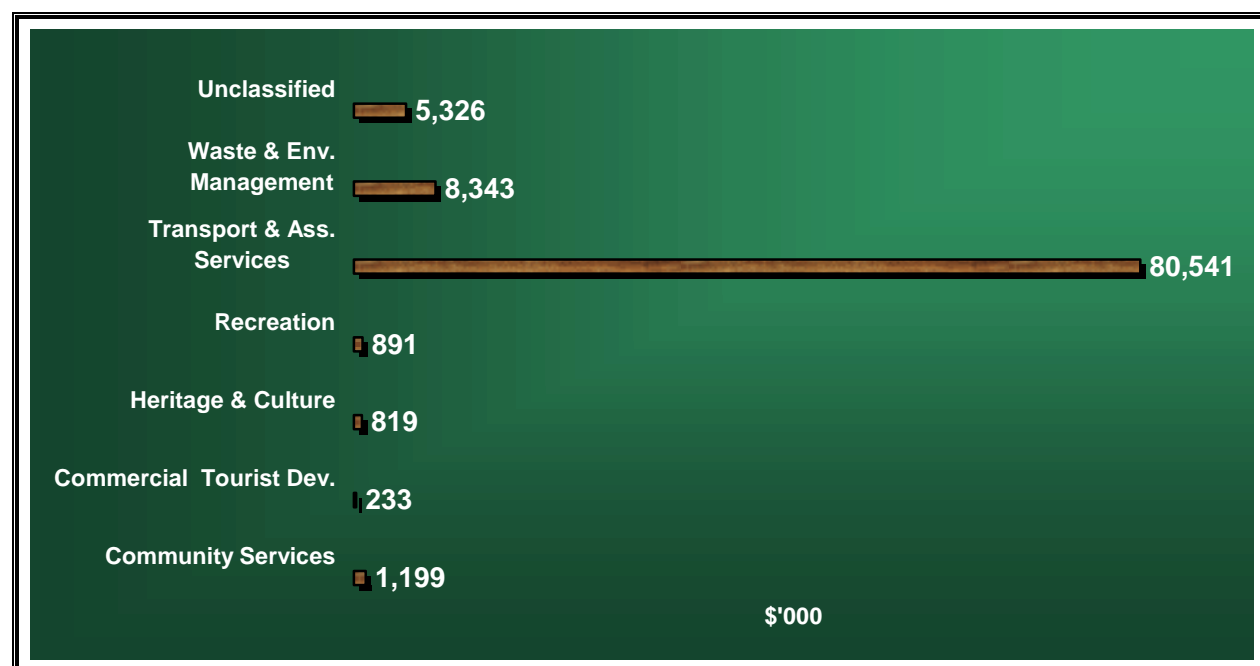
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Reserve	1997	1998	1999	2000	2001	2002	2003	2004	2005
Plant Replacement	261	150	100	100	100	100	82	100	100
Roads	90	263	0		178				
Water	24		18	2					
Computer Replacement									
Sewerage	106	127	415	398	409	435	178	170	170
Bridges	320	381	366	459	575	575	676	750	750
Sundry	45	1,225	1,124	1,033	849	509	817	1,510	369
Long Service Leave	133	173	190	208	209	221	225	225	225
Independent Living Units		25	25	25	25	28	39	43	
Regional Refuse Site			30	40	50	60	70	80	80
Quarry Reserve					27	28	38	50	50
Shacksites Program					33				2,476
Roads to Recovery						340	112		
Bothwell Pool						5	21	23	24
Total	979	2,344	2,268	2,265	2,457	2,301	2,258	2,951	4,244

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LEGEND Achieved In Progress Ongoing Not achieved

ASSETS ATTRIBUTED TO FUNCTIONS



NON-CURRENT ASSETS

NON-CURRENT ASSET	30 JUNE 2004 WRITTEN DOWN VALUE \$'000	30 JUNE 2005 WRITTEN DOWN VALUE \$'000	INCREASE/ (DECREASE) \$'000
Land	717	849	132
Buildings	2,262	2,484	222
Plant, Machinery & Equipment	1,310	1,816	506
Motor Vehicles	154	144	(10)
Office Equipment	103	92	(11)
Computer Equipment	206	196	(10)
Infrastructure	184	323	139
Roads	44,288	72,885	28,597
Drainage Systems	534	591	57
Water Schemes	3,332	4,690	1,358
Sewerage Schemes	2,363	3,133	770
Bridges	2,092	3,879	1,787
Footpaths, Kerbs & Gutters	1,400	1,209	(191)
Works in Progress	659	1,279	620
Receivables	31	24	(7)
Valuer-General	0	117	117
TOTALS	59,635	93,711	34,076

Roads, Drainage Systems, Water Schemes, Sewerage Schemes, Bridges, Footpaths Kerbs and Gutter assets were re-valued effective from 30 June 2005.