

Central Highlands Council

AGENDA – ORDINARY MEETING – 16TH JUNE 2020

Agenda of an Ordinary Meeting of Central Highlands Council scheduled to be held at Bothwell Town Hall, on Tuesday 16th June 2020, commencing at 9am.

I certify under S65(2) of the Local Government Act 1993 that the matters to be discussed under this agenda have been, where necessary, the subject of advice from a suitably qualified person and that such advice has been taken into account in providing any general advice to the Council.

Lyn Eyles
General Manager

1.0 OPENING

The Mayor advises the meeting and members of the public that Council Meetings, not including Closed Sessions, are audio recorded and published on Council's Website.

2.0 ACKNOWLEDGEMENT OF COUNTRY

3.0 PRESENT

4.0 APOLOGIES

5.0 PECUNIARY INTEREST DECLARATIONS

In accordance with Regulation 8 (7) of the Local Government (Meeting Procedures) Regulations 2015, the Mayor requests Councillors to indicate whether they or a close associate have, or are likely to have a pecuniary interest (any pecuniary or pecuniary detriment) or conflict of interest in any Item of the Agenda.

6.0 CLOSED SESSION OF THE MEETING

Regulation 15 (1) of the *Local Government (Meeting Procedures) Regulations 2015* states that at a meeting, a council by absolute majority, or a council committee by simple majority, may close a part of the meeting to the public for a reason specified in sub-regulation (2).

As per *Regulation 15 (1) of the Local Government (Meeting Procedures) Regulations 2015*, this motion requires an absolute majority

Moved: Clr

Seconded: Clr

THAT pursuant to *Regulation 15 (1) of the Local Government (Meeting Procedures) Regulations 2015*, Council, by absolute majority, close the meeting to the public to consider the following matters in Closed Session

Item Number	Matter	<i>Local Government (Meeting Procedures) Regulations 2015</i>
1	Confirmation of the Minutes of the Closed Session of the Ordinary Meeting of Council held on 19 May 2020	Regulation 15 (2)(g) – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential

2	Staff Contract	Regulation 15 (2)(g) – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential
3	Consideration of Matters for Disclosure to the Public	Regulation 15 (8) - While in a closed meeting, the Council, or Council Committee, is to consider whether any discussions, decisions, reports or documents relating to that closed meeting are to be kept confidential or released to the public, taking into account privacy and confidentiality issues

6.1 MOTION OUT OF CLOSED SESSION

Moved:

Seconded:

THAT Council move out of Closed Session and resume the Ordinary Meeting.

OPEN MEETING TO PUBLIC

Due to COVID-19 a limit of 4 members of the public, at any one time will be applied.

7.0 DEPUTATIONS

7.1 PUBLIC QUESTION TIME

8.0 MAYORAL COMMITMENTS

15 May 2020 Rate Payer Teleconference
 15 May 2020 Business of Council
 16 May 2020 Business of Council
 19 May 2020 Council Meeting vmr
 20 May 2020 Business of Council
 21 May 2020 Business of Council
 22 May 2020 teleconference with Councillors
 25 May 2020 Business of Council
 27 May 2020 Business of Council
 28 May 2020 Business of Council
 29 May 2020 Teleconference with Councillors
 31 May 2020 Rate Payer Meeting
 31 May 2020 Tasmania Police Teleconference
 1 June 2020 Rate Payer Teleconference
 2 June 2020 Budget Workshop vmr
 2 June 2020 Rate Payer Teleconference
 3 June 2020 Business of Council
 3 June 2020 Minister teleconference
 4 June 2020 Business of Council
 10 June 2020 Business of Council & GM Meeting

8.1 COUNCILLOR COMMITMENTS

Clr A Campbell

15 April 2020 Ordinary Council Meeting vrm
 12 May 2020 Budget Workshop vrm
 13 May 2020 Hatch meeting via Zoom
 19 May 2020 Ordinary Council Meeting vrm
 2 June 2020 Audit panel Meeting, Hamilton Hall
 2 June 2020 Budget Workshop vrm

Clr R Cassidy

19 May 2020 Ordinary Council Meeting vrm
 12 May 2020 Budget Workshop vrm
 20 May 2020 Business of Council
 24 May 2020 Rate Payer discussions
 25 May 2020 Business of Council
 27 May 2020 Business of Council
 29 May 2020 Business of Council
 1 June 2020 Business of Council
 3 June 2020 Business of Council

Clr J Honner

12 May 2020 Budget Workshop vrm
 19 May 2020 Ordinary Council Meeting vrm
 2 June 2020 Budget Workshop vrm

Clr J Poore

19 May 2020 Ordinary Council Meeting vrm
 2 June 2020 Audit Panel Meeting Hamilton
 2 June 2020 Budget Workshop vrm

STATUS REPORT COUNCILLORS

Item No.	Meeting Date	Agenda Item	Task	Councillor Responsible	Current Status	Completed Date
1	18-Feb-20	12.1	Derwent Catchment Project - Strategic Plan for the development of Agriculture and Tourism	Deputy Mayor Allwright	On going to provide Council with updates each Council meeting	
2	18-Feb-20	16.3	AFLT Statewide Facilities Plan	Deputy Mayor Allwright	On going to provide Council with updates each Council meeting	
3	18-Feb-20	16.5	Cattle Hill Wind Farm Community Fund Committee	Mayor Triffitt, Clr Campbell & Clr Honner	On going to provide Council with updates each Council meeting	

8.2 GENERAL MANAGER'S COMMITMENTS

19 May 2020 Council Meeting
 20 May 2020 Risk Training Webinar
 20 May 2020 Zoom meeting staff Covid-19
 21 May 2020 Webinar Meeting Mark Shelton
 2 June 2020 Audit Panel Meeting
 2 June 2020 Zoom Meeting Insurance
 4 June 2020 Meeting P Allwright & T Turale HATCH

8.2 DEPUTY GENERAL MANAGER'S COMMITMENTS

19 May 2020 Ordinary Council Meeting
 19 May 2020 Southern Region Social Recovery Committee Meeting
 20 May 2020 JLT Risk Awareness Training
 20 May 2020 Managers Meeting to discuss Coronavirus (COVID-19) Safety Plan
 21 May 2020 TCF - Workforce Engagement - Stage 2 Meeting
 25 May 2020 Workskills' Meeting
 26 May 2020 Southern Region Social Recovery Committee Meeting
 2 June 2020 Audit Panel Meeting

2 June 2020	Budget Workshop
3 June 2020	Tasmania Community Fund Board Meeting - Workforce Engagement
3 June 2020	Meeting with Gallagher regarding insurance
4 June 2020	Meeting with Health Action Team Central Highlands

9.0 NOTIFICATION OF COUNCIL WORKSHOPS HELD

2 June 2020 Budget Workshop

9.1 FUTURE WORKSHOPS

Nil

10.0 MAYORAL ANNOUNCEMENTS

11.0 MINUTES

11.1 RECEIVAL DRAFT MINUTES ORDINARY MEETING

Moved:

Seconded:

THAT the Draft Minutes of the Open Council Meeting of Council held on Tuesday 19th May 2020 be received.

11.2 CONFIRMATION OF MINUTES ORDINARY MEETING

Moved:

Seconded:

THAT the Minutes of the Open Council Meeting of Council held on Tuesday 19th May 2020 be confirmed.

11.3 RECIEVAL DRAFT MINUTES AUDIT PANEL MEETING

Moved:

Seconded:

THAT the Draft Minutes of the Audit Panel Meeting held on Tuesday 2nd June 2020 be received.

12.0 BUSINESS ARISING

15.1	Correspondence sent by Development & Environmental Services Manager
15.2	Correspondence sent by Development & Environmental Services Manager
15.3	Correspondence sent by Development & Environmental Services Manager
16.1	Correspondence sent by Works and Service Manager
16.2	Correspondence sent by Works and Service Manager
17.1	Correspondence sent by General Manager
17.2	Correspondence sent by General Manager
17.3	Correspondence sent by General Manager
17.4	Council meeting dates to be put Council website
17.5	Council policy on council website
17.7	Development & Environmental Services Manager and Environment Health Officer developed COVID-19 Safety Plan for reopening of Council services
17.9	Correspondence sent by General Manager

13.0 DERWENT CATCHMENT PROJECT REPORT

Moved:

Seconded:

THAT the Derwent Catchment Project report be received.



Derwent Catchment Project Report for Central Highlands Council

11th May – 9th June 2020

General business

Downie memorial: We are working with Jason Branch and crew to install Andrew Downie's memorial seat on Platypus Walk with a small native garden planting on the land purchased by Council from the Donaghy's. The planting will go in over Winter/early Spring and will be maintained by DCP's on-ground works team.

EOFY reporting: As we are nearing the end of financial year, we are busy compiling reports on all our weed management programs (Hydro, State Growth and Parks & Wildlife) as well as general programs that are running across the Highlands. The Pasture Network is wrapping up its first year of activities and reporting is also underway for this substantial program.

DCP website update: the Derwent Catchment Project website is being updated to reflect the breadth of programs across the region.

Grant applications: As outlined in the Current Grants section at the end of this report we are continuing to apply for new project opportunities to leverage Council's investment in the Derwent Catchment NRM program. ***This month we have prepared four grant applications totaling \$338,000.***

COVID19 safety plan: DCP have developed a safety plan prescribing how we will operate in line with Tasmanian Government requirements.

Weed Management Program

Community partnership with TasNetworks

DCP are developing 5 short 'how to' weed control videos for the TasNetworks Community Partnership Program. We have completed the 'How to Control Blackberry' video which is now available on our YouTube channel.

Strategic planning

Building Better Regions Fund: Strategic planning for sustainable growth for tourism and agriculture in the Derwent Catchment

Magali is in the draft plan writing stage and is expected to be complete by June 30. As part of the plan development we have assessed the contribution of the Strategic Plan for Sustainable Growth for Tourism and Agriculture in the Derwent Catchment to existing Central Highlands Council plans, please see below:

The development and implementation of this plan contributes to the following future welling actions listed under the ***Central Highlands Strategic Plan***:

- 4.6 Strive to provide a clean and healthy environment
- 4.7 Support and assist practical programs that address existing environmental problems and improve the environment
- 5.1 Encourage expansion in the business sector and opening of new market opportunities
- 5.4 Encourage the establishment of alternative industries to support job creation and increase permanent residents
- 5.5 Promote our area's tourism opportunities, destinations and events
- 5.6 Support existing businesses to continue to grow and prosper
- 5.7 Develop partnerships with State Government, industry and regional bodies to promote economic and employment opportunities
- 5.8 Work with the community to further develop tourism in the area
- 6.5 Provide advocacy on behalf of the community and actively engage government and other organisations in the pursuit of community priorities
- 6.6 Consider Council's strategic direction in relation to resource sharing with neighbouring councils and opportunities for mutual benefit
- 6.7 Support and encourage community participation and engagement

The development and implementation of this plan contributes to the following future welling actions listed under the ***Central Highlands Health and Wellbeing Plan***:

- 5. Report on and renew the Central Highlands Destination Action Plan 2016-2019
- 6. Support tourism infrastructure and development that align with the qualities, strengths and values of the Central Highlands

Agri best Practice

Agroforestry

Josie visited potential farm demonstration sites as part of the Private Forests Tasmania program involving co-investment from PFT, primary producers and federal government grant funding (Smart Farming Grant) to develop landscape best practice forestry plantings. The co-investment includes cash contributions from the Smart Farming Grant to assist primary producers with up front establishment costs. Primary producers are invited to participate via an expression of interest process, and we are providing advice and nursery support to grow suitable native species.

Derwent Pasture Network



Our Pasture Network was promoted on *Country Hour* this week after Fiona Breen visited Bob Shoobridge with Eve and Peter to look at pasture demonstration site establishment on Fenton Forest. We have had lots of positive feedback about the interview from the community.

The forage shrub planting continues! Planting thousands of

shrubs on exposed north-facing slopes is providing us with a solid challenge but the planting crew are finding their momentum and things are progressing well. All the sites will be completed by June 30.

Peter and Eve have now identified all three sites for the pasture species selection and persistence trial. The sites at Tor Hill (Rob Paton), Thorpe Farm (Will Bignell) and Fenton Forest (Bob Shoobridge) will be prepared over Winter and sown in Spring. Site management plans and land manager agreements are being developed.

The 'Grazing Time' course is underway. Eve is seeking participants for the 2020-21 course and so far, we have 6 enterprises lined up. The first workshop will be in podcast form and we expect to be back out on-farm for a Spring session. From Spring there will be a session every 6 weeks for ½ day on farm to look at the obstacles and opportunities that the season is presenting when it comes to managing dryland pasture.

We have developed two drought-lotting podcasts with Richard Ellis and James Hume. James and Richard have slightly different methods for undertaking this management option for dry times and we will publish their learnings as part of the Derwent Pasture Network – the podcasts will be available on the website.

Our Trees on Farms program has kicked off with a video in development featuring Fiona Hume from Arundel and Tim Parsons from Currunga talking about the importance of native shelterbelts to their farming enterprises. We are also undertaking farm visits to support revegetation and shelterbelt planting queries.

MLA forage shrub trial



Forage shrub plantings on Nareen (Chris Downie) and Wetheron (Richard Ellis) are complete. Glenelg (Charles Downie) is on track to be finished this month. The direct seeding component of this trial has been contracted to Greening Australia. We were pleased to have an article printed in *Tas Country* which highlighted this program.

Open gates

Brief update: we are currently refining our sustainability audit to align it with international standards for sustainable auditing on farms.

Pasture Productivity Scoring Tool - Pasture Pathways Small Project Fund (DPIWPE)

Peter has applied for a grant to create a pasture condition tool using pictures of pasture and allocating a productivity score. The focus will be on the variety of species as a condition indicator as well as ground cover, plant size/vigour and plant density. This support tool will be an easy to use 'flip guide' that outlines where your pasture is at and how to improve its productivity if the score is low.

Restoration and conservation

Tyenna River Recovery

Magali is working with Modern Arbor and Spectran to undertake willow removal at a difficult site at the bridge on Pillingers Creek. An application to State Growth has been lodged and we expect the work to be undertaken in the next month.

Eve has applied for \$40,000 under the NBN Sustainable Agriculture Landcare Grants to support further willow control on the Tyenna and allow us to incorporate drone technology to facilitate superior costing and planning for

control works and allow us to monitor for post control regrowth. This project will also provide a direct comparison of survey method effectiveness with and without drone technology in river restoration which can be published.

Miena cider gum

We are developing a Wildlife Management Plan for Hydro Tasmania at the Tods Corner site. We have deployed camera traps over the last month and will be collecting them and collating data shortly to help inform the plan. We are also contacting neighbours of the Tods Corner site to discuss the presence of this endangered eucalypt and future fire management planning for the area.

Nursery

Our last plants are nearly all gone, we are accepting orders for next season.

Current grant applications and progress

Biosecurity preparedness in a changing climate: regional planning for the Derwent Catchment (Climate Change Research grants, Tasmanian Climate Change Office) - The development of a regional biosecurity working group; analysis of vulnerability to emerging pests, weeds and diseases; mapping to incorporate vulnerabilities and emerging threats into existing control programs; preparedness planning and communication and extension of the project and its outcomes. - ***applied for \$49,000 - Pending approval***

Pasture Productivity Scoring Tool - Pasture Pathways Small Project Fund (DPIWPE) – develop and deliver a pasture condition score tool focusing on the variety of species as a condition indicator as well as ground cover, plant size/vigour and plant density. This support tool will be an easy to use ‘flip guide’ that outlines where your pasture is at and how to improve its productivity if the score is low. - ***applied for \$50,000 - Pending approval***

NBN Sustainable Agriculture Landcare Grants - to support further willow control on the Tyenna and allow us to incorporate drone technology to provide superior monitoring and survey of willow. – ***applied for \$39,000 - Pending approval***

Miena Cider Gum Post Fire Recovery Program (DPIWPE) – surveying all burnt stands, prioritising on-ground works, implementing browsing protection measures, seed collecting from remaining stands, fire management planning. – ***applied for \$200,000 - Pending approval***

Ouse River Recovery - continuing to work at 5 key locations as a collective and seeking to attract funds to continue on-ground works removing willows, controlling weeds and undertaking native plantings. ***Project total value \$21,800 – applied for \$10,900 - Pending approval***

Stopping Ragwort entering the Derwent Valley along the Ouse River - This project aims to establish the extent of a ragwort infestation on the Ouse River that has been spread by the 2016 floods. Landholders will survey the riverbed using a drone and the Derwent Catchment Project will map its extent, develop a plan for its management and engage other landholders with infestations along the river and support them with ragwort control. **Project total value \$27,500 – applied for \$10,000 – Pending approval**

Revegetating the northern slopes of Mt Spode - This project will revegetate and restrict stock access to 2 ha of the northern slope of Mt Spode. The Derwent Catchment Project will work with landholders to plant native trees and shrubs to restore the slope through improving ground cover and reduce erosion. **Project total value \$18,000 – applied for \$10,000 – Pending approval**

Westerway willow control project - This funding request is to continue to build on the flood resilience work undertaken by the Westerway Raspberry Farm and their partners to improve riverine health in Westerway and provide upstream producers a visible example of best practice willow management to encourage uptake of the broader river recovery program. **Project total value \$46,480 – applied for \$10,000 – Pending approval**

Mapping and control of Tall Wheat Grass- Derwent Catchment Project will undertake a survey for the species, develop an action plan and implement the highest priority actions with a focus on preventing its further establishment in productive areas, reduce the fire hazard that it poses to farm infrastructure and stop it reaching wetland areas of Lake Meadowbank and the Clyde and Derwent Rivers. **Project total value \$11,760 – applied for \$9,880 – Pending approval**

Please don't hesitate to call us if you have any queries about our programs.

Yours Sincerely,

Josie Kelman, Facilitator, The Derwent Catchment Project 0427 044 700

Eve Lazarus, Project Officer, The Derwent Catchment Project 0429 170 048

14.0 FINANCE REPORT

Moved: Clr

Seconded: Clr

THAT the Finance Reports be received.

RATES RECONCILIATION AS AT 31 MAY 2020			
		2019	2020
Balance 30th June		\$41,105.55	\$43,833.95
Rates Raised		\$3,632,817.95	\$3,757,598.04
Penalties Raised		\$36,556.31	\$35,290.49
Supplementaries/Debit Adjustments		\$30,495.40	\$51,671.51
Total Raised		\$3,740,975.21	\$3,888,393.99
Less:			
Receipts to Date		\$3,502,277.25	\$3,636,563.02
Pensioner Rate Remissions		\$98,805.54	\$103,226.61
Remissions/Supplementary Credits		\$27,815.63	\$54,211.39
Balance		\$112,076.79	\$94,392.97

Bank Reconciliation as at 31 May 2020			
		2019	2020
Balance Brought Forward		\$9,683,787.49	\$9,938,160.08
Receipts for month		\$553,716.80	\$2,104,033.13
Expenditure for month		\$775,935.10	\$556,986.09
Balance		\$9,461,569.19	\$11,485,207.12
Represented By:			
Balance Commonwealth Bank		\$314,092.89	\$3,492,564.03
Balance Westpac Bank		\$105,546.75	\$241,597.44
Investments		\$9,080,542.21	\$7,817,545.38
		\$9,500,181.85	\$11,551,706.85
Plus Unbanked Money & Floats		\$779.00	\$585.00
		\$9,500,960.85	\$11,552,291.85
Less Unpresented Cheques		\$35,453.76	\$60,119.59
Unreceipted amounts on bank statements		\$3,937.90	\$6,965.14
		\$9,461,569.19	\$11,485,207.12

	BUDGET 2019/2020	ACTUAL TO 31-May-19	ACTUAL TO 31-May-20	% OF BUDGET SPENT	BALANCE OF BUDGET
CORPORATE AND FINANCIAL SERVICES					
ADMIN. STAFF COSTS(ASCH)	\$569,056	\$475,303	\$458,593	80.59%	\$110,464
ADMIN BUILDING EXPEND(ABCH)	\$35,966	\$33,116	\$40,726	113.23%	(\$4,760)
OFFICE EXPENSES(AOEH)	\$139,500	\$117,164	\$100,270	71.88%	\$39,230
MEMBERS EXPENSES(AMEH)	\$193,410	\$163,543	\$138,621	71.67%	\$54,789
OTHER ADMIN. EXPENDITURE(ASEH + RATES)	\$318,166	\$243,747	\$304,051	95.56%	\$14,115
MEDICAL CENTRES(MED)	\$128,000	\$62,841	\$106,288	83.04%	\$21,712
STREET LIGHTING(STLIGHT)	\$39,600	\$27,386	\$27,828	70.27%	\$11,772
ONCOSTS (ACTUAL)(ONCOSTS)	\$493,952	\$316,188	\$390,547	79.07%	\$103,405
ONCOSTS RECOVERED	(\$430,000)	(\$401,785)	(\$409,720)	95.28%	(\$20,280)
COMMUNITY & ECONOMIC DEV & RELATIONS(CDR+EDEV)	\$211,150	\$149,168	\$158,690	75.16%	\$52,460
GOVERNMENT LEVIES(GLEVY)	\$253,837	\$238,822	\$190,984	75.24%	\$62,853
PELHAM FIRES			\$17,762		
COVID-19			\$14,754		
TOTAL CORPORATE & FINANCIAL SERVICES	\$1,952,637	\$1,425,493	\$1,539,394	78.84%	\$445,759
DEVELOPMENT AND ENVIRONMENTAL SERVICES					
ADMIN STAFF COSTS - DES (ASCB)	\$170,263	\$135,225	\$127,069	74.63%	\$43,194
ADMIN BUILDING EXPEND - DES(ABCB)	\$18,737	\$12,669	\$25,554	136.38%	(\$6,817)
OFFICE EXPENSES - DES (AOEB)	\$57,000	\$53,632	\$42,279	74.17%	\$14,721
ENVIRON HEALTH SERVICES (EHS)	\$32,384	\$20,418	\$24,803	76.59%	\$7,581
ANIMAL CONTROL(AC)	\$18,570	\$9,996	\$1,244	6.70%	\$17,326
PLUMBING/BUILDING CONTROL (BPC)	\$125,212	\$91,382	\$82,062	65.54%	\$43,150
SWIMMING POOLS (POOL)	\$40,591	\$44,496	\$36,312	89.46%	\$4,279
DEVELOPMENT CONTROL (DEV)	\$185,000	\$134,609	\$131,633	71.15%	\$53,367
DOOR TO DOOR GARBAGE & RECYCLING (DD)	\$146,118	\$105,891	\$110,297	75.48%	\$35,822
ROADSIDE BINS COLLECTION (DRB)	\$110,000	\$91,962	\$84,586	76.90%	\$25,414
WASTE TRANSFER STATIONS (WTS)	\$192,252	\$165,947	\$166,928	86.83%	\$25,324
TIP MAINTENANCE (TIPS)	\$65,379	\$32,041	\$33,106	50.64%	\$32,273
ENVIRONMENT PROTECTION (EP)	\$2,718	\$1,685	\$936	34.43%	\$1,782
RECYCLING (RECY)	\$40,600	\$56,462	\$51,630	127.17%	(\$11,030)
TOTAL DEVELOPMENT & ENVIRONMENTAL SERVICES	\$1,204,824	\$956,417	\$918,439	76.23%	\$286,385
WORKS AND SERVICES					
PUBLIC CONVENIENCES (PC)	\$123,875	\$124,484	\$140,063	113.07%	(\$16,188)
CEMETERY (CEM)	\$21,180	\$19,948	\$14,584	68.86%	\$6,596
HALLS (HALL)	\$45,069	\$44,278	\$50,622	112.32%	(\$5,553)
PARKS AND GARDENS(PG)	\$75,622	\$88,797	\$78,563	103.89%	(\$2,941)
REC. & RESERVES(REC+TENNIS)	\$74,290	\$69,056	\$72,084	97.03%	\$2,206
TOWN MOWING/TREES/STREETSCAPES(MOW)	\$125,000	\$134,437	\$99,107	79.29%	\$25,893
FIRE PROTECTION (FIRE)	\$1,000	\$0	\$0	0.00%	\$1,000
HOUSING (HOU)	\$51,800	\$43,813	\$54,593	105.39%	(\$2,793)
CAMPING GROUNDS (CPARK)	\$12,000	\$12,310	\$10,031	83.60%	\$1,969
LIBRARY (LIB)	\$545	\$727	\$824	151.16%	(\$279)
ROAD MAINTENANCE (ROAD)	\$788,370	\$744,410	\$814,982	103.38%	(\$26,612)
FOOTPATHS/KERBS/GUTTERS (FKG)	\$5,640	\$6,676	\$4,937	87.53%	\$703
BRIDGE MAINTENANCE (BRI)	\$22,891	\$28,184	\$13,586	59.35%	\$9,305
PRIVATE WORKS (PW)	\$85,000	\$214,234	\$68,770	80.91%	\$16,230
SUPER. & I/D OVERHEADS (SUPER)	\$347,608	\$310,115	\$279,871	80.51%	\$67,737
QUARRY/GRAVEL (QUARRY)	(\$48,000)	(\$66,297)	\$76,594	-159.57%	(\$124,594)
NATURAL RESOURCE MANAGEMENT(NRM)	\$129,546	\$136,517	\$107,332	82.85%	\$22,214
SES (SES)	\$2,000	\$3,553	\$3,345	167.25%	(\$1,345)
PLANT M'TCE & OPERATING COSTS (PLANT)	\$477,348	\$538,155	\$530,469	111.13%	(\$53,121)
PLANT INCOME	(\$650,000)	(\$605,324)	(\$624,677)	96.10%	(\$25,323)
DRAINAGE (DRAIN)	\$23,000	\$21,673	\$17,528	76.21%	\$5,472

OTHER COMMUNITY AMENITIES (OCA)	\$23,118	\$28,825	\$25,748	111.38%	(\$2,630)
WASTE COLLECTION & ASSOC SERVICES (WAS)	\$26,200	\$34,113	\$33,499	127.86%	(\$7,299)
TOTAL WORKS & SERVICES	\$1,763,102	\$1,932,685	\$1,872,456	106.20%	(\$109,354)
DEPARTMENT TOTALS OPERATING EXPENSES					
Corporate Services	\$1,952,637	\$1,425,493	\$1,539,394	78.84%	\$445,759
Dev. & Environmental Services	\$1,204,824	\$956,417	\$918,439	76.23%	\$286,385
Works & Services	\$1,763,102	\$1,932,685	\$1,872,456	106.20%	(\$109,354)
Total All Operating	\$4,920,563	\$4,314,595	\$4,330,290	88.00%	\$622,789
CAPITAL EXPENDITURE					
CORPORATE AND FINANCIAL SERVICES					
Computer Purchases	\$16,500	\$16,685	\$3,900	23.64%	\$12,600
Equipment	\$15,000	\$46,919	\$16,278	108.52%	(\$1,278)
Miscellaneous	\$23,500	\$0	\$0	0.00%	\$23,500
	\$55,000	\$63,604	\$20,178	36.69%	\$34,822
DEVELOPMENT & ENVIRONMENTAL SERVICES					
Swimming Pool	\$37,000	\$5,000	\$8,564	23.14%	\$28,436
Waste Transfer Station	\$15,000	\$5,000	\$16,686	111.24%	(\$1,686)
	\$52,000	\$10,000	\$25,249	48.56%	\$42,000
WORKS & SERVICES					
Plant Purchases	\$424,000	\$203,554	\$348,012	82.08%	\$75,988
Camping Grounds	\$50,000	\$0	\$0	0.00%	\$50,000
Public Conveniences	\$70,000	\$36,909	\$50,659	72.37%	\$19,341
Bridges	\$532,000	\$20,267	\$157,643	29.63%	\$374,357
Road Construction & Reseals	\$1,280,000	\$1,529,617	\$1,378,326	107.68%	(\$98,326)
Drainage	\$380,000	\$0	\$4,670	1.23%	\$375,331
Parks & Gardens Capital	\$63,000	\$27,360	\$49,513	78.59%	\$13,487
Infrastructure Capital	\$48,000	\$7,360	\$27,109	56.48%	\$20,891
Footpaths, Kerbs & Gutters	\$20,000	\$82,111	\$351	1.76%	\$19,649
Rec Grounds	\$10,000	\$33,066	\$150	1.50%	\$9,850
Halls	\$10,000	\$15,475	\$0	0.00%	\$10,000
Buildings	\$130,000	\$7,009	\$0	0.00%	\$130,000
	\$3,017,000	\$1,962,730	\$2,016,434	66.84%	\$1,000,566
TOTAL CAPITAL WORKS					
Corporate Services	\$55,000	\$63,604	\$20,178	36.69%	(\$8,604)
Dev. & Environmental Services	\$52,000	\$10,000	\$25,249	48.56%	\$42,000
Works & Services	\$3,017,000	\$1,962,730	\$2,016,434	66.84%	\$1,054,270
	\$3,124,000	\$2,036,333	\$2,061,861	66.00%	\$1,087,667

Comprehensive Income Statement						
31/05/2020						
Recurrent Income	Reviewed Budget 2018-2019	Actual to date prior year	Actual to Date	Budget 2019-2020	Variation from YTD Budget %	Comments
Rates Charges	\$3,606,569	\$3,617,230	\$3,743,865	\$3,729,984	0%	
User Fees	\$238,500	\$355,164	\$351,056	\$257,500	45%	\$50K contribution for GP recruitment
Grants - Operating	\$2,318,505	\$1,222,253	\$1,361,492	\$2,428,040	(36)%	FAGs received prior year in advance
Other Revenue	\$492,034	\$539,060	\$393,277	\$512,034	(15)%	
Total Revenues	\$6,655,608	\$5,733,707	\$5,849,690	\$6,927,558	(7)%	
Expenditure						
Employee Benefits	\$1,788,651	\$1,739,697	\$1,691,608	\$1,949,709	(5)%	
Materials and Services	\$1,385,766	\$1,390,530	\$1,483,375	\$1,418,866	13%	
Other Expenses	\$1,374,973	\$1,229,485	\$1,168,864	\$1,551,987	(16)%	
Depreciation and Amortisation	\$2,116,000	\$1,968,465	\$1,948,952	\$2,112,000	1%	
Total Expenditure	6,665,390	6,328,177	6,292,798	7,032,562	(2)%	
Operating Surplus(Deficit)	(9,782)	(594,471)	(443,108)	(105,004)		
Capital Grants & Other	\$209,198	\$214,411	\$660,728	\$694,000		
Surplus(Deficit)	199,416	(380,060)	217,620	588,996		
Capital Expenditure	\$2,680,712	\$2,036,333	\$2,061,861	\$3,124,000		

BANK ACCOUNT BALANCES AS AT 31 MAY 2020						
					BALANCE	
No.	Bank Accounts	Investment Period	Current Interest Rate %	Due Date	2019	2020
0011100 Cash at Bank and on Hand						
0011105	Bank 01 - Commonwealth - General Trading Account				275,489.84	3,425,874.20
0011106	Bank 02 - Westpac - Direct Deposit Account				104,987.14	241,237.54
0011110	Petty Cash				350.00	350.00
0011115	Floats				200.00	200.00
0011199 TOTAL CASH AT BANK AND ON HAND					381,026.98	3,667,661.74
0011200 Investments						
0011206	Bank 04	30 Days	50.00%	15/06/2020		607,671.09
0011207	Bank 05	60 Days	0.63%	15/06/2020	1,196,400.05	1,633,700.37
0011207	Bank 06	30 Days			1,608,350.76	-
0011212	Bank 12	30 Days			812,870.99	-
0011214	Tascorp	91 Days	0.75%	14/09/2020	76,681.36	77,650.16
0011215	Bank 15	90 Days			3,335,401.67	-
0011216	Bank 16	90 Days	0.64%	21/07/2020	2,050,837.38	5,498,523.76
0011299 TOTAL INVESTMENTS					9,080,542.21	7,817,545.38
TOTAL BANK ACCOUNTS AND CASH ON HAND					9,461,569.19	11,485,207.12

No.	Plant	Total Expense	Sal and Wage	Oncosts	Internal Plant Hire	Materials	Plant & Equipment Maintenance	Insurance	Fuel	Tyres	Registration	Depreciation	Cost of capital	Recovered	Hours	Recovery per Hour	Expenditure per Hour	Recovery/(Loss) per Hour
PM0149	Loadrite Weighing System	\$ 867.01	\$ -	\$ -	\$ -	\$ 100.10	\$ -	\$ 52.51	\$ -	\$ -	\$ -	\$ 595.33	\$ 119.07	-	-	-	-	-
PM0196	Transmig Welder	\$ 212.29	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14.29	\$ -	\$ -	\$ -	\$ 162.00	\$ 36.00	-	-	-	-	-
PM0238	Auger	\$ 971.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66.38	\$ -	\$ -	\$ -	\$ 752.60	\$ 152.04	-	-	-	-	-
PM0254	Test and Tag Equipment	\$ 192.91	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13.19	\$ -	\$ -	\$ -	\$ 149.52	\$ 30.21	-	-	-	-	-
PM0255	Floor Jack 15 Tonne	\$ 256.19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17.51	\$ -	\$ -	\$ -	\$ 198.56	\$ 40.11	-	-	-	-	-
PM613	Komatsu Loader Hamilton BO8817	\$ 5,695.22	\$ 297.97	\$ 171.08	\$ -	\$ -	\$ 549.73	\$ 156.79	\$ 2,067.48	\$ -	\$ 141.06	\$ 1,777.78	\$ 533.33	\$ 1,340.00	33.5	\$ 40.00	\$ 170.01	(\$130.01)
PM620	Herc Superdog - Kelvin (IT2581)	\$ 3,291.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 129.73	\$ -	\$ -	\$ 1,245.51	\$ 1,470.92	\$ 445.73	\$ 9,662.50	386.5	\$ 25.00	\$ 8.52	\$16.48
PM621	Pig Trailer Hamilton OT0770	\$ 1,918.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47.04	\$ -	\$ -	\$ 1,178.17	\$ 533.33	\$ 160.00	\$ 500.00	25.0	\$ 20.00	\$ 76.74	(\$56.74)
PM622	Fuel Tanker Bothwell PT4204	\$ 54.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54.05	\$ -	\$ -	-	-	-	-	-
PM627	Small Mowers	\$ 1,138.45	\$ -	\$ -	\$ -	\$ 168.13	\$ 123.91	\$ -	\$ 846.41	\$ -	\$ -	\$ -	\$ -	\$ 1,644.00	548.0	\$ 3.00	\$ 2.08	\$0.92
PM628	Chainsaws	\$ 2,985.89	\$ -	\$ -	\$ -	\$ 392.65	\$ 2,504.04	\$ -	\$ 89.20	\$ -	\$ -	\$ -	\$ -	\$ 752.75	150.6	\$ 5.00	\$ 19.83	(\$14.83)
PM629	Spray Units	\$ 2,936.98	\$ 154.55	\$ 92.74	\$ 10.50	\$ 426.11	\$ 346.82	\$ 128.37	\$ 28.27	\$ -	\$ -	\$ 1,455.56	\$ 294.05	\$ 1,212.50	242.5	\$ 5.00	\$ 12.11	(\$7.11)
PM630	Compressors	\$ 170.52	\$ -	\$ -	\$ -	\$ 1.34	\$ -	\$ 11.58	\$ -	\$ -	\$ -	\$ 131.33	\$ 26.27	-	-	-	-	-
PM635	Sundry Plant	\$ 3,445.93	\$ -	\$ -	\$ -	\$ 1,916.42	\$ -	\$ -	\$ 329.51	\$ 1,200.00	\$ -	\$ -	\$ -	\$ 140.00	28.0	\$ 5.00	\$ 123.07	(\$118.07)
PM636	Small Trailers	\$ 1,425.67	\$ 321.65	\$ 131.43	\$ 20.00	\$ -	\$ 526.76	\$ -	\$ -	\$ -	\$ 425.83	\$ -	\$ -	\$ 325.00	65.0	\$ 5.00	\$ 21.93	(\$16.93)
PM652	Road Broom UT7744	\$ 456.06	\$ -	\$ -	\$ -	\$ -	\$ 163.71	\$ 11.99	\$ -	\$ -	\$ 91.02	\$ 136.00	\$ 53.33	-	-	-	-	-
PM654	New Holland Tractor Bothwell B08NO	\$ 3,633.05	\$ -	\$ -	\$ -	\$ -	\$ 545.63	\$ 168.55	\$ 209.36	\$ -	\$ 225.06	\$ 1,911.11	\$ 573.33	\$ 866.25	24.8	\$ 35.00	\$ 146.79	(\$111.79)
PM662	King Tandem Trailer Hamilton YT0630	\$ 119.51	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 119.51	\$ -	\$ -	-	-	-	-	-
PM664	Pressure Cleaner 2003	\$ 407.38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27.85	\$ -	\$ -	\$ -	\$ 315.74	\$ 63.79	\$ -	-	-	-	-
PM665	Dog Trailer - Neville (YT5100)	\$ 5,244.93	\$ 264.95	\$ 158.98	\$ 87.50	\$ -	\$ 66.21	\$ 109.43	\$ -	\$ 1,218.18	\$ 1,245.51	\$ 1,240.76	\$ 853.40	\$ 7,850.00	314.0	\$ 25.00	\$ 16.70	\$8.30
PM666	Cat. Loader 950F Hamilton ES1483	\$ 11,651.24	\$ -	\$ -	\$ -	\$ -	\$ 2,341.40	\$ 582.51	\$ -	\$ -	\$ 141.06	\$ 6,604.82	\$ 1,981.45	\$ -	-	-	-	-
PM667	Work Station Hamilton 2003	\$ 314.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21.48	\$ -	\$ -	\$ -	\$ 243.61	\$ 49.21	\$ -	-	-	-	-
PM668	Work Station Bothwell 2003	\$ 314.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21.48	\$ -	\$ -	\$ -	\$ 243.61	\$ 49.21	\$ -	-	-	-	-
PM671	Water Tanker	\$ 2,340.95	\$ 163.79	\$ 98.28	\$ 7.00	\$ 840.86	\$ 155.68	\$ 58.80	\$ 149.88	\$ -	\$ -	\$ 666.67	\$ 200.00	\$ 6,371.70	637.2	\$ 10.00	\$ 3.67	\$6.33
PM676	Kobelco Excavator FA6566	\$ 55,096.92	\$ 480.50	\$ 288.30	\$ 562.50	\$ 124.55	\$ 41,657.25	\$ 487.49	\$ 3,064.11	\$ -	\$ 141.06	\$ 5,527.44	\$ 2,763.72	\$ 14,040.00	216.0	\$ 65.00	\$ 255.08	(\$190.08)
PM677	Compressor/Post Driver	\$ 410.29	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28.05	\$ -	\$ -	\$ -	\$ 318.00	\$ 64.24	\$ -	-	-	-	-
PM682	Float IT0169	\$ 3,918.56	\$ 317.70	\$ 190.62	\$ 75.00	\$ 49.00	\$ 1,268.00	\$ -	\$ -	\$ 772.73	\$ 1,245.51	\$ -	\$ -	\$ 1,662.50	66.5	\$ 25.00	\$ 58.93	(\$33.93)
PM684	Komatsu Grader FC7003	\$ 38,186.57	\$ 1,021.46	\$ 612.89	\$ 599.71	\$ 3,829.50	\$ 7,616.42	\$ 692.64	\$ 9,256.25	\$ 2,636.36	\$ 141.06	\$ 7,853.52	\$ 3,926.76	\$ 23,270.00	358.0	\$ 65.00	\$ 106.67	(\$41.67)
PM687	Western Star - H. Chivers FB5754	\$ 33,998.61	\$ 648.08	\$ 388.87	\$ 1,089.00	\$ 235.01	\$ 2,322.02	\$ 525.69	\$ 17,185.95	\$ 1,504.55	\$ 1,158.59	\$ 5,960.56	\$ 2,980.28	\$ 32,512.50	650.3	\$ 50.00	\$ 52.29	(\$2.29)
PM695	Quick Cut Saw	\$ 112.17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7.67	\$ -	\$ -	\$ -	\$ 86.94	\$ 17.56	\$ 60.00	6.0	\$ 10.00	\$ 18.70	(\$8.70)
PM705	Mack Truck FP4026 - Andrew Jones	\$ 51,193.39	\$ 681.80	\$ 62.76	\$ 242.00	\$ 233.47	\$ 4,018.84	\$ 1,173.21	\$ 17,831.46	\$ 4,218.19	\$ 6,741.93	\$ 13,302.39	\$ 2,687.35	\$ 57,000.00	1,140.0	\$ 50.00	\$ 44.91	\$5.09
PM709	CAT 950 Wheel Loader Bothwell (FR3357)	\$ 23,996.41	\$ 255.62	\$ 153.38	\$ 408.50	\$ -	\$ 6,189.96	\$ 896.65	\$ 1,717.90	\$ -	\$ 141.06	\$ 10,166.67	\$ 4,066.67	\$ 476.00	8.5	\$ 56.00	\$ 2,823.11	(\$2,767.11)
PM717	2008 Dog Trailer (Harold) Z54AB	\$ 7,894.83	\$ 121.85	\$ 73.11	\$ 275.00	\$ -	\$ 2,582.80	\$ 140.30	\$ -	\$ 1,225.91	\$ 1,245.51	\$ 1,590.81	\$ 639.54	\$ 11,018.75	440.8	\$ 25.00	\$ 17.91	\$7.09
PM720	S/Hand Tri Axle Dog Trailer Z24BO	\$ 6,477.68	\$ 141.09	\$ -	\$ 125.00	\$ 6.87	\$ 1,110.08	\$ 183.16	\$ -	\$ 636.36	\$ 1,363.51	\$ 2,076.72	\$ 834.88	\$ 13,656.25	546.3	\$ 25.00	\$ 11.86	\$13.14
PM723	CAT 943 Traxcavator	\$ 5,462.11	\$ -	\$ -	\$ -	\$ -	\$ 2,031.78	\$ 232.84	\$ 24.16	\$ -	\$ -	\$ 2,640.00	\$ 533.33	\$ 525.00	17.5	\$ 30.00	\$ 312.12	(\$282.12)
PM724	Toyota Corolla Ascent - Doctor A48YD	\$ 5,340.02	\$ 89.79	\$ 53.87	\$ -	\$ -	\$ 1,492.46	\$ 237.97	\$ -	\$ 140.91	\$ 356.95	\$ 2,698.24	\$ 269.82	\$ -	-	-	-	-
PM726	John Deere Tractor & Slasher B47EG	\$ 34,506.16	\$ 1,726.16	\$ 1,035.70	\$ 1,354.50	\$ 133.75	\$ 12,029.29	\$ 785.82	\$ 6,505.88	\$ -	\$ 225.06	\$ 8,910.00	\$ 1,800.00	\$ 26,505.00	589.0	\$ 45.00	\$ 58.58	(\$13.58)
PM729	King Box Trailer Hamilton Z92HG	\$ 483.35	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24.87	\$ -	\$ -	\$ 119.51	\$ 282.00	\$ 56.97	\$ -	-	-	-	-
PM731	Pig Trailer Bothwell VT9746 HC	\$ 2,029.72	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58.21	\$ -	\$ -	\$ 1,178.17	\$ 660.00	\$ 133.33	\$ 420.00	21.0	\$ 20.00	\$ 96.65	(\$76.65)
PM733	2010 Komatsu Grader Hamilton-B73TJ	\$ 46,316.45	\$ 1,395.70	\$ 837.46	\$ 445.50	\$ 882.26	\$ 8,726.32	\$ 1,033.36	\$ 14,951.46	\$ 1,500.00	\$ 141.06	\$ 11,716.67	\$ 4,686.67	\$ 53,115.00	885.3	\$ 60.00	\$ 52.32	\$7.68
PM739	SES Vehicle Ex Huon Valley	\$ 2,100.72	\$ -	\$ -	\$ -	\$ -	\$ 1,320.00	\$ 53.45	\$ -	\$ -	\$ -	\$ 606.06	\$ 121.21	\$ -	-	-	-	-
PM740	Hino Tipper C95BL Hamilton 11/11	\$ 18,958.08	\$ 26.64	\$ 15.98	\$ 16.00	\$ -	\$ 2,150.82	\$ 908.35	\$ 3,723.40	\$ -	\$ 777.26	\$ 10,299.30	\$ 1,040.33	\$ 19,012.50	760.5	\$ 25.00	\$ 24.93	\$0.07
PM741	Mack Truck 2010 (C90JY)	\$ 37,713.53	\$ 702.59	\$ 421.55	\$ 310.50	\$ 56.09	\$ 1,230.60	\$ 676.01	\$ 15,570.68	\$ 1,272.73	\$ 6,741.93	\$ 7,664.89	\$ 3,065.96	\$ 43,462.50	869.3	\$ 50.00	\$ 43.39	\$6.61
PM743	Mulcher Head	\$ 2,214.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 151.34	\$ -	\$ -	\$ -	\$ 1,716.00	\$ 346.67	\$ -	-	-	-	-
PM744	Honda Tiller	\$ 552.21	\$ 64.16	\$ 38.50	\$ 14.00	\$ 72.73	\$ 210.32	\$ 10.42	\$ -	\$ -	\$ -	\$ 118.20	\$ 23.88	\$ 525.00	52.5	\$ 10.00	\$ 10.52	(\$0.52)
PM745	Welder	\$ 142.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9.76	\$ -	\$ -	\$ -	\$ 110.68	\$ 22.36	\$ -	-	-	-	-
PM746	John Deere X304 Ride on Mower (Bothwell)	\$ 563.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33.73	\$ 49.98	\$ 20.45	\$ -	\$ 382.50	\$ 77.27	\$ 1,192.50	26.5	45.0	\$ 21.28	\$23.72
PM748	Hino Tipper C43LG (Bothwell)	\$ 27,518.82	\$ 218.89	\$ 131.33	\$ 151.50	\$ 30.09	\$ 4,563.09	\$ 1,115.36	\$ 5,457.42	\$ 1,150.00	\$ 777.26	\$ 12,646.46	\$ 1,277.42	\$ 19,501.25	780.1	\$ 25.00	\$ 35.28	(\$10.28)
PM751	Toro Groundmaster Mower (Bothwell)	\$ 6,175.75	\$ 300.33	\$ 174.97	\$ 90.00	\$ 345.45	\$ 326.36	\$ 192.19	\$ 1,793.25	\$ 253.18	\$ 80.61	\$ 2,179.17	\$ 440.24	\$ 5,505.00	275.3	\$ 20.00	\$ 22.44	(\$2.44)
PM752	Ford Ranger (Bothwell) C77VJ	\$ 4,631.77	\$ 136.65	\$ 71.50	\$ 31.50	\$ -	\$ -	\$ 270.77	\$ 387.32	\$ -	\$ 356.95	\$ 3,070.07	\$ 307.01	\$ 1,141.00	163.0	\$ 7.00	\$ 28.42	(\$21.42)
PM753	Bomag Landfill Compactor	\$ 11,457.72	\$ 52.86	\$ 26.65	\$ -	\$ -	\$ 1,753.13	\$ 549.09	\$ 1,451.34	\$ -	\$ 141.06	\$ 6,225.85	\$ 1,257.75	\$ 1,515.00	50.5	\$ 30.00	\$ 226.89	(\$196.89)
PM756	Kenworth - Bothwell (Whelan)	\$ 42,649.73	\$ 1,643.09	\$ 985.88	\$ 686.50	\$ 145.15	\$ 2,349.23	\$ 597.67	\$ 20,117.55	\$ 4,801.09	\$ 1,158.59	\$ 6,776.65	\$ 3,388.32	\$ 46,171.00	923.4	\$ 50.00	\$ 46.19	\$3.81
PM757	JBC Backhoe (Hamilton 2013)	\$ 22,628.91	\$ 420.89	\$ 162.02	\$ 27.00	\$ 181.38	\$ 6,933.40	\$ 694.38	\$ 3,809.78	\$ -	\$ 141.06	\$ 7,873.18	\$ 2,385.81	\$ 23,500.00	587.5	\$ 40.00	\$ 38.52	\$1.48
PM762	Toro Out Front Mower Hamilton	\$ 5,294.24	\$ 205.29	\$ 102.95	\$ 43.50	\$ -	\$ 664.00	\$ 179.33	\$ 1,209.05	\$ -	\$ 450.12	\$ 2,033.33	\$ 406.67	\$ 2,060.00	103.0	\$ 20.00	\$ 51.40	(\$31.40)
PM763	Toro Mower GM7200 Hamilton	\$ 4,292.70	\$ 302.69	\$ 171.50	\$ 27.00	\$ -	\$ 859.65	\$ 131.12	\$ 153.95	\$ 673.64	\$ 189.15	\$ 1,486.67	\$ 297.33	\$ 7,250	362.5	\$ 20.00	\$ 11.84	\$8.16
PM765	Rover Shredder Vac Hamilton	\$ 286.92	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19.64	\$ -	\$ -	\$ -	\$ 222.73	\$ 44.55	\$ -	-	-	-	-
PM768	Trailer - TMD Box 10x6	\$ 348.81	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23.88	\$ -	\$ -	\$ -	\$ 270.77	\$ 54.15	\$ -	-	-	-	-
PM769	Mitsubishi Triton 4x4 E76VG	\$ 11,333.56	\$ 14.45	\$ 3.61	\$ -	\$ 58.73	\$ 437.27	\$ 431.99	\$ 2,810.79	\$ 1,831.82	\$ 356.95	\$ 4,898.13	\$ 489.81	\$ 2,086.21	298.0	\$ 7.00	\$ 38.03	(\$31.03)
PM770	Nissan Tip Tray Ute	\$ 9,417.16	\$ 139.12	\$ 83.46	\$ 8.75	\$ -	\$ 1,816.59	\$ 397.78	\$ 1,653.29	\$ -	\$ 356.95	\$ 4,510.20	\$ 451.02	\$ 4,113.90	587.7	\$ 7.00	\$ 16.02	(\$9.02)
PM771	Polivac Suction Polisher	\$ 359.34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26.67	\$ -	\$ -	\$ -	\$ 302.42	\$ 30.24	\$ 87.50	12.5	\$ 7.00	\$ 28.75	(\$21.75)
PM772	Hino Tipper - E96VP	\$ 12,249.59	\$ -	\$ -	\$ -	\$ -	\$ 1,185.91	\$ 232.13	\$ 4,995.01	\$ 1,372.73	\$ 778.97	\$ 2,632.03	\$ 1,052.81	\$ 18,675.00	747.0	\$ 25.00	\$ 16.40	\$8.60
PM773	Variable Mesaging Board	\$ 1,945.96	\$ -	\$ -	\$ -	\$ 32.60	\$ -	\$ 122.82	\$ -	\$ -	\$ 119.51	\$ 1,392.53	\$ 278.51	\$ -	-	-	-	-
PM774	140M AWD William Adams CAT Grader Bothwell	\$ 51,395.21	\$ 606.94	\$ 364.19	\$ 442.00	\$ 1,950.89	\$ 8,665.22	\$ 1,328.61	\$ 10,666.41	\$ 6,136.36	\$ 141.06	\$ 15,066.67	\$ 6,026.67	\$ 35,460.00	591.0	\$ 60.00	\$ 86.96	(\$26.96)
PM777	Mitsubishi ASX																	

14.1 ADOPTION OF 2020/2021 ANNUAL BUDGET ESTIMATES

Section 82 of the Local Government Act requires the General Manager to prepare estimates of the Council's revenue and expenditure for each financial year. Following on from Council's budget workshops held on 12 May 2020 and 2 June 2020 the budget estimates for 2020/2021 have been prepared and are submitted to Council for adoption. The estimates are required to be adopted by Council by absolute majority.

Recommendation

Moved: Clr

Seconded: Clr

THAT Council by absolute majority adopt the 2020/2021 Annual Budget as presented.

14.2 COUNCIL RATES RESOLUTION 2020/2021

The following rates resolution has been prepared for adoption by Council.

Recommendation

Moved: Clr

Seconded: Clr

THAT Council by absolute majority, adopt the following Rates Resolution 2020/2021

CENTRAL HIGHLANDS COUNCIL NOTICE OF 2020/2021 RATES & CHARGES

Under the Local Government Act 1993 and the Fire Service Act 1979, the Central Highlands Council has made the following rates and charges upon rateable land within the municipal area of Central Highlands ("the municipal area"):-

General Rate

1. A General Rate pursuant to Section 90 and Section 91 of the Local Government Act 1993 consisting of:
 - (a) **3.4038** cents in the dollar on the assessed annual value for all separately valued parcels of rateable land within the Central Highlands Council area; and
 - (b) a fixed charge of **\$382.20** which applies to all rateable land.

Waste Management Charge

- 2 A Service Charge pursuant to Section 94 of the Local Government Act 1993 consisting of:
 - (a) for the municipal area, a Waste Management Charge of **\$263.00** for all rateable land; and
 - (b) for the different parts of the municipal area specified, by declaration of an absolute majority of Council pursuant to sections 94(3) and 107 of the Local Government Act 1993, the Waste Management Charge is varied as follows:

- i. land to which Council provides a garbage and recycling collection service and which is used for commercial purposes is charged **\$496.00** per tenement; and
- ii. all land outside the Council's garbage and recycling collection service area which comprises a separately valued parcel of rateable land within the municipal area is charged the amount specified under the heading "Charge" according to the use or non-use of the land specified under the heading "Type":

Type	Charge	Factor
	\$	
a. Commercial purposes	472.00	Use of land
b. Land used for residential purposes, industrial purposes, public purposes, primary production, sporting or recreational facilities, or quarrying or mining.	160.00	Use of land
c. Non-use of land	84.00	Non-Use of land

Fire Service Contribution:-

- 3 For the Council's contribution to the State Fire Commission pursuant to section 93A of the Local Government Act 1993:
- (a) for land within the Bothwell Volunteer Brigade Rating District an amount of **0.446994** cents in the dollar on the assessed annual value of all separately valued parcels of rateable land subject to a minimum **\$41.00**; and
 - (b) for all other land in the municipal area an amount of **0.398190** cents in the dollar on the assessed annual value of all separately valued parcels of the land subject to a minimum **\$41.00**.

Instalments

- 4 Rates are payable by four instalments due on the following dates:

Instalment No. 1	31 August 2020
Instalment No. 2	30 November 2020
Instalment No 3	26 February 2021
Instalment No 4	30 April 2021

Penalty

- 5 A penalty of 10% applies to each instalment not paid by the due instalment date.

Adjusted Values

- 6 For the purposes of this resolution, any reference to the assessed annual value includes a reference to that value as adjusted pursuant to Section 89 and Section 89A of the Local Government Act 1993 as amended.

These rates are for the year commencing 1st July 2020 and ending 30th June 2021 and are payable to the Council at its offices at Alexander Street, Bothwell or Tarleton Street, Hamilton

14.3 ANNUAL PLAN 2020/ 2021

Under Section 71 of the Local Government Act 1993, Council is required to have an Annual Plan. The 2020/2021 Annual Plan is submitted for Council's adoption.

Recommendation

Moved: Clr

Seconded: Clr

THAT Council adopt the 2020/2021 Annual Plan.

15.0 DEVELOPMENT & ENVIRONMENTAL SERVICES

In accordance with Regulation 25(1) of the Local Government (Meeting Procedures) Regulations 2015, the Mayor advises that the Council intends to act as a Planning Authority under the Land Use Planning and Approvals Act 1993, to deal with the following items:

Moved: Clr

Seconded: Clr

THAT the Development & Environmental Services Report be received.

15.1 ROADNAMING AT ELLENDALE

Report By

Graham Rogers (Manager Development & Environmental Services)

Background

At the Ordinary Meeting of Council held on 15th October 2019 Council were advised of an anomaly in the road annotation west of Ellendale. The two roads effected branch off Rayners Hill Road and are incorrectly sign posted and due to this the properties on each road have been incorrectly addressed.

All effected landowners have been advised of this abnormality and given the opportunity to provide suggested road names for approval by Council and submission to Place Names Tasmania.

The roads in question are as follows:

Currently Signed	Official Nomenclature Approved Name
Wiggs Road	Coopers Road
Coopers Road	Un-Named

Current Situation

Nine property owners were contacted with comments being received from four property owners as follows:

Property Owner 1	<ul style="list-style-type: none"> Owns a property along the unnamed road this is currently sign posted as "Coopers Road". Preference would be to have this road officially named "Coopers Road" because Coopers have always owned land along this road.
Property Owner 2	<ul style="list-style-type: none"> Does not have any concerns with road names.
Property Owners 3	<ul style="list-style-type: none"> As one who has been personally affected by confusion about the names of these roads in an emergency situation, I applaud the move to give the roads one name each. I suggest that the road currently signed as "Wiggs Road" should remain as a continuation of Rayners Hill Road. There are still, and always has been Rayners living on that road so it is an appropriate name. As far as I know, there are no Coopers associated.

	<ul style="list-style-type: none"> The unnamed road in question can remain as Coopers Road as it is already known.
Property Owner 4	<ul style="list-style-type: none"> This is very bad news for me, can this be avoided please. I can think of dozens of addresses I'd have to change all involving obtaining forms and processing them. Please consider an alternative solution, this will be such a bother to myself and other.

After further consultation with DPIWE they have advised that they would be supportive of naming the unnamed road as "Coopers Road". This would alleviate any confusion as the road is already sign posted and has been known as Coopers Road for many years leaving the road currently signed as "Wiggs Road" to be renamed.

Conclusion

After reviewing the comments received it would appear the best option would be to advise Place Names Tasmania that Council would like to change the extent of Coopers Road from where it is officially now to the road signed as Coopers Road and re-name the road currently signed as Wiggs Road.

Recommendation

Moved: Clr

Seconded: Clr

THAT Place Names Tasmania be advised that Council would like to change the extent of Coopers Road from where it is officially now to the road signed as Coopers Road; and

THAT Place Names Tasmania be advised that Council would prefer if the road currently signed as Wiggs Road be officially named Wiggs Road.

15.2 WAYATINAH HALL

Report By

Graham Rogers (Manager Development & Environmental Services)

Background

Works required on the Wayatinah Hall was discussed at a recent Budget Workshop. At that workshop it was decided that this item be placed on the Agenda for discussion.

Recommendation

Moved: Clr

Seconded: Clr

THAT Council approve the Manager of Development and Environmental Services to continue discussions with Hydro Tasmania about the future of the Wayatinah Hall and report back to Council.

15.3 REMISSION OF FEES

Council is in the process of renewing the Private Water Licences for 2020/2021 and as such the following, which is operated by Council, is up for renewal.

<u>PREMISES</u>	<u>ADDRESS</u>	<u>CATEGORY</u>	<u>INVOICE</u>	<u>AMOUNT</u>	<u>LICENCE NO</u>
Central Highlands Council-Water Cart-Depot	Alexander Street Bothwell	Water Licence	731	\$ 165.00	WS-PW13

As the above relate to a licence renewals operated by Council it is being requested that the above fee be remitted.

Recommendation

Moved: Clr

Seconded: Clr

THAT Council remit the fee of \$160.00 for the renewal of Water Licence No WS-PW13 (Water Cart) for 2020/2021.

15.4 COVID 19 UPDATE

Report By:

Beverley Armstrong (EHO)

Background:

Due to the Covid 19 some Food Premises are not operating at all.

Council have received a request to refund six months of the Licencing fee from one premises so far.

The Tasmanian Government has gazetted under the Emergency Act that Food Licences will be extended to November 2020. Renewals for licencing will be sent out in October 2020 for a six month period to 30th June 2021 to bring them back in line with end of financial year.

Covid 19 Safety Plans and cleaning schedules have been completed.

These are live documents and can be update/changed if needed and then re-versioned so that the latest copy is available.

Medium business safety assessment has also been completed.

All signage is in place and those halls and community centres run by community groups have been advised of the requirements to supply a safety plan prior to opening. A safety plan has been received from the Great Lake Community Centre, I have reviewed and I am happy for them to open under this plan.

A checklist has been developed for Public Buildings that will need to be filled out by the Hirer/user prior to any event or use. A copy is attached.

BBQ area and caravan parks can open, these are being cleaned on a regular basis, signage will be erected appropriate to the area, the public toilets and amenities are being cleaned as per the cleaning schedule.

If you have any recommendations for the plans or see something that has been missed please let me know.

The State of Emergency has been extended for 12 weeks from the 8th June 2020. A copy of the declaration is attached.

For Information

15.5 BOTHWELL FOOTBALL CLUB

A letter has been received from the President of the Bothwell Football Club advising that due to the current situation with the Covid-19 Emergency in Tasmania, the Oatlands District Football Association has made the decision on Monday 1 June 2020 to suspend the 2020 Season.

Therefore the Bothwell Football Club will no longer require the use of the Bothwell Recreation Ground or Club Rooms for 2020.

For information

15.6 DES BRIEFING REPORT

PLANNING PERMITS ISSUED UNDER DELEGATION

The following planning permits have been issued under delegation during the past month.

NO PERMIT REQUIRED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2020 / 00023	F C Neasey	2 Drysdale Road, Miena	Garage
2020 / 00028	Longview Design & Drafting	3 Last Street, Bothwell	Home Gym / Studio

16.0 WORKS & SERVICES

Moved: Clr

Seconded: Clr

THAT the Works & Services Report be received.

WORKS & SERVICES REPORT

13th May 2020 – 10th June 2020

Grading & Sheetting

Victoria Valley Road
Strickland Road
Waddamana Road
Nant Lane

Bashan Road
Woodsprings Road
Weasel Plains Road
Meadsfield Road

Maintenance Grading

Woodwards Road
Bronte Lagoon Road

Bradys Lake Road
Trap Hut Road

Potholing / shouldering

Waddamana Road
Dennistoun Road
Dawson Road
Humbie Road
Risbys Road
Bridge Road
Bluff Road
Claredon Road
Norley Road
McCullems Road
Rockmount Road
Quinns Road
Browns Marsh Road
Curleys Lane

Jean Banks Road
Laycock Drive
Torhill Road
Jones River Road
Holmes Road
Meadowbank Road
Woolpack Road
Lanes Tier Road
Hamilton Plains Road
Gulley Road
Dry Poles Road
Hanlons Road
Dillions Road
Kingsholme Road

Spraying

Culverts / Drainage:

Drainage and culvert cleaning Waddamana Road
 Drainage Ransleys Road

Occupational Health and Safety

- Monthly Toolbox Meetings
- Day to day JSA and daily pre start check lists completed
- Monthly work place inspections completed
- Playground inspections
- 17hrs Annual Leave taken
- 25.5hrs Sick Leave taken
- 0hrs Long Service Leave

Bridges:

Commence bridge replacement Gowen Brea

Refuse / recycling sites:

Cover Hamilton Tip twice weekly

Other:

Install new cattle grid Lower Marshes Road
 Commence Victoria Valley by pass back on to original road alignment
 Fencing Steeps accommodation paddock
 Repair cattle ramp Hunterston Road
 Fence old tip site and take rubbish away Ouse (repulse Road)
 Repair sink holes Strickland Road
 Repair sink hole Ransleys Road
 Level dirt dumped on road reserve at Bridge Road
 Rotary hoe soft fall areas at all playgrounds
 Install COVID signs in all parks
 Repair soft spot in Wiggs Road
 Remove dumped tyres in Ouse River
 Install tip liner at Hamilton Landfill stage 2

Slashing:

Light vegetation on Ellendale Road
 Light Vegetation removal Dawson Road

Municipal Town Maintenance:

- Collection of town rubbish twice weekly
- Maintenance of parks, cemetery, recreation ground and Caravan Park.
- Cleaning of public toilets, gutters, drains and footpaths.
- Collection of rubbish twice weekly
- Cleaning of toilets and public facilities
- General maintenance
- Mowing of towns and parks
- Town Drainage

Buildings:**Plant:**

PM 613 Komatsu loader new pins and bushes
 PM 756 Kenworth truck new steer tyres
 PM 717 Dog trailer tyre rotation
 PM 609 New ejector sleeve Cat loader
 PM 741 Mack truck serviced
 PM 726 John Deer tractor serviced
 PM 769 Triton Ute serviced and new tyres
 PM 787 Nissan Ute serviced

PM 705 Mack truck new mirror assembly and heater tap
PM 684 Komatsu grader new front hub assembly

Private Works:

Tony Sutcliffe gravel
Jim Allwright culvert pipes
Andrew Brazendale gravel delivery
Hermitage blue metal
Justin Wickham dry hire of Ute
Andrew Daley gravel
Nicholas Reardon water delivery
Kelvin Triffett dry hire backhoe
Greg Oates gravel delivery
TNT Excavations gravel delivery
Colin Queale mowing
Weatheron Pastoral concrete mix
Anthony Bowerman concrete mix

Casuals

- Toilets, rubbish and Hobart
- Bothwell general duties
- Hamilton general duties
- Mowing and brush cutting

Program for next 4 weeks

- Grading and re-sheeting of Council roads
- Repair scouring on bridge at Ellendale
- Gowen Brea bridge replacement
- Potholing Council roads
- Finish Victoria Valley bypass

16.1 DRAINAGE ISSUE AT 34 ARTHURS LAKE ROAD, WILBERVILLE

Once again Mrs Teresa Nichols has written to Council (see attached letter) in relation to her concerns with the open drain that runs through her property at 34 Arthurs Lake Road Wilberville.

Brief History

Mrs Nichols originally wrote to Council at the June of 2016 after heavy rainfall events caused the open drain that runs under her house to over flow causing damage to her property.

A title search showed that there is no drainage easement through the lot, and that the original shack was built in 1971 and our records do not go back that far so I don't know if the water was being directed through the lot back when the original shack was built or under what arrangement Council had if any with the owner for this to occur.

In 1997 Teresa Nichols applied to construct a garage on the lot plus a walkway/bridge over the drainage area. This application was approved.

After receiving Mrs Nichols letter in 2016, Council consulted their engineer to undertake a study and bring to Council with some options to minimize the water running through the drain. In the summer of 2016 a decision was made by Council on the recommendation of their engineer to block some water flow that was running through the drain at Mrs Nichols property and divert through new culverts under the road in to the public open land next door. This still leaves some minor water flowing through the drain under Mrs Nichcols property.

Mrs Nichols again requested later for Council to fill the drain in that runs under her property. As small amounts of water trickle through the drain in the winter time Council explained that this could be done but with the drain being blocked of any potential future damage from flooding would be at her own risk and Council would not be liable.

With the current letter Mrs Nichols has written to Council, the issues that she has raised in regards to the large open drains, I have explained saying this is actually legal for Council to construct. Also in relation to the weeds or grass in the drain she needs to contact the Works Manager when they are required to be sprayed.

I believe that Council could block of the drain altogether that runs through Mrs Nicholls property and put a further culvert under the road that would join into the existing drain in the public open space land situated next to Mrs Nichols property. After this is achieved Mrs Nichols could be free to do cover open drain in that runs through her property at her own expense. The Works Manager and Leading Hand have done an estimate for these works and believe it would cost \$15,000.



16.2 HAMILTON DOG TRAILER

In this year's budget for Capital plant replacement there is \$60,000 for the replacement of a dog trailer at the Hamilton works depot. Due to the lack of body builders in Tasmania it is increasingly difficult to have one built here in the State.

We have had quotes on the repairs and modifications to the tri axle dog trailer, this includes new 5mm thick hardox 450 grade tip tray with air operated tail gate latches, side swinging tail gate, spreading chains and full length splash guards. The removal of warn ball race turntable and supply and fitting of new ball race. Repair major crack in front of trailer frame. Supply and fitting of 6 new mud flaps. Disassemble and reassemble trailer and ready for painting. Sandblasting of tray and chassis, painting of tray and trailer chassis. Fitting of new LED side lights and tipping pins and bushes to chassis.

Quotes received (ex gst)

1, \$28,980.00

2, \$29,560.00

Recommendation

THAT Council accepts quote 1 and carry forward \$32,000.00 into the 2020-21 budget.

16.3 HYDRO TASMANIA CLOSURE OF REPULSE RD BAILEY BRIDGE

Council has received an email from Hydro Tasmanian regarding the following:-

I wish to advise you that Hydro Tasmania is temporarily closing the Bailey bridge on Lake Repulse Road, which unfortunately may inconvenience residents of Dawson Road and other visitors to the area.

As you may be aware, Lake Repulse Road and the Bailey bridge are owned and maintained by Hydro Tasmania for operational purposes at the Repulse Power Station. The Bailey bridge is nearing the end of its design life and would require additional ongoing maintenance for it to continue operating safely. While there are no current safety concerns, Hydro Tasmania has made the decision to no longer maintain the existing bridge and will instead invest in a new bridge. The temporary closure is a prudent approach to risk management.

Effective immediately, we are reducing the current bridge's weight limit from 7 tonnes to 3.5 tonnes and will put new signage in place to reflect this. In the coming weeks, we will install locked boom gates at each side of the bridge, which will remain in place until a new bridge is built.

Currently, we are not able to provide a timeline for a new bridge, but we recognise this is needed in the short-to-medium term and will provide further advice as our plans progress.

We know the bridge is currently used by residents of Dawson Road and light vehicles from Sustainable Timber Tasmania, and we are taking steps to communicate with local residents, landowners and other stakeholders, as we recognise this temporary closure will impact people. Please note that properties on Dawson Road continue to be accessible via Ellendale Road, south of Ouse.

I spoke previously with Manager Works & Services Jason Branch for advice on communicating with residents and he was very helpful. If you have any additional advice or questions about this closure, please get in touch.

For Information

17.0 ADMINISTRATION

17.1 COVID-19 SAFETY PLAN

At the May 'Ordinary' Council Meeting Council agreed to the following:

Moved: Cllr A Campbell **Seconded:** Cllr J Poore

THAT in response to the COVID-19 pandemic,

1. Council notes the Cleaning Regime Offices and Works Depot due to COVID-19;
2. Council notes the Cleaning Regime Parks and Public Buildings due to COVID-19;
3. Council agrees to be part of the register for COVID ready window stickers and poster once their COVID-19 Safety Plan is developed and in place. These stickers or posters will provide the

Tasmanian community with confidence that Council is prepared to manage and respond to COVID-19;

4. *Safety Plan for access to Playgrounds across the municipality, which includes additional signage due to COVID-19, implement and maintain an additional cleaning schedule during the COVID-19 pandemic, and monitor of compliance with breaches reported to Tasmania Police;*
5. *While developing Council COVID-19 Safety Plans the Development & Environmental Manager and Environmental Health Officer will consider how to manage the risks of a person contracting or spreading COVID-19 in public places within the municipality, develop cleaning schedules for each public area / building, determine the signage requirements and determine how Council should monitor for compliance of COVID-19 to ensure the organisation meets the minimum standards within the new regulations under the Work Health and Safety Act 2012. If risks levels increase in public places within the municipality a third party risk assessment should be undertaken by an Occupational Hygienist.*

CARRIED

FOR the Motion:

Mayor L Triffitt, Cllr J Allwright, Cllr A W Bailey, Cllr S Bowden, Cllr A Campbell, Cllr R Cassidy, Cllr J Honner & Cllr J Poore

During the past four weeks the Development & Environmental Manager and Environmental Health Officer have been developing a Council COVID-19 Safety Plan to cover access to playgrounds, reserves, sporting ovals, parks, public buildings, camping areas and waste management sites, these include the following:

- Hamilton Council Office;
- Hamilton Depot;
- Bothwell Council Office;
- Bothwell Depot;
- Hamilton Camping Ground;
- Hamilton Hall;
- Hamilton Street Library;
- Bothwell Camping Ground;
- Bothwell Hall;
- Bothwell Recreation Ground;
- Bothwell Football Club and Community Centre;
- Ellendale Hall;
- Ellendale Recreation Ground;
- Great Lake Community Centre;
- Ouse Hall;
- Central Highlands Visitor Centre;
- Bothwell Swimming Pool;
- Other Camping Facility;
- Playgrounds across the municipality;
- Hamilton Landfill and
- Waste Transfer Stations across the municipality

While developing Council's COVID-19 Safety Plan the Development & Environmental Manager and Environmental Health Officer have considered how to manage the risks of a person contracting or spreading COVID-19 in public places within the municipality, develop cleaning schedules for each public area / building, determine the signage requirements and determine how Council should monitor for compliance of COVID-19.

Council is a 'Medium-Sized Businesses' within the guidelines of the Tasmanian Government framework for developing COVID-19 Safety Plans. Hence it is proposed that the Development & Environmental Manager and Environmental Health Officer will use the 'Medium-Sized Businesses' template to develop the first draft of the Central Highlands Council Safety Plan.

The COVID-19 Safety Plan provides confidence to the community that Central Highlands Council is reopening in a safe way in accordance with the minimum standards within the new regulations under the Work Health and Safety Act 2012 and Public Health Orders.

Council has registered for COVID ready window stickers and posters. These have been put up at the Hamilton and Bothwell Offices; the Central Highlands Council COVID-19 Safety Plan is included in the attachments for Council's endorsement.

Recommendation

THAT in response to the COVID-19 pandemic, Council approves the Central Highlands Council COVID-19 Safety Plan and Cleaning Schedules for access to playgrounds, reserves, sporting ovals, parks, public buildings, camping areas and waste management sites across the municipality, which includes additional signage due to COVID-19, implement and maintain an additional cleaning schedule during the COVID-19 pandemic, and monitor of compliance with breaches reported to Tasmania Police.

17.2 COMMERCIAL ADDENDUM TO FINANCIAL HARDSHIP ASSISTANCE MODEL POLICY

The General Manager has obtained the Commercial Addendum to Financial Hardship Assistance Model Policy from Dr Katrena Stephenson, Chief Executive Officer from the Local Government Association of Tasmania.

Policy No. 2020 – 57 Financial Hardship Assistance Model Policy was approved at the April 2020 'Ordinary' Council Meeting which enables Council to assist community members who are suffering financial hardship by providing an appropriate level of relief for Local Government rates.

The Commercial Addendum developed by the Local Government Association of Tasmania to the Financial Hardship Assistance Model Policy has been provided to achieve a consistent approach to rates assistance for commercial operators across the municipality.

The Commercial Addendum is intended to be supplementary to any other public benefit concessions policy or any other economic relief measure that Council may implement.

The Commercial Addendum applies to commercial/business ratepayers within the Valuer General land use code – 'Commercial' who are experiencing hardship due to the loss of operating revenue or reduced disposable income.

It is not intended to be used to maintain financial positions for those who do not need it and are not genuinely impacted by serious financial hardship.

The principles, as outlined in Policy No. 2020 – 57 Financial Hardship Assistance Model Policy are:

- (1) Consistent, equitable and respectful treatment of all residents and ratepayers that is sensitive to their specific circumstances.
- (2) Maintaining Council's ability to provide essential services to our community through appropriately applied rating.
- (3) Assisting ratepayers who are suffering serious financial hardship, so that they may overcome these circumstances and return to financial stability and contributing equitably to local services.
- (4) Ensuring that those able to contribute to local services, continue to do so.

- (5) Minimising the opportunity for misuse, exploitation or fraud by ensuring decisions made to provide special relief or assistance are supported by sufficient evidence.
- (6) Maintaining confidentiality and privacy of applicants and ratepayers, their applications and any information provided.

One additional principle applies to this Commercial Addendum. That is, the principle of proportionality – namely, that any agreed arrangements will take into account both individual and community wide circumstances (such as the COVID-19 pandemic) on commercial ratepayers, with specific regard to their revenue, expenses, and profitability.

This Commercial Addendum relates to and depends on other Council policies, as well as Tasmanian Government legislation, including:

- *Local Government Act 1993*, Part 9 – Rates and Charges¹, particularly:
 - Section 86A – General principles in relation to making or varying rates
 - Sections 125-127 – Postponement of payment
 - Section 128 – Late payments
 - Section 129 – Remission of rates
- *COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020*²
- *COVID-19 Disease Emergency (Commercial Leases Code) Act 2020*
- Rates and Charges Policy (pursuant to section 86B of the *Local Government Act 1993*).

How Council Can Help

The *Local Government Act 1993* provides Council with three methods of rate relief:

- (1) Postponing rate payments (sections 125-127);
- (2) Remission of late payment penalties or interest (section 128); and
- (3) Remission of rates (section 129).

Remission of any rates is reserved only for the most serious and exceptional of financial hardship cases. Even in these cases, deferral of rate payments must be applied for and granted first, before an application for rates remission can be considered – see Policy No. 2020 – 57 Financial Hardship Assistance Model Policy for further information.

Options for Implementation

The Financial Hardship Assistance Model Policy and Commercial Addendum were developed and implemented in response to the 2020 COVID-19 pandemic. The circumstances surrounding the pandemic were unprecedented. However, serious hardship can occur at any time.

With this in mind, Council may choose any one or more of the following approaches (i.e. a hardship lens to all, and/or scale of rates relief) in providing commercial rates relief (i.e. deferral arrangements and remissions).

Hardship Lens to All

Providing assistance to commercial ratepayers who are able to supply evidence of financial hardship.

Evidence may include, for example, one or more of the following:

- Details of closure - including Government enforced closure as a requirement of COVID-19;
- Tenant correspondence requesting relief (if applicable);
- Accountant Statement;
- Statutory Declaration; and
- Other documentation demonstrating that your business is experiencing financial hardship.

All arrangements to support businesses will be proportionate to the evidence of hardship provided.

Businesses eligible for the JobKeeper Program will automatically be treated as experiencing genuine financial hardship.

Scale of Rates Relief

The following sets out an eligibility scale of rates relief measures based on a business's loss of revenue (due to COVID-19).

Council will apply the following to businesses experiencing loss of revenue (compared to the same period in the previous year):

- Between 75-100% - a rates waiver;
- Between 50-75% - a rates deferral, negotiated payment terms and/or waiver of penalty and interest charges;
- Between 30-50% - negotiated payment terms and/or waiver of penalty and interest charges;
- Between 0-30% - would prima facie receive no benefit unless they show individual cause.

The value of any waiver will be capped at \$1000.

Applications

To seek financial hardship assistance from Council, an application must be made in writing, addressed to the General Manager, and submitted as follows:

- Submitted via online form at: <http://centralhighlands.tas.gov.au/>
- Emailed to Council@Centralhighlands.tas.gov.au; or
- Mailed to PO Box 20, Hamilton TAS 7140.

Applications must:

- Demonstrate and provide evidence for financial hardship and circumstances;
- Describe the type of assistance sought, being:
 - Postponing rate payments (a deferral arrangement);
 - Remission of late payment penalties or interest; and/or
 - Remission of rates (in the most serious and exceptional of financial hardship cases);
- Address the requirements of the relevant subsections of the Hardship Policy (e.g. How Council Can Help – deferral with the intention of remission).

See Policy No. 2020 – 57 Financial Hardship Assistance Model Policy for information on the assessment of applications.

If Councillors have any questions or concerns the General Manager will refer the questions to the Chief Executive Officer from the Local Government Association of Tasmania.

Recommendation

THAT in response to the COVID-19 pandemic, Council agrees to approve Policy No. 2020-58 Commercial Addendum to Financial Hardship Assistance Model Policy.

17.3 MOTION FROM AUDIT PANEL – RISK MANAGEMENT REGISTER

The Audit Panel met on Tuesday 2 June 2020 and reviewed the risk management register in line with the COVID-19 pandemic.

The Audit Panel recommended that Council adopt the attached risk management register.

Recommendation

THAT Council adopt the Risk Management Register.

17.4 POLICY NO 2020 - 59 INVESTMENT OF SURPLUS COUNCIL FUNDS POLICY

The Audit Panel met on Tuesday 2 June 2020 and reviewed the draft Investment of surplus Council funds Policy.

The objective of this policy is to ensure that the best possible rate of return is achieved from the investment of surplus Council funds whilst, at the same time, ensuring the security of those funds.

Policy No. 2020-59 Investment of Surplus Council Funds Policy applies to all investments of surplus Council funds.

The Audit Panel recommended that Council adopt Policy No. 2020 - 59 Investment of Surplus Council Funds Policy subject to the amendment regarding adding the Tasmanian Public Finance Corporation to table 4.2 of the policy.

The Tasmanian Public Finance Corporation ("TASCORP") was established by the Tasmanian Public Finance Corporation Act 1985 (the "TASCORP Act"), TASCORP is a statutory body corporate.

The registered office of TASCORP is 114 Murray Street, Hobart, Tasmania 7000, Australia.

TASCORP was established to develop and implement borrowing and investment programmes for the benefit of Tasmanian State Authorities. It has the power to borrow and invest money and to enter into contracts for the purposes of managing borrowings and investments.

Liabilities incurred or assumed by TASCORP are guaranteed by the State of Tasmania. The terms of the guarantee are contained in Section 15 of the TASCORP Act.

Recommendation

THAT Council approve Policy No. 2020 - 59 Investment of Surplus Council Funds Policy.

17.5 POLICY NO 2014 - 25 HEALTHY CATERING POLICY

The current policy has been in place since July 2016 and it provides a framework to ensure that members of the Central Highlands Council community, staff, volunteers and visitors have the opportunity to access healthy food and drink choices when attending council operated facilities and workplaces and at council sponsored events.

The Environmental Health Officer has reviewed Policy No. 2014 - 25 Healthy Catering Policy and no changes are required as the aims and principles of this policy are still to increase the availability of healthy food and drink choices and to encourage and support the community to make food and drink choices that will impact positively on health.

Recommendation

THAT Council approve Policy No. 2014 - 25 Healthy Catering Policy

17.6 \$1.8 BILLION BOOST FOR LOCAL GOVERNMENT - LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM

Dr Katrena Stephenson the Chief Executive Officer for the Local Government Association of Tasmania has written to the General Manager stating that Council will receive Local Roads and Community Infrastructure Program funding in the 20/21 financial year.

The Hon Michael McCormack MP states the following about the \$1.8 billion boost for road and community projects:

The Federal Liberal and Nationals Government will deliver a \$1.8 billion boost for road and community projects through local governments across Australia.

The package of support will help local councils support jobs and businesses by delivering priority projects focused on infrastructure upgrades and maintenance.

The new \$500 million Local Road and Community Infrastructure Program and the bringing forward of \$1.3 billion of the 2020-21 Financial Assistance Grant payment will also help communities battling the effects of COVID-19.

Prime Minister Scott Morrison said local governments were playing a critical role in responding to the impacts of COVID-19.

“Our funding boost will help councils accelerate priority projects that will employ locally and support local business and also stimulating our economy,” the Prime Minister said.

“These projects will cut travel times, make our communities safer and upgrade the facilities we all enjoy while also getting more people into jobs.

“We know this is going to be vital support, particularly for councils that have faced the combined impacts of drought, bushfires and now COVID-19.”

Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development Michael McCormack said supporting councils to improve local roads and community infrastructure would have lasting economic and social benefits for communities, particularly those in the regions.

“This package will improve road safety and bolster the resilience of our local road networks, which will get Australians home sooner and safer, no matter where they live,” the Deputy Prime Minister said.

“Projects could include constructing or improving bridges and tunnels, street lighting and heavy vehicle facilities such as rest areas.

“Providing support for social infrastructure projects such as new or upgraded bicycle and walking paths, community facilities, picnic shelters and barbeque facilities at parks, will help communities, especially those in regional and remote areas, stay connected.”

Minister for Regional Health, Regional Communications and Local Government Mark Coulton said investing in infrastructure and jobs was crucial to helping regional communities rebound from COVID-19.

“Our package enables councils to continue their proven track record of partnering with the Coalition Government to deliver opportunities for locals to be employed and businesses to benefit by providing materials and services,” Minister Coulton said.

“The package takes Commonwealth investment in local governments through the Financial Assistance Grant program to \$2.5 billion this financial year, with a further \$1.2 billion being distributed through other programs to deliver infrastructure, and provide relief from drought and bushfires.”

Guidelines for the Local Road and Community Infrastructure Program will be provided directly to local governments by the Department of Infrastructure, Transport, Regional Development and Communications.

Allocations under the Financial Assistance Grant and Local Road and Community Infrastructure programs can be found at <https://investment.infrastructure.gov.au/lrcj> .

The General Manager has requested that the email from Mr Michael Patterson the Regional General Manager for Telstra Regional Australia, Tasmania be tabled for Councillors information. As Mr Patterson has written to the General Manager asking if Council would like to contribution \$50,000 of the Local Roads and Community Infrastructure Grant towards the installation of new mobile telephone infrastructure for a Central Highlands community.

'Are you aware that Central Highlands Council has just been awarded \$589,128 under the Local Roads and Community Infrastructure Grant. The Prime Ministers media release states:

The package of support will help local councils support jobs and businesses by delivering priority projects focused on infrastructure upgrades and maintenance.

"Our funding boost will help councils accelerate priority projects that will employ locally and support local business and also stimulating our economy," the Prime Minister said.

"Providing support for social infrastructure projects such as new or upgraded bicycle and walking paths, community facilities, picnic shelters and barbeque facilities at parks, will help communities, especially those in regional and remote areas, stay connected."

I can't see anywhere where they rule out vital infrastructure such as mobile telephone infrastructure.

The option may exist to use these funds to support small communities that rely on mobile coverage in your local government area.

Telstra is currently subsidising satellite small cells and with the right combination of power and a pole, a third party contribution of as little as \$50,000 could see new coverage for a small community.

Telstra can help create a case to expand coverage in your area.'

Council needs to consider if \$50,000 of the Local Roads and Community Infrastructure Project grant should be allocated to improving mobile telephone infrastructure in the Central Highlands?

For Discussion

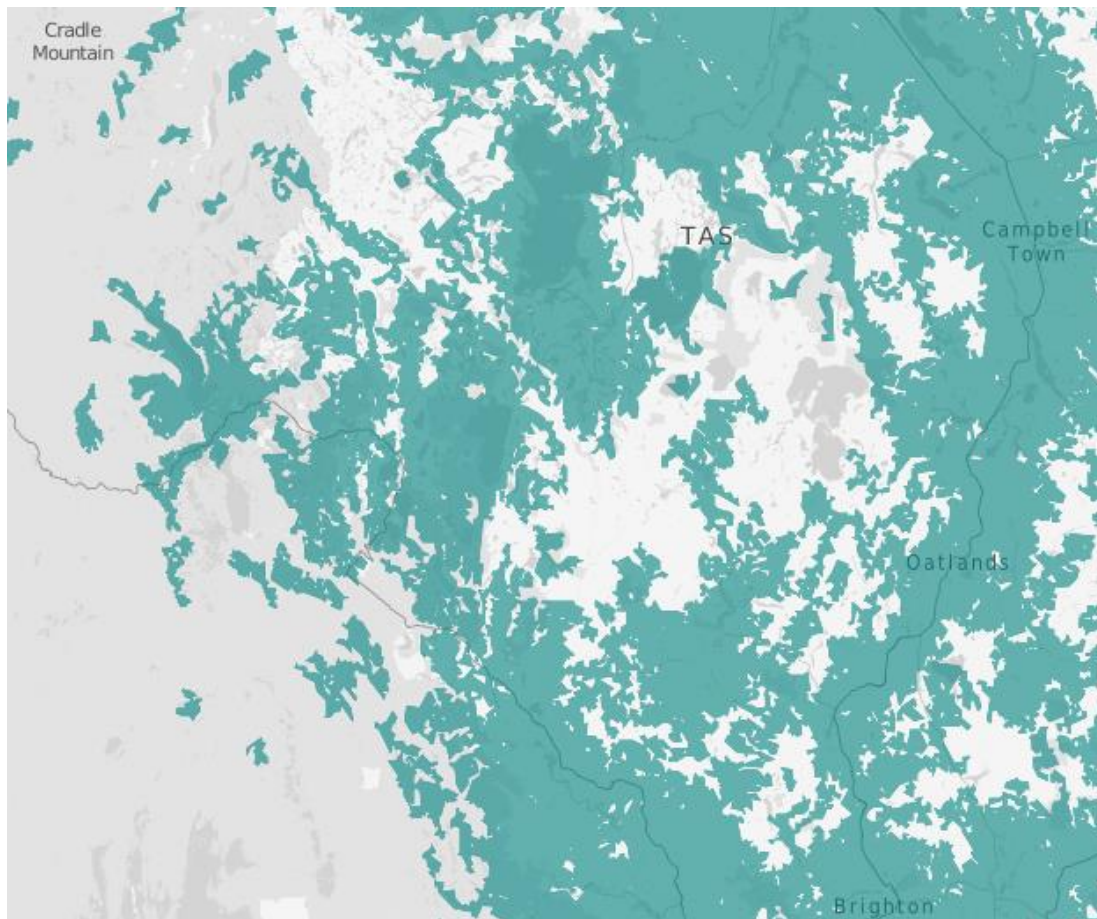
17.7 TELSTRA MOBILE BLACK SPOTS IN THE CENTRAL HIGHLANDS MUNICIPALITY

In February 2020 Council held a workshop with Mr Michael Patterson the Regional General Manager for Telstra Regional Australia, Tasmania to discuss mobile coverage within the Central Highlands and to consider ways Council could work with Telstra to develop a strategy to identify areas within the municipality that would benefit from Mobile Black Spot Program funding.

Mr Patterson has written to the General Manager in May 2020 asking if Council would like to contribution \$50,000 of the Local Roads and Community Infrastructure Grant towards the installation of new mobile telephone infrastructure for a Central Highlands community.

During the 18/19 financial year residents and visitors in the Cramps Bay area of Great Lake benefitted from the installation of a new Telstra mobile base station that delivers Telstra's 3G and 4G mobile data services to the region.

Within the Central Highlands municipality there are many mobile blackspots and low coverage areas as shown on the plan below:

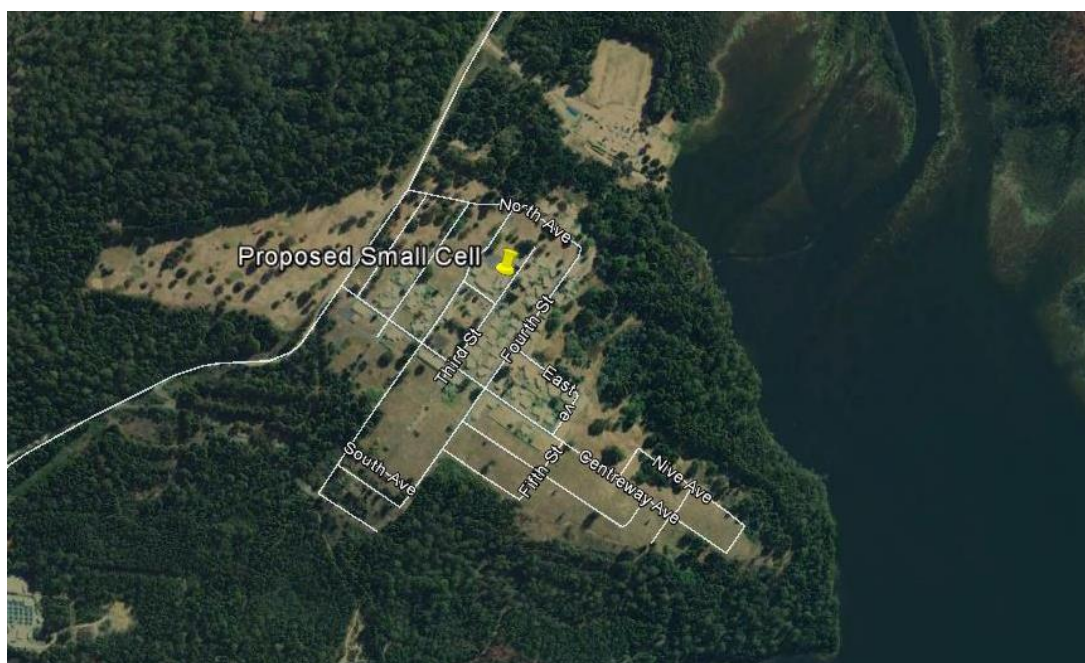


Source: <https://www.telstra.com.au/coverage-networks/our-coverage>

The Mayor has been meeting with Mr Patterson, Area General Manager, Telstra Tasmania since 2018 regarding Telstra mobile coverage across the municipality. The Mayor has also written and spoken with members of the Federal and State Government asking for support to encourage future Federal Government Mobile Black Spot funding be channelled towards the reduction of mobile black spots in the Central Highlands by Mobile Network Operators.

A survey of the municipality has developed a number of plans showing existing Telstra mobile coverage; these plans are included in the attachments.

In 2018 Telstra installed 'small cell' mobile technology at the township of Wayatinah in the Central Highlands to help fill the mobile black spot in that area. This new Telstra service provided new mobile voice and broadband coverage for the Wayatinah Township.



Map of Telstra 'small cell' Mobile Phone Base Station at the Wayatinah Community Centre' - Third Street, Wayatinah TAS 7140

A 'small cell' is a miniature version of a standard mobile base station and Telstra is using the technology to cost effectively deliver 4G coverage to areas where existing coverage is minimal or not available.

The trial site at Wayatinah was a way of testing the feasibility of using existing power poles to improve mobile coverage in a remote part of Tasmania.

The construction of a mobile base station typically costs several hundreds of thousands of dollars, and can easily run up to \$1 million plus in some regional or remote areas due to distance and terrain. Hence a 'small cell' may allow Telstra to deliver mobile coverage and capacity to smaller communities and areas where the construction of a mobile base station would otherwise be uneconomical.

'Small cells' are already effectively delivering mobile coverage and broadband to several communities across Tasmania through Telstra's own investment at 17 locations, however only one of these were in the Central Highlands.

It was proposed at a Council Workshop on the 11 February 2020 that Council would determine a list of townships that currently are in a Telstra black spot area of the municipality, and from this information Council may wish to determine the level of funding it may wish to include in the 20/21 budget to support a federal government funding application for the installation of Satellite 'Small Cell' towers at any of the following locations:

- Pelham
- Bronte Park
- Brady's Lake
- Little Pine Lagoon
- Interlaken
- Flinstone, Arthurs Lake
- Wilburville, Arthurs Lake and
- Morass Bay, Arthurs Lake

For Discussion

17.8 EMERGENCY SERVICES MEDAL NOMINATIONS – 2021

The Director of the State Emergency Service wrote to Council on the 22 May 2020 regarding the 2021 Emergency Services Medal nominations.

The State Emergency Services recognises the contribution of SES staff and volunteers by the provision of honours and awards. These honours and awards are an important means of recognition that not only show the value placed on contribution to the SES but also provide an inspiration to others to perform to the same standards.

Council may wish to consider the nomination of an eligible person for the 2021 Emergency Services Medal, as nominations close on the 31 July 2020.

For Discussion

17.9 LIONS CLUB OF HOBART TOWN INC FUNDING SUPPORT 2020 CIRCUS QUIRKUS

The Lions Club of Hobart Town Inc. are seeking Council support towards the annual Circus Quirkus that will take place at the Hobart City Hall, later this year for the local special needs and disadvantaged children. It gives them a day away from their normal routine and additionally, funds raised go towards Lions projects for the benefit of the Hobart community and beyond, via the National Lions network.

The Lions Club of Hobart Town Inc. would like Council to consider donating \$180, \$240 or \$300 towards the event.

For Discussion

17.10 POLICY NO 2015 – 33 BULLYING POLICY

The previous Bullying Policy was approved by Council on the May 2017. The policy outlines Central Highlands Council process regarding bullying within the workplace. Council's goal is to provide prompt and reasonable management of workplace issues to assist our workers and enable them to enjoy a healthy and safe work environment.

This policy applies to all Councillors, Committee Members, workers, consultants, contractors, subcontractors, labour hire employees, outworkers, apprentices, volunteers, and work placement/work experience participants of Central Highlands Council.

Places of work include attending training, work related events, 'off site', and other worksites of which you are undertaking Central Highlands Council business.

Workplace bullying is defined as repeated and unreasonable behaviour directed towards a worker or a group of workers that creates a risk to health and safety.

Attached is the policy for Council's adoption, it has been updated in line with the WorkSafe guide for preventing and responding to workplace bullying.

Recommendation

THAT Council approve Policy 2015 - 33 Bullying Policy

17.11 POLICY NO 2018 – 55 CODE OF CONDUCT FOR MEMBERS OF THE AUDIT PANEL

The previous Code of Conduct for Members of the Audit Panel Policy was approved by Council on the 15 May 2018.

This code of conduct sets out the standards of behaviour expected of the Central Highland Council's Audit Panel members (members). The standards support the characteristics of good governance outlined in the *Good Governance Guide for Local Government in Tasmania*.

As an independent source of scrutiny in the interests of the community, the Audit Panel provides checks and balances on key Council activities and a means of highlighting issues that require strategic attention.

Councillors who are members of the Audit Panel are in a unique position and have an obligation to maintain an Audit Panel perspective in the interests of the community when they discharge their duties as Panel members, ie they must display independence of mind, separate from their role as a councillor.

In performing their role on the Central Highlands Council's Audit Panel, and in acting in the best interests of the community, all members of the Central Highlands Council Audit Panel commit to the following standards.

- Members avoid conflicts of interest that arise between their personal interests and their public duty as an Audit Panel member, as far as reasonably possible;
- Members maintain the confidentiality of any information, documents and communication that the Council or panel has designated as being in confidence;
- Members perform their role in the best interests of the Council and the community; and
- Members act ethically and treat all persons with fairness and respect.

Members conduct themselves in a way that positively represents the panel, and is in the best interests of the Council and the community. Members interact appropriately with fellow members, Councillors, Council staff and the community, and give full respect and consideration of to all relevant information known to them. Members should not interact directly with council staff without the prior approval of the panel and the General Manager.

Attached is Policy 2018 - 55 Code of Conduct for Members of the Audit Panel for Council's adoption.

Recommendation

THAT Council approve Policy 2018 - 55 Code of Conduct for Members of the Audit Panel

17.12 POLICY NO 2017 – 48 COUNCIL POOL VEHICLE

The previous Council Pool Vehicle Policy was approved by Council on the May 2017.

The policy outlines the provision of Council's pool vehicle.

Recommendation

THAT Council approve Policy 2017 - 48 Council Pool Vehicle

17.13 ROYAL COMMISSION INTO NATIONAL NATURAL DISASTER ARRANGEMENTS

The Royal Commission into National Natural Disaster Arrangements has published an issues paper on its website exploring the central role of local governments in preparing for, responding to and recovering from natural disasters.

Titled Local governments and natural disasters, the paper poses a series of questions on which the Royal Commission invites comment by 18 June 2020.

The Royal Commission particularly encourages local governments to provide their views in response to the questions in this paper.

The Royal Commission into National Natural Disaster Arrangements was established on 20 February 2020 in response to the extreme bushfire season of 2019-20 which resulted in devastating loss of life, property and wildlife, and environmental destruction across the nation.

The issue paper suggests that Local governments – cities, shires, towns and municipalities – play a central role in preparing for, responding to, and recovering from natural disasters. The roles and responsibilities of Australia's 537 local governments differ between jurisdictions and depend in part on the geography of the area, the demographics and unique needs of the communities they serve, and sometimes the particular natural disasters they face. Between 60 and 70 percent of local governments are regional or rural.

The issue paper states that Local governments will often have a more detailed understanding of their local communities and resources than other levels of government. They may be a key source of information for their communities. Emergency response services also commonly rely on the knowledge, support and expertise of local governments.

The issue paper also suggests that Local governments will also understand their local infrastructure and generally have primary responsibility for restoring community infrastructure after a disaster, with the support of Australian, state and territory governments. They may also lead the delivery of community services, such as evacuation centres, relief centres and safe places, during and after a natural disaster.

Along with state and territory emergency services, local governments are an integral part of the emergency planning process, and play an important role in risk mitigation, land-use planning and land management. The quality of the information they rely on is critical to the effectiveness of both their plans and their response to emergencies more generally.

Natural disasters do not respect state and territory borders, much less local government boundaries. The 2019-20 bushfire season highlighted that coordination within and between all levels of government is fundamental to effective planning for, responding to and recovering from natural disasters.

The issue paper poses a number of questions on which the Royal Commission invites comment by 18 June 2020. The Commission particularly encourages local governments to provide their views.

Question 1

- a. What information do local governments have access to and rely on in preparing natural disaster management plans, conducting risk assessments and in otherwise preparing for natural disasters?
- b. What information do local governments rely on in assessing the impact of natural disasters?
- c. How can the information available to, and relied on by, local governments be improved to assist their role in planning for, responding to and recovering from natural disasters?
- d. To what extent is the information referred to in (a) and (b) shared or coordinated with other local governments and with the community?

Question 2

- a. What is the responsibility of local governments for communicating with, and educating their communities about, natural disaster risks, preparedness, response and recovery?
- b. How is this put into effect?
- c. How could this communication and education be improved?

Question 3

Are local governments provided with sufficient guidance, training and standards to perform their role in relation to natural disaster mitigation, preparedness, response and recovery?

Question 4

How can local governments ensure accountability for, and compliance with, land-use planning or hazard management obligations designed to mitigate and increase resilience to natural hazard risks?

Question 5

- a. What is the responsibility of local governments for evacuation, evacuation centres and safe places?
- b. How could these arrangements, including with respect to coordination between local governments, be improved?

Question 6

- a. What is the responsibility of local governments for assisting the community with relief and recovery from natural disasters?
- b. How do local governments coordinate relief and recovery assistance with other local governments, Australian, state and territory governments, charities and community groups?
- c. How could these arrangements be improved?

If Councillors wish to comment, please provide your comments to the Development and Environmental Service Manager Wednesday the 17 June 2020 so that a Council response form can be completed for the Royal Commission into National Natural Disaster Arrangements by Thursday the 18 June 2020.

The Royal Commission into National Natural Disaster Arrangements issues paper is included in the attachments.

Recommendation

THAT Councillors provide their comments on the Royal Commission into National Natural Disaster Arrangements issues paper to the Development and Environmental Service Manager by 5.00pm on Wednesday the 17 June 2020 so that a Council response form can be completed for the Royal Commission into National Natural Disaster Arrangements by Thursday the 18 June 2020.

17.14 NRM SOUTH MEMBERSHIP

The General Manager has requested that the Letter from Mr Andrew Scanlon, Chair of NRM South be tabled for Councillors information regarding NRM South membership.

NRM South is expanding their membership base to ensure they have a good representation of voices, across diverse sectors. As such, Mr Scanlon has written to invite Central Highlands Council to sign on as a Member of the Association for NRM South.

Mr Scanlon states that NRM South relies on input from members to help guide the direction of natural resource management priorities across the region. Annual membership to NRM South is free and they will give Council the opportunity to become part of a network of organisations and industries involved in natural resource management activities.

Membership also confers voting rights at NRM South's Annual General Meeting (and special meetings). In anticipation of this year's AGM (to be held on 30 September 2020), Mr Scanlon is calling on applications to be submitted by 30 June 2020.

Mr Scanlon has attached a short brochure that provides additional information about the organisation, membership and how to subscribe online via the NRM South website this is included in the attachments.

NRM South is a not-for-profit organisation and one of three natural resource management bodies in Tasmania and 54 across Australia. Over the over the last two decades, the NRM South team has worked on an impressive suite of

projects that have contributed to both protecting and managing our natural resources for the benefit of the economy, community and environment. They have also significantly boosted investment into the southern region via funding from Australian Government, State Government and industry partners. By working in partnership with other organisations, sharing knowledge, expertise and resources, NRM South has been able to accomplish much more than by working alone.

Mr Scanlon states in his letter that he looks forward to Council's response – if Councillors have any queries, that we do not hesitate to get in touch with me directly, or with our their CEO, Nepelle Crane, on 0438 664524.

For Discussion

17.15 ST VINCENT de PAUL SOCIETY WINTER APPEAL

The General Manager has requested that the Letter from Mr Mark Gaetani, State President and Mrs Lara Alexander Chief Executive Officer from St Vincent de Paul Society be tabled for Councillors consideration regarding the Winter Appeal.

Every winter in towns and cities across Tasmania St Vincent de Paul Society team of dedicated volunteers brave the freezing cold to deliver hot soup, coffee and tea and nourishing meals to men, women and children sleeping rough. They might call a park bench or a sheltered doorway home but the hope and friendship delivered by one of the Society's food vans can help them to make it through the night. The statistics are staggering. Last winter St Vincent de Paul Society served nearly 20,000 meals and too many cups of coffee and soup to count.

Last winter the St Vincent de Paul Society distributed over \$150,000 from their Emergency Relief fund to help the underprivileged and the disadvantaged. This money was used to keep the heating on, to purchase food so families could eat at least one satisfying meal a day and to ensure our food vans and dining programs continued to provide a valuable service. This year Mr Gaetani and Mrs Alexander suggest they have already seen a significant increase in the number of people in need of their support. Hence, St Vincent de Paul Society needs Council's support because this winter will be different. This winter will be hard on many more Tasmanians, many of whom have never asked for assistance before. They will need all the support our community can give them.

This coming winter is going to be particularly long, cold and hard for the homeless and those at risk of homelessness because, apart from the cold they are hit especially hard by COVID-19. Mr Gaetani and Mrs Alexander suggest it is difficult to protect yourself from COVID-19 when you are homeless. People who are sleeping rough are more susceptible to respiratory conditions, they cannot wash their hands. If someone is sleeping rough or in a crowded night shelter it is impossible to self-isolate. Hence helping the homeless at this time of a health crisis is helping the whole community.

A part of Central Highlands Council COVID-19 community recovery program the St Vincent de Paul Society has offered to provide the following service to people in the Central Highlands. St Vincent de Paul Society Tasmania will support people in the Central Highlands Municipality with Emergency Relief support. This could include anything from food, support with utilities bills, rental arrears, etc. Food boxes contain staple food supplies such as cereals, pasta, pasta sauce, canned food, tea, coffee, some basic toiletries, to name but a few. A food box should provide a family of 4 enough food for a few days. To receive this support a resident must obtain a referral that can be made to either the Launceston or Hobart Regional Offices and then a phone appointment will take place with the person. Council are working with St Vincent de Paul Society Tasmania on a distribution system due to the size of the municipality which is 12% of Tasmania.

For Discussion

17.16 DEPARTMENT OF PREMIER AND CABINET FUNCTION UPDATE

THE Hon Mark Shelton MP, Minister for Local Government has written to Council to provide Councillors with an update on the administrative and management arrangements for the Department of Premier and Cabinet (DPAC)'s local government policy and regulatory functions.

Director Policy and Sector Performance (Local Government)

The Hon Mark Shelton MP, is pleased to announce that Mr Mathew Healey has recently been appointed to the new position of Director, Policy and Sector Performance (Local Government). Mr Healey will provide direct management and oversight of the Local Government Division, lead the development of policy and legislation initiatives, and support the Director of Local Government to exercise their statutory functions, including regulatory and compliance activities.

Mr Healey has close to 25 years' experience in public administration at the State and Commonwealth level. THE Hon Mr Shelton states that some Councillors may know that Mr Healey has direct experience as a former Director of Local Government. As Mr Healey spent the last seven years leading a range of major State Government projects, including the 2013 Bushfire Recovery Program, the Royal Hobart Hospital Redevelopment Rescue Taskforce, the development of the State's White Paper on Health and the redesign of the State's Child Safety System, Strong Families, Safe Kids.

Mr Healey has returned to Department of Premier and Cabinet to lead the Review of the Tasmanian State Service, which is currently paused due to the need to give priority attention to the management of the COVID-19 pandemic. Mr Healey has most recently been engaged to support the Recovery Team in the State Control Centre.

THE Hon Mr Shelton states the he understands that Mr Healey is keen to engage with the Local Government sector and will be reaching out to councils over the coming weeks.

Director of Local Government (Statutory Position)

The Hon Mark Shelton MP, has determined that the position of Director of Local Government, which includes responsibility for formal statutory oversight of investigations and other regulatory activities under the Local Government Act 1993, will continue to be held by Mr Craig Limkin in conjunction with the position of Deputy Secretary, Policy and Intergovernmental Relations in DPAC.

Mr Limkin has been exercising the functions of the statutory position since Mr Alex Tay's move to the Department of Education in January 2020. Mr Limkin has now been formally appointed to the Director of Local Government position by Her Excellency the Governor, the Hon Kate Warner AM.

Mr Limkin and Mr Healey will work closely to provide support and guidance to the Local Government sector across the State. For general guidance, Mr Limkin should be the first point of contact for elected officials and for specific advice on statutory decisions under the Local Government Act 1993. Mr Limkin can be contacted on craig.limkin@dpac.tas.gov.au Mr Healey is the relevant contact for non-elected officials and general advice on the operation of the Act. Mr Healey can be contacted on mathew.healey@dpac.tas.gov.au .

Information Item

17.17 CENTRAL HIGHLANDS BUSINESS CONTINUITY PLAN

Council approved version 1 of the Central Highlands Business Continuity Plan at the March 'Ordinary' Council Meeting and version 2 at the April 'Ordinary' Council Meeting.

During the past two months the risk of contracting COVID-19 has decreased and organisations across the state are starting to reopen to the public, hence management would like Council to consider adding the draft attachment COVID-19 Infection Response Procedure to the Central Highlands Business Continuity Plan.

Worksafe Tasmania states in the minimum standards under the new regulations in the Work Health and Safety Act 2012, that a workplace must ensure to manage the risks of a person contracting or spreading COVID-19 in the workplace and ensure workers who have been instructed to quarantine or self-isolate don't come to the workplace.

The Draft Attachment - COVID-19 Infection Response Procedure has been developed to provide workers with more information about COVID-19 and to manage the risks of a person contracting or spreading COVID-19 in the workplace.

Version 3 of the Central Highlands Business Continuity Plan which includes attachment - COVID-19 Infection Response Procedure is included in the attachments for Councillors endorsement.

Recommendation

THAT Council approve version 3 of the Central Highlands Business Continuity Plan which includes attachment - COVID-19 Infection Response Procedure.

17.18 SOUTHERN CENTRAL SUB-REGION WORKFORCE DEVELOPMENT PROJECT

The Chairperson Mrs Sally Darke of the Tasmanian Community Fund has advised the Southern Central Sub-Reg Council's that after careful consideration of each application, the Board approved grants totalling more than \$4 million to 49 projects in Grant Round 40. This takes the total amount of funding awarded since 2000 by the Tasmanian Community Fund to over \$110 million to more than 3 100 projects in all areas of the State. "The Tasmanian Community Fund is an independent Fund that supports and strengthens Tasmanian communities by distributing funds to those communities".

Mrs Darke stated in her letter that the Tasmanian Community Fund was pleased to advise that \$395,000.00 has been approved for the Southern Central Sub-Region Workforce Development Project subject to the successful negotiation of an appropriate grant deed.

BACKGROUND:

The four Councils that form the Southern Central Sub-Region, Brighton, Central Highlands, Derwent Valley and Southern Midlands have, for many years, acted collectively on matters of common interest.

This included undertaking regional workforce planning, which resulted in the SCS Regional Workforce Planning Final Report, August 2017. This report demonstrated that there will be a significant increase in jobs in the region across several industry sectors including tourism, agriculture and human services. These jobs will require a suitably trained and skilled workforce. The Report also highlighted that currently there is only limited work being undertaken at the local level to maximise these future opportunities and to enable these positions to be filled by suitably skilled local people.

Our neighbouring sub-region, the South Eastern Regional Development Authority (SERDA), consisting of Clarence, Sorell, Glamorgan Spring Bay and Tasman, also undertook regional workforce planning in 2017 and found similar issues. In 2018 SERDA was successful in obtaining funds from the Tasmanian Community Fund (TCF) for the employment of a full-time workforce development coordinator, which has proven to be highly successful. By establishing a position with, essentially, the sole focus of linking potential employers with job-seekers whilst ensuring they receive the necessary training, SERDA has established a cutting-edge model for others to follow. A welcome secondary outcome has been that the many initiatives, programs and positions that already exist in this space are much better utilised and coordinated.

The \$395,000.00 Tasmanian Community Funding along with contributions of both cash and in-kind support from the four Southern Central Sub-Region Council's over a three year period which was approved by Central Highlands Council at the March 'Ordinary' Council Meeting will be used to fund the Coordinator position for three years.

DETAIL:

Need: The intention is to engage a workforce development coordinator (Coordinator) and provide support facilities to enable the identification of workforce development activities that will address the region's workforce capability and capacity gap.

While there are multiple players in this sector, there is an identified shortage of activities that directly address the attraction and retention of skilled labour, aim to increase the participation of disadvantaged local people and improve the level of skills and qualifications across the workforce. This deficiency was highlighted in the SCS Regional Workforce Planning Report of 2017.

This report also highlighted the large number of future employment opportunities that will require specific industry sector skills. The project's aim is to match employer requirements with training to enable the regional workforce to be job-ready as these employment opportunities materialise.

Location: The Coordinator is proposed to be housed at the Southern Central Trade Training Centre in Bridgewater, thereby facilitating crucial linkages, and will service the entire Southern Central Sub-region.

Activities: The Coordinator will not only engage with potential employers and employees but also other organisations active in this space such as TasCOSS, the Councils, TasTAFE, schools, the Trade Training Centre, etc.

The position will also liaise with the existing matching position in the neighbouring SERDA region to obtain key learning outcomes, coordinate activities and ensure there is no duplication or competition. SERDA has indicated a strong desire to cooperate across the regional boundary.

The Coordinator will be provided with a position description and a strategic framework within which to operate, but will also be a 'self-starter' requiring minimal supervision. Specific activities would be detailed in a finalised project plan developed by a Project Management Committee in consultation with the Coordinator, and updated regularly over the term of the project.

Activities would be designed to address the following objectives:

- Strengthen education and industry links, align training to industry needs;
- Ensure responsive and contemporary training provision;
- Improve the training delivery at a regional level in the communities;
- Develop better linkages between education and employment through school based apprenticeships;
- Maximise the effectiveness of the region's trade training centre;
- Improve pre-employment and employability skills;
- Promote the region's industries as a career;
- Investigate the impediment of the JA models and recommend options for improved outcomes;
- Assess the broader regional constraints such as accommodation, transport, childcare, etc.;
- Develop industry specific workforce planning approaches, including tourism, primary production and human services; and
- Promote innovative business models and entrepreneurial employment approaches to meeting regional requirements.

Management & Support: The project is proposed to be managed by CSC through a high-level Project Management Committee which will set the broad strategic framework, including KPIs. An operational-level Management Group consisting of a high-level officer from each Council would provide regular direction, as needed. Direct practical assistance comprising HR support, financial management assistance, and the arrangement of a vehicle, laptop and phone is proposed to be provided by Brighton Council, as in-kind support. All financial management including pay disbursements will be delivered through Brighton Council's current finance/payroll systems.

TIME FRAME: A grant deed will then need to be signed, meaning the project is likely to commence in early July.

The following draft schedule is proposed (to be firmed-up by the Project Steering Committee):

Months 1- 3

- Project Steering Committee formed
- Position description finalised
- Position advertised
- Selection of Coordinator completed
- Coordinator engaged and bedded-in

Months 3-6

- Project plan completed with clearly identified KPIs
- Key employer's requirements identified
- Training providers identified

Month 6-12

- Project plan reviewed and updated (every six months)
- Agreements in place with employers
- Agreements in place with training providers
- Job opportunities filled

Month 12-24

- Project plan reviewed and updated (every six months)
- Job opportunities filled

Month 24 to 36

- Project plan reviewed and updated (every six months)
- Job opportunities filled

The project plan will provide the basis for regular reporting on project activities.

Information Item

17.19 UNIVERSITY OF TASMANIA – 'THE TASMANIA PROJECT'

The University of Tasmania has established '*The Tasmania Project*' to give a voice to, and to gather information from, the community during and beyond the COVID-19 pandemic. As the Tasmanian community moves to adapt to and recover from the pandemic, the research and modelling developed through 'The Tasmania Project' will underlie the strategies and initiatives to support the State's response.

In response to the pandemic, the Tasmania Government launched an Economic and Social Recovery Council to assist in rebuilding a stronger Tasmania. The Council is tasked with developing a roadmap to determine how best to mitigate the economic and social impacts of the pandemic, and to identify opportunities for economic and social renewal.

In this forum, the panel will explore the socioeconomic challenges that the COVID-19 pandemic has brought to our island. They will identify and discuss these challenges, inquiring into possible initiatives and strategies to ensure a safe, social and economically stable environment for the future of our island.

'*The Tasmania Project*' considers the following:

How are you experiencing and adapting to life in the time of COVID-19?

What do you need and want now, and for the future?

'*The Tasmania Project*' Report number 12 dated the 4 June 2020 considered how are older Tasmanians experiencing the pandemic?

The report found that older Tasmanians are faring well in isolation during the pandemic, according to findings from the Tasmania Project. Despite knowing they are at highest risk of COVID-19, older Tasmanians report feeling more resilient and less anxious than their younger counterparts.

Eighty percent of study participants aged 65 years and over said they maintained connection with family and friends while in isolation. During this time, half of the respondents said they had done more gardening, one third reported engaging in more creative activities, and a quarter had logged more exercise. Older participants generally did not say they felt confined at home, and expressed greater feelings of safety, strength and support. However, most relayed concerns that they, or someone they knew, may contract COVID-19.

Social isolation and the pandemic have had different impacts on Tasmanians of different ages. Compared to participants aged 25-64 years old, older Tasmanians had greater concern about COVID-19 but less concern that isolation would impact their physical and mental health. They reported feeling more resilient and hopeful, and less overwhelmed, fearful and anxious.

The majority of Tasmania Project participants aged 65 years and over (70%) said they adapted to a new way of living during the pandemic. This included increased engagement in some activities while strictly observing social distancing guidelines.

To stay connected with friends and family in isolation, older participants said they preferred mobile phone (calls, messages) and emails. Eighty-nine per cent reported having reliable internet at home, enabling a majority to also employ social media and group video apps to proactively maintain interpersonal relationships. Seventy-three percent of study participants aged over 65 years old reported that only occasionally, or rarely, did they feel lonely.

Older participants reported feeling informed and aware of COVID-19: 96% knew what the symptoms were, 94% knew what to do if they or a loved one displayed symptoms, and 84% knew how to protect themselves from infection.

To stay informed, 92% of older participants said they relied on ABC radio/TV, 38% reported using national online media, 33% said they read Tasmanian newspapers, and 26% said they connected online to international news providers. Only five percent of older participants reported using social media for updates.

Forty six percent of participants aged 65 and over reported having downloaded the COVID-SAFE app, a slightly higher proportion than other age groups.

Outright home ownership was highest (80%) among older participants when compared to those aged 45-64 years old (40%) and those aged 25-44 years old (9%). However, some older people were still in vulnerable housing situations. Seven percent of older participants said they had to reduce spending on essentials to cover housing expenses during the pandemic.

'*The Tasmania Project*' suggests:

Older Tasmanians have changed their lifestyles during the pandemic- 80% said the crisis had revealed new ways of living well. So, as recovery continues, older people may consider how to incorporate these changes into everyday life on a permanent basis.

On the whole, despite being at greatest health risk, study participants aged 65 years and over reported the greatest emotional resilience during the pandemic. We need to explore ways for older people to share their collective wisdom- their insight and perspectives- so that Tasmanians of all ages can respond effectively to crises in the future.

A copy of the 'The Tasmania Project' Report number 12 dated the 4 June 2020 considered how are older Tasmanians experiencing the pandemic is included in the attachments and the information will be used during the social recovery period.

The University of Tasmania has opened the second general survey:

https://www.surveymonkey.com/r/TheTasmaniaProject_2 it will close at midnight on Wednesday 17 June 2020.

More information can be obtained from: <https://www.utas.edu.au/tasmania-project>

Information Item

17.20 POLICY NO 2015-34 HARASSMENT AND DISCRIMINATION POLICY

The previous Harassment and Discrimination Policy was approved by Council in May 2017.

This Policy outlines Central Highlands Council's policy regarding harassment and discrimination within the workplace. Central Highlands Council considers that our workers are entitled to be treated fairly and with respect in the workplace. Our goal is to provide prompt and reasonable management of workplace issues to assist our workers and work together to achieve a healthy and safe work environment.

The policy should be read in conjunction with applicable, appropriate and associated policies, procedures, legislation, codes of practice, guidelines and best practice models.

Recommendation

THAT Council approve Policy 2015 – 34 Harassment and Discrimination Policy

17.21 POLICY NO 2015-35 GRIEVANCE & DISPUTE RESOLUTION POLICY

The previous Grievance & Dispute Resolution Policy was approved by Council in May 2017.

The objective of the Grievance & Dispute Resolution Policy is to assist all parties in determining whether there are any conduct or performance issues, the correct process that should be undertaken and relevant sanctions which may apply.

This policy assists in providing a consistent approach for all Central Highlands Council personnel.

Recommendation

THAT Council approve Policy 2015 – 35 Grievance & Dispute Resolution Policy

17.22 SURVEY BY YOUTH NETWORK OF TASMANIA – WHAT YOUNG TASMANIANS HAVE TO SAY ABOUT COVID-19...

The Youth Network of Tasmania (YNOT) asked young Tasmanians aged 12-25 years to have their say about COVID - 19, the good and the bad, to hear how they are being impacted by this global pandemic. The survey was open from 15 April to 5 May 2020.

As young Tasmanians moves to adapt to and recover from the pandemic, the research and modelling developed by Youth Network of Tasmania will underlie the strategies and initiatives to support the State's response during the social recovery period.

The findings from the survey are:

Young people are very concerned about the impact of COVID-19 on their mental health, including exacerbating existing conditions and increasing feelings of worry, anxiety, and loneliness.

Young people are confused, receiving mixed messaging, or simply want clearer directions to understand what they can and can't do, and where they can find help.

Young people aged 18-25 years expressed great concern for the long-term social and economic impacts of COVID-19 and are very aware that they will bear the future financial responsibility of decisions made by government today.

Young people are looking to government for strong leadership and clear communication. Many are very proud of the government's response to COVID-19 so far.

Some of the concerns young people expressed, or gaps they identified, have been addressed by government or community. However, information has not filtered down to young people. Young people are not receiving accurate, consistent or timely messaging in a way that they can access.

A copy of the full report is included in the attachments.

Information Item

17.23 REMISSIONS UNDER DELEGATION

The following Remissions have been made by the General Manager under delegation:

03-0237-01678	20.34	Penalty
03-0253-00676	16.90	Penalty
04-0015-01412	10.00	Penalty
03-0220-00925	21.80	Penalty

Recommendation

THAT the Remissions granted by the General Manager under delegation be noted.

18.0 SUPPLEMENTARY AGENDA ITEMS

Moved:

Seconded:

THAT Council consider the matters on the Supplementary Agenda.

19.0 CLOSURE
