

Central Highlands Council

Agenda – ORDINARY MEETING – 17TH MARCH 2020

Agenda of an Ordinary Meeting of Central Highlands Council scheduled to be held at Hamilton Council Chambers, on Tuesday 17th March 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.

Adam Wilson
Acting 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 | Local Government (Meeting Procedures) Regulations 2015 |
|-------------|---|--|
| 1 | Confirmation of the Minutes of the Closed Session of the Ordinary Meeting of Council held on 18 February 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 | Legal Advice | Regulation 15 (4)(b) – possible future legal action that may be taken, or may involve, the council |
| 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

The meeting opens to the public at 10.00am.

7.0 DEPUTATIONS

10.00 – 10.15 Health and Wellbeing Plan - Mrs Tracey Turale, Health Promotion Coordinator, Central Highlands & Southern Midlands and Mrs Fae Robinson from Futures to provide overview of the Health and Wellbeing Plan – Being Well and Staying Well in the Heart of Tasmania

7.1 PUBLIC QUESTION TIME

8.0 MAYORAL COMMITMENTS

| | |
|------------------|--|
| 12 February 2020 | Meeting with General Manager |
| 12 February 2020 | On-site Platypus walk with Deputy General Manager |
| 13 February 2020 | Business of Council |
| 13 February 2020 | Meeting with General Manager |
| 14 February 2020 | Business of Council |
| 17 February 2020 | Business of Council/ Ratepayer |
| 18 February 2020 | Ordinary Meeting Council |
| 19 February 2020 | Business of Council |
| 19 February 2020 | Motor Bike Work Shop Bothwell |
| 20 February 2020 | Business of Council |
| 24 February 2020 | Business of Council |
| 25 February 2020 | Community Luncheon Bothwell Medical Centre Staff |
| 25 February 2020 | Rural Business Tasmanian Meeting |
| 26 February 2020 | Business of Council |
| 27 February 2020 | Meeting with General Manager & Deputy General Manager |
| 28 February 2020 | Business of Council |
| 29 February 2020 | Opening Westerway Primary School 100 Year Celebration |
| 03 February 2020 | Business of Council |
| 03 February 2020 | Business of Council |
| 04 February 2020 | Business of Council |
| 05 February 2020 | Business of Council |
| 06 February 2020 | Business of Council |
| 09 February 2020 | Business of Council |
| 10 February 2020 | Business of Council & Acting General Manager |
| 11 February 2020 | Business of Council & Acting General Manager & Royal Yacht Club TAS function |

8.1 COUNCILLOR COMMITMENTS

Deputy Mayor J Allwright

| | |
|------------------|---|
| 18 February 2020 | Ordinary Council Meeting, Bothwell |
| 19 February 2020 | Hollow Tree Road Safety Workshop, Bothwell |
| 25 February 2020 | Audit Panel, Hamilton; Mary Lumsden welcome & Rural Business Tas workshop, Bothwell |
| 26 February 2020 | AFL Tas workshop, Blundstone Arena Bellerive |
| 3 March 2020 | Special Audit Panel meeting, Hamilton |
| 12 March 2020 | Building Better Regions workshop, Curringa Hamilton |

Clr J Honner

| | |
|--------------------|---------------------------------------|
| 18th February 2020 | Ordinary Council Meeting Bothwell |
| 19th February 2020 | Workshop State Growth |
| 25th February 2020 | Community thank you lunch for Doctors |
| 8th March 2020 | Shackowners meeting Miena |

Clr A Campbell

| | |
|--------------------|--|
| 18th February 2020 | Ordinary Council Meeting |
| 25th February 2020 | Council Lunch for Dr Mary Lumsden and staff |
| 25th February 2020 | Councillors meeting with Rural Business Tasmania |
| 4th March 2020 | HATCH working group meeting, Ouse (planning for grants) |
| 11th March 2020 | HATCH working group meeting, Ouse (planning for grants) |
| 12th March 2020 | Derwent Catchment Sustainable Growth in Agriculture and Tourism workshop, Curringa, Hamilton |

Clr R Cassidy

| | |
|--------------------|---|
| 18th February 2020 | Ordinary Council Meeting |
| 25th February 2020 | Council Lunch for Dr Mary Lumsden and staff |

Clr J Poore

| | |
|--------------------------------|---|
| 18 th February 2020 | Council Meeting Bothwell. |
| 19 th February 2020 | Meeting with member of Historical Society at Visitors Centre. |
| 25 th February 2020 | Audit Panel Meeting Hamilton. |
| 25 th February 2020 | Meet and greet Bothwell Medical Members. |
| 25 th February 2020 | Rural Business Workshop Bothwell. |
| 3rd March 2020 | Audit Panel Meeting Hamilton. |
| 3rd March 2020 | Visitors Centre Supervise clean out of kitchen/toilet area. |
| 5th March 2020 | Meeting with member Historical Society. |
| 5th March 2020 | Meeting with plumber at Visitors Centre. |
| 16 th March 2020 | Historical Society meeting. |
| 17th March 2020 | Council Meeting Hamilton. |

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 | |
| 4 | 18-Feb-20 | 16.9 | Anzac Day Service Gretna Dawn Service | Mayor Triffitt & Clr Cassidy | To be confirmed at March Council Meeting | |
| 5 | 18-Feb-20 | 16.9 | Anzac Day Service Hamilton Service | Deputy Mayor Allwright, Clr Cassidy, Clr Poore & Clr Bailey | To be confirmed at March Council Meeting | |
| 6 | 18-Feb-20 | 16.9 | Anzac Day Service Bothwell Service | Mayor Triffitt, Clr Honner, Clr Bowden, Clr Archer & Clr Campbell | To be confirmed at March Council Meeting | |

8.2 ACTING GENERAL MANAGER'S COMMITMENTS

| | |
|--------------------|---------------------------------------|
| 18th February 2020 | Ordinary Council Meeting |
| 19th February 2020 | Motorcycle Road Safety Audit Workshop |
| 20th February 2020 | Meeting with Rural Business |
| 25th February 2020 | Audit Panel Meeting |

| | |
|--------------------|---|
| 25th February 2020 | Community Thank You for Doctors |
| 25th February 2020 | Meeting with Board of Rural Business Tasmania |
| 3th March 2020 | Audit Panel Meeting |

9.0 NOTIFICATION OF COUNCIL WORKSHOPS HELD

19 February 2020 – Motorcycle Road Safety Audit Workshop
 25 February 2020 - Community Thank You for Doctors
 25 February 2020 - Meeting with Board of Rural Business Tasmania

9.1 FUTURE WORKSHOPS

6th April 2020 Presentation to Councillors from Dr Katrena Stephenson, Chief Executive Officer of the Local Government Association of Tasmania. (Need to schedule)

12th May 2020 Integrity Commission Training Course for Elected Members at the Bothwell Council Chambers
 11.00am and 1.00pm

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 18th February 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 18th February 2020 be confirmed.

11.3 RECIEVAL DRAFT MINUTES AUDIT PANEL COMMITTEE MEETING

Moved:

Seconded:

THAT the Draft Minutes of the Audit Panel Committee Meeting held on Tuesday 25th February 2020 be received.

11.4 RECIEVAL DRAFT MINUTES AUDIT PANEL COMMITTEE MEETING

Moved:

Seconded:

THAT the Draft Minutes of the Audit Panel Committee Meeting held on Tuesday 3rd March 2020 be received.

12.0 BUSINESS ARISING

- 12.1 Correspondence sent by Deputy General Manager
- 14.1 Development & Environmental Services Manager to organise expression of interest

- 14.2 Deferred until October 2020
- 14.3 General Manager to organise workshop
- 14.4 Development & Environmental Services Manager to organise dog handbook on Council website
- 14.5 Development & Environmental Services Manager has organised new oven and obtained quote to purchase cutlery/crockery
- 15.1 Works and Service Manager to obtain quote
- 15.2 Works and Service Manager to obtain approval from State Growth
- 15.3 Correspondence sent by Works and Service Manager
- 15.4 Works and Service Manager to obtain quote
- 15.5 Correspondence sent by Works and Service Manager
- 16.1 Correspondence sent by Deputy General Manager
- 16.3 Correspondence sent by Deputy General Manager
- 16.4 Correspondence sent by Deputy General Manager
- 16.5 Correspondence sent by Deputy General Manager
- 16.6 Works and Service Manager to obtain quote
- 16.7 Correspondence sent by Deputy General Manager
- 16.8 Status report in Council Meeting Agenda
- 16.9 Deferred until March 2020
- 16.10 Correspondence sent by Works and Service Manager
- 17.1 Correspondence sent by Deputy General Manager
- 17.3 Correspondence sent by Deputy 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

12TH February – 12th March 2020

General business

Downie memorial

Eve has spoken with Jason to arrange a Winter native planting and works to install Andrew Downie's memorial seat on the new Council block at Platypus Walk, near where the two large blue gums are establishing.

Hamilton Show



The Hamilton Show stall was a roaring success with a constant stream of visitors with questions around revegetation and our programs in the region. Several newcomers to the Central Highlands made contact we may have the numbers to run a small farms workshop in the near future.

Landcare Action grants

Several people have contacted us about support with the upcoming deadline for the second round of the Landcare Action Grants. We will be submitting 6 grants by March 30 and are currently working on these with land managers and community.

Weed Management Program

Control works under the Central Highlands Weed Management Plan

Orange Hawkweed Program

A key infestation has been recently controlled by our on-ground works team. We are also pleased that Crown Land Services have now committed to supporting the program as part of the Strategic Plan we have developed.

Adopt a shore

Our DCP team and 2 volunteers controlled a substantial area of ragwort at Elizabeth Bay.



Ouse River Ragwort

David Downie contacted us with regard to a large infestation of Ragwort below the bridge across the Ouse River at Waddamana. David and John Shoobridge have been working with volunteers to remove the seed-heads and we have offered 2 days of support from our on-ground works team. Over 2 tonnes of material has been collected. We will be submitting a Landcare Action Grant application to determine the scale of the infestation as the country is very rugged, remote and hard to access beyond the part of the river that has been tackled so far. It is likely that the flood of 2016 has led to a perfect environment for the weed to spread. This will be a very important program as there is no ragwort in the Derwent Valley and the Ouse River is a substantial vector for spread.

Building Better Regions – strategic plan for the development of agriculture and tourism

There has been a great turnout today for the first two facilitated sessions at Currunga Farm with 25 people in attendance. More to come on the outcomes of the workshops next report 😊



River Recovery

Tyenna River Recovery program – Willow Warriors

The Willow Warriors working bee held on the Public holiday last week was immensely successful with 6 volunteers undertaking 5 times more willow control than what was expected to have been achieved! The momentum around this project is gathering and there are several new people signing up every working bee to help control willows along the Tyenna River.

Agri best Practice

Pasture Information Network - demonstration sites

Farmer visits are underway to determine sites for forage shrub demonstrations as part of this 3-year major program. James Hume (Alanvale), Russ and John Fowler (Blackwood) and Richard Hallett (Llanberis) are all committing to work with us on 3 x 5 ha sites to determine the cost/benefit of establishing shrubs on the marginal north-facing slopes. We are excited to be starting this program at last! Another 3 demonstration sites looking at pasture species persistence and grazing management on north-facing slopes will also be instigated as part of this program.



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 29 FEBRUARY 2020 | | | |
|--|--|---------------------|---------------------|
| | | <u>2019</u> | <u>2020</u> |
| Balance 30th June | | \$41,105.55 | \$43,833.95 |
| Rates Raised | | \$3,632,817.95 | \$3,756,421.28 |
| Penalties Raised | | \$28,135.96 | \$19,392.79 |
| Supplementaries/Debit Adjustments | | \$22,457.93 | \$20,068.11 |
| Total Raised | | \$3,724,517.39 | \$3,839,716.13 |
| Less: | | | |
| Receipts to Date | | \$3,002,295.39 | \$2,998,395.32 |
| Pensioner Rate Remissions | | \$98,805.54 | \$102,933.96 |
| Remissions/Supplementary Credits | | \$22,272.94 | \$27,596.86 |
| Balance | | \$601,143.52 | \$710,789.99 |

Bank Reconciliation as at 29 February 2020

| | 2019 | 2020 |
|--|-----------------------|------------------------|
| Balance Brought Forward | \$10,023,785.77 | \$10,037,681.54 |
| Receipts for month | \$205,333.41 | \$632,878.04 |
| Expenditure for month | \$384,485.82 | \$601,633.02 |
| Balance | \$9,844,633.36 | \$10,068,926.56 |
| Represented By: | | |
| Balance Commonwealth Bank | \$679,720.88 | \$873,835.66 |
| Balance Westpac Bank | \$178,696.12 | \$86,950.76 |
| Investments | \$9,008,231.17 | \$9,221,487.22 |
| | \$9,866,648.17 | \$10,182,273.64 |
| Plus Unbanked Money & Floats | \$3,117.90 | \$5,325.68 |
| | \$9,869,766.07 | \$10,187,599.32 |
| Less Unpresented Cheques | \$1,890.71 | \$1,478.73 |
| Unreceipted amounts on bank statements | \$23,242.00 | \$117,194.03 |
| | \$9,844,633.36 | \$10,068,926.56 |

| | BUDGET 2019/2020 | ACTUAL TO 28-Feb-19 | ACTUAL TO 29-Feb-20 | % OF BUDGET SPENT | BALANCE OF BUDGET |
|---|---------------------|------------------------|------------------------|----------------------|----------------------|
| CORPORATE AND FINANCIAL SERVICES | | | | | |
| ADMIN. STAFF COSTS(ASCH) | \$569,056 | \$350,370 | \$334,486 | 58.78% | \$234,570 |
| ADMIN BUILDING EXPEND(ABCH) | \$35,966 | \$22,948 | \$32,114 | 89.29% | \$3,852 |
| OFFICE EXPENSES(AOEH) | \$139,500 | \$93,821 | \$73,374 | 52.60% | \$66,126 |
| MEMBERS EXPENSES(AMEH) | \$193,410 | \$119,514 | \$101,912 | 52.69% | \$91,498 |
| OTHER ADMIN. EXPENDITURE(ASEH + RATES) | \$318,166 | \$186,250 | \$201,520 | 63.34% | \$116,646 |
| MEDICAL CENTRES(MED) | \$128,000 | \$51,511 | \$63,661 | 49.73% | \$64,339 |
| STREET LIGHTING(STLIGHT) | \$39,600 | \$19,371 | \$21,922 | 55.36% | \$17,678 |
| ONCOSTS (ACTUAL)(ONCOSTS) | \$493,952 | \$241,617 | \$297,690 | 60.27% | \$196,262 |
| ONCOSTS RECOVERED | (\$430,000) | (\$287,906) | (\$313,069) | 72.81% | (\$116,931) |
| COMMUNITY & ECONOMIC DEV & RELATIONS(CDR+EDEV) | \$211,150 | \$122,763 | \$147,219 | 69.72% | \$63,931 |
| GOVERNMENT LEVIES(GLEVY) | \$253,837 | \$130,732 | \$134,985 | 53.18% | \$118,852 |
| TOTAL CORPORATE & FINANCIAL SERVICES | \$1,952,637 | \$1,050,990 | \$1,095,814 | 56.12% | \$856,824 |
| DEVELOPMENT AND ENVIRONMENTAL SERVICES | | | | | |
| ADMIN STAFF COSTS - DES (ASCB) | \$170,263 | \$99,551 | \$93,002 | 54.62% | \$77,261 |
| ADMIN BUILDING EXPEND - DES(ABCB) | \$18,737 | \$9,413 | \$20,572 | 109.79% | (\$1,835) |
| OFFICE EXPENSES - DES (AOEB) | \$57,000 | \$42,518 | \$36,557 | 64.13% | \$20,443 |
| ENVIRON HEALTH SERVICES (EHS) | \$32,384 | \$15,406 | \$14,617 | 45.14% | \$17,767 |
| ANIMAL CONTROL(AC) | \$18,570 | \$9,265 | \$890 | 4.79% | \$17,680 |
| PLUMBING/BUILDING CONTROL (BPC) | \$125,212 | \$67,117 | \$57,713 | 46.09% | \$67,499 |
| SWIMMING POOLS (POOL) | \$40,591 | \$31,848 | \$31,619 | 77.90% | \$8,972 |
| DEVELOPMENT CONTROL (DEV) | \$185,000 | \$56,973 | \$98,565 | 53.28% | \$86,435 |
| DOOR TO DOOR GARBAGE & RECYCLING (DD) | \$146,118 | \$74,211 | \$77,667 | 53.15% | \$68,451 |
| ROADSIDE BINS COLLECTION (DRB) | \$110,000 | \$66,000 | \$58,978 | 53.62% | \$51,022 |
| WASTE TRANSFER STATIONS (WTS) | \$192,252 | \$119,486 | \$114,312 | 59.46% | \$77,940 |
| TIP MAINTENANCE (TIPS) | \$65,379 | \$19,855 | \$21,079 | 32.24% | \$44,300 |
| ENVIRONMENT PROTECTION (EP) | \$2,718 | \$1,538 | \$844 | 31.04% | \$1,874 |
| RECYCLING (RECY) | \$40,600 | \$39,268 | \$40,313 | 99.29% | \$287 |
| TOTAL DEVELOPMENT & ENVIRONMENTAL SERVICES | \$1,204,824 | \$652,450 | \$666,726 | 55.34% | \$538,098 |

| | BUDGET 2019/2020 | ACTUAL TO 28-Feb-19 | ACTUAL TO 29-Feb-20 | % OF BUDGET SPENT | BALANCE OF BUDGET |
|---|---------------------|------------------------|------------------------|----------------------|----------------------|
| WORKS AND SERVICES | | | | | |
| PUBLIC CONVENIENCES (PC) | \$123,875 | \$81,819 | \$96,308 | 77.75% | \$27,567 |
| CEMETERY (CEM) | \$21,180 | \$15,891 | \$10,994 | 51.91% | \$10,186 |
| HALLS (HALL) | \$45,069 | \$34,460 | \$34,647 | 76.88% | \$10,422 |
| PARKS AND GARDENS(PG) | \$75,622 | \$61,610 | \$64,687 | 85.54% | \$10,935 |
| REC. & RESERVES(REC+TENNIS) | \$74,290 | \$55,094 | \$53,906 | 72.56% | \$20,384 |
| TOWN MOWING/TREES/STREETSCAPES(MOW) | \$125,000 | \$116,257 | \$84,472 | 67.58% | \$40,528 |
| FIRE PROTECTION (FIRE) | \$1,000 | \$0 | \$0 | 0.00% | \$1,000 |
| HOUSING (HOU) | \$51,800 | \$37,691 | \$46,444 | 89.66% | \$5,356 |
| CAMPING GROUNDS (CPARK) | \$12,000 | \$8,446 | \$8,186 | 68.21% | \$3,814 |
| LIBRARY (LIB) | \$545 | \$677 | \$724 | 132.81% | (\$179) |
| ROAD MAINTENANCE (ROAD) | \$788,370 | \$547,578 | \$630,218 | 79.94% | \$158,152 |
| FOOTPATHS/KERBS/GUTTERS (FKG) | \$5,640 | \$1,673 | \$4,723 | 83.74% | \$917 |
| BRIDGE MAINTENANCE (BRI) | \$22,891 | \$9,718 | \$10,745 | 46.94% | \$12,146 |
| PRIVATE WORKS (PW) | \$85,000 | \$154,329 | \$65,247 | 76.76% | \$19,753 |
| SUPER. & I/D OVERHEADS (SUPER) | \$347,608 | \$229,848 | \$214,206 | 61.62% | \$133,402 |
| QUARRY/GRAVEL (QUARRY) | (\$48,000) | (\$79,857) | \$14,652 | -30.52% | (\$62,652) |
| NATURAL RESOURCE MANAGEMENT(NRM) | \$129,546 | \$110,570 | \$45,256 | 34.93% | \$84,290 |
| SES (SES) | \$2,000 | \$1,780 | \$1,591 | 79.54% | \$409 |
| PLANT M'TCE & OPERATING COSTS (PLANT) | \$477,348 | \$355,471 | \$369,279 | 77.36% | \$108,070 |
| PLANT INCOME | (\$650,000) | (\$430,217) | (\$471,528) | 72.54% | (\$178,472) |
| DRAINAGE (DRAIN) | \$23,000 | \$8,607 | \$10,880 | 47.30% | \$12,120 |
| OTHER COMMUNITY AMENITIES (OCA) | \$23,118 | \$21,197 | \$22,587 | 97.70% | \$531 |
| WASTE COLLECTION & ASSOC SERVICES (WAS) | \$26,200 | \$23,733 | \$25,913 | 98.91% | \$287 |
| TOTAL WORKS & SERVICES | \$1,763,102 | \$1,366,373 | \$1,344,136 | 76.24% | \$418,966 |
| DEPARTMENT TOTALS OPERATING EXPENSES | | | | | |
| Corporate Services | \$1,952,637 | \$1,050,990 | \$1,095,814 | 56.12% | \$856,824 |
| Dev. & Environmental Services | \$1,204,824 | \$652,450 | \$666,726 | 55.34% | \$538,098 |
| Works & Services | \$1,763,102 | \$1,366,373 | \$1,344,136 | 76.24% | \$418,966 |
| Total All Operating | \$4,920,563 | \$3,069,812 | \$3,106,676 | 63.14% | \$1,813,888 |

| | BUDGET 2019/2020 | ACTUAL TO 28-Feb-19 | ACTUAL TO 29-Feb-20 | % OF BUDGET SPENT | BALANCE OF BUDGET |
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| CORPORATE AND FINANCIAL SERVICES | | | | | |
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| RECYCLING (RECY) | \$40,600 | \$39,268 | \$40,313 | 99.29% | \$287 |
| TOTAL DEVELOPMENT & ENVIRONMENTAL SERVICES | \$1,204,824 | \$652,450 | \$666,726 | 55.34% | \$538,098 |

Comprehensive Income Statement

29/02/2020

| | Reviewed Budget 2018-2019 | Actual to date prior year | Actual to Date | Budget 2019-2020 | Variation from YTD Budget % | Comments |
|-----------------------------------|---------------------------------|------------------------------|--------------------|---------------------|-----------------------------------|---------------------------------------|
| Recurrent Income | | | | | | |
| Rates Charges | \$3,606,569 | \$3,617,576 | \$3,743,136 | \$3,729,984 | 0% | |
| User Fees | \$238,500 | \$275,906 | \$278,790 | \$257,500 | 42% | \$50K contribution for GP recruitment |
| Grants - Operating | \$2,318,505 | \$913,849 | \$1,052,460 | \$2,428,040 | (23)% | FAGs received prior year in advance |
| Other Revenue | \$492,034 | \$348,805 | \$273,358 | \$512,034 | (13)% | |
| Total Revenues | \$6,655,608 | \$5,156,136 | \$5,347,745 | \$6,927,558 | 11% | |
| Expenditure | | | | | | |
| Employee Benefits | \$1,788,651 | \$1,236,605 | \$1,262,246 | \$1,949,709 | (2)% | |
| Materials and Services | \$1,385,766 | \$954,754 | \$906,920 | \$1,418,866 | (3)% | |
| Other Expenses | \$1,374,973 | \$911,595 | \$961,279 | \$1,551,987 | (5)% | |
| Depreciation and Amortisation | \$2,116,000 | \$1,432,529 | \$1,420,335 | \$2,112,000 | 1% | |
| Total Expenditure | 6,665,390 | 4,535,482 | 4,550,779 | 7,032,562 | (2)% | |
| Operating Surplus(Deficit) | (9,782) | 620,654 | 796,966 | (105,004) | | |
| Capital Grants & Other | \$209,198 | \$147,578 | \$9,182 | \$694,000 | | |
| Surplus(Deficit) | 199,416 | 768,232 | 806,147 | 588,996 | | |
| Capital Expenditure | \$2,680,712 | \$1,484,193 | \$1,622,159 | \$3,124,000 | | |

BANK ACCOUNT BALANCES AS AT 29 FEBRUARY 2020

| No. | Bank Accounts | Investment Period | Current Interest Rate % | Due Date | BALANCE | |
|--|--|----------------------|----------------------------|------------|---------------|---------------|
| | | | | | 2019 | 2020 |
| 0011100 Cash at Bank and on Hand | | | | | | |
| 0011105 | Bank 01 - Commonwealth - General Trading Account | | | | 703,431.98 | 774,679.49 |
| 0011106 | Bank 02 - Westpac - Direct Deposit Account | | | | 250,418.91 | 72,209.85 |
| 0011110 | Petty Cash | | | | 350.00 | 350.00 |
| 0011115 | Floats | | | | 200.00 | 200.00 |
| 0011199 TOTAL CASH AT BANK AND ON HAND | | | | | 954,400.89 | 847,439.34 |
| 0011200 Investments | | | | | | |
| 0011206 | Bank 04 | 30 Days | 1.10% | 11/03/2020 | | 606,298.04 |
| 0011207 | Bank 05 | 60 Days | 1.34% | 14/04/2020 | 1,190,898.79 | 1,630,109.66 |
| 0011207 | Bank 06 | 30 Days | | | 1,601,820.60 | - |
| 0011212 | Bank 12 | 30 Days | 1.08% | 25/03/2020 | 808,959.54 | 1,427,384.01 |
| 0011214 | Tascorp | 91 Days | 0.88% | 18/03/2020 | 76,246.05 | 77,480.17 |
| 0011215 | Bank 15 | 90 Days | | | 3,335,401.67 | - |
| 0011216 | Bank 16 | 90 Days | 1.34% | 21/04/2020 | 2,050,837.38 | 5,480,215.34 |
| 0011299 TOTAL INVESTMENTS | | | | | 9,064,164.03 | 9,221,487.22 |
| TOTAL BANK ACCOUNTS AND CASH ON HAND | | | | | 10,018,564.92 | 10,068,926.56 |

DONATIONS AND GRANTS 2018-2019

| Date | Details | Budget | Australia Day, ANZAC Day, Hamilton Show | Childrens Services | Community Grants \ Donations | Event Development and Sponsorship | Further Education Bursaries and School Support | General Items | Church Grants | Tourism | TOTAL |
|------------|---|---------|---|-----------------------|------------------------------------|--|--|---------------|---------------|---------|-------|
| | Community & Economic Development Support | \$5,150 | | | | | | | | | |
| | Support/Donations | \$6,230 | | | | | | | | | |
| | Further Education Bursaries | \$1,500 | | | | | | | | | |
| | Central Highlands School Support | \$3,000 | | | | | | | | | |
| | Anzac Day | \$6,000 | | | | | | | | | |
| | Hamilton show | \$5,000 | | | | | | | | | |
| | Australia Day | \$676 | | | | | | | | | |
| | Church Grants | (\$500) | | | | | | | | | |
| | Suicide Prevention Program | \$1,650 | | | | | | | | | |
| | Anglers Alliance Sponsorship | \$3,000 | | | | | | | | | |
| | Ellendale Buskers Bash | \$1,000 | | | | | | | | | |
| | Bothwell Spin-out | \$2,000 | | | | | | | | | |
| | Royal Flying Doctor Service | \$0 | | | | | | | | | |
| | Bothwell Speed Shear | \$0 | | | | | | | | | |
| | Ouse & Highlands Regional Community Craft Group | \$1,000 | | | | | | | | | |
| | Youth Activities | \$0 | | | | | | | | | |
| | Australasian Golf Museum contribution to power | \$5,000 | | | | | | | | | |
| | South Central Region Projects | \$5,000 | | | | | | | | | |
| | Local Govt Shared Services Project | \$5,000 | | | | | | | | | |
| | Visitors Centre | \$4,101 | | | | | | | | | |
| | World Fly Fishing Championships | \$600 | | | | | | | | | |
| | Health & Wellbeing Plan | \$2,500 | | | | | | | | | |
| 17/07/2019 | Royal Flying Doctor Service | \$1,000 | | | | | | 1,000.00 | | | |
| 23/07/2019 | Blue Farmer Sign | \$350 | | | | | | 350.00 | | | |
| 28/07/2019 | Bothwell Childcare Grant | \$5,000 | | 5,000.00 | | | | | | | |
| 14/08/2019 | 2019 World Fly Fishing Championship 19.03.19 | \$6,200 | | | | | | 6,200.00 | | | |
| 19/09/2019 | Bothwell Speed Shear - Community Grant 2019 | \$2,000 | | | | 2,000.00 | | | | | |
| 19/09/2019 | Community Garden Interest Group | \$435 | | | 435.00 | | | | | | |
| 19/09/2019 | Comm Grant 2019 - Christmas Party | \$1,000 | | | 1,000.00 | | | | | | |
| 19/09/2019 | Westerway Primary School 100yr anniversary | \$1,000 | | | | | 1,000.00 | | | | |
| 19/09/2019 | Community Christmas Party - Comm Grant | \$785 | | | 785.00 | | | | | | |
| 19/09/2019 | Anglican Parish Hamilton Church grant 2018/19 | \$2,500 | | | | | | | 2,500.00 | | |
| 1/10/2019 | Electrical repairs - CWA approved by Council | \$507 | | | | | | 507.00 | | | |
| 1/10/2019 | Fascia Repair - CWA building | \$452 | | | | | | 452.36 | | | |
| 9/10/2019 | Purchase fly fishing download - Visitor Centre | \$15 | | | | | | 14.80 | | | |
| 25/10/2019 | Anglican Parish Hamilton Church Heating Grant | \$3,000 | | | | | | | 3,000.00 | | |
| 25/10/2019 | 3 defibs Bronte, Brady's & Derwent Bridge | \$780 | | | | | | 780.00 | | | |
| 4/11/2019 | Test and tagging of electrical equipment - GLCC | \$671 | | | | | | 671.00 | | | |
| 14/11/2019 | Sponsorship for Woodchopping Bushfest | \$2,000 | | | | | | 2,000.00 | | | |
| 20/11/2019 | 25 ratchet Straps (38mm x 6m) - Show Marquee | \$375 | | | | | | 375.00 | | | |
| 28/11/2019 | Primary Value Award 2019 | \$50 | | | | | | 50.00 | | | |
| 6/12/2019 | Citizenship Award 2019 | \$50 | | | | | | 50.00 | | | |
| 6/12/2019 | Citizenship 2019 Westerway | \$50 | | | | | | 50.00 | | | |
| 9/12/2019 | 2019 Primary Value Award | \$50 | | | | | | 50.00 | | | |
| 11/12/2020 | Lollies - Australia Day | \$24 | 23.90 | | | | | | | | |
| 16/12/2019 | Comm Grant - Bailey Mayne Cricket | \$150 | | | 150.00 | | | | | | |
| 17/12/2019 | Clothing Purchase for Tourism Centre | \$899 | | | | | | 899.20 | | | |
| 18/12/2019 | Smith awards, engraving trophies - Aust Day | \$280 | 280.00 | | | | | | | | |
| 6/01/2020 | Bursary Glenora - Georgia Edmonds | \$300 | | | | | 300.00 | | | | |
| 17/01/2020 | Central Highlands Health & Wellbeing Plan | \$7,500 | | | | | | 7,500.00 | | | |
| 23/01/2020 | Spring rolls, juice, s/drink, sausages etc - Aust Day | \$145 | 145.43 | | | | | | | | |
| 23/01/2020 | Sauce bottles, lollies - Aust Day | \$8 | 8.00 | | | | | | | | |
| 23/01/2020 | Platters, inflatable thong - Aust Day | \$57 | 57.10 | | | | | | | | |

| | | | | | | | | | | | |
|--------------------------|--|-----------|-----------|----------|-----------|----------|----------|-----------|----------|----------|-----------|
| 23/01/2020 | Carrot cake - Aust Day | \$37 | 36.95 | | | | | | | | |
| 31/01/2020 | Pollie Pedal Donation 2020 | \$250 | | | 250.00 | | | | | | |
| 31/01/2020 | Royal Flying Doctors Donation - 2019/2020 | \$1,000 | | | 1,000.00 | | | | | | |
| 31/01/2020 | Party pies and sausage rolls, straws-Aus Day | \$23 | 22.55 | | | | | | | | |
| 21/02/2020 | Australia Day Music | \$250 | 250.00 | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| YEAR TO DATE EXPENDITURE | | | 823.93 | 5,000.00 | 3,620.00 | 2,000.00 | 1,300.00 | 20,949.36 | 5,500.00 | 0.00 | 39,193.29 |
| BUDGET | | 97,100.00 | 12,500.00 | 5,000.00 | 10,000.00 | 6,000.00 | 5,800.00 | 49,800.00 | 5,000.00 | 3,000.00 | 97,100.00 |

| No. | Plant | Total Expense | Sal and Wages | Oncosts | Internal Plant Hire | Materials | Plant & Equipment Maintenance | Insurance | Fuel | Tyres | Registration | Depreciation | Cost of capital | Recovered | Hours | Recovery per Hour | Expenditure per Hc per Hour | Recovery/(Loss) |
|--------|--|---------------|---------------|-----------|---------------------|-------------|-------------------------------|-----------|--------------|-------------|--------------|--------------|-----------------|--------------|-------|-------------------|-----------------------------|-----------------|
| PM0149 | Loadrite Weighing System | \$ 575.18 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 39.38 | \$ - | \$ - | \$ - | \$ 446.50 | \$ 89.30 | \$ - | - | - | - | - |
| PM0196 | Transmig Welder | \$ 159.22 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 10.72 | \$ - | \$ - | \$ - | \$ 121.50 | \$ 27.00 | \$ - | - | - | - | - |
| PM0238 | Auger | \$ 728.26 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 49.78 | \$ - | \$ - | \$ - | \$ 564.45 | \$ 114.03 | \$ - | - | - | - | - |
| PM0254 | Test and Tag Equipment | \$ 144.68 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 9.89 | \$ - | \$ - | \$ - | \$ 112.14 | \$ 22.65 | \$ - | - | - | - | - |
| PM0255 | Floor Jack 15 Tonne | \$ 192.14 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 13.13 | \$ - | \$ - | \$ - | \$ 148.92 | \$ 30.09 | \$ - | - | - | - | - |
| PM513 | Komatsu Loader Hamilton B08B17 | \$ 4,391.71 | \$ 12.83 | \$ - | \$ - | \$ - | \$ 549.73 | \$ 117.59 | \$ 1,872.43 | \$ - | \$ 105.80 | \$ 1,333.33 | \$ 400.00 | \$ 960.00 | 24.0 | \$ 40.00 | \$ 182.99 | (\$342.99) |
| PM520 | Herc Supadog - Kelvin (JT2561) | \$ 2,468.92 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 97.30 | \$ - | \$ - | \$ 934.13 | \$ 1,103.19 | \$ 354.30 | \$ 5,850.00 | 234.0 | \$ 25.00 | \$ 10.55 | \$14.45 |
| PM521 | Pig Trailer Hamilton OT0770 | \$ 1,438.91 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 35.28 | \$ - | \$ - | \$ 883.63 | \$ 400.00 | \$ 120.00 | \$ 500.00 | 25.0 | \$ 20.00 | \$ 57.56 | (\$37.56) |
| PM522 | Fuel Tanker Bothwell PT4204 | \$ 40.54 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 40.54 | \$ - | \$ - | \$ - | - | - | - | - |
| PM527 | Small Mowers | \$ 923.71 | \$ - | \$ - | \$ - | \$ 168.13 | \$ 123.91 | \$ - | \$ 631.67 | \$ - | \$ - | \$ - | \$ - | \$ 1,062.00 | 354.0 | \$ 3.00 | \$ 2.61 | \$0.39 |
| PM528 | Chainaws | \$ 1,538.76 | \$ - | \$ - | \$ - | \$ 115.00 | \$ 1,365.83 | \$ - | \$ 57.93 | \$ - | \$ - | \$ - | \$ - | \$ 417.75 | 83.6 | \$ 5.00 | \$ 18.42 | (\$13.42) |
| PM529 | Spray Units | \$ 2,403.54 | \$ 114.59 | \$ 68.76 | \$ 10.50 | \$ 426.11 | \$ 346.82 | \$ 96.28 | \$ 28.27 | \$ - | \$ - | \$ 1,091.67 | \$ 220.54 | \$ 1,065.00 | 213.0 | \$ 5.00 | \$ 11.28 | (\$6.28) |
| PM530 | Compressors | \$ 126.89 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 8.69 | \$ - | \$ - | \$ - | \$ 98.50 | \$ 19.70 | \$ - | - | - | - | - |
| PM535 | Sundry Plant | \$ 3,443.93 | \$ - | \$ - | \$ - | \$ 1,916.42 | \$ - | \$ - | \$ 329.51 | \$ 1,200.00 | \$ - | \$ - | \$ - | \$ - | - | - | - | - |
| PM536 | Small Trailers | \$ 1,111.97 | \$ 213.12 | \$ 66.31 | \$ - | \$ - | \$ 513.17 | \$ - | \$ - | \$ - | \$ 319.37 | \$ - | \$ - | \$ 112.50 | 22.5 | \$ 5.00 | \$ 49.42 | (\$44.42) |
| PM552 | Road Broom UT7744 | \$ 219.26 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 9.00 | \$ - | \$ - | \$ 68.27 | \$ 102.00 | \$ 40.00 | \$ - | - | - | - | - |
| PM554 | New Holland Tractor Bothwell B08NO | \$ 2,867.97 | \$ - | \$ - | \$ - | \$ - | \$ 545.63 | \$ 126.41 | \$ 163.80 | \$ - | \$ 168.80 | \$ 1,433.33 | \$ 430.00 | \$ 673.75 | 19.3 | \$ 35.00 | \$ 148.99 | (\$113.99) |
| PM562 | King Tandem Trailer Hamilton YT0630 | \$ 89.63 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 89.63 | \$ - | \$ - | \$ - | - | - | - | - |
| PM564 | Pressure Cleaner 2000 | \$ 305.53 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 20.89 | \$ - | \$ - | \$ - | \$ 236.81 | \$ 47.84 | \$ - | - | - | - | - |
| PM565 | Dog Trailer - Neville (YT5100) | \$ 2,932.79 | \$ 143.59 | \$ 86.16 | \$ 50.00 | \$ - | \$ 66.21 | \$ 82.07 | \$ - | \$ - | \$ 934.13 | \$ 930.57 | \$ 640.05 | \$ 6,367.50 | 255.5 | \$ 25.00 | \$ 11.48 | \$13.52 |
| PM566 | Cat Loader 950F Hamilton ES1483 | \$ 9,323.78 | \$ - | \$ - | \$ - | \$ - | \$ 2,341.40 | \$ 436.89 | \$ - | \$ - | \$ 105.80 | \$ 4,953.61 | \$ 1,486.08 | \$ - | - | - | - | - |
| PM567 | Work Station Hamilton 2003 | \$ 235.73 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 16.11 | \$ - | \$ - | \$ - | \$ 182.70 | \$ 36.91 | \$ - | - | - | - | - |
| PM568 | Work Station Bothwell 2003 | \$ 235.73 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 16.11 | \$ - | \$ - | \$ - | \$ 182.70 | \$ 36.91 | \$ - | - | - | - | - |
| PM571 | Water Tanker | \$ 2,100.36 | \$ 163.79 | \$ 98.28 | \$ 7.00 | \$ 840.86 | \$ 155.68 | \$ 44.10 | \$ 140.65 | \$ - | \$ - | \$ 500.00 | \$ 150.00 | \$ 4,909.20 | 490.9 | \$ 10.00 | \$ 4.28 | \$5.72 |
| PM576 | Kobelco Excavator FA6566 | \$ 52,170.66 | \$ 480.50 | \$ 288.30 | \$ 562.50 | \$ 124.55 | \$ 41,486.74 | \$ 365.62 | \$ 2,538.28 | \$ - | \$ 105.80 | \$ 4,145.58 | \$ 2,072.79 | \$ 13,000.00 | 200.0 | \$ 65.00 | \$ 260.85 | (\$195.85) |
| PM577 | Compressor/Post Driver | \$ 307.72 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 21.03 | \$ - | \$ - | \$ - | \$ 238.50 | \$ 48.18 | \$ - | - | - | - | - |
| PM582 | Float IT0169 | \$ 3,607.18 | \$ 317.70 | \$ 190.62 | \$ 75.00 | \$ 49.00 | \$ 1,268.00 | \$ - | \$ - | \$ 772.73 | \$ 934.13 | \$ - | \$ - | \$ 1,575.00 | 63.0 | \$ 25.00 | \$ 57.26 | (\$32.26) |
| PM584 | Komatsu Grader FC7003 | \$ 25,049.69 | \$ 680.57 | \$ 408.95 | \$ 595.71 | \$ - | \$ 4,771.69 | \$ 519.48 | \$ 7,928.87 | \$ 1,200.00 | \$ 105.80 | \$ 5,890.14 | \$ 2,945.07 | \$ 16,965.00 | 261.0 | \$ 65.00 | \$ 95.98 | (\$30.98) |
| PM587 | Western Star - H. Chivers F85754 | \$ 20,774.86 | \$ 494.16 | \$ 296.51 | \$ 751.50 | \$ 235.01 | \$ 1,015.00 | \$ 394.27 | \$ 8,650.20 | \$ 1,363.64 | \$ 868.95 | \$ 4,470.42 | \$ 2,235.21 | \$ 20,025.00 | 400.5 | \$ 50.00 | \$ 51.87 | (\$1.87) |
| PM595 | Quick Cut Saw | \$ 84.13 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 5.75 | \$ - | \$ - | \$ - | \$ 65.20 | \$ 13.17 | \$ - | - | - | - | - |
| PM705 | Mack Truck FF4026 - Andrew Jones | \$ 33,305.67 | \$ 525.90 | \$ 30.79 | \$ 228.00 | \$ 233.47 | \$ 1,807.50 | \$ 879.91 | \$ 11,187.72 | \$ 1,363.64 | \$ 5,056.45 | \$ 9,976.79 | \$ 2,015.51 | \$ 37,050.00 | 741.0 | \$ 50.00 | \$ 44.95 | \$5.05 |
| PM709 | CAT 950 Wheel Loader Bothwell (FR3357) | \$ 16,300.36 | \$ 141.03 | \$ 84.62 | \$ 283.50 | \$ - | \$ 3,424.03 | \$ 672.49 | \$ 913.90 | \$ - | \$ 105.80 | \$ 7,625.00 | \$ 3,050.00 | \$ 392.00 | 7.0 | \$ 56.00 | \$ 2,328.62 | (\$2,272.62) |
| PM717 | 2008 Dog Trailer (Harold) Z54AB | \$ 3,271.29 | \$ 96.20 | \$ 57.72 | \$ 250.00 | \$ - | \$ 155.25 | \$ 105.23 | \$ - | \$ - | \$ 934.13 | \$ 1,193.11 | \$ 479.65 | \$ 5,537.50 | 221.5 | \$ 25.00 | \$ 14.77 | \$10.23 |
| PM720 | S/Hand Tri-Axle Dog Trailer Z2480 | \$ 3,980.07 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 137.37 | \$ - | \$ 636.36 | \$ 1,022.64 | \$ 1,557.54 | \$ 626.16 | \$ 7,218.75 | 288.8 | \$ 25.00 | \$ 13.78 | \$11.22 |
| PM723 | CAT 943 Tractor | \$ 3,542.50 | \$ - | \$ - | \$ - | \$ - | \$ 987.87 | \$ 174.63 | \$ - | \$ - | \$ - | \$ 1,980.00 | \$ 400.00 | \$ 300.00 | 10.0 | \$ 30.00 | \$ 354.25 | (\$324.25) |
| PM724 | Toyota Corolla Ascent - Doctor A48YD | \$ 3,868.04 | \$ 89.79 | \$ 53.87 | \$ - | \$ - | \$ 911.23 | \$ 178.48 | \$ - | \$ 140.91 | \$ 267.72 | \$ 2,023.68 | \$ 202.37 | \$ - | - | - | - | - |
| PM726 | John Deere Tractor & Slicer B476G | \$ 27,022.43 | \$ 1,251.58 | \$ 750.95 | \$ 750.00 | \$ - | \$ 9,595.37 | \$ 589.37 | \$ 5,883.87 | \$ - | \$ 168.80 | \$ 6,562.50 | \$ 1,350.00 | \$ 18,900.00 | 420.0 | \$ 45.00 | \$ 64.34 | (\$19.34) |
| PM729 | King Box Trailer Hamilton Z92HG | \$ 362.51 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 18.65 | \$ - | \$ - | \$ - | \$ 89.63 | \$ 211.50 | \$ 42.73 | - | - | - | - |
| PM731 | Pig Trailer Bothwell VT9746 HC | \$ 1,522.29 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 43.66 | \$ - | \$ - | \$ 883.63 | \$ 495.00 | \$ 100.00 | \$ 420.00 | 21.0 | \$ 20.00 | \$ 72.49 | (\$52.49) |
| PM733 | 2010 Komatsu Grader Hamilton-B73TJ | \$ 33,875.03 | \$ 1,149.04 | \$ 689.47 | \$ 445.50 | \$ - | \$ 7,153.40 | \$ 775.02 | \$ 9,754.31 | \$ 1,500.00 | \$ 105.80 | \$ 8,787.50 | \$ 3,515.00 | \$ 32,400.00 | 540.0 | \$ 60.00 | \$ 62.73 | (\$2.73) |
| PM739 | SES Vehicle Ex Huon Valley | \$ 1,905.54 | \$ - | \$ - | \$ - | \$ - | \$ 1,320.00 | \$ 40.09 | \$ - | \$ - | \$ - | \$ 454.55 | \$ 90.91 | \$ - | - | - | - | - |
| PM740 | Hino Tipper C95BL Hamilton 11/11 | \$ 12,890.32 | \$ 26.64 | \$ 15.98 | \$ 16.00 | \$ - | \$ 90.00 | \$ 681.26 | \$ 2,972.77 | \$ - | \$ 582.95 | \$ 7,724.47 | \$ 780.25 | \$ 11,467.50 | 489.5 | \$ 25.00 | \$ 28.05 | (\$3.05) |
| PM741 | Mack Truck 2010 (C90/Y) | \$ 30,372.48 | \$ 453.96 | \$ 272.38 | \$ 235.50 | \$ 26.00 | \$ 1,230.60 | \$ 507.01 | \$ 13,269.72 | \$ 1,272.73 | \$ 5,056.45 | \$ 5,748.67 | \$ 2,299.47 | \$ 30,175.00 | 603.5 | \$ 50.00 | \$ 50.33 | (\$0.33) |
| PM743 | Mulcher Head | \$ 1,660.51 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 113.51 | \$ - | \$ - | \$ - | \$ 1,267.00 | \$ 260.00 | \$ - | - | - | - | - |
| PM744 | Honda Tiller | \$ 514.09 | \$ 64.16 | \$ 38.50 | \$ 14.00 | \$ 72.73 | \$ 210.32 | \$ 7.82 | \$ - | \$ - | \$ - | \$ 88.65 | \$ 17.91 | \$ 480.00 | 48.0 | \$ 10.00 | \$ 10.71 | (\$0.71) |
| PM745 | Welder | \$ 107.10 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 7.32 | \$ - | \$ - | \$ - | \$ 83.01 | \$ 16.77 | \$ - | - | - | - | - |
| PM746 | John Deere X304 Ride on Mower (Bothwell) | \$ 483.70 | \$ - | \$ - | \$ - | \$ - | \$ 43.14 | \$ 25.30 | \$ 49.98 | \$ 20.45 | \$ - | \$ 286.87 | \$ 57.95 | \$ 472.50 | 10.5 | \$ 45.00 | \$ 46.07 | (\$1.07) |
| PM748 | Hino Tipper C43LG (Bothwell) | \$ 19,830.28 | \$ 218.89 | \$ 131.33 | \$ 151.50 | \$ - | \$ 3,965.82 | \$ 836.52 | \$ 3,500.37 | \$ - | \$ 582.95 | \$ 9,484.94 | \$ 958.07 | \$ 12,395.00 | 495.8 | \$ 25.00 | \$ 40.00 | (\$15.00) |
| PM751 | Toro Groundmaster Mower (Bothwell) | \$ 4,523.42 | \$ 104.48 | \$ 57.45 | \$ - | \$ 187.27 | \$ 324.49 | \$ 144.14 | \$ 1,427.40 | \$ 253.18 | \$ 60.46 | \$ 1,634.38 | \$ 330.18 | \$ 3,855.00 | 192.8 | \$ 20.00 | \$ 23.47 | (\$3.47) |
| PM752 | Ford Ranger (Bothwell) C77VJ | \$ 3,546.15 | \$ 136.65 | \$ 71.50 | \$ 31.50 | \$ - | \$ - | \$ 203.07 | \$ 302.90 | \$ - | \$ 267.72 | \$ 2,302.55 | \$ 230.26 | \$ 913.50 | 130.5 | \$ 7.00 | \$ 27.17 | (\$20.17) |
| PM753 | Bomag Landfill Compactor | \$ 8,197.86 | \$ 52.86 | \$ 26.65 | \$ - | \$ - | \$ 969.65 | \$ 411.82 | \$ 1,018.39 | \$ - | \$ 105.80 | \$ 4,669.36 | \$ 943.31 | \$ 1,125.00 | 37.5 | \$ 30.00 | \$ 218.61 | (\$188.61) |
| PM756 | Kenworth - Bothwell (Whelan) | \$ 30,726.61 | \$ 962.43 | \$ 577.47 | \$ 260.00 | \$ 145.15 | \$ 2,349.23 | \$ 448.25 | \$ 14,479.40 | \$ 3,012.00 | \$ 868.95 | \$ 5,062.49 | \$ 2,541.24 | \$ 33,996.00 | 679.9 | \$ 50.00 | \$ 45.19 | \$4.81 |
| PM757 | JBC Backhoe (Hamilton 2013) | \$ 18,803.14 | \$ 420.89 | \$ 162.02 | \$ 27.00 | \$ 31.38 | \$ 6,933.40 | \$ 520.78 | \$ 2,907.62 | \$ - | \$ 105.80 | \$ 5,904.89 | \$ 1,789.36 | \$ 18,940.00 | 471.0 | \$ 40.00 | \$ 39.92 | \$0.08 |
| PM762 | Toro Out Front Mower Hamilton | \$ 4,171.44 | \$ 147.50 | \$ 88.50 | \$ 40.00 | \$ - | \$ 664.00 | \$ 134.50 | \$ 929.35 | \$ - | \$ 337.59 | \$ 1,525.00 | \$ 305.00 | \$ 1,350.00 | 67.5 | \$ 20.00 | \$ 61.80 | (\$41.80) |
| PM763 | Toro Mower GM7200 Hamilton | \$ 3,647.07 | \$ 247.16 | \$ 148.30 | \$ 20.00 | \$ - | \$ 859.65 | \$ 98.34 | \$ 120.12 | \$ 673.64 | \$ 141.87 | \$ 1,115.00 | \$ 223.00 | \$ 5,570.00 | 278.5 | \$ 20.00 | \$ 13.10 | \$6.90 |
| PM765 | Rover Shredder Vac Hamilton | \$ 215.19 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 14.73 | \$ - | \$ - | \$ - | \$ 167.05 | \$ 33.41 | \$ - | - | - | - | - |
| PM768 | Trailer - TMD Box 10x6 | \$ 261.61 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 17.91 | \$ - | \$ - | \$ - | \$ 203.06 | \$ 40.62 | \$ - | - | - | - | - |
| PM769 | Mitsubishi Triton 4x4 E76VG | \$ 8,726.73 | \$ - | \$ - | \$ - | \$ 58.73 | \$ 437.27 | \$ 323.99 | \$ 1,766.24 | \$ 1,831.82 | \$ 267.72 | \$ 3,673.60 | \$ 367.36 | \$ 1,431.71 | 204.5 | \$ 7.00 | \$ 42.67 | (\$35.67) |
| PM770 | Nissan Tip Tray Ute | \$ 6,618.66 | \$ 114.03 | \$ 68.41 | \$ 5.25 | \$ - | \$ 1,242.73 | \$ 298.33 | \$ 901.28 | \$ - | \$ 267.72 | \$ 3,382.65 | \$ 338.27 | \$ 2,556.75 | 365.3 | \$ 7.00 | \$ 18.12 | (\$11.12) |
| PM771 | Polvac Suction Polisher | \$ 269.50 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 20.00 | \$ - | \$ - | \$ - | \$ 226.82 | \$ 22.68 | \$ 96.00 | 8.0 | \$ 7.00 | \$ 33.69 | (\$26.69) |
| PM772 | Hino Tipper - E96VP | \$ 9,895.30 | \$ - | \$ - | \$ - | \$ - | \$ 1,071.82 | \$ 174.10 | \$ 3,928.80 | \$ 1,372.73 | \$ 584.23 | \$ 1,974.02 | \$ 789.61 | \$ 10,437.50 | 417.5 | \$ 25.00 | \$ 23.70 | \$1.30 |
| PM773 | Variable Messaging Board | \$ 1,435.02 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 92.11 | \$ - | \$ - | \$ 89.63 | \$ 1,044.40 | \$ 208.88 | \$ - | - | - | - | - |
| PM774 | 140M AWD William Adams CAT Grader Bothwell | \$ 43,456.80 | \$ 504.32 | \$ 302.61 | \$ 278.00 | \$ 1,950.89 | \$ 8,665.22 | \$ 996.61 | \$ 8,697.00 | \$ 5,136.36 | \$ 105.80 | \$ 11,300.00 | \$ 4,520.00 | \$ 27,630.00 | 460.5 | \$ 60.00 | \$ 94.37 | (\$34.37) |
| PM777 | Mitsubishi ASX AWD | \$ 6,510.48 | \$ - | \$ - | \$ - | \$ - | \$ 1,092.59 | \$ 221.01 | \$ 1,177.04 | \$ 945.45 | \$ 267.72 | \$ 2,505.96 | \$ 300.71 | \$ - | - | - | - | - |
| PM778 | 2017 Ranger 2.2i Diesel | \$ 3,855.77 | \$ | | | | | | | | | | | | | | | |

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 TEMPORARY BRONTE PARK AMENITIES

Report By

Graham Rogers (Manager Development & Environmental Services)

Background

At the September 2019 Ordinary Council meeting the following motion was passed:

“THAT Council install temporary toilets at Bronte Park for a period of four months at a cost of \$7,202.00 including GST”

Current Situation

There have been some delays in finalising the purchase of land for the construct the new amenities block at Bronte Park. At this stage it is unknown when this will be resolved.

Conclusion

The original four month period has expired and Council will need to consider if they want the temporary toilets removed or left in place until the construction of the new amenities.

For Discussion and Decision

15.2 POSSIBLE FUNDING FOR INDEPENDENT LIVING UNITS FOR BOTHWELL AND ELLENDALE

Report By

Graham Rogers (Manager Development & Environmental Services)

Background

At the February 2020 Ordinary Council meeting the following motion was passed:

“THAT Council approve the Manager Development Services to obtain expressions of interest for the building of 2 new Independent Living Units at Bothwell and report back to Council; and

THAT the Manager Development Services also look at the additional expenses for the building of units at Ellendale”

Current Situation

Building plans are currently being updated by a Building Designer to be used to obtain Expressions of Interest.

For Information

15.3 PLASTIC FREE JULY

Report By

Graham Rogers (Manager Development & Environmental Services)

Background

Sam Priestly, the Projects Officer for Plastic Free Foundation Ltd, has contacted Council providing the following information:

I am writing to introduce you to Plastic Free July and see how we can assist you with reducing plastic waste in your council area.

You may have heard of the Plastic Free July Challenge? Simply, for the month of July, participants choose to refuse single-use plastic item/s.

From humble beginnings in Western Australia in 2011, the campaign is one of the largest global environmental movements with 250 million participants globally in 2019.

This year, the 10th Anniversary for Plastic Free July, we are very excited to be able to offer a Plastic Free July Council Challenge Member package.

This package has been developed by our experts combined with feedback from existing participating councils, enquiries and meetings with councils interested in participating. The membership program is suitable for councils participating for the first time or for those longer term councils who are seeking support to further grow the effectiveness of their activities in their community and with local businesses.

The program is open to councils of all sizes and has been priced on a tiered structure to make it accessible for everyone. Together we can make a real difference in reducing plastic waste!

Research from the 2019 campaign estimated 2.8 million people participated in Australia with participants on average reducing their plastic waste by 23kg (5%).

With even more councils joining, implementing and sharing effective campaigns, together we can help you reach your waste reduction goals.

Please find attached the membership outline information and pricing table. Applications can be made online at <https://www.plasticfreejuly.org/membership-sign-up-local-government>

Once your application has been received we will arrange an invoice to be sent.

If you have any further queries please let me know. We look forward to seeing you as part of the Membership program and thank you for being part of the solution!!

The Council Memberships are based on a tiered structure as follows:

| Tier | Individual Councils Number of constituents | One year investment | Discounted 2-year membership |
|------|---|---------------------|---------------------------------|
| 1 | <5,000 | \$2,500 | \$4,000 |
| 2 | 5,001 – 50,000 | \$4,000 | \$6,000 |
| 3 | 50,001 – 150,000 | \$5,000 | \$8,000 |
| 4 | 150,001 – 250,000 | \$6,500 | \$11,000 |
| 5 | 250,000+ | \$8,000 | \$14,000 |

Current Situation:

Council's Environmental Health Officer, Beverley Armstrong, has reviewed the information provided and has advised that this is more designed for larger Council's with a lot of businesses. Council already tries to promote the non-use of single use plastics in our events and encourages it for community events. Council does not have the personnel to be involved to make it worth the membership.

Food businesses throughout the municipality are encouraged not to use single use plastic items and from inspections undertaken they have taken this on board and many are using biodegradable forks, knives etc.

For Discussion and Decision

15.4 FINAL EXPOSURE DRAFT MAJOR PROJECTS BILL

Report By:

Graham Rogers (Manager Development & Environmental Services)

Background:

Correspondence has been received from the Minister of Planning, Hon Roger Jaensch, providing an update on the proposed Major Projects Assessment Process (below).

Below is a summary of the changes to the draft Bill since the last consultation and a flowchart detailing key aspects of the major projects processes and comments are being sought.

RECOMMENDATION:

Moved: Clr

Seconded: Clr

THAT Councillors provide the Manager of Development & Environmental Services comments on the '*draft Land Use Planning and Approvals Amendment (Major Project) Bill 2020*' by Wednesday the 1st April 2020.

Carried

Minister for Human Services
 Minister for Housing
 Minister for Environment and Parks
 Minister for Planning
 Minister for Aboriginal Affairs



Level 5 4 Salamanca Place, Parliament Square Building HOBART TAS 7000 Australia
 GPO Box 123 HOBART TAS 7001 Australia
 Ph: +61 3 6165 7686
 Email: ministerjaensch@dpac.tas.gov.au

4 March 2020

Councillor Loueen Triffitt
 Mayor
 Central Highlands Council
 PO Box 20
 HAMILTON TAS 7140

Email: council@centralhighlands.tas.gov.au

Dear Mayor

As you may be aware, the proposed Major Projects assessment process has been developed to replace the current Project of Regional Significance (PORS) assessment process under the *Land Use Planning and Approvals Act 1993*.

After two extensive consultation rounds and over 350 submissions, the Department of Justice's Planning Policy Unit (PPU) has prepared a final exposure draft of the Land Use Planning and Approvals Amendment (Major Projects) Bill 2020. This final exposure draft is being released for comment, with the expectation that it will be tabled in Parliament in May 2020. A copy of the Bill is now available on the PPU (planningreform.tas.gov.au) website.

The final exposure draft of the Bill incorporates a range of matters identified during the Government's consultation process undertaken to date. A summary of amendments arising from consultation is enclosed for your information.

The Government's Major Projects assessment process will provide the certainty and clarity that the current PORS process lacks. The process will provide confidence to both proponents and the broader community that economically significant proposals will receive fair, objective and timely consideration, with decisions made by an independent and expert Development Assessment Panel.

For your information, I also enclose a flow chart detailing key steps in the assessment process in the attachment to this letter.

DOC/19/124195

I would welcome your feedback on the Bill – please provide any comment or concerns you may have to the PPU by email at planning.unit@justice.tas.gov.au by 9 April 2020. Should you like further clarification on the Bill or the Major Projects process more broadly, the PPU would be happy to provide a briefing and can be contacted on 6166 1429. Further information can be found on the [PPU \(planning reform\) website](http://planningreform.tas.gov.au) (planningreform.tas.gov.au).

Yours sincerely

A handwritten signature in blue ink, appearing to read 'R Jaensch', with a large, stylized initial 'R' and a long horizontal flourish extending to the right.

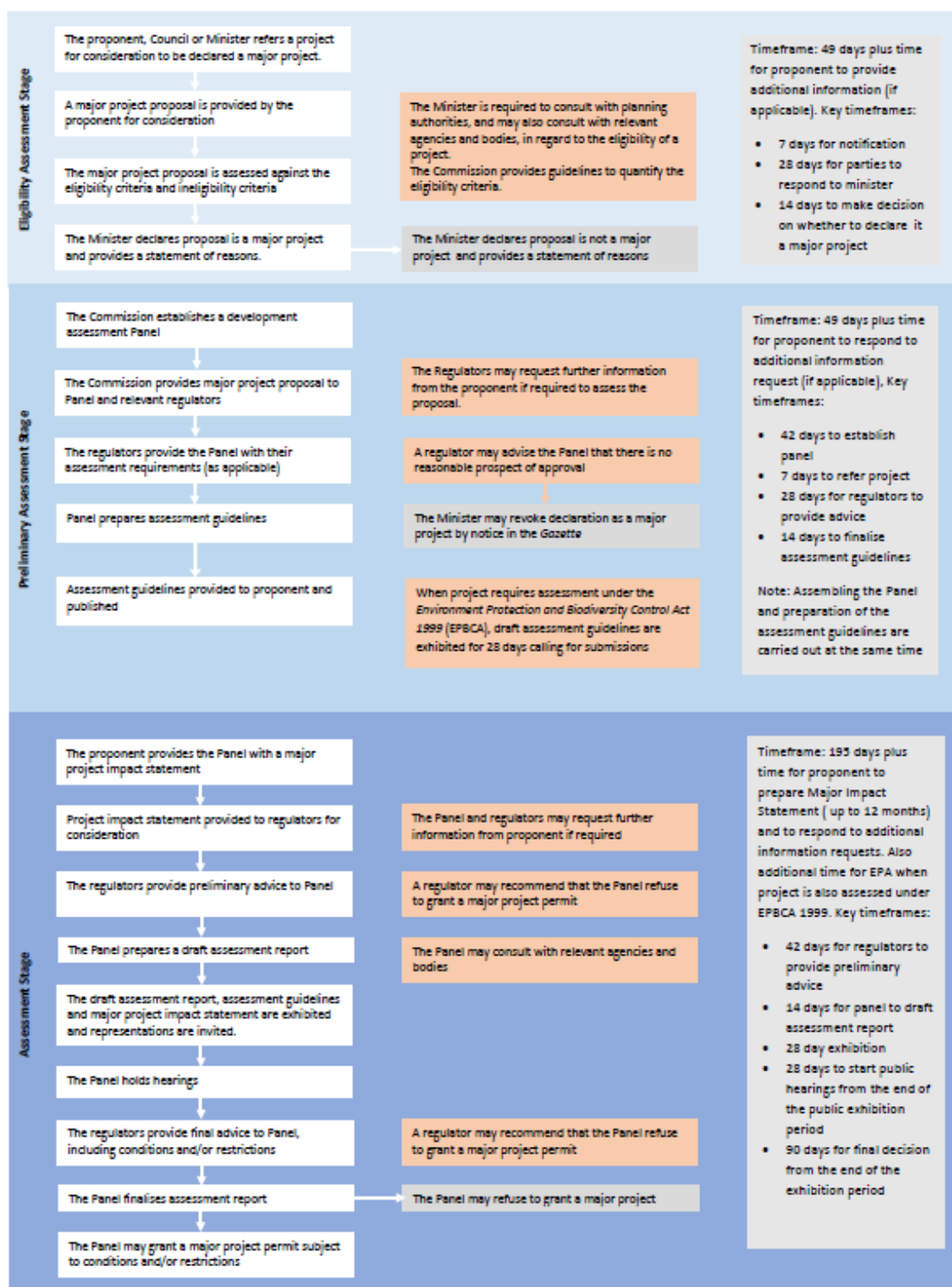
Hon Roger Jaensch MP
Minister for Planning

cc: Lyn Eyles, General Manager

Attached –

- Summary of changes
- Flow chart detailing key steps in the assessment process

Major Projects Assessment Process (February 2020)



Summary of changes following consultation: draft Major Projects Bill

A number of minor changes have been made throughout the draft Bill to address inconsistencies, remove duplication and improve certainty in regard to timeframes and process.

Various changes have been made to each stage of the assessment process to address concerns raised during consultation. These are summarised below.

Stage 1 – Eligibility

- The ability for a planning authority to refer a proposal for consideration for declaration as a major project has been reinstated.
- The ability for the Minister to seek advice from State Agencies and other notifiable bodies in regard to a proposal's eligibility has been reinstated.
- TasWater and TasNetworks have been added to the list of notifiable bodies.
- A clause has been added to clarify that the Minister's determination in regard to a proposal's eligibility must be informed by guidelines produced by the Tasmanian Planning Commission, which will quantify the eligibility criteria.
- The previous exclusion of projects on the basis of height alone has been removed, as a proposal must now satisfy at least two of the eligibility criteria.
- Clarification that while a proposal may be declared if it would be prohibited under the relevant planning scheme, it cannot be declared if it would be in contravention of a State Policy or Tasmanian Planning Policy or inconsistent with the relevant regional land use strategy.

Stage 2 – Preliminary Assessment

- New clauses have been added to clarify the procedures and powers of the Development Assessment Panel.
- Clauses in relation to the Tasmanian Planning Commission preparing guidelines to guide regulators' assessment have been deleted.
- The required contents of the Assessment Guidelines have been amended to delete all references to regulators' providing the panel with draft conditions or restrictions.

Stage 3 – Assessment

- The required contents of the Project Impact Statement have been amended to delete all references to addressing draft conditions or restrictions.
- The post-hearing consultation on proposed permit conditions has been removed.
- All references to 'in-principle permit commencement conditions' have been removed, and clauses in relation to a permit coming into effect amended accordingly.

15.5 AIR QUALITY BOTHWELL OFFICE

Report By:

Beverley Armstrong, Environmental Health Officer

Background:

Concerns were raised about the air quality of the Bothwell Office. This stemmed from at times the office smelling very muggy and mouldy and some breathing difficulties. Currently, there is no ventilation within the office building which would allow damp areas to dry out and generally decrease the level of mould. There are air vents under the footings of the property to the external environment.

IPM Consulting were engaged to conduct a mould assessment of the council office in Bothwell. The principal objective of this assessment was to determine the presence/absence of mould in the offices and storage rooms within the property.

Conclusions:

Under the conditions monitored on Monday the 17th February 2020, the potential for mould to adversely impact health is considered to be low, however it is clear that mould resides in materials within the building, such as the carpet and floor boards, and the potential for this to proliferate is a moderate to high risk. There are a number of suggestions which Central Highlands Council are able to implement that will reduce the level of moisture and decrease odour within the building. This will also decrease mould proliferation throughout the building and reduce respiratory symptoms for staff and visitors.

RECOMMENDATION:

Moved Cllr

Seconded Cllr

THAT Council approve the following works:

- Lift and inspect the carpet and skirting boards in the Environmental Health Officers Office, the hallway, Manager DES Office, the Reception and Offices behind Reception, the Lunchroom and the Meeting Room. If mould or water staining exists, further action is required
- Install a ventilation system that operates throughout the year allowing for the circulation of air and the displacement of odours. This will decrease the level of residual moisture within the building and inhibit mould growth.
- Allocate funds in the 2020/2021 budget to improve air quality in the Bothwell Office.

Carried

15.6 RECREATIONAL WATER SAMPLING

Report By:

Beverley Armstrong, Environmental Health Officer

Background:

A meeting was held between Helena Bobbitt, Environmental Health Officer from South Public Health Services Department of Health, and Environmental Health Officer Beverley Armstrong in relation to the frequency of Recreational Water Sampling within the Central Highlands Council jurisdiction.

A letter was sent to Dr Mark Veitch, Director of Public Health Department of Health, seeking approval to vary the consistency of sampling due to the fact that historical water data shows compliance with the guidelines and because the waters are used on an ad-hoc basis for swimming by a small number of people they strictly do not fall under the recreational water use definition of a relatively large number of people.

Council have received approval to vary the sampling frequency to once in the swimming season between December and March (letter attached).

This however does not apply to the Swimming Pool which must be sampled monthly during the open season.

For Information

Department of Health

GPO Box 125, HOBART TAS 7001 Australia
 Ph: 1300 135 513
 Web: www.dhhs.tas.gov.au



Contact: Helena Bobbi
 Phone: (03) 6166 0621 & 0418 439 173
 Email: Helena.bobbi@health.tas.gov.au
 File: PPH00030

Mrs Beverley Armstrong
 Senior Environmental Health Officer
 Central Highlands Council
barmstrong@centralhighlands.tas.gov.au

Dear Mrs Armstrong,

Approval to vary sampling frequency of recreational water sites, Central Highlands Council

Thank you for your letter of 19 February 2020 requesting approval to vary the frequency of water sampling at several recreational water sites in your Council area.

As you are aware the *Public Health Act 1997* places responsibility for managing recreational water with the relevant local council. The *Tasmanian Recreational Water Quality Guidelines 2007* (the Guidelines) describe in more detail how councils will undertake this responsibility. While councils must identify natural recreational water bodies that are used regularly by a relatively large number of people and monitor them in accordance with the Guidelines, the Guidelines also prescribe a process for council if they wish to seek approval to vary the prescribed sampling frequency at these sites.

To vary sampling frequency at recreational water sites a council must show that historical water quality data is consistently compliant with Guideline values, and/or that sanitary survey analysis shows that a site is not subject to any readily identifiable point or diffuse pollution sources. Alternatively, permanent signage may be put in place where water quality is poor to warn the public against primary contact activities.

Accordingly, your request for approval to vary sampling frequency from weekly to once in the swimming season (between the start of December and the end of March) and to vary the selection of designated sites sampled each year is granted for a period of 5 years, expiring on 31 March 2025. These sites include Wayatinah Lagoon, Meadowbank Lake, Bronte Lagoon, Brady's Lake, Lake St Clair, Tungatinah Lagoon, Arthurs Lake and Swan Bay Miena.

This approval is based on your assessment of the low risk of impacts from point sources of pollution, permanent signage being in place at several sites warning of poor water quality, and that the sites are only used on an ad-hoc basis by a small number of people, and as such do not strictly fall under the definition of a recreational water site.

You are reminded however that there is no scope to vary the sampling frequency of public swimming pools and public spa pools which must be sampled monthly, when open, in accordance with the Guidelines.

Please do not hesitate to contact Helena Bobbi, Environmental Health Officer south, on 0418 439 173 if you would like to discuss this matter further.

Yours sincerely,



Paul Hunt
State Manager Environmental Health Services

19 February 2020

15.7 DES BRIEFING REPORT

PLANNING PERMITS ISSUED UNDER DELEGATION

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

PERMITTED USE

| DA NO. | APPLICANT | LOCATION | PROPOSAL |
|--------------|--------------|-----------------------------------|---|
| 2020 / 00006 | K McMillan | 5 Bronte Estate Road, Bronte Park | Change of Use to Visitor Accommodation |
| 2020 / 00004 | R Jackson | 270 Ellendale Road, Fentonbury | Reconstruction of damaged dwelling & addition |
| 2020 / 00009 | J A A Lehuby | 79 Thiessen Crescent, Miena | Change of Use to Visitor Accommodation |

DISCRETIONARY USE

| DA NO. | APPLICANT | LOCATION | PROPOSAL |
|--------------|------------|---|----------|
| 2020 / 00002 | G J Porter | 639 Highland Lakes Road, Apsley | Dwelling |
| 2020 / 00003 | S Boxsell | Lot 3 Woolpack Road, Gretna (CT 100979/3) | Dwelling |

16.0 WORKS & SERVICES

Moved: Clr

Seconded: Clr

THAT the Works & Services Report be received.

WORKS & SERVICES REPORT **13th February 2020 – 10th March 2020**

Grading & Sheeting
Gowen Brea Road

Maintenance Grading

Potholing / shouldering
Victoria Valley Road

Spraying
Ellendale and Ouse footpaths

Culverts / Drainage:
Drainage Bothwell township
Drainage Nant Lane

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
- 110hrs Annual Leave taken
- 17hrs Sick Leave taken
- 0hrs Long Service Leave

Bridges:

Pothole bridges 14 Mile

Underpinning Works on Dawson River Bridge

Refuse / recycling sites:

Cover Hamilton Tip twice weekly

Other:

Pick up rubbish roadside bins

Take high shoulders from roads in Bothwell township to allow water off the road

Dig out defects on Ellendale road

Complete gravel operations at Norwood quarry

Continue Pelham stage 3 road construction

Trees in Queens Park trimmed to arborist recommendation

Repair lid on septic tank Bethune Park

Repair tap caravan park

Repair tap in units

Cold Mix holes Lanes Tier, Wayatinah Road, Mark Tree Rd

Clean up and set up for Hamilton Show

Repair swing in Queens Park

Works at Miena WTS

Slashing:

Victoria Valley Road

Gully 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:

PM705 Serviced and repair windscreen

PM7665 Dog trailer new tyres

PM717 Dog trailer new tyres

PM756 Kenworth new drive tyre and new tail light

Road Broom new battery

Cut off saw new guard

PM783 Ford Ranger ute serviced

PM687 Western Star new clutch brake

PM726 John Deer tractor repairs on ram

Private Works:

Leslie Pulford truck hire

Tony Bailey spraying
Bullock Civil truck and trailer hire
JRV Civil road broom hire
Anna Hoskinson concrete premix
John Hall gravel delivery
Justin Townsend dry hire mowing
Becketts mowing

Casuals

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

Program for next 4 weeks

- Pelham stage 3 (carting gravel)
- Road side slashing
- Replace Ouse footpath
- Grading of Dennistoun and Mark Tree Road
- Remove trees from Meadowbank
- Organise Ute and dog trailer replacement

16.1 GUM TREES CLYDE STREET HAMILTON

At the February Council meeting a motion was moved to have an arborist undertake a condition report on the Gum trees at Clyde Street Hamilton.

A report has been undertaken Mr Alister Hodgman. (please see attached).

A cost from Mr Malcom Larnier from Tenna Tree Service has quoted \$3300 including GST to undertake the works.

RECOMMENDATION

Moved: Clr

Seconded: Clr

THAT Council engage Tenna Tree Service to undertake the removal of two gum trees and dead wood on all trees in accordance with Alister Hodgman's report at a cost of \$3300 including GST



ARBORICULTURAL ASSESSMENT

Clyde Street, Hamilton

For: Jason Branch
Manager Works & Services
Central Highlands Council
6 Tarleton Street, Hamilton, TAS 7140

Alister Hodgman
Diploma (Hort/Arb)
QTRA Register User: 3743

Element Tree Services
23 King Street
Bellerive, TAS
ph.: 0417144192
alister@elementtree.com.au

20th February 2020

1. Terms of Reference

- This report was requested by Jason Branch, Manager Works and Services at the Central Highlands Council, to assess a group of trees growing in the road reserve to the south of 33 Franklin Place, Hamilton
 - An inspection was undertaken from the ground on the 19th of February 2020.
 - Risk was assessed using VALID risk assessment and utilises their management package that is free for the Central Highlands Council to adopt.
 - The report will present the inspection findings and discuss management options.



Fig. 1 – an aerial image of the site indicating the trees which are subject to this report.
Image courtesy of listmap.

2. Site Findings

Six black gums (*Eucalyptus ovata*) are growing in the Clyde Street road reserve on the southern side of 33 Franklin Place. It appears that usage of this road is low, as on the day of inspection, three vehicles passed in a 50 minute period.

The trees appear to have been planted as a landscape unit many years previously. Based on the regrowth canopy, I suggest that the trees were lopped approximately 10 – 20 years previously. This lopping has resulted in the formation of large wounds, which in some cases, is not compartmentalising well.



Fig. 2 – the black gums as seen from Franklin Place.

Evidence of a recent failure was noted on tree 4. It appears that this failure was a result of the previous lopping, and the development of decay within the base of the regrowth.

This tree was showing a low level of vitality and presented as having a likelihood of failure in the higher ranges which warranted a detailed assessment.

3. Risk Assessment (Appendix 1)

As the human occupation underneath these trees during strong winds event will be reduced, I have assessed the highest target as being the road, not the private property to the north.

Using the VALID risk assessment method, tree 4 presented as a risk that is 'Not Acceptable'. A risk of this level must be addressed and therefore I have recommended removal of this specimen.

The next tree that warranted a detailed inspection was tree 1. The risk outcome for this specimen was considered to be 'Acceptable' and the therefore no further work was required.

As these were the two worst trees, the remainder of the copse are considered to be an acceptable risk, and no work is required.

4. Discussion

Lopping is a practice that is no longer arboriculturally acceptable as it compromises trees and increases their risk long term. In this instance, the lopping has contributed to the recent failure and general health decline.

As all of the trees have been lopped in the past, I suspect that the decay within the attachments, and the species profile, will result in the trees reaching their ultimate landscape life expectancy within the next 5 to 10 years.

In the immediate term, I recommend removal of the recently failed tree 4. If this tree is removed, I would also remove its neighbour (T5) as they have both grown as a landscape unit and are in poor condition.

Removal of the remaining trees will be a significant loss to the immediate landscape, but I feel that it will be required within the near future. It may be prudent to start planning for their replacement, potentially undertaking a staged removal/replacement plan, starting with trees 4 and 5.



Fig. 3 - the recent failure from tree 4 and the dead scaffolds of tree 5.

5. Conclusion

- Tree 4 has an elevated level of risk that is not acceptable, and removal is recommended.
- The remainder of the copse presents an acceptable level of risk and no work is required.
- Removal and replacement of tree 4 and 5 is recommended.

Yours sincerely,



Alister Hodgman

Arboricultural Assessment -
Clyde Street, Hamilton

Appendix 1 – Risk Assessments

Site: Clyde Street
Ref: CENTRAL HIGHLANDS CLYDE

Black Gum



Tree Details and Location



Likelihood of Occupation



Consequences



Likelihood of Failure

| | | |
|-----------|---|---|
| VITAMIN | V | shows density of canopy or growth |
| STRUCTURE | A | shows any other structural or D.O. issues |
| LOADS | L | represents all aspects of the tree (e.g. structural, root, crown, etc.) |
| DEFECTS | D | represents all aspects of the tree (e.g. structural, root, crown, etc.) |

Notes

The highest risk is scaffold failure over the road

Summary

| | |
|---------------------|---|
| Highest Risk | Not Tolerable |
| Risk reduction | Removal |
| Tree Management | No scope to reduce the tree without further lopping |
| Review Year | |
| Date Assessed | 2020-02-19 01:03 pm |
| Assessed By | Alister Hodgman |
| Phone Number | 0417144192 |
| Email | alister@elementtree.com.au |

Risk



| Species | Height (m) | Stem Ø (cm) | Crown Ø (m) |
|-------------------------------|------------|-------------|-------------|
| Black Gum Eucalyptus ovata | 19 | 73 | 10 |

Risk Inputs



Traffic



Speed Limit

O

4

Low



Tree



Stem



Branch



Deadwood

C

2

High

F

2

High

Notes

The highest risk is scaffold failure over the road

VALID

Black Gum | Detailed Tree Risk - Benefit Assessment

Arboricultural Assessment - Clyde Street, Hamilton

Site: Corner of Clyde And Franklin Street

Ref: CENTRAL HIGHLANDS CLYDE 2

Black Gum



Tree Details and Location



Likelihood of Occupation



Consequences



Likelihood of Failure

| | | | |
|-----------|---|--|---|
| VITALITY | V | Lowest vitality - no significant response present | 5 |
| ANATOMY | A | Good proportion and structure of the crown | 3 |
| LOAD | L | No significant changes to the tree structure around the tree | 3 |
| STABILITY | I | Significant decay - no significant response present | 5 |
| QUALITY | D | Reduced sound wood for species profile | 5 |

Notes

Summary

| | |
|-----------------|----------------------------|
| Highest Risk | Acceptable |
| Risk reduction | N/A |
| Tree Management | Monitor health. |
| Review Year | 2021 |
| Date Assessed | 2020-02-19 01:22 pm |
| Assessed By | Alister Hodgman |
| Phone Number | 0417144192 |
| Email | alister@elementtree.com.au |

| Species | Height (m) | Stem Ø (cm) | Crown Ø (m) |
|--------------------------------------|------------|-------------|-------------|
| Black Gum <i>Eucalyptus ovata</i> | 14 | 92 | 12 |
| Hamilton Tasmania 7140 | | | |

Risk



Risk Inputs



Traffic



Speed Limit

O

4

Low



Tree



Stem



Branch



Deadwood

C

2

High

F

3

Moderate

Moderate level of vitality - still producing new wood

Relatively well proportioned crown

No significant changes around the tree

Historic wounds expected to be decaying

Reduced sound wood for species profile

The highest risk is branch failure of Clyde Street which is acceptable

VALID

Black Gum | Detailed Tree Risk - Benefit Assessment

16.2 WILD RABBIT POPULATION IN TOWNSHIP OF BOTHWELL

At the February Council meeting a motion was moved that the Manager of Works and Services write to the Invasive species Branch in regards to the wild rabbit population in Bothwell.

Please see attached correspondence.

RECOMMENDATION

Moved: Clr

Seconded: Clr

THAT Council engage the invasive species Branch to release the Calicivirus virus into the Bothwell Cemetery.



Enquiries to: Jason Branch
 Email: jbranch@centralhighlands.tas.gov.au
 Telephone: 0428 725 198

3 March 2020

Glen Graves
 Email: Glen.graves@dpiwve.tas.gov.au
 Invasive Species Branch
 DPIWVE
 165 Westbury Road
 PROSPECT TAS 7250

Dear Sir / Madam,

WILD RABBIT POPULATION : BOTHWELL

The wild rabbit population has increased dramatically in Bothwell over the last 1-2 years and is now out of control with rabbits being in a plague proportion throughout the majority of private households within the township as well as spreading onto Council land e.g. cemeteries and parks.

Council staff are continually picking up rabbits from the road reserves, Council land and roads throughout the Bothwell area. The scratching and digging in public places is also becoming an issue for pedestrians (please see attached letter from a local resident of Bothwell).

It would be appreciated if you could provide some advice with regards to the following:

- Is there an option for the Department to release the Calicivirus into the wild rabbit population in Bothwell?
- Are there any steps that Council can undertake to help reduce the rabbit population?
- Has the Calicivirus been released in Bothwell in the past?

If you require any further information please do not hesitate to contact me on 0428 725 198.

Yours faithfully

Jason Branch
 Manager, Works & Services

Administration & Works & Services
 Turlinton Street Tel: (03) 6286 3202
 Hamilton, Tasmania 7140 Fax: (03) 6286 3334

Development & Environmental Services
 Alexander Street Tel: (03) 6259 5503
 Bothwell, Tasmania 7030 Fax: (03) 6259 5722

website www.centralhighlands.tas.gov.au

Thanks for your email regarding rabbits.

My advice would be to undertake a calicivirus release in the township. The virus is host specific and does not affect any other species that eats either the carrot or rabbit carcasses.

We have used the virus throughout the state in largely suburban areas because there are really no other options available. We have used the virus in Bothwell on private properties previously.

I have included some dot points.

- *RHD (Rabbit Haemorrhagic Disease), or calicivirus, is a viral disease that affects only rabbits.*
- *It was introduced to Australia in 1995 and to Tasmania in 1997 in a bid to control wild rabbit populations which are substantial in many areas, particularly the urban environment.*
- *It is used where other control measures, including shooting and poisoning, is not an option.*
- *Like myxomatosis, RHD is now endemic in the State's wild rabbit population.*
- *Rather than being consistently active, the virus tends to "resurface" spontaneously after periods of dormancy.*
- *Occasionally it is necessary to release it in areas where it has died out or is not currently active and action is required.*
- *It is not possible to predict its effectiveness. Results of new distributions of the virus are not always immediate and occasionally have no effect.*
- *The Invasive Species Branch within DPIPWE works with local government and other land owners to determine suitable locations to introduce the virus on carrot bait.*
- *A strain of the virus (RHDV1) K5 is used.*
- *RHD affects mature rabbits (older than 12 weeks) and has a 50 per cent success rate. Younger rabbits that become infected are less likely to die and become immune adults.*
- *The virus is passed between rabbits by physical contact and by flies/insects which alight on carcasses of virus-infected rabbits.*
- *Pet and farmed rabbits have a greater vulnerability to RHD because their limited exposure to the carriers, especially when young, reduces their ability to develop immunity.*
- *There is no scientific evidence to suggest that the virus affects other animals or humans.*
- *There is a duty of care on all pet owners and breeders to ensure the protection and welfare of their animals. RHD vaccine is available and is administered by a veterinarian. It is safe to use on pet and farmed rabbits.*

The virus is introduced into the wild rabbit population by way of infected carrots. The virus will only last for 12 hours on the carrot so it is essential to feed "normal" carrots multiple times beforehand.

Areas targeted should have a reasonable rabbit population. (ie. 20 or more rabbits). Properties that have less, have difficulty in establishing the virus.

I think I have covered the information that you need, but please feel free to contact me if more is required.

Regards Glenn

Glenn Graves

*Senior Biosecurity Inspector
Biosecurity Operations Branch
Biosecurity Tasmania
Department of Primary Industries, Parks, Water and Environment*

Mobile: 0418 121 651 Ph: (03) 616 53265 Fax: (03) 6233 8885

*New Town Research Laboratories
13 St Johns Avenue, New Town TAS 7008
Email: Glenn.Graves@dpiipwe.tas.gov.au
Web: www.dpiipwe.tas.gov.au/biosecurity*

16.3 KINGBOROUGH ANGLERS BRONTE LAGOON

A letter has once again been received from the Kingborough Anglers (see attached) in relation to Council extending a road at Bronte Lagoon, so that boats can be launched in closer proximity to their shacks. See attached previous agenda item in July 2019.

RECOMMENDATION

Moved: Clr

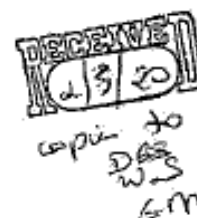
Seconded: Clr

THAT Council write to Kingborough Anglers and state the because of the already close proximity of the boat ramp facilities at Bronte Lagoon to their shack, that Council will not budget for the upgrade to Bronte Lagoon Road.



Kingborough Anglers Association Incorporated

PO Box 242 Kingston Tas 7051



Central Highlands Council

27/20/20

I am writing again on behalf of the Kingborough Anglers Association regarding the construction of the right of way from the end of the Bronte Lagoon Road down to the water's edge, adjacent to Cornelius' property.

This appears on the Lands Titles Plan but in fact is bushland.

At present we have to launch our boats at the concrete boat ramp and then walk back to the Club Shack, more than a kilometre. If a gravel road were to be bulldozed down to the flat area, ten meters from the high water line then we and all the other shacks at Bronte Lagoon could launch our boats within walking distance of the shacks.

The road would need to be no more than flat with some metal on it's surface.

I would ask that this item be considered for Council expenditure in the coming financial year.

Peter Thompson

Peter Thompson

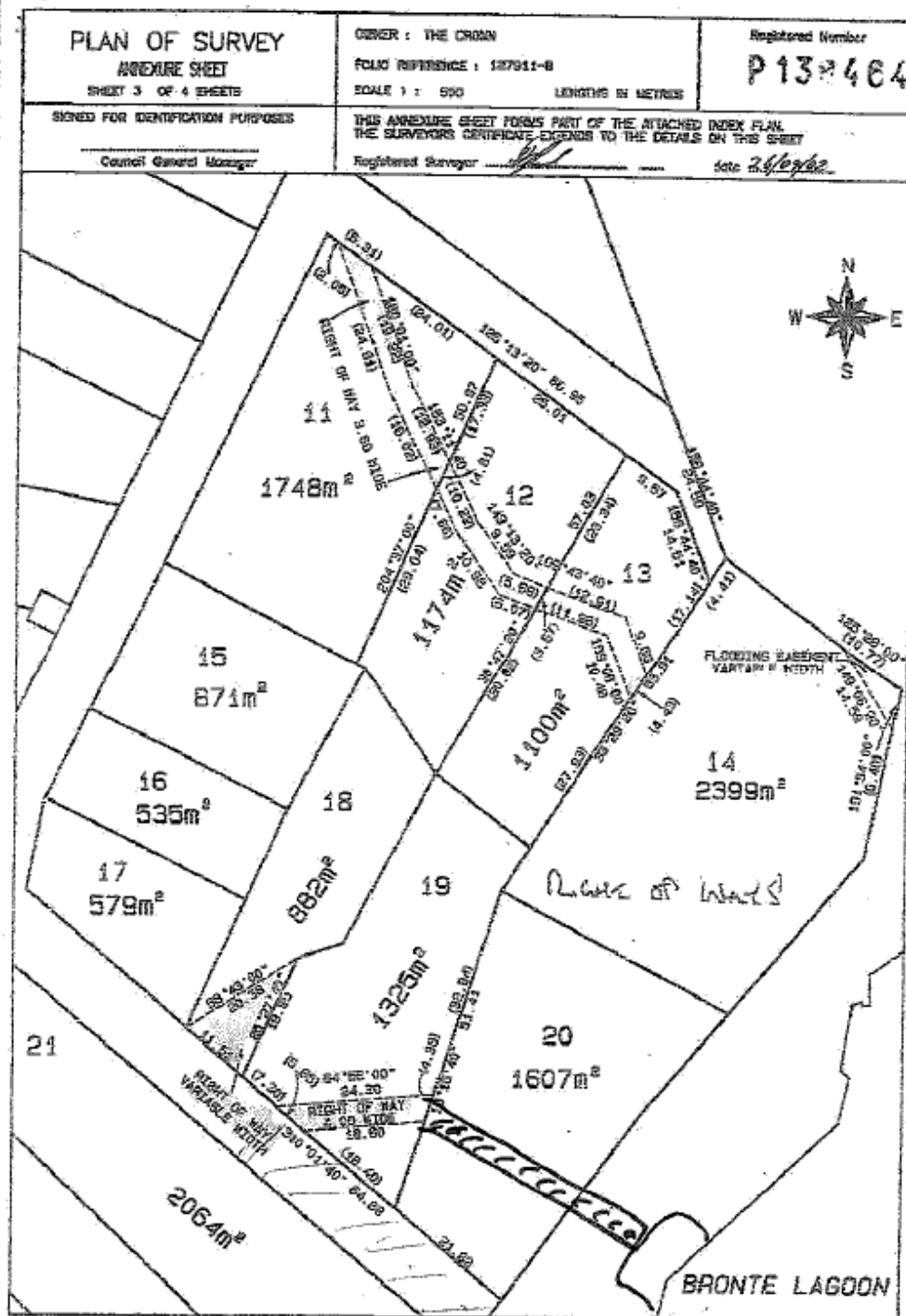
Secretary

Kingborough Anglers Association.

FOLIO PLAN

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



REPORT FROM ORDINARY MEETING OF COUNCIL – JULY 2019**15.1 BRONTE LAGOON ROAD EXTENSION**

A letter has been received from the Kingborough Anglers Association in regards to the subdivision at Bronte Lagoon, when the construction of the subdivision was undertaken around 2002 a road within the subdivision survey was not constructed to the correct length.

K.A.A are requesting that the extension now be constructed to the full length as shown on the survey plan to a point 10 meters above the high-water mark. Once the road was upgraded the K.A.A would be keen to use the road as means to launch their fishing boats.

All property owners are able to access their properties with the road in its current situation. The total length of the road upgrade is approximately 70-80 meters and would consist of some tree removal and carting of gravel from Hamilton quarry as well as excavator, grader and roller works to form the road. The total cost for these works would be in the Vicinity \$20,000-\$25,000. Please see attached photos of site



Site location for extension of subdivision road

The current new boat ramp facility is approximately 1.2km from the K.A.A dwelling. As well as a possible launching location approximately 300m from the K.A.A dwelling. Please see attached photos



Possible boat launching location 300metres from shack site



New boat ramp facility 1.2km from shack site

Recommendation:

THAT Council write to Kingborough Anglers Association and inform them that Council have not budgeted for this upgrade and that the road will remain in the current status.

Moved: Deputy Mayor J Allwright

Seconded: Clr A Bailey

THAT Council write to Kingborough Anglers Association and inform them that Council have not budgeted for this upgrade and that the road will remain in the current status.

CARRIED

FOR the Motion:

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A Bailey, Clr S Bowden, Clr R Cassidy, Clr J Honner and Clr J Poore.

16.4 BROAD RIVER BRIDGE

The underpinning works on the Broad River bridge were undertaken by Bridge Pro Engineering and have now been completed and were successful. Please see attached report.

For Information



Dawsons Creek Bridge Pier Underpinning Project Report



2040 Dawsons Creek Scour Refurbishment Project Report Rev00 20200306.docx

BACKGROUND

The Broad River Bridge is a triple span structure comprising of a concrete substructure and superstructure with concrete kerbs and steel road barrier. An inspection of the substructure in February 2005 identified scouring around the footing of pier 1 which is considered to undermine the foundation and structural stability of the pier and bridge.

The Central Highlands Council engaged BridgePro to provide underpinning to this scoured pier in February 2020.

SITE OBSERVATIONS

When BridgePro attended site in the lead up to works initiating the water level was found to be approx. 200mm below the pier to footing joint resulting in an optimum opportunity to start rectification works during a low water level period. This low water level allowed a diversion from the geobags installation methodology originally considered for the works.

It was decided that diversion of the flow via a temporary channel being dug in the creek and the installation of a temporary coffer dam around the base of the pier to provide a barrier for the concrete would sufficiently lower water levels to allow installation of additional concrete using a kibble attached to the 25T Excavator.

SITE WORKS

BridgePro attended site on Monday 2nd March 2020 and initiated temporary channel works. Jason Branch from the Central Highlands Council attended site at this time to observe these works.



Picture 01 – Water Lowering Channel Works Beginning

The temporary works undertaken in the river allowed water levels at the base of the bridge pier to drop by approx. 300mm. The river conditions were reinstated to original state prior to leaving site.

2040 Dawsons Creek Scour Refurbishment Project Report Rev00 20200306.docx



Picture 02 – Further temporary river channelling



Picture 03 – Water Level and Stability of Water around Pier once Temporary Works were completed

2040 Dawsons Creek Scour Refurbishment Project Report Rev00 20200306.docx

ORIGINAL UNDERMINED STATE OF PIER

BridgePro needed to estimate the volume required to fill the voids so using an underwater submarine took pictures of the original void to assist with that estimation. The undermining of the pier was found to be significant with vast gaps found under the original concrete foundations.



Picture 04 – Undermining on Northern End of Pier 1



Picture 05 – Further undermining on North Western end of Pier 1

The required volume of concrete to fill the voids was estimated to be 15m³. This was later found to be correct.



Picture 06 – More Undermining on Pier 1



Picture 07 – Another view of the existing undermining

2040 Dawsons Creek Scour Refurbishment Project Report Rev00 20200306.docx

UNDERMINING RECTIFICATION WORKS

The concrete installation works were completed on Tuesday 3rd March. The works were completed using an excavator with a kibble attachment with a silt boom installed in the river to capture the majority of concrete fines during the installation works.



Picture o8 – Silt boom to capture concrete fines



Picture o9 – Kibble Attachment installing concrete

2040 Dawsons Creek Scour Refurbishment Project Report Rev00 20200306.docx

COMPLETED STATE OF PIER

The installation of 15m³ of concrete into the pier undermining has secured the pier footings again. The concrete has filled all the voids that were evident previously. Photo's of this have not been possible as there are now no voids to take photo's of and the floor has moulded into one.

Prior to departure from site the water was still murky from the disturbance of flow when rectifying the river flow back to it's normal state. This murky water also didn't allow external photographic evidence to be taken.

COMPLETED STATE OF RIVER

The river bed was reinstated to it's normal flowing state prior to BridgePro leaving site. All temporary channel works were removed and all temporary coffer dams were removed with the shale being levelled back into the river bed.



Picture 10 – Riverbed once BridgePro left site



Picture 11 – Downstream view of riverbed upon leaving site

2040 Dawsons Creek Scour Refurbishment Project Report Rev00 20200306.docx

16.5 OLD TIP SITE REPULSE ROAD OUSE

Rubbish is illegally been dumped at the old tip site on a parcel of land owned by Council along Repulse Road. Approximately 450m of fencing will be required to keep people from entering the site to continue dumping of rubbish.

A quote has been received from a fencing contractor Shannon Lovell from Gretna of an approximate cost \$4768.00 to fence the area (please see map of area).

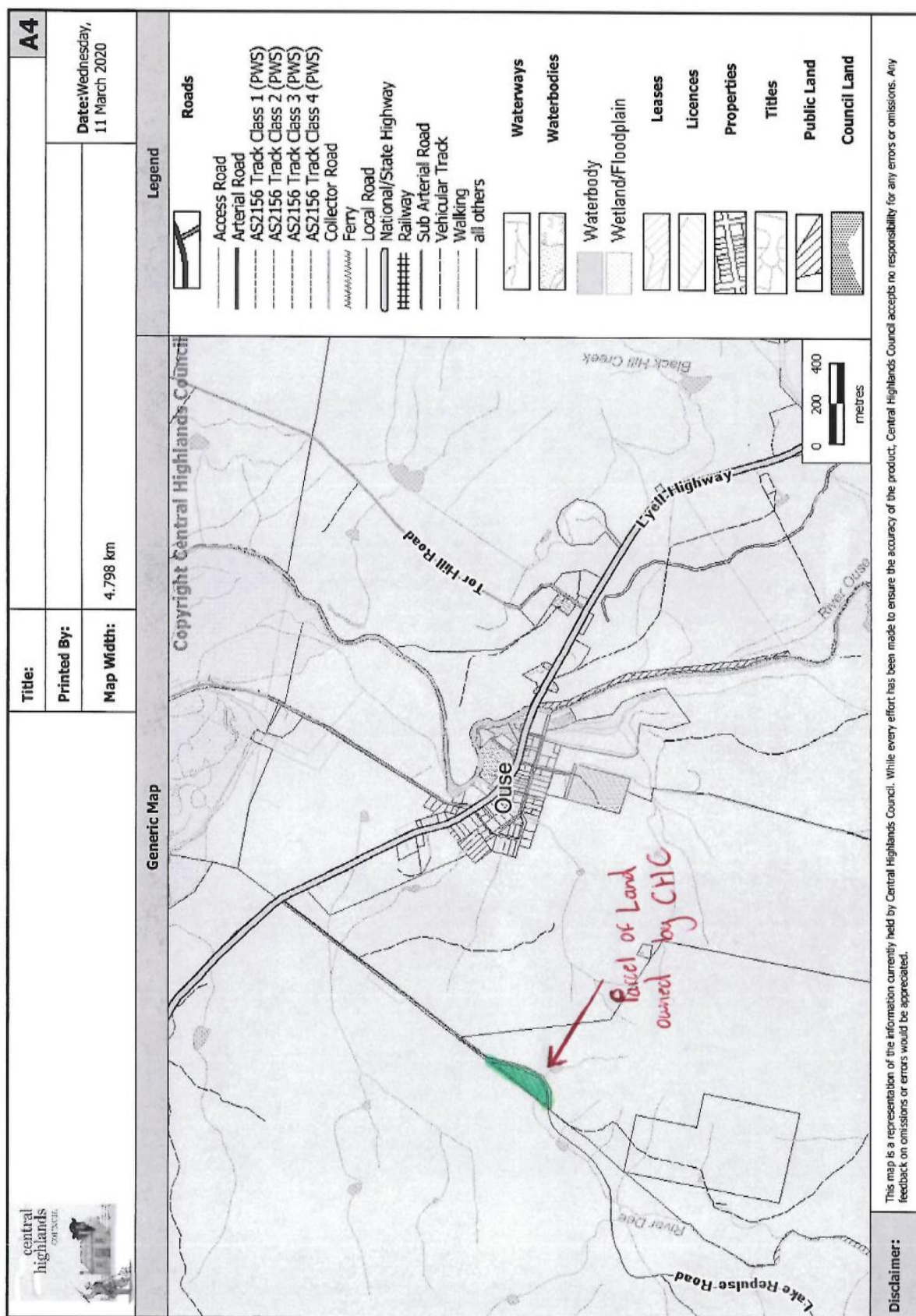
RECOMMENDATION

Moved: Clr

Seconded: Clr

Council engage Mr Shannon Lovell to undertake fencing works for the price of \$4768.00.





17.0 ADMINISTRATION

17.1 ANZAC DAY SERVICE

At the February Council Meeting, Council considered to the following:

- Gretna Dawn Service - Mayor Loueen Triffitt, and Clr R Cassidy
- Hamilton 11.00am Service - Deputy Mayor J Allwright, Clr R Cassidy, Clr J Poore and Clr A Bailey
- Bothwell 11.00am Service - Mayor Loueen Triffitt, Clr J Honner, Clr S Bowden, Clr A Archer and Clr A Campbell

To be discussed.

Recommendation:

THAT the following Councillors assist with the preparation for the following Anzac Day Services and be appointed as emcees for the service:

- Gretna Dawn Service - Mayor Loueen Triffitt, Clr R Cassidy and Clr A Bailey.
- Hamilton 11.00am Service - Deputy Mayor J Allwright, Clr R Cassidy, Clr J Poore and Clr A Bailey.
- Bothwell 11.00am Service - Mayor Loueen Triffitt, Clr J Honner, Clr S Bowden, Clr A Archer and Clr A Campbell

17.2 COMMUNITY HEALTH AND WELLBEING PLAN

The draft Community Health & Wellbeing Plan - 'Being Well and Staying Well in the Heart of Tasmania' is tabled for Council consideration before it is advertised for general public comments and feedback.

Recommendation:

THAT Council agree to the draft Community Health & Wellbeing Plan - 'Being Well and Staying Well in the Heart of Tasmania' being advertised for general public comments and feedback.

17.3 SOUTHERN CENTRAL SUB-REGION GRANT APPLICATION FOR FUNDS FOR A WORKFORCE DEVELOPMENT COORDINATOR

Author: SPECIAL PROJECTS OFFICER (D MACKEY – SOUTHERN MIDLANDS COUNCIL)

ISSUE: The lodgement of a joint application to the Tasmanian Community Fund by the four Southern Central Sub-Region Councils for funds to support the employment of a workforce development coordinator.

BACKGROUND: The four Councils that form the Southern Central Sub-Region, (SCS), 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 application that has been submitted by the SCS to the TCF has been modelled on the SERDA experience, tailored for our region.

\$395,000 has been requested from the TCF, which would fund the Coordinator position for three years. If the application is successful, the four councils would need to agree to contribute both cash and in-kind support. Each council is requested to contribute \$5,000 cash per year for three years, with the two larger Councils (Brighton and Derwent Valley) asked to also contribute significant in-kind support.

The TCF applications were due in early March and it was not possible to seek Council endorsement of the lodging of the application nor for the cash and in-kind support that the four Councils would need to provide prior to the dead-line. Hence this report.

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: The TCF application process is in two-stages. In mid-April applicants will be advised if they have successfully passed the first stage. Second stage application information will then be due in mid-May, with the final successful applications announced in mid-June. A grant deed will then need to be signed, meaning the project (if our application is successful) would likely 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.

CONCLUSION: The workforce development coordinator model has proven highly successful in our neighbouring SERDA region, which has many similarities with our SCS region. There is every reason to expect a Coordinator position would be similarly successful here.

The four SCS councils have requested \$395,000 from the Tasmanian Community Fund to create and support such a position, for a three-year period.

Each Council is requested to provide a cash contribution of \$5,000 per year for three years, plus in-kind support with the two larger councils (Brighton and Derwent Valley) providing the bulk of in-kind support.

From an individual Council point of view, the requested support is not considered overly onerous, given the benefits that a regional workforce development coordinator is expected to bring to both our employers and local job-seekers.

Community Consultation & Public Relations Implications: The community was consulted in the development of the Regional Workforce Planning report, and it was clear from the report that there is a strong desire amongst the community to be able to access employment locally. The SCS Chair has consulted with

local community groups and SSCS member councils and has received overwhelmingly positive support for the initiative. Once the Coordinator is engaged, community organisations will be contacted to reconfirm their role and potential for engagement with the project.

Risks: Given the nature of the project the direct risks are very minimal. However, with the engagement of the Coordinator there are some risks associated with the selection of the most suitable person. This risk will be mitigated by undertaking an open and transparent selection process with a clearly defined position description, along with absorbing key learnings from the matching position in the neighbouring SERDA region.

Other risks that normally come with the engagement of a person to undertake work of this nature will be mitigated through normal human resource management practices and by effecting appropriate insurance coverage.

No doubt issues will arise over the life of the project and these will be addressed through the SCS management structure that will be in place for this activity. The Coordinator will attend regular meetings of SCS to provide reporting against KPIs and to ensure SCS is kept informed of project progress.

From a broader strategic perspective, there are far greater risks associated with the development and sustainability of the region if this position is not appointed soon. The inability of the region to supply an adequately skilled, trained and available workforce will be detrimental to the future of the Southern Central Sub-region.

Policy Implications: Council has endorsed the *SCS Regional Workforce Planning Final Report, August 2017*, and this initiative represents a real and practical way to progress the findings and recommendations of that report.

Council is also committed to working with its other Southern Central Sub-Region councils on matters of common interest. Workforce development planning and actions are best taken at the regional level.

Recommendation

THAT Council:

1. Endorse the lodgement of the joint application by South Central Sub-Region councils (Brighton, Central Highlands, Derwent Valley and Southern Midlands) with the Tasmanian Community Fund for the funds to establish of a Workforce Development Coordinator position, serving the region.
2. Agree to the provision of a \$5,000 cash contribution to the project, per year for three years, should the application be successful.

17.4 MOTIONS FROM AUDIT PANEL

The Audit Panel met on Tuesday 25 February 2020 and reviewed the risk management register.

It was agreed that Council should consider recommending that the General Manager organise a third party to undertake an internal audit to review the segregation of duties between employees within the organisation, which ensures the organisation meets the requirements of item 4.14 of the Risk Management Register.

Recommendation

THAT the General Manager organise a third party to undertake an internal audit to review the segregation of duties between employees within the organisation, which ensures the organisation meets the requirements of item 4.14 of the Risk Management Register.

17.5 CYBER TRAINING COURSE

The Audit Panel met on Tuesday 3 March and discussed the need for Councillors and staff to undertake cyber training to reduce to the risk to the organisation.

The General Manager has obtained a proposal from Honestally Pty Ltd to undertake the training of approximately nine councillors and six support staff.

Honestally is able to assist clients to improve their security awareness for their Information Technology (IT) users.

Background: Council, has purchased a cyber defence insurance policy and is looking to supplement the policy with face-to-face training for its approximately nine councillors and six support staff.

Honestally state that training should be delivered in non-technical, easy to understand terms.

The proposal is based on limited information. The delivery of this training can be tailored to suit the requirements, budget and time constraints of council.

Solution: One of the greatest threats to information security could actually come from within your organisation.

Inside 'attacks' have been noted to be some of the most dangerous since:

- These individuals are already quite familiar with the infrastructure; and;
- Are already 'inside' your network and systems thereby bypassing a lot of the security, protections and safeguards put in place.

It is not always disgruntled workers and corporate spies who are a threat. The more common scenario is the non-malicious, uninformed employee/ user who unintentionally provides access to your systems.

Step 1: Discovery: Honestally will contact your IT systems administrator to understand more about your network, the protections in place, review and discuss relevant policies and procedures and ascertain what IT scenarios are common in your workplace. The purpose of this phase is to ensure the training is tailored to the council, and time is not spent delivering information that is not relevant to attendees.

For example: A security risk can include users taking portable computers offsite or using their own devices for council purpose, however, this is not relevant if the council does not allow these practices.

Step 2: Content: The components and content of the training package will be finalised and sent to the relevant council representative for approval.

Examples of content covered may include:

- What is the council IT and security policy and why is it relevant?
- Tailor information delivered to align with council policy
- What is cyber risk and how does it happen?
- The importance of 'end user'/ employee engagement and how everyone has a responsibility to keep digital assets and information safe
- The dangers of using personal devices (such as mobiles and laptops) or connecting them to the network
- Best practice when travelling or working offsite
- Physical security
- Desktop security
- Wireless networks security
- Password security
- Why complexity and non-reuse is important
- Two factor authentication and other methods
- Email and Web safety
- Examples of 'suspicious' emails
- What to look for to discern a message that may not be authentic
- Phishing/ Hoaxes/ Malware/ Viruses/ Worms/ Trojans/ Spyware
- File sharing
- Attachments
- Portable drives
- What to do if you are concerned or an adverse event occurs on your device

Step 3: Delivery: A four hour session is recommended for delivery of this training. This includes time for a relaxed/non-rushed approach and a refreshment break. However, the course could run from one hour to a full day depending on the requirements of the council.

Honestally will attend the council at a date and time convenient to them to deliver the training. All materials will be provided, including:

- A written summary for attendees to take away
- Certificates of completion (if required)
- Follow up of any 'questions' or unresolved threads in the 48 hours post delivery

Investment: \$2,400.00 + GST (for four hour session)

Includes:

- Consultation with IT systems admin
- Travel within the greater Hobart region
- Customised IT security awareness training package
- Four hour training delivery (including certificates and follow up)
- Printing and consumables

Optional Extras:

If required, Honestally can arrange catering and refreshments and/or projector, screens and AV equipment 'at cost'. Travel outside of the greater Hobart region is charged at \$100.00 per hour (or part thereof).

Recommendation:

THAT the General Manager organise for Honestally Pty Ltd to undertake the cyber training to reduce to the risk to the organisation and that Council set the following date to undertake the training
.....

17.6 COVID - 19

Councillor Cassidy has asked that Council consider developing a COVID-19 virtual attendance strategy so if anyone (Councillor or Management Team Member) becomes infected with Coronavirus (COVID-19) and need to self-isolate, Council will not need to cancel an Ordinary Council Meeting because there is no quorum? Or, continue to conduct business of Local Government, from isolation, via Tele-Conference, Skype, FaceTime, email, using our Council-issued iPad.

Councillor Cassidy states that maybe the Act needs to be updated to accommodate reality.

Dr Katrena Stephenson the Chief Executive Officer for Local Government Association of Tasmania provided Councillor Cassidy with the following reply:

'We are currently seeking advice on this issue and will advise all councils in due course. As you are aware, the ACT does not allow for virtual attendance at meetings and so we need to work with the Government in addressing this risk'.

The Deputy General Manager before the Act changed, has been the General Manager of three Ordinary Council Meetings at Northern Midlands Council were virtual attendance for the Mayor or a Councillor took place to attend the Ordinary Council Meeting as the Mayor or Councillor were overseas at the time. The Deputy Mayor took the chair in the Council Chamber when the Mayor attended twice when overseas using Skype. However a number of Mayors and General Managers across the State did not like what was happening at Northern Midlands Council around 10 years old, so lobbied the State Government to change the Act to not allow for virtual attendance at any meetings of Council (Ordinary Council Meeting or Committee Meeting).

With Department of Premier & Cabinet approval I believe Central Highlands Council could hold Ordinary Council Meetings by using virtual attendance 'Skype' again in times of need like the self-isolate due to the COVID-19 were Councillors or staff maybe required to work from home.

For Discussion

17.7 PAYMENT OF WAGES – SELF ISOLATION FOR COVID - 19

The General Manager seeks Council's consideration to pay all staff (including casuals) their normal weekly earnings if staff are required to self-isolate due to the COVID-19.

The Policy Director Mr Dion Lester from the Local Government Association of Tasmania states that a number of councils are considering what to do with payment of leave for staff that are forced or volunteer self-isolation, including casuals.

The State Government is actively considering this issue and it will be discussed by the States and Federal Government at the COAG meeting on Friday. The State Government is likely to release a policy position for State Service Employees shortly after this meeting. Councils could use the State Government's policy as a guide for how you deal with this situation. However, it is important to also consider what councils can and should do in light of the different employment arrangements council staff are under when compared with State Government (Fair Work Act versus State Services Act).

In light of this the Local Government Association of Tasmania have sought advice from Edge Legal and that is attached. The advice states the following:

'COVID-19 (COVID-19) Who Pays For Staying Away?'

COVID-19 has posed a series of unexpected challenges for employers because of its unique and everchanging circumstances. To date, there are no cases arising out of similar situations and it is so fast moving that a sudden change in circumstances can drastically change legal obligations and entitlements.

For HR professionals a big issue is in what circumstances can employees be required to stay away from work and who pays for this? There is an intersection between safety and employment laws that isn't always clear cut.

Here are our FAQs.

1. Can employers direct employees to 'self-isolate' even if not physically unwell or infected with COVID-19?

Yes – if this is necessary to provide a safe workplace.

We recommend employers use such a direction consistent only with advice from the relevant authorities, which is currently for people who have:

- a) been in close contact with a proven case of COVID-19;*
- b) returned from travel to a country considered to be high risk (China, Iran, South Korea); or*
- c) been instructed to self-isolate following boarder health screening on return from overseas.*

Currently healthcare workers and residential aged care workers cannot attend work for 14 days after leaving Italy and other people must monitor their symptoms for 14 days and self-isolate if symptoms develop.

2. Can employers direct employees to 'self-isolate' to meet WHS duties even if they just have a common cold?

Likely - in the current circumstances, the risk profile presents a unique circumstance where an employer should be taking reasonably practicable steps to manage a risk which currently is very close to being considered a Pandemic.

3. Can employers direct employees with COVID-19 to 'self-isolate'?

Yes - Employees can be reasonably directed not to attend work until they have tested negatively for the COVID-19.

4. What activities should employees do to meet their WHS duty?

Employers should provide employees with up to date relevant information and equipment and review policies and procedures to consider new 'best practice' practice hygiene. In terms of directions and consequences what needs to be the new 'golden safety rules'?

5. What questions can and should employers be asking employees to assess risk and work out how to manage their situation?

Where they have travelled to, when they returned from travel, whether they have symptoms and if so what, whether they have sought medical advice, what that advice has been, whether they are following the advice, whether they have been tested, what the result was.

It would not be reasonable for employees to refuse to co-operate fully with questions like this or to not keep you up to date.

6. Who should employees notify if they are concerned that they have become infected with COVID-19?

Employees should call their doctor (or other specified hotline) and obtain advice. Employees should not present themselves to any medical establishment unless directed by an authorised medical practitioner.

Once specific medical advice has been taken employees should notify their employer by phone or mobile of the advice given to them by the medical practitioner. Employees should not present themselves to work unless cleared by an authorised medical practitioner and with the further approval of their employer.

7. Do employees have to notify their employer of personal travel plans or COVID-19 like symptoms to meet their WHS duty?

Likely. Employees like all duty holders have an obligation to consult, cooperate and coordinate with other duty holders. It is likely to be reasonable to impose a requirement in the current environment on all employees to do so.

8. Can employers direct employees (full and part time) to work from home?

Yes. This can reasonably occur for legitimate WHS reasons such as self-isolation or even preventative measures. Where there is productive work available (and the employee is fit enough to do so) this remains the first and most appropriate step to take.

9. Can employers not offer casual employees any duties on account of lack of work arising out of COVID-19 related issue?

Yes – provided they are a ‘true’ casual in that they are not regularly and systematically employed with an expectation of ongoing employment. Seek further advice when there is any doubt about the correct status of a casual employee.

10. Do casual employees get paid leave?

No – provided they are a ‘true’ casual. This does not prevent an employer paying special leave either as a policy or on a case by case basis as part of a broader civic obligation to prevent or minimize the spread of the virus.

11. If an employer directs an employee (full and part time) to self-isolate for preventative/reputational measures only (ie the employee is not actually suffering a personal illness) and has no productive work does the employee get paid?

Yes.

12. Can employees (full and part time) access their personal leave if they are unwell, or have COVID-19 (even without symptoms presenting)?

Yes - An employee can take paid personal leave when they can't work because of a personal illness or injury. Whilst policies or contracts often require a medical certificate, in the current circumstances employers should exercise some discretion and accept self-reporting. Given the current recommendations on not ‘clogging up’ the health system, it may not be a reasonable direction to require a medical certificate. There are other options such as statutory declarations if an employer has concerns.

13. Can employees (full and part time) access their personal leave if they are required to self-isolate to meet government requirements?

We recommend, because of its unique circumstances, allowing employees to access personal leave in such circumstances.

It is arguable there is no entitlement to personal leave because technically the employee is not actually unfit for work because of a personal illness, or personal injury, affecting them. The employee is only being kept away from work to comply with a preventative measure where they may not be suffering any personal illness at all. If so, an employee may later seek to have their personal leave recredited.

An employer may have to recredit the leave and may attempt to recover the payment on the basis that it was only paid as personal leave and they were not entitled to it.

14. If an employee (full and part time) runs out of personal leave can they access annual leave or long service leave with the approval of their employer?

Yes - There are special rules that apply to long service leave and specific advice should be sought before granting it.

15. If an employee (full and part time) runs out of paid leave can they access unpaid leave with the approval of their employer?

Yes.

16. Can an employee (full and part time) access carer's leave (paid or unpaid) if they have to look after a family member or member of their household who is sick on account of COVID-19?

Yes - That employee will then need to comply with any requirements to self-isolate once the person they are caring for becomes well.

17. Can an employer temporarily shut down their business for a period of time because of COVID-19?

Yes.

18. If an employer temporarily shuts down for a period of time because of COVID-19 do employees (full and part time) have to be paid?

No. Under the Fair Work Act, an employee may be stood down without pay if they cannot perform useful work because of stoppage of work that the employer can't be held responsible for. This may become a higher reality in coming weeks depending on the progression of COVID-19.

An employer would need to be able to establish:

(a) whether the employees are 'unable to be usefully employed';

(b) there is a stoppage of work and the reason for it. In particular, a period of 'slow work' or a reduction in work does not amount to a stoppage – there needs to be an actual 'cessation' of work; and

(c) if there has been a 'stoppage' of work, there must then be a direct causal connection to the stoppage of work and the absence of useful work for the employee who is stood down that is outside the reasonable responsibility of the employer.

Local Government Association of Tasmania are in on-going discussion with the State Government on this issue, so Mr Lester expects to be able to provide an update post COAG early next week.

Mr Lester would like to know if Council's will consider paying staff their normal weekly earnings if staff (including casuals) are required to self-isolate due to the COVID-19?

For Discussion

17.8 NEW ZEALAND LOCAL GOVERNMENT DELEGATION VISIT

Dr Katrena Stephenson, Chief Executive Officer for Local Government Association of Tasmania has advised Council that a visit from Minister of Local Government New Zealand in relation to water reform will take place in early April.

The New Zealand Government is currently considering changes to its water sector. Last year Mike Brewster came out to New Zealand and gave us a lot of useful information about the TasWater reform.

Minister of Local Government New Zealand is now in the position to come over and have further discussions with people involved in TasWater. The plan is that the Minister of Local Government New Zealand, Phillip Eyles (also a Lead Strategic Advisor) and our manager Allan Prangnell (Director Central/Local Government Partnerships) would visit.

One of the options the New Zealand Government are considering are regional models (approximately 12 across New Zealand) with local government ownership. Some of these regional models may occur voluntarily and some may need to be mandated by central government. The New Zealand Government key issues are transfer of assets and sustainability of local government. The New Zealand Government are particularly interested in issues such as how the dividend payments worked in Tasmania, whether the dividend payments overcome any stranded overhead issues and how councils and consumers have a "voice" in TasWater.

Dr Stephenson would like to know if Councillors are interested in a meeting/networking opportunity with the New Zealand delegation on the 1st or 2nd of April 2020. Dr Stephenson states that if there is enough interest the Local Government Association of Tasmania will work with the New Zealand delegation to organise something.

For Discussion

17.9 LOCAL GOVERNMENT AWARDS

Dr Katrena Stephenson, Chief Executive Officer for Local Government Association of Tasmania has advised Council that in the lead up to THE Local Government Association of Tasmania conference, the Association are seeking nominations for LGAT Life Membership, LGAT's Outstanding Commitment and Service to Local Government Award and the Local Government Meritorious Service Award (which is determined and presented by LGAT's Life Members), with presentations to be made at the Conference Dinner.

LGAT Service Awards

Nominations for Local Government Awards can be made at any time throughout the year and are decided by the General Management Committee at the next scheduled meeting of the Committee.

However, Local Government Association of Tasmania are currently calling for nominations for those who have had extensive service in Local Government and are likely to be awarded one of the following categories -

- Life Membership
- Outstanding Commitment and Service to Local Government Award

In recognition of their service an effort is made to present the awards at the Annual Conference.

If Council are aware of someone within your Council who is deserving of one of the above categories, then Council would need to provide information no later than the close of business on, Friday 24 April, 2020.

Meritorious Service Award (Determined and Presented by LGAT's Life Members)

This annual award recognised exceptional service to the sector by an elected member for contributions which were initiated or implemented any time since 1 January 2015.

There is a longer period for nominations for this award, with nominations closing on 15 June 2020.

A copy of the award guidelines and the criteria required for the above categories are included in the attachments.

For Discussion

17.10 GREAT LAKE COMMUNITY CENTRE KITCHEN REFRIGERATOR

The Secretary of the Great Lake Community Centre Inc. has written to Council regarding the replacement of the kitchen refrigerator in the Great Lake Community Centre as the old kitchen refrigerator overheated and stopped working. The old kitchen refrigerator was over 20 years old and can't be repaired.

The Great Lake Community Centre Inc Management Committee has purchased a new fridge at a cost of \$1870. This was done out of urgency as they had functions to cater for in the last few weeks.

The Great Lake Community Centre would like to know if the Central Highlands Council would be able to refund the Management Committee the \$1870 for the replacement kitchen refrigerator and include the new kitchen refrigerator on the Council asset register for items in the Great Lake Community Centre.

The Great Lake Community Centre Management Committee would also like to know what is classed as a fitting or fixture in the centre (as there is no definition in the lease) and they are unable to find anything in the old files about who owns the kitchen refrigerator? (Council or Management Committee).

If the old kitchen refrigerator is owned by Council the Great Lake Community Centre Management Committee have asked if they could be given the old kitchen refrigerator to turn into a large "smoker" for meats fish ect.

For Discussion

17.11 REGIONAL TOURISM BUSHFIRE RECOVERY GRANTS

The General Manager will be lodging a grant application on behalf of Council for the Regional Tourism Bushfire Recovery Grants and seeks Councillors input into the indication of suitable grants projects?

The General Manager states that Council are eligible to apply for a Stream One Grant as Central Highlands Council are listed in the appendix to the guidelines.

Stream One Grant support smaller-scale events (including the promotion of these events).

Applicants may apply for more than one grant in this stream, up to a total value of \$30,000 per applicant. Applications will be assessed as they are received. Recognising potential applicants may seek to hold events as early as mid-March/April 2020, applications in excess of \$30,000 will be considered for Stream 1 in exceptional circumstances.

Stream One has a total funding allocation of \$2 million.

All events funded under this stream must be held by 30 May 2021 in a fire impacted location.

All information contained in your application will be used as part of the assessment process to determine whether your application is successful or not.

Eligible entities can submit more than one (1) application.

For Discussion

17.12 SHEEP DOG TRAILS – BOTHWELL TOURISM COMMITTEE

Mr Laurie Costello has written requesting Council's permission to use the Bothwell Recreation Ground to run sheep dog trials every off year to the Spin In, with the next sheep dog trials being on 14 and 15 March 2020.

The hire fee to use the Recreation Ground are \$262.00, they do not use the Community Centre building.

Council gave permission for the event to be held in 2018.

Recommendation:

THAT permission be given to the Bothwell Tourism Association to hold sheep dog trials at the Bothwell Recreation Ground on 14 and 15 March 2020 and remit the hire fees of \$262.00 subject to the following:

- (a) Consultation with the Works & Services Manager on ground conditions prior to the event;
- (b) That Bothwell Tourism Association provide Council with a copy of their certificate of currency for public liability;
- (c) Provide Council with a risk assessment for the sheep dog trails; and
- (d) The Bothwell Tourism Committee be advised that the Committee will need to re-apply for future sheep dog trials.

17.13 LOCAL GOVERNMENT ASSOCIATION TASMANIA ANNUAL GENERAL MEETING

Dr Katrena Stephenson, Chief Executive Officer for Local Government Association of Tasmania has advised Council that in accordance with rules of the Association the Annual General Meeting and the General Meeting of the Association will be held at the Wrest Point Casino Hobart, commencing at 11.00am on Wednesday 22 July, 2020.

Council are invited to submit motions on matters connected with the objectives of the Association or of common concern to members for inclusion in the agenda of the General Meeting.

Motions will need to be received at the Association's offices no later than close of business on Friday 24 April 2020. It is intended to distribute the agenda on Wednesday 24 June 2020.

Submissions should be submitted on the standard submission of motion template.

Recommendation:

THAT any proposed motions should be submitted to the General Manager by Friday 3 April 2020 to enable the proposed motions to be included in Council's April Ordinary Meeting agenda for consideration by Council.

17.14 COMMUNITY GRANT APPLICATION – CAMPDRAFTING TASMANIA INC

Campdrafting Tasmania Inc. has submitted an application for a community grant of \$500 to hold the state finals at the Hamilton Show Grounds in April.

Naming rights for each event are given to sponsors who donate more than \$300.00 towards the prize pool. Embroidered trophy rugs are purchased from this donation, with the surplus going towards prizes or the prize pool as required.

Campdrafting Tasmania would be extremely grateful if Council could assist with providing a prize or a donation (whether large or small) to help encourage our competitors along the way.

In 2019 Council donated \$300.00 towards the Campdrafting Tasmanian Championships.

A copy of their letter and application are included in the attachments.

For decision

18.0 SUPPLEMENTARY AGENDA ITEMS

Moved:**Seconded:**

THAT Council consider the matters on the Supplementary Agenda.

19.0 CLOSURE
