



# Central Highlands Council

## AGENDA – ORDINARY MEETING – 16<sup>th</sup> JUNE 2015

**Agenda of an Ordinary Meeting of Central Highlands Council scheduled to be held at Hamilton Council Chambers, on Tuesday 16<sup>th</sup> June 2015, commencing at 9am.**

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

**Lyn Eyles  
General Manager**

### 1.0 OPENING

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### 2.0 PRESENT

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### 3.0 APOLOGIES

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### 4.0 PECUNIARY INTEREST DECLARATIONS

In accordance with Regulation 8 of the Local Government (Meeting Procedures) Regulations 2005, 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) in any item of the Agenda.

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### 5.0 COMMITTEE

Regulation 15 of the Local Government (Meeting Procedures) regulations 2005 provides that Council may consider certain sensitive matters in Closed Agenda which relate to:

- Personnel matters, including complaints against an employee of the Council;
- Industrial matters relating to a person;
- Contracts for the supply and purchase of goods and services;
- The security of property of the Council
- Proposals for the Council to acquire land or an interest in the land or for the disposal of land;
- Information provided to the Council on the condition it is kept confidential;
- Trade secrets of private bodies;
- Matters relating to actual or possible litigations taken by or involving the Council or an employee of the Council;
- Applications by Councillors for leave of absence;
- The personal affairs of any person.

The decision to move in Closed Council requires an absolute majority of Council.

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## 5.1 MOTION INTO CLOSED MEETING

Moved **Clr**

Seconded **Clr**

**THAT** Council move into Committee to discuss confidential matters in accordance with Regulation 15 of the Local Government (Meeting Procedures) Regulations 2005.

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## 5.2 MATTERS DISCUSSED IN CLOSED MEETING

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## 5.3 MOTION OUT OF CLOSED MEETING

Moved **Clr**

Seconded **Clr**

**THAT** Council move out of Committee and resume the Ordinary Meeting.

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## OPEN MEETING TO PUBLIC

The Meeting will be opened to the public at 10.00am

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## 6.0 IN ATTENDANCE

Joey Eyles will attend at 11.00am to provide information on the cricket pitch for Bothwell.

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## 6.1 PUBLIC QUESTION TIME

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## 7.0 MAYORAL COMMITMENTS

19 <sup>th</sup> May 2015	Council Meeting – Hamilton
20 <sup>th</sup> May 2015	Mr Cam Brett with General Manager
21 <sup>st</sup> May 2015	Budget Workshop Hamilton
25 <sup>th</sup> May 2015	Derwent Bridge Toilets with General Manager & DES Manager
27 <sup>th</sup> May 2015	LGAT
28 <sup>th</sup> May 2015	Meeting with Derwent Valley Council General Manager in attendance Central Highlands Tourism Meeting
1 <sup>st</sup> June 2015	Policy Workshop Info session – Integrity Commission
2 <sup>nd</sup> June 2015	LGAT
3 <sup>rd</sup> June 2015	Citizenship Ceremony – Hamilton
4 <sup>th</sup> June 2015	Government House – Queen's Birthday Reception
6 <sup>th</sup> June 2015	Meeting John & June Pilcher
10 <sup>th</sup> June 2015	Infrastructure Meeting – STCA
11 <sup>th</sup> June 2015	RDA Tasmania Eric Hutchinson MP - post budget info session

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## 7.1 COUNCILLORS COMMITMENTS

### Deputy Mayor A J Downie

20 <sup>th</sup> May 2015	Planning scheme mapping – Brighton
21 <sup>st</sup> May 2015	Budget workshop – Hamilton
26 <sup>th</sup> May 2015	Common services meeting – Sorell
27 <sup>th</sup> May 2015	Animal Welfare Advisory Committee - New Town
1 <sup>st</sup> June 2015	Councillor Training – Hamilton
10 <sup>th</sup> June 2015	Audit Committee - Hamilton

### Clr L M Triffitt

19 <sup>th</sup> May 2015	Council Meeting Hamilton
21 <sup>st</sup> May 2015	Budget Workshop
1 <sup>st</sup> June 2015	Integrity Training Bullying & Harassment Policy Training

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## 7.2 GENERAL MANAGER COMMITMENTS

19 <sup>th</sup> May 2015	Council Meeting
20 <sup>th</sup> May 2015	Meeting Developer - Bothwell
21 <sup>st</sup> May 2015	Budget Workshop
25 <sup>th</sup> May 2015	Onsite meeting Derwent Bridge
26 <sup>th</sup> May 2015	First Aid Training
27 <sup>th</sup> May 2015	Meeting Derwent Valley Council Tourism Committee Meeting
1 <sup>st</sup> June 2015	Staff Training
3 <sup>rd</sup> June 2015	Citizenship Ceremony
10 <sup>th</sup> June 2015	Audit Panel Meeting
11 <sup>th</sup> June 2015	Meeting Southern Cross Austereo
12 <sup>th</sup> June 2015	Meeting re: Archives

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## 8.0 NOTIFICATION OF COUNCIL WORKSHOPS HELD

Budget Workshop Bothwell on 21 May 2015

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## 8.1 FUTURE WORKSHOPS

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## 9.0 MAYORAL ANNOUNCEMENTS

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## 10.0 MINUTES

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## 10.1 RECEIVAL DRAFT MINUTES ORDINARY MEETING

Moved **Clr**

Seconded **Clr**

**THAT** the Draft Minutes of the **Ordinary Meeting** of **Council** held on **Tuesday 19<sup>th</sup> May 2015** be received.

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## **10.2 CONFIRMATION OF DRAFT MINUTES ORDINARY MEETING**

Moved **Clr**

Seconded **Clr**

**THAT** the Draft Minutes of the **Ordinary Meeting** of **Council** held on **Tuesday 19<sup>th</sup> May 2015** be confirmed.

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## **10.3 RECEIVAL DRAFT TOURISM COMMITTEE MEETING**

Moved **Clr**

Seconded **Clr**

**THAT** the Draft Minutes of **Tourism Committee Meeting** of **Council** held on **Thursday 28<sup>th</sup> May 2015** be received.

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## **10.4 RECEIVAL DRAFT AUDIT PANEL MEETING**

Moved **Clr**

Seconded **Clr**

**THAT** the Draft Minutes of **Audit Panel Meeting** of **Council** held on **Wednesday 10<sup>th</sup> June 2015** be received.

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## **11.0 BUSINESS ARISING**

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## **12.0 NRM REPORT**

Moved **Clr**

Seconded **Clr**

**THAT** the **NRM Report** be received.

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**Derwent Catchment Natural Resource Management Committee Inc.**

**PO Box 22 Hamilton Tas 7140 Phone: 6286 3211**

**Report for Central Highlands Council 12<sup>th</sup> May to the 10<sup>th</sup> June 2015**

### **General Business:**

We held a DCNRM general meeting which had an agricultural theme which attracted about 20 attendees. We had a few new people attend which was great and a slow momentum is being achieved.

Resource Centre now has polished floors and freshly painted office and bathrooms. It's starting to look a lot better. Thanks for the support and providing such a great office and meeting space.

### **End of financial year**

Quite a lot of time has been taken up on preparing for next financial year and reporting on grants which are coming to a close. As well as making sure everything will be wrapped up in a timely fashion.

We have also been preparing program plans and negotiating on programs for the coming year. The plans include continuing and building on the weed management program, continuation of farmer workshops and farm planning, Dairy Cares Program continuation, and developing a Clyde River restoration plan. There will be other programs and I will provide Council with a program list in next month's report as well as a list of achievements over the past 12 months.

### **Weed Management Program**

*Weeds officer*

Kathy and I have resurveyed some of this season's weed works to increase the accuracy of the mapping and to work on a method of allowing our partners to see the level of progress across the Central Highlands. Kathy and I are now working on compiling the mapping and the report. This is likely to be completed in August as we are working on preparing a longer term plan for investor to support the annual weed report.

## Dairy



Under the Dairy Cares program 3 projects have been funded to improve effluent management and reduce the risk of runoff.

All farms in the Derwent with the exception of the new farm in conversion at Gretna now have a Fert\$mart plan. The Gretna CompasAgri farm is participating in the program and is a grant recipient. They will be undertaking revegetation works along the riparian areas in spring. They are investing 3 times what the grant has contributed so this makes this project a good example of bang for buck for NRM investors. We hope to use the farm as a case study to attract more

support.

We also held a Dairy workshop at the Resource Centre on the 10<sup>th</sup> of June to go through the Fert\$mart plans and fertilizer management.

## Farm planning

Still working on completing the farm plans and have added a couple more farms to the program in the past month. This program is likely to be ongoing and I hope that it will help build interest and ongoing involvement into DCNRM.

## Nursery

The nursery is almost complete with only a few finishing touches needed. We have also undertaken a Miena Cider Gum seed collecting trip to Little Pine Tier and managed to collect enough seed to start the propagating as part of our grant arrangement for restoring the nursery. The seed collection was interesting as there appeared to have been two seed sets with some trees just flowering now!

DCNRM are also going to start propagating other species for shelterbelts and revegetation works in the next couple of months. This will help support on-ground revegetation projects such as that proposed for the Green Army grant if we are successful in that application.

## Grant applications

Still waiting to hear on the Australian Government for Green Army grant which was submitted but it is getting closer to notification time which was said to be late June to mid-July.

Yours Sincerely,

Dr Josie Kelman, Catchment Facilitator, Derwent Catchment NRM Committee

## 13.0 FINANCE REPORT

Moved **Clr**

Seconded **Clr**

**THAT** the Finance Report be received.

## 13.1 RECORDS MANAGEMENT POLICY & PROCEDURES (SEPARATE ATTACHMENTS)

### Recommendation:

Moved **Clr**

Seconded **Clr**

**THAT** Council adopt 2015-01 Records Management Procedures and 2015-37 Records Management Policies

## 13.2 ANNUAL PLAN 2015 / 2016 (SEPARATE ATTACHMENT)

The Annual Plan is submitted for Council's adoption.

### Recommendation:

Moved **Clr**

Seconded **Clr**

**THAT** Council adopt the 2015 / 2016 Annual Plan

### 13.3 ADOPTION OF 2015 / 2016 BUDGET ESTIMATES (SEPARATE ATTACHMENTS)

The 2015 / 2016 Budget Estimates are provided. Refer email from Cllr McRae and letters in **Admin Item 16.4 – Bothwell Swimming Pool**.

#### Recommendation:

Moved Cllr

Seconded Cllr

**THAT** Council adopt the 2015 / 2016 Budget Estimates as presented.

### 13.4 COUNCIL RATES RESOLUTION 2015 / 2016

The following rates resolution has been prepared following Council's budget workshops.

#### Recommendation:

Moved Cllr

Seconded Cllr

**THAT** Council adopt the following Rates Resolution 2015/2016

#### Rates Resolution CENTRAL HIGHLANDS COUNCIL NOTICE OF 2015 / 2016 RATES & CHARGES

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

#### General Rate

1. A General Rate pursuant to Section 90 and Section 91 of the Local Government Act 1993 consisting of:
  - (a) 3.200335 cents in the dollar on the assessed annual value for all separately valued parcels of rateable land within the Central Highlands Council area; and
  - (b) a fixed charge of **\$336.84** which applies to all rateable land.

#### Waste Management Charge

- 2 A Service Charge pursuant to Section 94 and 107 of the Local Government Act 1993 consisting of:
  - (a) for the municipal area, a Waste Management Charge of **\$228.00** for all rateable land.
  - (b) the Council by absolute majority declares that the Waste Management Charge is varied within different parts of the municipal area as follows:
    - i. land to which Council provides a garbage and recycling collection service, and which is used for commercial purposes is charged **\$428.00** per tenement.
    - ii. all land outside the Council's garbage and recycling collection service area which comprises a separately valued parcel of rateable land within the municipal area is charged:

Type	Charge Factor	
	\$	
a. Commercial properties	<b>\$408.00</b>	Use of land
b. Land used for residential purposes, industrial purposes, public purposes, primary production, sporting or recreational facilities, or quarrying or mining.	<b>\$138.00</b>	Use of land
c. Non-use of land	<b>\$72.00</b>	Non-Use of land

#### Fire Service Contribution:-

- 3 For the Council's contribution to the State Fire Commission

(a) for land within the Bothwell Volunteer Brigade Rating District an amount of **0.417795** cents in the dollar on the assessed annual value of all separately valued parcels of rateable land subject to a minimum \$38.00;

(b) for all other land in the municipal area an amount of **0.363600** cents in the dollar on the assessed annual value of all separately valued parcels of the land subject to a minimum \$38.00.

#### Instalments

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

Instalment No. 1	<b>28 August 2015</b>
Instalment No. 2	<b>27 November 2015</b>
Instalment No 3	<b>26 February 2016</b>
Instalment No 4	<b>29 April 2016</b>

#### Penalty

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

#### Adjusted Values

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

These rates are for the year commencing 1<sup>st</sup> July 2015 and ending 30<sup>th</sup> June 2016 and are payable to the Council at its offices at Alexander Street, Bothwell or Tarleton Street, Hamilton.

### 13.5 ASSET MANAGEMENT STRATEGY (SEPARATE ATTACHMENT)

The attached Asset Management Strategy was discussed at the Audit Panel Meeting held on Wednesday 10<sup>th</sup> June and has recommended to Council for adoption.

#### Recommendation:

Moved **Clr**

Seconded **Clr**

**THAT** Council adopt the Asset Management Strategy

### 13.6 TASMANIAN AUDIT OFFICE – ROAD MANAGEMENT IN LOCAL GOVERNMENT REPORT (SEPARATE ATTACHMENTS)

The Tasmanian Audit Office has produced a report into Road Management in Local Government. Please see separate attachments. Below is the Tasmanian Audit Office recommendations & Management responses.

#### For Information

#### TAO Audit of Road Management in Local Government – Audit Recommendations and Management Responses.

Thank you for your review into Central Highlands Council's management of roads.

The audit was conducted in a very professional, organised and efficient manner. The Auditors sought opinions, answers and feedback from all of our relevant staff. The ability to participate in the review of the draft reports was appreciated. In response to the recommendations contained within the report, we would like to comment as under:

#### Recommendation 1.

***CHC re-establishes procedures to ensure the complaints system is an effective component of the maintenance program.***

#### Management Response

The Public Request Register will be re-launched in July 2015 and all public requests and complaints will be entered into the Register. These will be monitored to ensure that they are signed off as reviewed and actioned as applicable.

#### Recommendation 2.

***CHC include dates for the end of remaining useful life of each asset in the asset register.***

#### Management Response

The Roads Asset Register will be reviewed and the remaining useful life of each asset will be recorded.

**Recommendation 3.**

***CHC review condition assessments in the asset register to ensure they reflect reality.***

**Management Response**

The recent review of road conditions by Moloney's will be used as the catalyst to record actual conditions of roads within our municipality.

**Recommendation 4.**

***CHC provide indicators of road condition and commentary on sustainability ratios in its annual report.***

**Management Response**

The recent Moloney's review will be used to record indicators of road conditions and commentary on sustainability ratios in future annual reports.

**Recommendation 5.**

***CHC provide regularly-updated information on its website about hazards and roads in poor condition.***

**Management Response**

We will consider putting some general information about roads on our website. We have insufficient resources to be able to monitor and update the website on a daily basis but we will add links to other sites which display road closures and adverse conditions, such as Tasmania Police, DIER, SES, Tas Fire, etc.

Where advanced notice is available, planned road closures will continue to be advertised in the Mercury Newspaper and we will include the details on our website where possible.



## 14.0 DEVELOPMENT & ENVIRONMENTAL SERVICES

In accordance with Regulation 25(1) of the Local Government (Meeting Procedures) Regulations 2005, 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.**

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### 14.1 PROPOSED BUILDINGS : MT ADELAIDE

TasWater have written to Council seeking permission to install a Demountable Building and Storage Shed on Council land at the Bothwell Water Treatment Plant Site (copy attached).

A copy of the proposal plans are also attached for Council's information.

**For Decision**



09/06/2015

Central Highlands Council  
PO Box 20  
Hamilton TAS 7140

To whom it may concern,

**Ref: Adelaide Street Look Out, Bothwell**

TasWater seek permission from Council to install a Demountable Building for the purpose of staff amenities and a 6mt x 6mt Storage Shed on the same site as the Bothwell Water Treatment Plant.

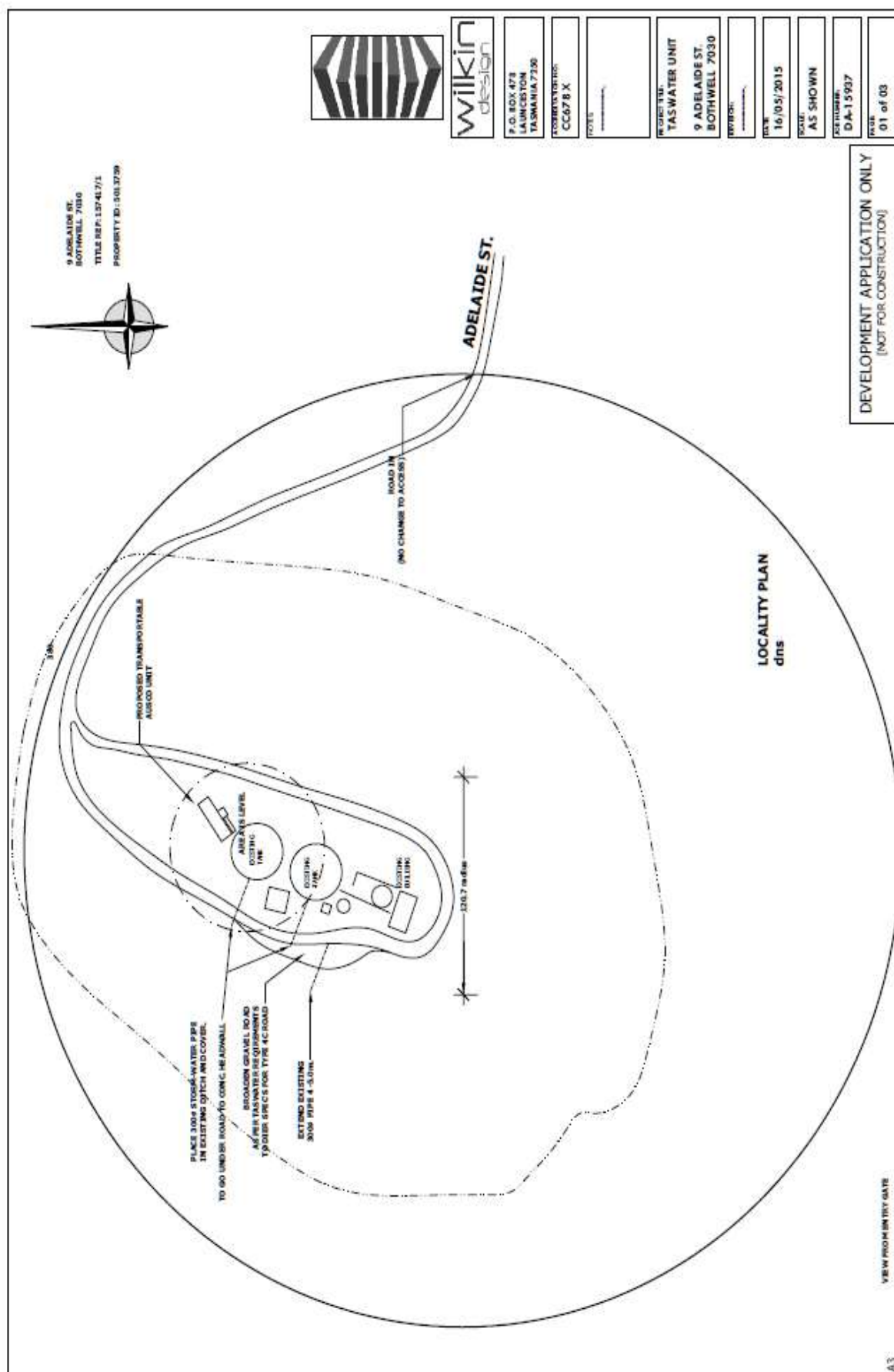
The Storage Shed will be on the opposite side of the Look Out covered by the Reservoirs; however the Demountable Building will be visible as it will be located in front of the Reservoirs. The Demountable Building will be a new unit and supplied by Ausco Modular and the Shed is a RanBuild product. A scope of works is included with this application for your perusal.

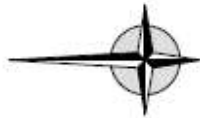
We also intend to expand the road width around the plant to allow for better drainage and serviceability. At the completion of the works security fencing will be erected around the site.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Stewart C Freeman".

**Stewart C Freeman OAM CSM**  
Department Manager  
Procurement, Facilities, Stores and Logistics





9 ADELAIDE ST.  
BOTHWELL 7030  
TITLE REF: 1574E/7/1  
PROPERTY ID: 0013738



wilkin  
design

P.O. BOX 473  
LAUNCESTON  
TASMANIA 7290

CONTACT: 08 6378 8100  
CC678 X

NOTES

REVISIONS

PROJECT NO.

TASWATER UNIT

9 ADELAIDE ST.  
BOTHWELL 7030

DATE: 16/05/2015

SCALE: AS SHOWN

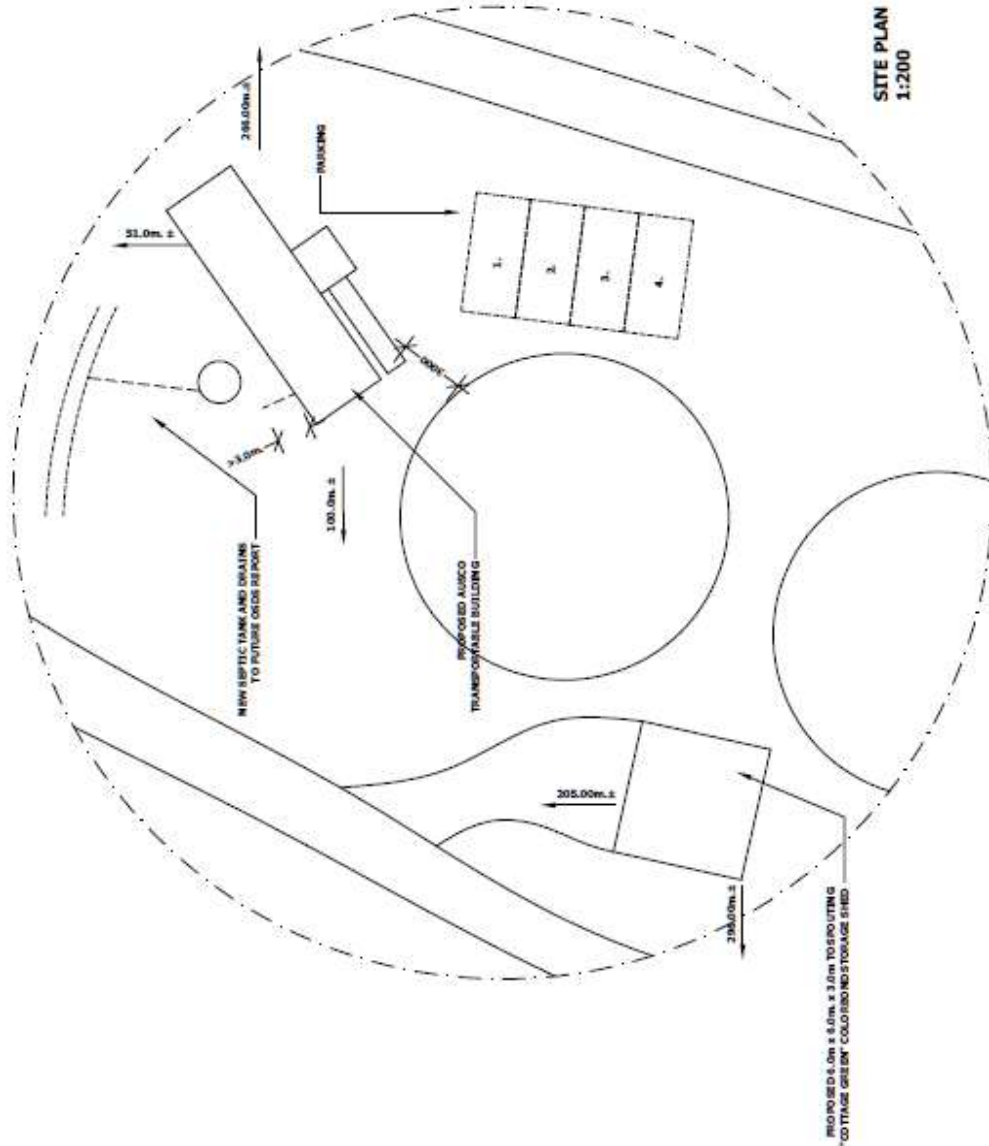
DATE: 16/05/2015

PROJECT NO.

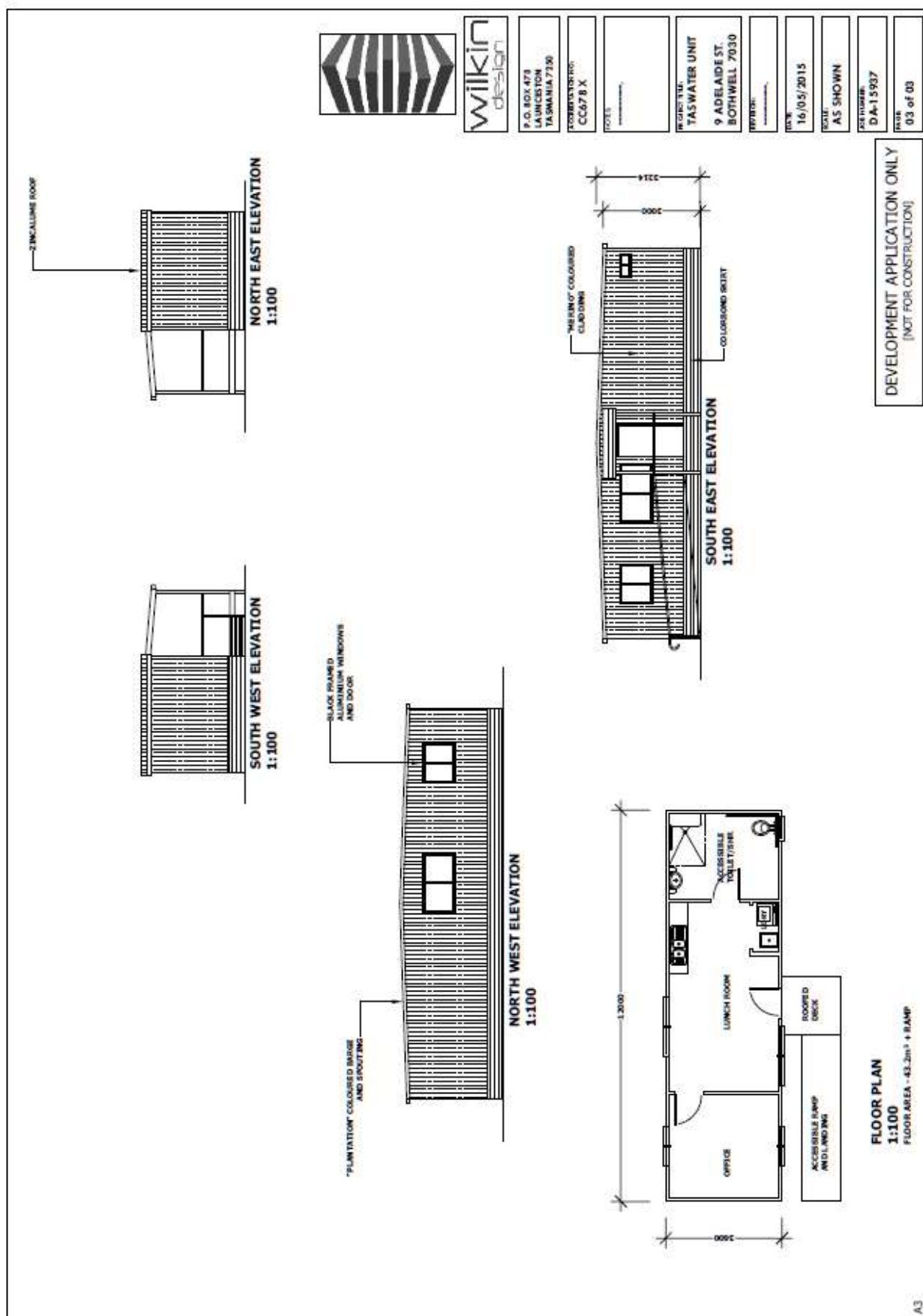
DA-15937

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DEVELOPMENT APPLICATION ONLY  
[NOT FOR CONSTRUCTION]



SITE PLAN  
1:200





## 14.2 REMISSION OF FEES : BA 2015/25 : PUBLIC AMENITIES AT DERWENT BRIDGE

### **Background**

At the Ordinary Meeting of Council held on 17<sup>th</sup> March 2015 Council remitted the fees associated with the Development Application for the public amenities at Derwent Bridge. A Development Permit for this was issued on 29 April 2015.

### **Current Situation**

The Building Permit have now been submitted. The fees associated with the application is as follows:

#### **Council Fees**

Building Permit – Assessment & Issue of Certificates - \$150.00

Building Inspection Fee - \$300.00

Certificate of Likely Compliance - \$150.00

#### **State Government Levies**

ITB Levy - \$200.00

Building Permit Levy - \$100.00

The Plumbing and Special Plumbing Applications will be submitted at a later date.

### **Conclusion**

The application for the public amenities has been submitted by Council and as such a remission of the fees is being requested. Council are not exempt from the State Government Levies and as such these will need to be paid.

### **Recommendation**

Moved **Clr**

Seconded **Clr**

**THAT** the Building Permit fees associated with BA 2015/25 for the Public Amenities at Derwent Bridge be remitted.

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## 14.3 SA 2015/6 : PDA SURVEYORS : 460 JONES RIVER ROAD, ELLENDALE : SUBDIVISION (ONE LOT & BALANCE) IN RURAL ZONE

To be tabled

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## 14.4 DRAFT CENTRAL HIGHLANDS INTERIM PLANNING SCHEME : SIGNIFICANT AGRICULTURE ZONE

To be tabled

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## 14.5 REVIEW OF BUILDING, PLUMBING, ENVIRONMENTAL HEALTH & PLANNING APPLICATION FEES

The annual review of fees and charges associated with building, plumbing and planning services has been undertaken.

The fees and charges schedule below provides all current items previously adopted by Council with recommendations as to whether they should be retained, deleted or modified.

### **Recommendation**

Moved **Clr**

Seconded **Clr**

**THAT** pursuant to Section 205 of the Local Government Act 1993, Council resolve to adopt the revised Development and Environmental Services fees and charges register and for it to take effect commencing 1 July 2015.

## CENTRAL HIGHLANDS COUNCIL – FEES &amp; CHARGES SCHEDULE (DEVELOPMENT &amp; ENVIRONMENTAL SERVICES)

DISCIPLINE	DESCRIPTION	FEE 2014/2015	PROPOSED FEE 2015/2016
<b>Planning</b>	<b><u>Permitted Development</u></b>		
	All Permitted Development	\$100.00 min & \$1.00 per \$1000 value of works > \$10,000	\$105.00 min & \$1.10 per \$1000 value of works > \$10,000
	<b><u>PD4 / No Permit Required Compliance Fee</u></b>		
	Compliance Assessment for all PD4 / No Permit Required	\$100.00	\$105.00
	<b><u>Discretionary Development</u></b>		
	All Discretionary Development	\$180 min & \$0.50 per \$1000 value of works > \$10,000	\$180.00 min & \$1.10 per \$1000 value of works > \$10,000
	Statutory Advertising	\$300.00	\$310.00
	<b><u>Amendments to Permits</u></b>	50% of Original Planning Fee	50% of Original Planning Fee
	<b><u>Extension of time to Permits</u></b>	\$80.00	\$85.00
	<b><u>Final Plans</u></b>		
	Sealing Final Plans & Stratum	\$30/lot (minimum fee \$150.00)	\$40/lot (minimum fee \$160.00)
	Amendments to Sealed Plans	\$200.00 Plus \$500 if a hearing is required	\$210.00 Plus \$500 if a hearing is required
	<b><u>Subdivision</u></b>		
	Application for Subdivision or Boundary Adjustment	\$50/lot (minimum fee \$400)	\$55/lot (minimum fee \$400)
	Statutory Advertising	\$300	\$310.00
	Wastewater Assessment Provided by Applicant	\$10/lot (minimum fee \$80)	Remove – Not Used
	Application for Adhesion Order	\$200.00	\$210.00
	Engineering Drawing Assessment Fee	\$200 minimum & 1% value of works	\$250 minimum & 1% value of works
	Engineering Inspections	\$120/hour	\$125/hour
	<b><u>Amendments to Planning Scheme</u></b>		
	Assessment of Applicant's Submission	\$800/ minor amendment or \$1600 / all others plus applicable DA/SUB assessment fee for s.43A combined applications	\$800/ minor amendment or \$1600 / all others plus applicable DA/SUB assessment fee for s.43A combined applications
	Statutory Advertising & Notification	\$400 / advertisement	\$800 per advertisement (2 advertisements required)
	Council Undertakes Changes to Planning Scheme Maps	Council to advise fee when amendment finally approved by TPC	Council to advise fee when amendment finally approved by TPC
	Tasmanian Planning Commission Fee	Current fee as set by the TPC	Current fee as set by the TPC
<b>Plumbing</b>	<b><u>Plumbing Permits</u></b>		
	Plumbing Permit Class 1a Includes Completion Certificate	\$150.00	\$150.00
	Plumbing Permit Class 10a Includes Completion Certificate	\$100.00	\$100.00
	Plumbing Permit Class 2-9 Includes Completion Certificate	\$200.00	\$200.00



	<b><u>Special Plumbing Permits</u></b>		
	Special Plumbing Permits – Permit Authority Assessment & Issue of Certificates for all On-site Wastewater Management Systems - Includes Completion Certificate	\$150.00	\$150.00
	Special Plumbing Permits – Pools / Arrestors / Backflow	\$80.00	\$80.00
	All Inspections	\$100 per inspection <ul style="list-style-type: none"> <li>• Class 1a – Minimum 2 Inspections</li> <li>• Class 10a – Minimum 1 Inspection</li> <li>• Class 2-9 – Minimum 3 Inspections</li> </ul>	\$100 per inspection <ul style="list-style-type: none"> <li>• Class 1a – Minimum 2 Inspections</li> <li>• Class 10a – Minimum 1 Inspection</li> <li>• Class 2-9 – Minimum 3 Inspections</li> </ul>
	Amendments to all Plumbing Permits	\$50% of Original Fee	\$50% of Original Fee
<b>Building</b>	<b><u>Building Surveying Certificate of Likely Compliance</u></b>		
	Class 1 Building (Dwelling)	\$1.65/m <sup>2</sup> – Minimum Fee \$280.00 New Building, \$160.00 Extension / Alteration	New Building - \$280.00 Extension / Alteration – 160.00
	Class 10 Building (Garage/Outbuilding/Farm Building)	\$1.38/m <sup>2</sup> – Minimum Fee \$150.00 New Building, \$100.00 Extension/Alteration	New Building - \$150.00 Extension/Alteration - \$100.00
	Inspection Fees (payable in all cases)	\$300.00 (class 1), \$200.00 (class 10)	\$300.00 (class 1), \$200.00 (class 10)
	Supplementary Inspection Fee (Re-inspections)	\$200.00/inspection	\$200.00/inspection
	<b><u>Permit Authority</u></b>		
	Assessment & Issue of Certificates		
	Class 1 Building (Dwelling) – New or Extension	\$200.00	\$200.00
	Class 10 Building (Outbuilding) – New or Extension	\$150.00	\$150.00
	Class 2 – 9 Building – New or Extension	\$200.00	\$200.00
	Temporary Occupancy Permit	\$150.00	\$150.00
	Staged Permits	\$100.00 / stage in addition to Permit Authority Fees	\$100.00/ stage in addition to Permit Authority Fees
	Building Certificates	\$400.00 & \$100/hr if >4 hours required	\$400.00 & \$100/hr if >4 hours required
	Permit to Proceed	\$200.00	\$200.00
	Permit of Substantial Compliance	\$200.00	\$200.00
	Illegal Works	\$500.00	\$500.00
	Building Permit Extension – 1 <sup>st</sup> Year	\$150.00	\$150.00
	Building Permit Extension – each year after 1 <sup>st</sup> extension	\$300.00	\$300.00
	Amendments to Permits	\$120.00	\$120.00
<b>Environmental Health</b>	As Per Attached – Environmental Health Activities		



## ENVIRONMENTAL HEALTH ACTIVITIES

Local Government Act 1993, Public Health Act 1997, Food Act 2003

DESCRIPTION	Fee 2014/2015	Proposed Fee 2015/2016
<b>Food and Food Sampling</b>		
All Food Businesses Registration (once only) [1]	\$50.00	Remove. Only charge Annual Fee
<b>Food Businesses Licence for Preparing and Selling Food (Annual)</b>		
• Low Risk Premises [1]	\$140.00	\$145.00
• Medium Risk Premises [2]	\$260.00	\$265.00
• High Risk Premises [3]	\$500.00	\$505.00
• Community Organisation	\$25.00	\$25.00
Transfer of Food Business Licence	\$140.00	\$145.00
Temporary Food Licence – Annual Fee	\$100.00	\$105.00
Temporary Food Licence – One Day Event (Commercial)	\$25.00	\$25.00
Temporary Food Licence – One Day Event (Community)	\$20.00	\$20.00
Food Sampling [4]	\$90.00	\$95.00
Food Act 2003 Infringement Notice (see Regulations)		
<b>Water, Wastewater, Environmental</b>		
Reinspection Due to Incomplete or Faulty Work	\$140.00	\$145.00
Registration as User or Supplier of Water from a Private Source	\$140.00	\$145.00
Water Sampling Charges (analysis are extra)	\$100.00	\$110.00
EMPCA 1994 Infringement Notice (see Regulations)		
Environmental Protection Notices (for updating permits or to abate environmental harm)	\$210.00	\$215.00
<b>Public Health</b>		
Place of Assembly Licence (new or renewal)	\$120.00	\$125.00
Place of Assembly Licence (temporary event)	\$100.00	\$100.00
Place of Assembly Licence (Community Organisations)	\$25.00	\$25.00
Registration of Premises for Public Health Risk Activity (E.g. Skin Penetration)	\$110.00	\$115.00
Registration of a Regulated System (E.g. Cooling Towers)	\$110.00	\$115.00
Hawkers Licence, Includes Kerb Side Vendors (residents)	\$50.00	\$55.00
Hawkers Licence (non - residents)	\$80.00	\$85.00
Caravans (per van per annum)	\$150.00	\$150.00
Public Health Act 1997 Infringement Notice (see regs)		

### Notes

- 1 Premises are ranked in accordance with a Risk Classification system, low risk include B&B and cafes with no cooking.
- 2 Premises are ranked in accordance with a Risk Classification System, med risk include restaurants.
- 3 Premises are ranked in accordance with a Risk Classification System, high risk include nursing homes; there are no high risk food premises in CHC and if a premises performs well then it may move down a category.
- 4 Does not include costs of analysis

#### 14.6 STATUS REPORT

310	17/2/09	Sale of Council Land Wayatinah	DES Manager	Development Permit has been issued.  Mayor and General Manager to meet with Minister Groom on 24 <sup>th</sup> June 2015 to discuss ownership of infrastructure within the village
323	16/11/10	Caravans – Meadow Bank Lake	DES Manager & Planning Consultant	Meadowbank Special Area Plan has been included in the draft Interim Central Highlands Planning Scheme 2014. Caravan By-Law has been adopted by Council.
331	16/7/13	Vehicle body removal in Municipality	DES Manager	Being monitored regularly.

#### 14.7 DES BRIEFING REPORT

##### PLANNING PERMITS ISSUED UNDER DELEGATION

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

##### PERMITTED USE

Nil

##### DISCRETIONARY USE

DA NO.	APPLICANT	LOCATION	PROPOSAL
2015/15 - Disc	Aquaculture (Extension to Hatchery)	Huon Aquaculture Group Pty Ltd	584 Meadowbank Road, Meadowbank

##### NO PERMIT REQUIRED UNDER PLANNING DIRECTIVE 4

Nil

##### IMPOUNDED DOGS

*Following a request by Council to be advised of all dogs impounded at Council's Bothwell and Hamilton pounds and the outcome of the impoundment, please be advised as follows:*

**There were no dogs impounded during the past month.**

## **BULKY WASTE COLLECTIONS**

Council held its first Bulky Waste Collection for the year throughout the Municipality as follows:

### **Tuesday 9<sup>th</sup> June 2015**

Great Lake, Arthurs Lake, Brady's Lake, Bronte Park & Derwent Bridge Areas;

### **Wednesday 10<sup>th</sup> June 2015**

Bothwell, Hamilton, Gretna, Interlaken, Lower Marshes & Pelham Areas; and

### **Thursday 11<sup>th</sup> June 2015**

Ellendale, Fentonbury, Westerway North, Osterley, Ouse, Strickland & Wayatinah Areas

Below are the participation details for this service:

Great Lake Area – 2  
Arthurs Lake Area – 1  
Bradys Lake Area - 1  
Bothwell Area – 5  
Hamilton Area – 2  
Pelham Area – 1  
Ellendale Area – 5  
Ouse Area – 4

The next collection will be conducted early December.

## TASMANIAN PLANNING COMMISSION

Our ref: FOL/12/335  
 Officer: Greg Alomes  
 Phone: 6165 6823  
 Email: Greg.Alomes@planning.tas.gov.au

19 May 2015

Mrs Lyn Eyles  
 General Manager  
 Central Highlands Council  
 PO Box 20  
 HAMILTON TAS 7140

Dear Mrs Eyles

### DRAFT CENTRAL HIGHLANDS INTERIM PLANNING SCHEME

I refer to my earlier correspondence about the practical arrangements for your revised interim planning scheme to be submitted to the Minister for declaration.

The purpose of this letter is to clarify the practical steps for this process based on the experience gained with declaration of the Hobart and Brighton Interim Planning Schemes.

#### Submission of a Revised Interim Planning Scheme

The key steps are:

1. Email Stephen Waight ([Stephen.Waight@planning.tas.gov.au](mailto:Stephen.Waight@planning.tas.gov.au)) when the amendments to the scheme ordinance that were required by the Minister have been completed in the iplan content management system. This will enable the scheme content to be secured. The revised version will be viewable on iplan but identified as not yet having been declared.
2. Provide the GIS planning scheme data to the Commission's dropbox when all of the amendments required by the Minister have been completed and confirm by email to Tony Davidson ([Tony.Davidson@planning.tas.gov.au](mailto:Tony.Davidson@planning.tas.gov.au)) that the data has been lodged. The GIS data will be checked to ensure it complies with the technical specifications for publication on the LIST system.
3. Advise the Minister that his directions have been complied with and that the maps and ordinance have been provided to the Commission. A proforma letter from the Mayor to the Minister is appended to assist you. A copy should also be emailed to the Commission at [enquiry@planning.tas.gov.au](mailto:enquiry@planning.tas.gov.au).

#### Documentation for Ministerial Approval

The Commission will then prepare the necessary supporting documentation for the Minister, including the following:

1. A Planning Purposes Notice (PPN) to be issued by the Minister. It will ensure that regional and local provisions that override a mandatory common provision will operate as intended. The PPN will be published in the *Government Gazette*.
2. Documentation for the Minister to formally declare the interim planning scheme and place a notice in the *Government Gazette*. The gazettal notice will include a date on which your interim planning scheme will commence and replace your existing planning scheme. It is expected that the notice will also specify the date of commencement for the public exhibition.
3. Correspondence to notify relevant State Agencies and other Councils in the region of the declaration.

The Commission will liaise with each Council regarding the commencement and exhibition dates for the interim planning scheme and will seek written confirmation from Council that the dates are suitable.

I trust this clarifies the key steps. I encourage Council to continue to work closely with the Commission to ensure that the declaration and exhibition processes proceed smoothly. Please contact Rob Frew on 6165 6831 or by email at [Rob.Frew@planning.tas.gov.au](mailto:Rob.Frew@planning.tas.gov.au) if you require any further clarification or information.

Yours sincerely



Greg Alomes  
Executive Commissioner

Cc Mr Rob Higgins, Planning Officer

## 15.0 WORKS & SERVICES

Moved **Clr**

Seconded **Clr**

**THAT the Works & Services Report be received.**

### 15th May 2015 – 10th June 2015

#### Maintenance Grading

Dennistoun Rd	Victoria Valley Rd	14 Mile Rd	Bradys Lake Rd
Lower Marshes Rd	Woodsprings Rd		

#### Re-Sheeting

Dennistoun Rd	Woodsprings	Wihareja	Strickland Rd
Victoria Valley	14 Mile Rd		

#### Potholing / shouldering

Victoria Valley Rd	Old Mans Head	Dennistoun Rd	Interlaken Rd
Bridge Rd	Thousand Acre Lane	Marked Tree Rd	Pelham Rd
Drypoles Rd	Humbie Rd	Wetheron Rd	Green Valley Rd

#### Road Side Slashing

Dennistoun Rd

#### Culverts / Drainage:

Clean culverts and drainage Pine Tier	Install new culvert Pine Tier
Install new culvert Wiggs Rd	Replace new culvert Browns Marsh Rd
Repair culvert Ellendale Rd	Drainage Dillions Rd

#### 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
- **38hrs** Long Service Leave taken
- **1.5 hrs** Sick Leave taken
- **0 hrs** Annual Leave taken
- All employees undertaken first aid training
- All employees undertaken Policy and integrity training

#### Bridges:

Commence replacement of Boomer bridge with culverts	Replace damaged bullnose on bridge on Victoria Valley Rd
---	--

#### Refuse / recycling sites:

Cover Hamilton Tip twice weekly	Removal of scrap tyres from Hamilton landfill
Removal of waste oil from Hamilton landfill and Bothwell WTS	Drum Muster X 2
Push up green waste Bothwell WTS	

#### Other:

Upgrade Bothwell dog pound	Replace sign Glovers Rd
Remove limbs from pine trees Humbie Rd	Scrubbing Woodmore Rd
Repair water tank Bethune Park	Unblock Gretna toilets
Clean up gravel Ellendale Park	Replace sign Ellendale Rd
Replace sign Hollow Tree Rd	Repair gate Bethune Park
Replace missing copper logs on shelter shed at Bethune Park	Repair gate to Bronte waste transfer station
Replace missing copper logs on shelter shed at Bronte Lagoon	Repairs to hand rail Hamilton landfill

**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

**Plant:**

PM666 Cat loader (H) repairs to tail shaft

PM738 Triton ute (H) 2 new tyres and rotated

PM684 Komatsu grader (B) serviced

PM757 JCB Backhoe (H) serviced

PM701 Hino truck (H) 4 new rear tyres and serviced

PM740 Hino truck (H) 2 new tyres

PM733 Komatsu grader (H) serviced

**Private Works:**

Nathan Lovell backhoe hire

Charles Downie grader hire

Brett Gleeson gravel and truck hire

Water Industry Solutions gravel

Anne Lang sand

John Ramsey grader hire

Howard Calvert grader hire

John Ramsey gravel and potholes

Sharni Holt water delivery

Mary Bye mowing of paddock

Nant Distillery gravel and truck and trailer hire

**Casuals**

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

**Program for next 4 weeks**

Grading and Re-Sheeting of Municipal Roads

Bulky Rubbish

Finish Boomer bridge replacement

Remove old seal Pelham Road

**15.1 TRACK MAINTENANCE FOR IFS****From:** Morrow, Neil (IFS) [<mailto:Neil.Morrow@ifs.tas.gov.au>]**Sent:** Monday, 25 May 2015 10:00 AM**To:** Lyn Eyles**Subject:** Track maintenance

Hi Lyn,

IFS appreciates Council contribution towards the new Bradys Lake boat ramp access road and car park which has assisted greatly in improving the amenity of this new facility.

We would like you to consider the possibility of Council assisting visitors and residents by providing regular maintenance to a small number of boat ramp access tracks (Listed below) that are currently not regularly maintained. Many other boat ramp access tracks throughout the highlands are maintained by other agencies including IFS, Hydro, PWS and MAST.

The tracks listed are generally short extensions or spurs from existing Council maintained roads or in close proximity to Council maintained roads. Traffic is generally low speed as it is usually vehicles towing trailers, therefore maintenance requirements are low frequency and relatively minor in nature. These tracks, however, would benefit greatly from periodic potholing and grading.

We understand that all maintenance, however small, does incur cost however the track users are residents and shack owners and visitors spending money in the municipality.

These tracks do not all require maintenance immediately or simultaneously and could be done when Council plant is conducting routine road maintenance on the adjoining roads or in the area.

I would be happy to discuss at your convenience.

Track name/Location	Length
Arthurs Lake Dam Wall	300 metres
Swan Bay Great Lake	150 metres
Brandum Bay Great Lake	120 metres
Tods Corner Great Lake	150 metres
Cramps Bay Great Lake	100 metres
Haddens Bay Great Lake	150 metres
Boundary Bay Great Lake	1.0 km
Little Pine Lagoon	150 metres

We appreciate your consideration,  
Regards

Neil Morrow  
Manager Anglers Access  
Inland Fisheries Service  
P: 0438 279 421 / 6165 3815  
E: [neil.morrow@ifs.tas.gov.au](mailto:neil.morrow@ifs.tas.gov.au)  
W: [www.ifs.tas.gov.au](http://www.ifs.tas.gov.au)

#### For Discussion

---

## 15.2 DAMAGE TO VEHICLE DENNISTOUN ROAD

#### For Discussion



21-May 2015

PH: 62540037

bransby4@gmail.com

Mail <input checked="" type="checkbox"/>	Fax <input type="checkbox"/>	Email <input type="checkbox"/>	DES <input type="checkbox"/>
Forwarded to			
GM <input type="checkbox"/>	FM <input type="checkbox"/>	WM <input type="checkbox"/>	DES <input type="checkbox"/>
Other <input type="checkbox"/>			
Entered By: _____			
Fax: _____			

2615115

24 Laycock Drive  
Interlaken

TAS 7030

To whom it may concern,

On the Thursday 9<sup>th</sup> April 1.  
I was driving from Bothwell up Deriestown rd  
heading towards home.

I was doing 50-60 km/h hitting several deep  
pot holes along the way.

I was about 3 km from home, slowing down  
as I approach a corner, as I did so my car hit  
some very massive deep pot holes, on the  
left hand side of the road, causing the left  
front hand tyre to blow out, throwing my  
car off the gravel road, up onto an embankment  
and into a fence.

Causing damage to my car, it was unable to  
be driven home.

I proceeded to get my wheelchair & dog from  
the car, Having to leave my car over night  
to arrange help.

A neighbour John saw my car, stopped &  
removed a few valuable possessions I had  
left in the car being unable to carry them.

John gave them to the Fisheries next door.

The following day the Bothwell police  
came to our place & took Jay-Anne to my  
damaged car.

The Bothwell police had arranged a tow truck  
from New Norfolk to pick up my car,

PG 2

Being a red Holden Frontera 4x4.  
The Bothwell police verified the accident was caused by the very bad condition of the road.

Due to Denistoun road not being maintained in a manner for safe driving.

I am out of pocket for the sum of \$1,320.<sup>00</sup>  
Fuel lost due to damaged & broken  
Fuel line. - \$80.<sup>00</sup>

Tow Truck arranged by Bothwell police to home. - \$360.<sup>00</sup>

Mechanical repairs - \$320.<sup>00</sup>

Taxi from home to New Norfolk & back to pay Tow Truck company - \$350.<sup>00</sup>

1 New Tyre - \$210.<sup>00</sup>

\$1,320.<sup>00</sup> TOTAL out of pocket

If the Gravel rd on Denistoun road especially on the corners had of been maintained properly for safe driving this accident would never of happened and I would Not be out of pocket the sum of \$1,320.<sup>00</sup>  
I have made enquires regarding this matter and would like full compensation for damages & out of pocket expenses to the sum of \$1320.<sup>00</sup>.



PG 3

If you require copies of the receipts, I am happy to obtain them & send you a copy.

Your prompt action to this matter would be greatly appreciated.

You can contact me further for any additional information you require to settle this matter.

Ph 03 62540037

24 Laycock drive Interlaken T.A.S. 7030

bransby4@gmail.com

Thanking you Mr Kayn. J. Block.  
K Block

P.S. I have noticed since the accident the road has had some repairs done but there are still some very deep severe pot holes especially near & around the corners from where the accident happened, still not repaired.

Just a suggestion: Road Base applied literally to the road then compacted by a steam roller, would avoid it being washed out and prevent further accidents & would save the council money.

### 15.3 STATUS REPORT

- **328 - 20/4/2012**

Gorse at Christian Marsh, Responsible Officer: NRM

This item was asked to be placed on the Status Report at the March 2012 Meeting.

- **329 - 18/8/2012**

Platypus Walk, Responsible Officer: Works Manager

Regular Maintenance

- **332 - 17/9/2013**

Blackberry Removal, Responsible Officer: Works Manager / NRM

Clr Bowden requested that this item be placed on the Status Report

### 16.0 ADMINISTRATION

#### 16.1 REMISSIONS UNDER DELEGATION

The following remissions were granted under delegation by the General Manager:

03-0234-01571 \$17.90	Penalty Instalment notice not received
03-0234-01570 \$13.50	Penalty Instalment notice not received
01-0846-04072 \$11.90	Penalty Payment posted & not received
01-0846-04073 \$13.86	Penalty Payment posted & not received
01-0852-03411 \$12.10	Penalty Payment posted & not received
03-0243-01260 \$11.80	Penalty Post office paid off wrong property
04-0013-01111 \$11.40	Penalty Incorrect PO Box No
02-0100-03808 \$12.90	Penalty Incorrect PO Box No
04-0013-04096 \$36.00	Penalty Incorrect PO Box No
03-0221-01037 \$0.30	Penalty S137 certificate

#### For Noting

#### 16.2 DONATION ROYAL FLYING DOCTOR SERVICE

Please see the attached newsletter from the Royal Flying Doctors Service.

Council has an allocation of \$1,000 in the 2014 / 2015 budget for a donation to the service.

#### Recommendation:

Moved **Clr**

Seconded **Clr**

**THAT** Council make a donation of \$1,000 to the Royal Flying Doctors Service

Building 90  
Launceston Airport  
305 Evandale Road  
Western Junction TAS 7212

T 03 6391 0504  
F 03 6391 8992  
E [enquiries@rfdstas.org.au](mailto:enquiries@rfdstas.org.au)  
> [www.flyingdoctor.org.au](http://www.flyingdoctor.org.au)



054-1112631-P5-001010

219540 - N215\*Tas  
Ms L Eyles  
Central Highlands Council  
Tarleton Street  
HAMILTON TAS 7140

Dear Ms Eyles,

19 May 2015

### Expanding our horizons

It is with great pleasure that I send you the latest edition of the *Flyer* newsletter and *Touch Base with RFDS Tasmania* to keep you informed about our latest news and current activities.

Since assuming the role of CEO, I have spent much of my time meeting with Government agencies, local councils and a range of stakeholder groups with interests in rural health to ascertain the areas of need within our local communities.

The RFDS mission is to provide excellence in aeromedical services and primary health care across Australia. We have found through our commissioned research that there are considerable differences in health outcomes between remote Tasmania and those residing in areas where services are present and easily accessible. We are now building on past good work and looking to expand our primary health care programs to assist in bridging this gap; all thanks to your support.

In addition to supporting aeromedical services the RFDS has been engaged in helping remote communities with their healthcare needs. With your help we have been able to deliver oral health programs, fund important research undertaken by the Menzies Institute for Medical Research and provide annual scholarships for medical, nursing and dental students.

...continued over



Top: King Island patient transfer facility.

Middle: RFDS aircraft at Launceston Base.

Bottom: RFDS Pilot, Steve Wood.

### Yes, I want to help the Flying Doctor.

I would like to make a donation to help the Flying Doctor of ☐ \$25 ☐ \$50 ☐ \$100 Other \$

☐ My cheque/money order payable to the RFDS is enclosed

☐ Please charge my credit card \$

☐ MasterCard ☐ Visa ☐ Amex

Expiry / Signature

My best daytime contact number

OR ☐ I want to make regular donations from my bank account (please fill in the Direct Debit form overleaf)

Donations of \$2 or more are tax-deductible. Thank you.

219540 - N215\*Tas  
Ms L Eyles  
Central Highlands Council  
Tarleton Street  
HAMILTON TAS 7140

#### Here's how you can make your donation:

Call (03) 6391 0504

Return this completed form in the enclosed reply envelope or mail to:

RFDS Tasmania

Building 90, Launceston Airport

305 Evandale Road, Western Junction TAS 7212

Donate online at [www.flyingdoctor.org.au](http://www.flyingdoctor.org.au)

1112631-P5-001010



We are committed to continuing this vital work of supporting aeromedical services and providing increased primary health care programs and community projects for the people of our state. ♥

Your generous donations have also enabled the RFDS to purchase specialist medical and aviation equipment for the aircraft, provide Medical Chests for people living in isolated Tasmanian communities and build significant infrastructure at regional airports.

Late in 2014, we completed a third patient transfer facility at King Island Airport. The facility was built in partnership with the King Island Council and is used to improve the overall comfort of Ambulance Tasmania patients and assist medical staff during the transfer of patients from road ambulance to air ambulance.

Through your support the RFDS educational program, *Look! Up in the Sky* for students in Grades 3 to 6 has reached new heights since launching in Tasmanian schools in 2012. Be sure to read the story in this edition of *Touch Base with RFDS Tasmania* about the highly anticipated return of the educational simulator in June and an invitation to attend a presentation by Tom Ryan, Program Manager – Education, at the Launceston Base.

We are committed to continuing this vital work of supporting aeromedical services and providing increased primary health care programs and community projects for the people of our state.

Your ongoing generosity and belief in the work we undertake helps to keep the Flying Doctor in the air. Thank you again for your support.

Yours sincerely,



**John Kirwan**  
Chief Executive Officer, RFDS Tasmania

PS: Please support the vital work of the Flying Doctor by sending a donation today.

> Patron: Her Excellency Professor the Honourable Kate Warner, AM  
Royal Flying Doctor Service Tasmania ABN 93 785 910 050



Top: RFDS educational simulator.  
Middle: Devonport Christian School  
aboard the educational simulator.  
Bottom: Tom Ryan presenting the  
program to students.

### Monthly Direct Debit donation.

I/we pledge a monthly direct debit donation from my/our nominated account. I/we request that the Royal Flying Doctor Service Tasmania arrange for funds to be debited from my/our nominated account at the financial institution detailed below according to the schedule specified below. I/we understand that these monthly donations will be debited from my/our nominated account on the 25th of every month.

☐ I/we authorise regular monthly donations of \$ \_\_\_\_\_ from my/our nominated bank account

Name of financial institution \_\_\_\_\_ Branch \_\_\_\_\_

BSB number \_\_\_\_\_ Account number \_\_\_\_\_

Name/s of account holder/s \_\_\_\_\_

Signature 1 \_\_\_\_\_ Signature 2 \_\_\_\_\_ Start Date 25 / \_\_ / \_\_\_\_

Date \_\_ / \_\_ / \_\_\_\_ Date \_\_ / \_\_ / \_\_\_\_

My best daytime contact number \_\_\_\_\_

For the Direct Debit terms and conditions please visit [www.flyingdoctor.org.au/TASDD](http://www.flyingdoctor.org.au/TASDD)

☐ Please tick this box if you don't wish to be kept informed about our work and how your help supports the RFDS SE. Please refer to our privacy policy [www.flyingdoctor.org.au/Privacy-Policy](http://www.flyingdoctor.org.au/Privacy-Policy)

**NB If debiting from a joint account, both signatures are required.**





Royal Flying Doctor Service  
TASMANIA



Harold Riley, Anna Hoogetboom,  
Andrew Gibson and Terrill Riley-Gibson.

## Long Ride 4 Life

A unique fundraising idea originated out of a need to transport four horses from Queensland to Tasmania. Self-professed city slicker, Terrill Riley-Gibson, thought why not ride them? It couldn't be that hard! The *Long Ride 4 Life* was born as a joint community fundraiser to support the Royal Flying Doctor Service and Leukaemia Foundation.

The courageous foursome included Terrill and her husband, Andrew Gibson, who is a leukaemia survivor. Terrill's father, Harold Riley, a lifelong stockman who had been rescued by the Flying Doctor in Outback Queensland, and Anna Hoogetboom, a Dutch architectural technician completed the team.

The horse ride commenced at Longreach, Queensland and followed many of the stock routes on their journey south through NSW and Victoria before arriving in Tasmania three months later, having ridden a staggering 3,000 kilometres.

From all at the RFDS, thank you Terrill, Andrew, Harold and Anna for your incredible support.

## Dental Clinics

Research undertaken on behalf of the RFDS indicated that dental health was an area of need in rural Tasmania.

Subsequently, a preventative dental care trial was carried out at Cygnet Primary School, resulting in 40 per cent of students being referred to a public clinic for further treatment.

In addition, RFDS Tasmania partnered with Oral Health Services South to provide two dental clinics for the South East Tasmanian Aboriginal Corporation (SETAC). The aim of the program was to help families that were not able



RFDS Project Officer, Di Murphy with Lottie Birley, Madeleine Tatnell and Ruby Tatnell from Cygnet Primary School.

to attend services at local Oral Health Clinics and to provide education and information at the time of consultation.

The clinics provided screening and the application of fluoride varnish and fissure sealants to 33 children to prevent tooth decay. SETAC considered the program a success because 14 of the children had never previously accessed dental care.



## Agfest

We are proud to announce that the RFDS in Tasmania has been nominated as the Agfest Official Charity for 2015 and will be on site with the aeromedical training simulator.

Agfest is organised by a volunteer committee from Rural Youth Tasmania and will take place at Quercus Park, Carrick on the 7, 8 and 9 May.

It is a premier rural event that attracts in excess of 65,000 patrons and is recognised as one of the top three field days in Australia.

We hope to see you there at site M09, corner First Avenue and Main Street!

## Invitation to see the educational simulator

You are invited to attend a presentation by Tom Ryan, Program Manager – Education and view the educational aeromedical simulator at the RFDS Launceston Base.

**Date:** Saturday, 27th June  
**Time:** 10.00 am – 11.00 am  
**Venue:** RFDS Launceston Hangar,  
305 Evandale Road,  
Western Junction  
**RSVP:** By Friday 5th June to Mary Frost  
**Phone:** 03 6391 0504  
**Email:** [enquiries@rfdstas.org.au](mailto:enquiries@rfdstas.org.au)



RFDS educational simulator.





Australian Early Holden Federation National Titles.

## Thanks for your support

The RFDS would like to thank all the individuals and organisations who kindly fundraise to support the vital work of the Service in Tasmania. Recent fundraising events include:



The quilt made by the Bridport Textile Group.

- > **Australian Early Holden Federation** provided charitable support at the national titles held in Tasmania
- > **Bridport Textile Group** produced and raffled a beautiful quilt
- > **Hawkes House**, Launceston Church Grammar School (LCGS) nominated the RFDS as their charity to support



Terry Sheehan, Sam Walker-Smith, Claire Sargent, LCGS and Mary Frost, RFDS.

- > **Gillian Woods**, RFDS Tasmania Life Member held her 20th annual musical soiree at Flinders Island
- > **David Mansfield** supported the RFDS by selling meat trays at the Bayside Inn
- > **Sally Stephenson** raised funds at Steamfest Tasmania



## My Dad, Alf Traeger (1895 – 1980)

By Anne Smallwood (nee Traeger)

I am amazed at the number of electronic communication devices we have today. My father would be overwhelmed by it all, and a little pleased, I suspect, in the small part he has played in the development of this technology.

It all started when he was a child. Dad told me that his parents decided to move the family to Adelaide from country South Australia because of the better educational opportunities there.

I suggest it was more likely that the neighbours begged them to move after Dad's experiments resulted in mountains of dust blowing from his yard to the neighbour's verandah.

The trouble continued in Adelaide. Dad managed to blow the entire electrical system at the School of Mines, where he was a student. But he did put together a radio transmitter, completed an Engineering Diploma and set up his own small electrical business.

Then one day the Rev. John Flynn walked in. He needed a portable and reliable generator to provide sufficient power for transmitting messages to and from the isolated people of the Outback. And so the pedal radio was invented. A long lasting and successful working relationship began between the two men. And it was the beginning of the RFDS.

The two travelled the Outback, sometimes together, sometimes not. It was the trips of my Dad that were the source of my bed-time stories when I was a child. I loved the story about the first Morse code message that ever got through. Dad said that he wouldn't admit it to too many people, but he was as surprised as anyone else that it actually worked!

Like many people whose parents have died, I wish I had listened more carefully, encouraged the reminiscences and appreciated more the wonderful stories that were told.



Tom Ryan presenting to students.

## Look! Up in the Sky

The educational program provides students with a comprehensive look at the significant contribution that the RFDS has made to Australia's history and its relevance to all Australians today.

The resource uses the iconic status of the RFDS and its real life stories to teach students about the unique nature of the Australian landscape and how distance and isolation can affect those who live, work and travel in rural and remote areas. In addition, it builds on school community awareness of the organisation and pays tribute to its past and present work.

The interactive educational simulator will make a welcome return in June with Tom Ryan, Program Manager – Education, visiting 80 primary school classes around the state to bring the educational program to life through a fun engagement session.

We thank RFDS Victoria for their continuing support to help lift the profile of the service in Tasmanian primary schools and their parent communities.

For more information about the free program please visit [www.flyingdoctor4education.org.au](http://www.flyingdoctor4education.org.au)



## New patron

The RFDS is honoured that the newly appointed Governor of Tasmania, Her Excellency Professor the Honourable Kate Warner, AM, has accepted the position of Patron for the Service in Tasmania. The support of Her Excellency is sincerely appreciated.



### **16.3 LGAT ANNUAL CONFERENCE**

The Local Government Association Annual Conference will be held in Launceston from Wednesday 22 July, 2015 to Friday 24 July, 2015. Council amended its policy at the May Meeting for Councillor attendances at LGAT's Annual Conference to authorise the Mayor and Deputy Mayors attendance with Councillors being able to attend a day session when the conference is held in Hobart.

The Annual Conference for this year will be held in Launceston from 22-24 July 2015.

Clr Triffitt is seeking Council's authorisation to attend the first day of the Annual Conference at Launceston at a cost of \$130 for registration. Clr Triffitt has advised that she will not claim travelling.

#### **For Decision**

---

### **16.4 BOTHWELL SWIMMING POOL**

Attached are letters supporting the enclosure of the Bothwell Pool to enable extended hours of use, which were forwarded to Clr McRae who has requested that they be included on the agenda.

#### **For Discussion**

Central Highlands Council  
Bothwell Pool Committee  
Bothwell Tas 7030

22 May 2015

Dear Erika,

I write very belatedly and ask if you can convey my appreciation to Council for enabling me to hold Aqua Aerobic classes at the pool during the summer season. The numbers were consistent and the feedback was positive from participants in regard to improvement in physical health. I am very appreciative to Mikala for her life guarding duties and pool management that allowed the classes to go ahead.

2015 was my third year of holding classes at the pool and it was the coldest and windiest to date which forced me to cancel 2 sessions of OH&S reasons and to cease classes before the end of the pool season. I am sure that council also would have felt the effect financially. It is disappointing when we have such a fabulous community asset that can be used for such a small time of the year. I believe that converting to an indoor pool is frequently brought to the table for discussion and unfortunately dismissed as this improvement could

- enhance the health and wellbeing of the Bothwell community and beyond
- provide full time employment
- offer year round learn to swim opportunities making it a safer community that enjoys many and varied water activities
- make full use of a community asset

I would also like to draw to your attention that for the first time in 3 years the pool was not maintained to an acceptable level of cleanliness, which on occasions was off putting to participants.

I look forward to continuing to run aqua classes at the pool in the 2015/2016 season and again thank you for providing the opportunity for me to do so last season.

Yours Sincerely

Mary Downie  
Ph 0409 363 250  
E nareen4730@gmail.com

To whom it may concern

I am writing in regards to the bothwell swimming pool it have been brought to my attention that this is the councils responsibility to maintaine and in the recent events of the heaters being put in I am writing to see if we could get the pool enclosed. Being a member of the community I strongly beleive this would have many benifits.

1. Saftey with the sun/ melinomers
2. If it was enclosed it could be used all year
3. It would give our youth something to do in the town
4. There are many elderly that could benifit from excersize or rehabilitation
5. It could be booked out for hours at a time
6. teaching our kids to swim even though the school has learn to swim programs they are not run long enough for much long term affect.

This is worth giving some thought to obviously it would have to be substanible to have a full time life gaurd. I have put it on myself to ask around the community who would use and benifit from this if it was to be approved.

kind regard

Joanne Pursell

---

## 16.5 LOCAL GOVERNMENT REFORM

The Mayor and General Manager attended a meeting with the Mayor and General Manager of Derwent Valley Council and the General Manager and Deputy General Manager of Southern Midlands Council.

The Southern Midlands Council presented a paper "Strategic and Organisational Capacity Building – Delivering Best value for Our Communities proposing a Regional Local Government Authority comprising the three Councils. Council also need to formally advise the Minister for Local Government on whether Council will be pursuing voluntary amalgamation.

### For Discussion

# Strategic and Organisational Capacity Building

-

## Delivering

Best  value

## for our Communities

May 2015



*The future is not some place we are going,  
but one we are creating.....*

1

## Tasmanian State Government's Statement on LG Modernisation

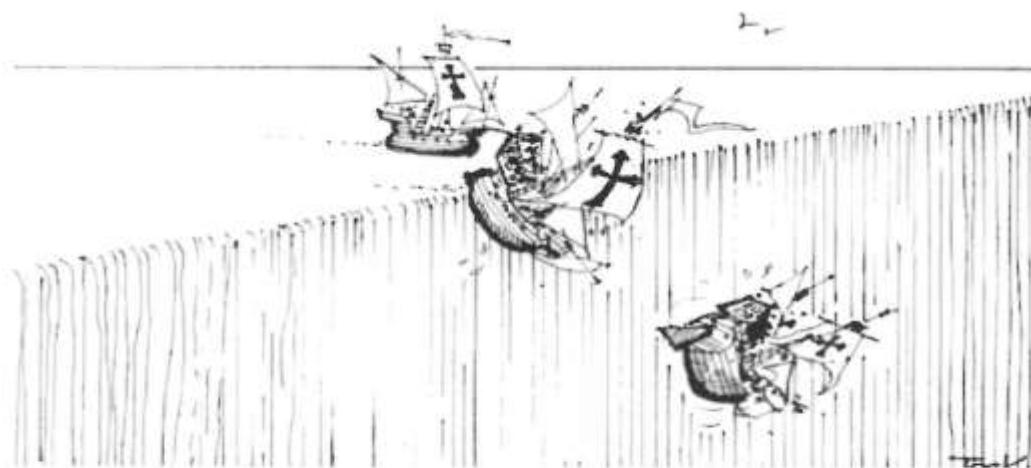
### Four starting principles

1. Any change must be in the interest of rate payers
2. Any change must improve the level of services for Communities
3. Any change must preserve and maintain local representation
4. Any change must ensure that the financial status of the entities is strengthened

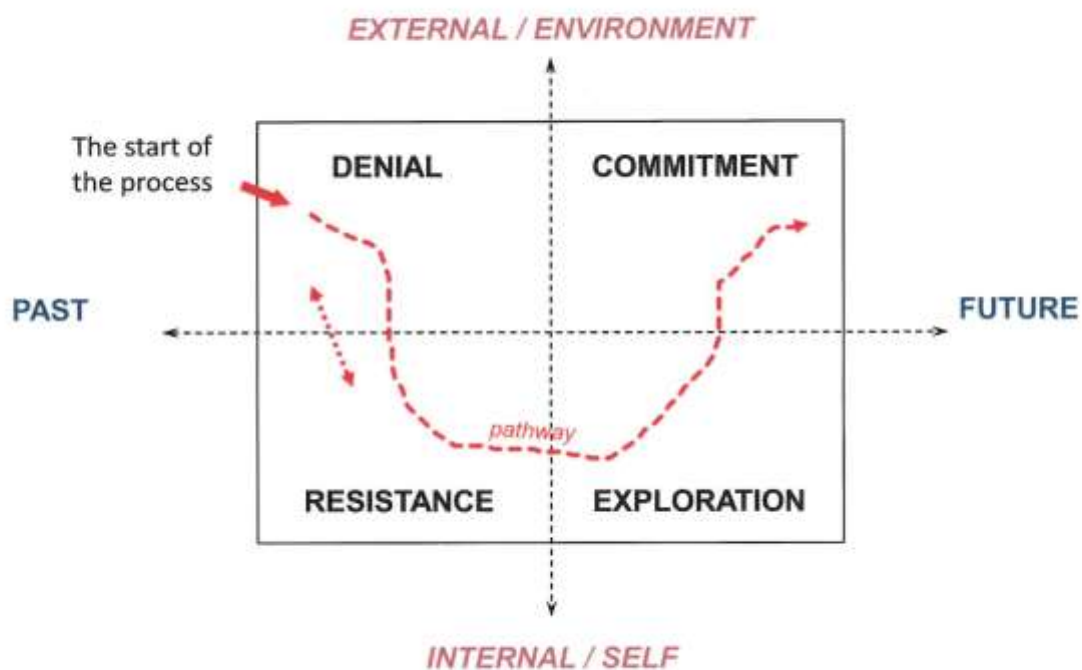
2

# THE MOST DESTRUCTIVE ELEMENT

## *Fear of the unknown*



### CHANGE MODEL TRANSITION GRID



**STAGES OF REACTION TO CHANGE**



**What did the experts say**  
Munro Report Oct 2011

### AVAILABLE OPTIONS NOW

1. Do nothing
2. Amalgamate
3. Common Services
4. Other .....

**Timelines .....**



## What do we have in Common ?



central  
highlands  
COUNCIL



- Rural through and through
- Inland – not coastline
- Strong heritage / tourism linkages
- Dispersed population
- Common infrastructure issues
- Regional economies
- Rural industries
- Passionate about their Communities
- Shared values

7

## What would the Structure look Like

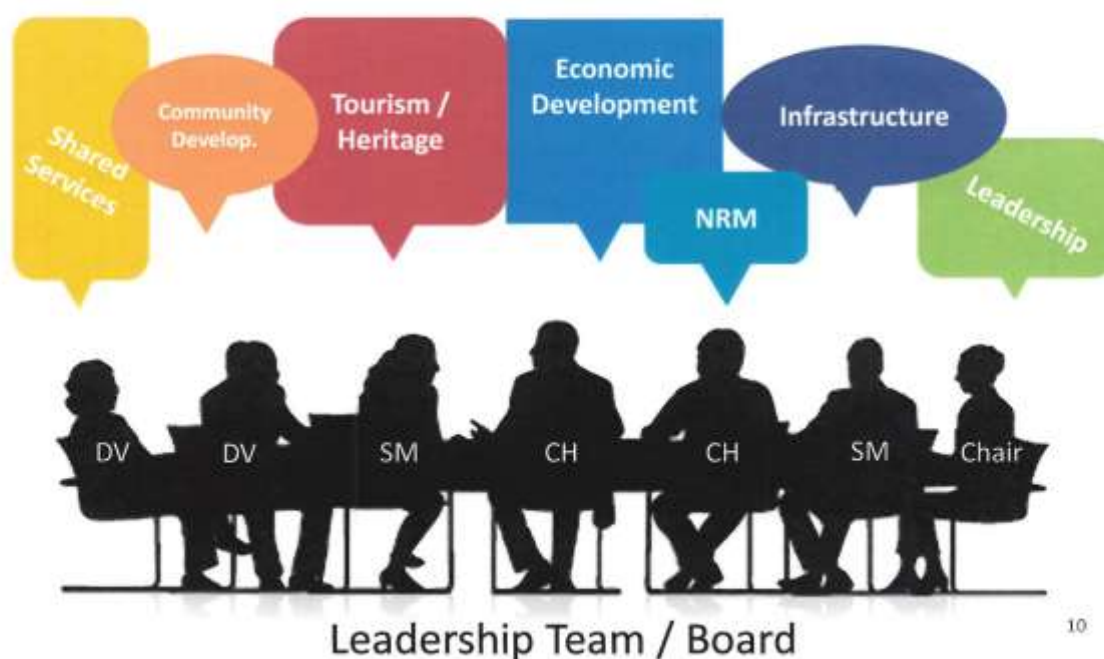


8

## What would the Structure look Like



## Regional Local Government Strategic Focus (Portfolio Allocation)





## What would the Key Result Areas of the New Framework Consist of for the Three LGAs

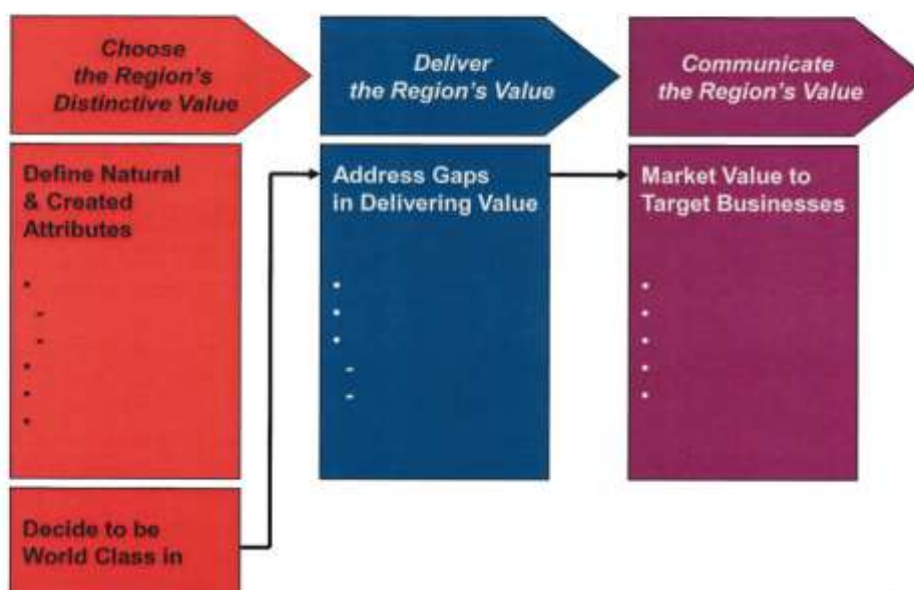


11

## Lead Local Compete Global

What would the Regional Authority do?

*Unlock the Growth Potential of our Region*



12

Ref: McKinsey &amp; Company

## How will we Achieve this Framework



13

## Declaring Intent

*multiplies performance in a number of ways*

- It creates context;
- It inspires hope;
- Its authentic and transparent which connects us to people not only intellectually but also emotionally;
- It gives us the confidence that we are acting intentionally and with purpose;
- It encourages reciprocity;
- It facilitates and accelerates the achievement of our goals;
- It shows respect for others and involves them in the process; and
- It typically causes people to listen to us more fully and with greater empathy.

*When we do not declare our intent, we leave others to guess or to wonder, "Where is she going with this?" "What is he up to?" This fear of the unknown at worst causes confrontation and at best impairs the ability of others to listen openly to what is being said.*

14



## This New Framework Would Deliver

Best  value

## Through Quantum Capabilities

**Renewal**

**Alignment**

**Adaptability**

**Relationship**

**Inspiration**

15

## Quantum Capabilities

**Renewal** is the ability to make fundamental changes that create sustainable break-throughs in performance that could not be achieved by simply doing more of what was already being done;

**Alignment** is the ability to align and focus the behaviours and actions of people and systems, both internally and across value-chains, to achieve strategic goals;

**Adaptability** is the ability to respond with agility to customer demands and economic opportunities, to learn systemically, and to continuously improve the business as well as the customer focus;

The cultural capability of '**relationship**' is having the ability to generate – among employees and with strategic alliance partners – enthusiastic collaboration and high quality communication in achieving shared commitments; and

**Inspiration** is the ability to create an environment that attracts and retains talented people – one that engages people's hearts and minds and brings forth their fullest potential

## Tasmanian State Government's Statement on LG Modernisation

### The four starting principles, revisited;

1. Any change must be in the interest of rate payers
2. Any change must improve the level of services for Communities
3. Any change must preserve and maintain local representation
4. Any change must ensure that the financial status of the entities is strengthened



17

## Strategic and Organisational Capacity Building

-

### Delivering

Best  alue

### for our Communities

*Carpe Diem – Seize the Day*



*The future is not some place we are going,  
but one we are creating.....*

18

This is an approach, one of many.....

Thoughts .....

Questions .....

Discussion .....

Way Forward .....

19

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## 16.6 TEMPLATE FOR GIFTS AND BENEFITS POLICY

Attached is a template for Gifts and benefits Policy prepared by LGAT together with Council's current policy. Council's current policy is due for review by 31/12/2015.

The Template provided by LGAT is more comprehensive and detailed than Council's current policy and it is recommended that Council staff prepare a new policy as per the template for Council adoption.

### Recommendation

Moved **Clr**

Seconded **Clr**

**THAT** Council staff prepare a new Gifts and Benefits Policy as per the LGAT template for adoption by Council.

**Lyn Eyles**

---

**From:** Michelle Freeman <michelle.freeman@lgat.tas.gov.au>  
**Sent:** Thursday, 21 May 2015 1:54 PM  
**To:** Break O'Day Council (E-mail); Brighton Council ; Burnie Council (E-mail); Central Coast Council; Lyn Eyles; Circular Head; Clarence City Council (E-mail); Derwent Valley Council (E-mail); Devonport Council (E-mail); Dorset Council (E-mail); Flinders Council; George Town Council (E-mail); Glamorgan Spring Bay Council (Email); Glenorchy City Council; Hobart City Council; Huon Valley Council; Kentish Council; King Island Council; Kingborough Council; Latrobe Council (E-mail); Launceston City Council (Email); Meander Valley Council; Northern Midlands Council; Sorell Council; Southern Midlands Council (E-mail); Tasman Council (E-mail); Waratah/Wynyard Council (E-mail); West Coast Council (E-mail); West Tamar Council  
**Cc:** vernon.lawrence@centralcoast.tas.gov.au; melissa.geard@tasman.tas.gov.au; sblanc@warwyn.tas.gov.au; rick.dunn@mvc.tas.gov.au; susie.bower@dorset.tas.gov.au; sophie.pitchford@flinders.tas.gov.au; kimb@georgetown.tas.gov.au; winny@freycinet.tas.gov.au; tony@freycinet.tas.gov.au; lona@freycinet.tas.gov.au; mgrimsey@huonvalley.tas.gov.au; execassistand@kingisland.tas.gov.au; martin.gill@mvc.tas.gov.au; Scrawford@devonport.tas.gov.au  
**Subject:** LGAT Template: Gifts and Benefits - on Behalf of Katrena Stephenson  
**Attachments:** LGAT Template - Gifts and Benefits Policy Declaration form.docx; LGAT Template - Gifts and Benefits Policy Register form.docx; LGAT Template - Gifts and Benefits Policy.docx

Hi all,

Please find attached Templates for Gifts and Benefits policy.

Please note a letter from Minister Gutwein will have been sent to you regarding this policy.

If you have any queries, please contact Katrena Stephenson on 62335973 or [katrena.stephenson@lgat.tas.gov.au](mailto:katrena.stephenson@lgat.tas.gov.au).

Cheers

Michelle Freeman | Administration Officer  
 Local Government Association of Tasmania  
 GPO Box 1521 Hobart 7001  
 P: 62335970 | F: 62335986  
 E: michelle.freeman@lgat.tas.gov.au

## LGAT Guide Gifts and Benefits Policy

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED] yellow [REDACTED]

[REDACTED]  
[REDACTED]

**LGAT GUIDE - GIFTS AND BENEFITS POLICY**

First issued/approved	(insert)
Source of approval/authority	Council Resolution xxxxxxxx (insert)
Last reviewed	(insert)
Next review date	(insert)
Version number	(insert)
Responsible Officer	(insert)

Department responsible for policy development	(insert)
Strategic Plan reference	(insert)
Related policies	<ul style="list-style-type: none"> <li>• Code of Conduct</li> <li>• Local Government Act 1993</li> </ul> (insert additional – i.e. council policies )
Publication of policy	Policy to be made available on Councils website and at Councils Customer Service Centre.

**PURPOSE**

The purpose of this policy is to:

- Outline the obligations and responsibilities of Council's officials when dealing with offers of gifts or benefits and to
- Assist Council officials make appropriate judgements in relation to gifts and benefits and therefore avoid being placed in a situation where they may become vulnerable to undue influence or threaten community confidence in the fairness, impartiality and integrity of the Council.
- Council officials are defined as Mayors, Councillors, Council staff (including staff engaged through an employment agency), Council committee members, volunteers and contractors.

**SCOPE**

The policy applies to all gifts and benefits offered to or received by all Council officials in their role as officers of the Council.

**LEGISLATION**

The particular legislation relevant to this policy is the Tasmanian *Local Government Act 1993*. Section 339A specifies penalties in relation to the misuse of office by councillors and employees; section 28E deals with the Code of Conduct for councillors and section 62 identifies the functions and powers of the general manager.



## LGAT Guide Gifts and Benefits Policy

This policy should be read in conjunction with any other relevant State and Federal legislation.

## APPLICATION

In a private context gifts and benefits are usually unsolicited and meant to convey a feeling on behalf of the giver such as gratitude. There is ordinarily no expectation of repayment. Gifts given in a private context are not the focus of this policy.

Gifts and benefits may also be offered to individuals in the course of business relationships. Such gifts and benefits are often given for commercial purposes and serve to create a feeling of obligation in the receiver. Gifts and benefits given in the course of business relationships is the focus of this policy.

The policy is to be applied in conjunction with provisions in the Councils Codes of Conduct and other relevant Council policies and procedures.

## POLICY STATEMENT

### 1. General

Council officials at all times and in all circumstances must be seen to be fair, impartial and unbiased.

Council officials should actively discourage offers of gifts and benefits and must not solicit gifts or benefits.

Council officials must not take advantage of their official position to secure an unreasonable personal profit or advantage.

People doing business with the Council should be encouraged to understand that they do not need to give gifts or benefits to Council officials to get high quality service.

From time to time Council officials may be offered gifts or benefits. In some limited circumstances gifts and benefits may be accepted. Token gifts of nominal value may generally be received. Non – token gifts of significant value should not generally be accepted.

Council officials should at all times be aware of the wider situation in which an offer of a gift or benefit is being made. For example, Council officials should consider whether the donor is in or may be seeking to enter into a business relationship with Council or may be applying to Council in relation to the exercise of Councils functions.

Council officials must avoid situations that suggest that a person or body, through the provision of gifts or benefits is attempting to secure favourable treatment from Council.

When deciding whether to accept or decline a gift or benefit, consideration should be given to both the value of the gift or benefit and also the intent of the gift or benefit being offered.

### 2. Acceptable gifts and benefits

Gifts or benefits of a token nature at or below nominal value may generally be accepted by Council officials without disclosing details to a supervisor, General Manager or Mayor and without recording the details of the gift or benefit on the Gifts and Benefits Declaration Form or Register (attachment 1 and 2).

## LGAT Guide Gifts and Benefits Policy

That said, Council officials who receive more than the specified number of token gifts of a nominal value from the same person or organisation, in a specified period must disclose that fact in the gifts and benefits register.

If a Council official has any doubt if a gift or benefit is token or of nominal value they should discuss it with a supervisor General Manager or Mayor.

### 2.1.1. Token gifts and benefits

Gifts or benefits of a token nature do not create the appearance of a conflict or interest and include:

- Items with a company logo on them, ties, scarves, coasters, diaries, chocolates, flowers
- Books given to individuals at functions, public occasions or in recognition of exceptional work done
- Gifts of single bottles of reasonably priced alcohol given to individuals at functions, public occasions or in recognition of exceptional work done
- Free or subsidised meals of a modest nature and/or beverages provided infrequently (and or reciprocally) that have been arranged for or in connection with the discussion of official business
- Free meals of a modest nature and or beverages provided to Council officials who formally represent Council at work related events such as training, education sessions and workshops
- Invitations to approved social functions organised by groups such as Council Committees and community organisations

### 2.1.2. Nominal value

For the purpose of this policy the current nominal value limit is identified in section 11.

## 3. Non acceptable gifts and benefits

Accepting gifts of money is prohibited.

Council officials should generally not accept gifts or benefits that appear to be non-token in nature or more than of a nominal value.

If a gift or benefit of a non token nature or above nominal value is offered and cannot reasonably be refused (as this action may cause embarrassment), the offer and receipt of the gift or benefit must be declared via completion of A Gifts and Benefits Declaration Form (at attachment 1) and the details must be recorded on the Council Gift Register (at attachment 2).

If a Council official refuses a gift or benefit because they believe that the gift was a deliberate attempt to receive "special treatment", then such instances are to be reported to a supervisor, the General Manager or Mayor.

### 3.1.1. Non token gifts and benefits

Gifts or benefits of a non token nature include:

- Free or discounted travel
- Use of holiday homes
- Tickets to major sporting events
- Corporate hospitality at a corporate facility or sporting venue

## LGAT Guide Gifts and Benefits Policy

- o Free training excursions
- o Access to confidential information
- o Discounted products for personal use
- o Goods and services provided via a determination in a Will

At times a gift of a non token nature may be given from one authority to another. Such gifts are often provided to a host authority. These gifts may be given as an expression of gratitude without obligation on the receiver to respond. The gratitude usually extends to the work of several people in the authority and therefore the gift is considered to be for the authority, not a particular individual.

### 3.1.2. Significant value

For the purpose of this policy a gift or benefit with significant value has a value above the specified nominal value limit.

## 4. Actual or perceived effect of the gift or benefit

Accepting gifts where a reasonable person could consider that there may be influence applied as a result of accepting the gift or benefit is prohibited. (gift of influence).

Where it is suspected that a gift or benefit has been offered for the purpose of influencing the behaviour of someone acting in their official capacity, the gift or benefit must be declined and the matter should be reported immediately to the relevant supervisor, General Manager or Mayor.

## 5. Bribes

Council officials must not offer or seek a bribe. A person offered a bribe should refuse it and report the incident as soon as possible to their supervisor, General Manager or the Mayor (in the case of Councillors). Council will take steps to report the matter to Police immediately.

Receiving a bribe is an offence under both the common law and Tasmanian Legislation.

## 6. Family members

Council officials must take all reasonable steps to ensure that immediate family members do not receive gifts or benefits of a non-token nature or gifts or benefits above the nominal value. Immediate family members include parents, spouses, children and siblings.

## 7. Records – Gifts and Benefits Registers

Council officials, who receive more than the specified number of token gifts or benefits near the nominal value limit from the same person or organisation, (cumulative gift) must disclose that fact on the Gifts and Benefits Declaration Form and Register (attachment 1 and 2). The specified number is included in section 11.

If an official of the Council receives a non token gift or benefit in circumstances where it cannot reasonably be refused or returned, the receipt of the gift or benefit should be disclosed and the details recorded on a Gifts and Benefits Declaration Form (at attachment 1) and in the Gifts and Benefits Register (at attachment 2).

The Register will be available for public inspection.

The content of the Registers will be monitored by the General Manager on a regular basis (period to be determined by the Council).

## 8. Disposal of gifts

A supervisor, General Manager or Mayor will determine whether a gift or benefit of a non token nature should be disposed.

There are options for the disposal of gifts that have been accepted because they could not reasonably be refused, but should not be retained by an individual. Examples of such circumstances where gifts or benefits may be received include:

- Gifts accepted for protocol or other reasons, where returning it would be inappropriate
- Anonymous gifts (received through the mail or left without a return address)
- A gift received in a public forum where attempts to refuse or return it would cause significant embarrassment.
- A gift or benefit of significant value provided to a Council official through a Will, where the relationship between the giver and recipient was essentially a council related business relationship.

Options for disposal include:

- Surrendering the gift to Council for retention
- Distributing the gift or benefit amongst a selection of Council's officials - where a reasonable person would agree that the allocation was appropriate, (public perception).
- Donating the gift to an appropriate charity.

## 9. Breaches of Policy

All Council officials are obliged to comply with this policy and sanctions may be applied if the policy is breached.

Any person may report an alleged breach of this policy by an official of the Council to the General Manager or Mayor as appropriate who shall investigate any report received and take such action as is considered necessary.

If this policy has been breached, such action may include counselling, censure motions, disciplinary action (including termination of employment), the laying of charges and the taking of civil action

## 10. Review process and endorsement

This policy, including the amounts and frequencies specified, may be varied by resolution of the Council. When varied, the amounts and frequencies that apply to the policy must be updated and included in section 11.

This policy should be reviewed as required, but at least every four years following the conduct of Local Government elections.

## 11. Detail of amounts and frequencies specified in the policy

For the purpose of this policy the current nominal value limit is (\$150.00).

Council officials who receive more than (three) nominal gifts of a token nature from the same person or organisation, in a six-month period must disclose that fact in the gifts and benefits register.

## 12. Definitions

**Council official** – Mayors, Councillors, Council staff (including staff engaged through an employment agency), Council Committee members, volunteers and contractors

**Gift** – is usually a tangible item provided at no charge. Gifts may include, but are not limited to items such as cash, property (real or otherwise), goods and services made available at heavily discounted prices, alcohol, clothes, products, invitations to social functions and tickets to sporting, theatrical or music events.

**Cumulative gift** – a series of gifts of nominal value from the same person or organisation over a specified period which may have an aggregate value that is significant.

**Gift of influence** – a gift that is intended to generally ingratiate the giver with the recipient for favourable treatment in the future

**Gift of gratitude** – a gift offered to an individual or department in appreciation of performing specific tasks or for exemplary performance of duties. Gifts to staff who speak at official functions may be considered an example of gifts of gratitude.

**Benefit** – a non-tangible item which is believed to be of value to the receiver (i.e. preferential treatment such as queue jumping, access to confidential information and hospitality)

**Hospitality** – the provision of accommodation, meals, refreshments or other forms of entertainment.

**Bribe** – a gift or benefit given specifically for the purpose of winning favours or to influence the decision or behaviour of a Council official to benefit someone or something.

**Cash** – money or vouchers which are readily convertible

**Nominal value** – is the monetary limit of the value of gifts or benefits that may be accepted (i.e. total value of gift or benefit received). A gift or benefit is of nominal value when it has no significant or lasting value

**Significant value** – a gift or benefit that has a value above the nominal value limit.

**Token** - often mass produced (i.e. pens, calendars, ties or items with a company logo on them), offered in business situations to individuals. Usually have a value under the nominal value limit.

**Non token** – items that are of a more individual nature, with a value above the nominal value limit. Items may include, free or discounted travel; use of holiday homes; corporate hospitality at major sporting events; free training excursions; tickets to major events and access to confidential information.

**Conflict of interest** – any situation in which an individual or corporation (either private or government) is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit.

**Public perception** – the perception of a fair-minded person in possession of the facts

**Gifts and Benefits Declaration Form** – a form to be completed (example template at attachment 1), when an individual receives a gift or benefit of a non token nature above the



#### LGAT Guide Gifts and Benefits Policy

nominal limit or receives a series of token gifts or benefits in a specified time that may have significant aggregate value (Cumulative Gift)

**Gifts and Benefits Register** – a register maintained by Council of all declared gifts and benefits (attachment 2).

**GIFTS AND BENEFITS DECLARATION FORM**

Name	
Department	
Date gift offered	
What is the gift?	
What is the dollar value (approximate) of the gift?	
Who is the gift from?	
Individual (provide name)	
Organisation (provide name)	
Where was the gift offered? (i.e. at a function, over the counter, through the mail, at a meeting.....)?	
Recipients relationship to the donor	
Should the gift or benefit accepted or declined	
If the gift was accepted, should it be retained by the employee or organisation?	
If the gift was retained by the organisation should it be disposed?	
Council Official's signature	
Date	
Responsible Officer (Supervisor, General Manager, Mayor) comments	
Responsible Officer's name and signature	
Office Use	
Date details recorded on Gifts and Benefits Register	
Department EA's signature	

**GIFT AND BENEFITS REGISTER**

This register shows reportable gifts and benefits that have been offered to and received by Council Officials for the financial year 2013-14.

The register includes instances where Council Officials have received more than the specified number of token gifts of a nominal value from the same person or organisation, in a specified period.

Date gift received	Description of gift or benefit	Value (\$)	Name of donor and organisation	Name of recipient	Reasons for accepting the gift	Disposal (Yes/No)	Name and signature of accountable officer

central  
highlands  
COUNCIL



## Policy No 2013-04

### Gift and Acceptance Policy

Responsible Officers: General Manager

For Review By: General Manager

Due Date: 31/12/2015

Signed by:	...../...../.....	...../...../.....
	Mayor	Date
	...../...../.....	...../...../.....
	General Manager	Date

Adopted at Council Meeting: 20/09/2013

Councillors and staff should perform their duties to achieve the best outcome for the community of the Central Highlands. On all occasions, the actions of Councillors and staff shall be undertaken with the highest ethical standards.

**For the purposes of this policy, a reference to Councillors or Staff includes a Councillor or staff member's partner and family living at home.**

**This policy relates to Councillors or staff whilst acting in their capacity as an elected member or employee of Council.**

## **1. Gifts or Benefits**

### **1.1 Councillors or staff must not:**

- Seek or accept a bribe or other improper inducement
- by virtue of their position acquire a personal profit or advantage which has a monetary value, other than one of a token value.

### **1.2 Councillors or staff must not seek or accept any payment, gift or benefit intended or likely to influence, or that could be reasonably perceived by an impartial observer as intended or likely to influence you to:**

- Act in a particular way (including making a particular decision);
- Fail to act in a particular circumstance;
- Otherwise deviate from the proper exercise of your official duties.



- 1.3 Councillors or Staff may accept gifts or benefits of a nominal or token value that do not create a sense of obligation on your part.

## 2. Token Gifts and Benefits

- 2.1 Generally speaking, token gifts and benefits may include:

- Gifts of a single bottle of reasonably priced alcohol to individual council officials at end of year functions, public occasions or in recognition of work done (such as providing an address, training session etc.)
- Free or subsidised meals, of a modest nature, and/or beverages provided infrequently (and/or reciprocally) that have been arranged primarily for or in connection with the discussion of official business;
- Ties, scarves, coasters, tie pins, diaries, chocolates, flowers, pens, and small amounts of beverages;
- Refreshments of a modest nature, provided at conferences where you are a speaker;
- Invitations to appropriate out of hours "cocktail parties" or social functions organised by groups, such as Council committees, community organisations, local or state government bodies.

## 3. Gifts of Value

- 3.1 Councillors and staff must never accept an offer of money, regardless of the amount.

- 3.2 Councillors and Staff must not accept gifts and benefits that have more than a nominal or token value. These include tickets to major sporting events, corporate hospitality at a sporting venue, discounted products for personal use, the frequent use of facilities such as gyms, use of holiday homes, free or discounted travel and free training excursions.

If the gift could be seen by someone else as being significant, it should be reported at the next "in committee" session of Council. Council may determine that the gift can be accepted, but it becomes the property of Council.

- 3.3 Councillors and Staff must avoid situations in which the appearances may be created that any person or body, through the provision of hospitality or benefits of any kind, is securing or attempting to influence or secure a favour from you or the Council.
- 3.4 Councillors and Staff must take all reasonable steps to ensure that their immediate family members do not receive gifts or benefits that could appear to an impartial observer to be an attempt to influence or secure a favour in relation to the Central Highlands Council. Immediate family members ordinarily include parents, spouse or partner, children and siblings living at home.

## 16.7 LEASE CROWN LAND DERWENT BRIDGE

The Crown Lease from parks and Wildlife Service for land at Derwent Bridge for the toilets and amenities has been signed and sealed by the General Manager following discussion with Councillors

### Recommendation:

Moved **Clr**

Seconded **Clr**

**THAT** Council ratify the decision by Councillors authorising the General Manager to sign and seal the Lease with Parks and Wildlife Service for land at Derwent Bridge for public toilets and amenities.

## 16.8 REQUEST FOR SUPPORT OF DUAL NAMING OF GREAT LAKE

Patricia Turner, Acting Chief Executive Office of Tasmanian Aboriginal Centre Inc. has written to the Mayor seeking the support of Council for the dual naming of the Great lake as Yingina/Great lake. Yingina is the original name used by aboriginals for the lake. The Tasmanian Aboriginal centre Inc. has recently made this proposal to the Tasmanian Nomenclature Board and is seeking Council's support.

### For Decision

#### Lyn Eyles

**From:** Casey Bryant  
**Sent:** Monday, 25 May 2015 12:35 PM  
**To:** Lyn Eyles; Deirdre Flint  
**Subject:** Fwd: Request support for dual naming [senderbase]  
**Attachments:** DOC250515-25052015132158.pdf; ATT00001.htm

Sent from my iPhone

Begin forwarded message:

**From:** Pat Turner <Pat.T@tacinc.com.au>  
**Date:** 25 May 2015 12:33:07 pm AEST  
**To:** Council <Council@centralhighlands.tas.gov.au>  
**Cc:** Annie Reynolds <Annie.R@tacinc.com.au>  
**Subject:** Request support for dual naming [senderbase]

Dear Mayor Flint  
 Please find attached my letter about the abovementioned matter for consideration by your Council.

Kind regards,

Patricia Turner  
 Acting CEO  
 Tasmanian Aboriginal Centre Inc.

Ph: 03 6234 0700  
 Fax: 03 6234 0750



## TASMANIAN ABORIGINAL CENTRE INC.

ABN 48 212 321 102

HEAD OFFICE ☐  
168 ELIZABETH STREET,  
G.P.O. BOX 569,  
HOBART, TAS. 7001  
Phone: (03) 6234 0700  
Fax: (03) 6234 0799  
Email: [hobart@tacinc.com.au](mailto:hobart@tacinc.com.au)

☐  
182 CHARLES STREET,  
P.O. BOX 531,  
LAUNCESTON TAS. 7250  
Phone: (03) 6332 3800  
Fax: (03) 6332 3899  
Email: [launceston@tacinc.com.au](mailto:launceston@tacinc.com.au)

☐  
53 ALEXANDER STREET,  
P.O. BOX 536,  
BURNIE TAS. 7320  
Phone: (03) 6431 3289  
Fax: (03) 6431 8363  
Email: [burnie@tacinc.com.au](mailto:burnie@tacinc.com.au)

25 May 2015

Mayor Deirdre Flint  
Central Highlands Council  
PO Box 20  
HAMILTON TAS 7140  
[council@centrealhighlands.tas.gov.au](mailto:council@centrealhighlands.tas.gov.au)

Dear Mayor

We write to ask for the support of the Central Highlands Council for the dual naming of the Great Lake as *yingina*/Great Lake. The Tasmanian Aboriginal Centre recently made this proposal to the Tasmanian Nomenclature Board under the Tasmanian Government's Aboriginal and Dual Naming Policy for the Naming of Tasmanian Geographic Features, 2012. The policy designates the Tasmanian Aboriginal Centre as the recognised representative body to advise Aboriginal names for places within the state.

*Yingina* is the original name used by Aborigines for the lake. Its meaning is not now known. It was told to colonial government agent George Augustus Robinson in the 1830's by an Aboriginal man who was a member of one of the tribes which occupied and used the Great Lake area before the displacements following European settlement.

Although the lake has since been enlarged in the course of the Hydro Electric Scheme, it is sensible for the original name to apply to the lake as it now exists, as this is the feature now referred to as "Great Lake".

*Yingina* is pronounced *yeeng ee nah*, and we will send an audio file to your email address if you wish.

Official restoration of the name would display public acknowledgement of the rich Aboriginal history of the Irapuna area, and the wider north eastern region. It is an appropriate gesture of justice and reconciliation. International and interstate visitors continue to comment on the scarcity of Aboriginal names on signage in Tasmania. Indeed, Tasmania, the last state to adopt any dual naming policy or practice, remains far behind all other states and territories, with the lowest percentage of gazetted Aboriginal names. In 2011, this was 3.9% in Tasmania, while percentages in the other states ranged from 23.9% (ACT) to 33.1% (SA) [June 2011 *Placenames Australia*, Newsletter of the Australian National Placenames Survey]. The adoption since of six names in 2013 has done little to improve this percentage.

The Aboriginal Naming Policy gives Council an opportunity to demonstrate leadership by being among the first local governments to facilitate repairing the long eradication of authentic Aboriginal names from the landscape. Giving support to this proposal is a concrete way to honour the Aboriginal values of the country which the council now administers, and is an appropriate gesture of justice and reconciliation.

The support of the Council will be instrumental in the decision making of the Nomenclature Board. We have written to Hydro Tasmania seeking their support also.

We look forward to your reply.

Yours sincerely



Patricia Turner  
Acting Chief Executive Officer

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## 16.9 EXPRESSIONS OF INTEREST – BROOK STREET PIER BROCHURE ADVERTISING

Destination Southern Tasmania is seeking interests from members for the display of a DL brochure at Brooke Street Pier. It is anticipated that the cost for display of one brochure per annum would be \$215 per annum plus GST. Council currently distributes its brochure through Spirit of Tasmania and at Hobart Airport through the Brochure Exchange. This would provide another opportunity to promote the Central Highlands.

### Recommendation:

Moved **Clr**

Seconded **Clr**

**THAT** Destination Southern Tasmania be advised that Council would like to participate in the brochure advertising at Brook Street Pier as outlined.



**Lyn Eyles**

**From:** Melinda Anderson Destination Southern Tasmania  
<dstadmin@southerntasmania.com.au>  
**Sent:** Monday, 1 June 2015 7:08 PM  
**To:** Lyn Eyles  
**Subject:** Brooke Street Pier Brochure Opportunity

You are subscribed as [leyles@centralhighlands.tas.gov.au](mailto:leyles@centralhighlands.tas.gov.au)

### **Expression of interest - Brooke Street Pier brochure advertising**

1st June 2015

Dear Lyn

As you may be aware, Destination Southern Tasmania has had a presence at the Trade booths at Brooke Street Pier since the Pier's opening in February, with individual operators renting the space on a monthly basis. During this time we have been working with Brooke Street Pier management to consider options that would benefit more of our members and give them access to the 300,000 visitors that will travel through Brooke Street Pier annually.

DST has been presented with the opportunity to include brochures across five metal screens ( 3 x 1500 wide x 1250 high and 2 x 1440 wide x 1250 high) at a commercial rate within the trade space. We have partnered with the Tasmanian Travel and Information Centre to present an expression of interest opportunity to DST members to have their brochures included over a 12 month period, commencing 1 July 2015.

Each screen will include Hobart and Beyond branding and a call to action to the Tasmanian Travel and Information Centre for advice and information from locals about the experiences promoted, as well as DL brochures.

As part of our arrangement with the Travel Centre, any operator currently featured in the Centre will have their Brooke Street Pier brochures stored and stocked by the

Travel Centre.

The cost to be included within Brooke Street Pier brochure displays is \$215 per annum plus gst for a DL brochure (price is an indication and is to be confirmed). Please note that the brochure inclusion is for one DL on one rack. A4/A5 brochures can be included at double the rate. Multiple brochure spots or tailored space on a screen may be available dependent on interest.

Currently we are only offering this opportunity to DST members. If there is space remaining, we will consider advertising this opportunity to the industry generally.

We are seeking expressions of interests from members to see if they would like to participate so we can determine if we move forward with the opportunity.

Please note all bookings and payments will be managed by DST.

Can you please contact Anne at DST for more information or to register your interest by Monday 8 June ([dstadmin@southerntasmania.com.au](mailto:dstadmin@southerntasmania.com.au)).

Best Regards,

**Melinda Anderson**

#### 16.10 REQUEST FOR DONATION

The Mayor has received a request for a donation from the New Norfolk Scout Group to go towards assisting the New Norfolk Scouts to attend the Australian jamboree in NSW from 3 – 13 January, 2016. The New Norfolk Scout Group has scouts from both Derwent Valley and the Central Highlands districts.

#### For Decision



*Agenda - June*

**Be Prepared...**  
for new adventure!

New Norfolk Scout Group  
C/- 396 Back River Road  
Magra  
Tasmania, 7140

9<sup>th</sup> May, 2015

Dear Mrs Flint,

I am writing on behalf of the New Norfolk Scout Group to ask for a donation to go towards assisting New Norfolk Scouts to attend the Australian Jamboree in Cataract Park, NSW in 2016. We have 8 Scouts attending the Jamboree that require financial assistance.

The New Norfolk Scout Group has Scouts from all over the Derwent Valley and also from the Central Highlands District.

A Jamboree is an international term used to describe a large gathering of Scouts. Since 1920, World Scout Jamborees have been held almost every four years except during the Second World War. The first Australian Jamboree was in 1934 at Frankston, Victoria, and has been held every three to four years since.

The Jamboree is the biggest and best event in Australian Scouting. Scouts will join with 12,000 others at Cataract Park for 2 weeks of fun, fantastic adventure and friendship.

The Jamboree starts on 3<sup>rd</sup> January, 2016 and finishes on Wednesday, 13<sup>th</sup> January. Most of the activities are held on site, such as Abseiling, BMX Bike Riding, High Ropes Course, Circus Skills, Obstacle Course, and Outdoor Challenges. There is also a range of off-site activities ranging from Tours of Sydney, Theme Park Tour, Water Activities, and much, much more.

The benefit and experience for the 10,000 Scouts who attend Jamborees will be with them forever and will have a profound impact on their development. Is it leadership, independence, resourcefulness or survival? Or perhaps it's a combination of all these qualities plus many more, like social interaction, care, respect and appreciation of others? There's no right answer. In reports from Scouts who have attended a Jamboree, the boys and girls tell stories of pushing themselves out of their comfort zone – testing their limits – doing things they would never normally do.

Obviously it's the overall Scouting method; however, attending a Jamboree is a pivotal experience in a young Scout's development because it provides the right learning environment at the right time in their lives. Working in Patrols, learning by doing and living by the Scout Law over a sustained period are the essential ingredients for a life changing experience.

Yours in Scouting

Jo-anne Pursell  
Scout Leader  
New Norfolk Scout Group



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### 16.11 LEASE ILU OUSE

A new lease is currently being prepared by the Department of health and Human Services for the independent living units located at Ouse. DHHS has advised that the lease will be under the same terms and conditions as the current lease.

**Recommendation:**

Moved **Clr**

Seconded **Clr**

**THAT** the General Manager be authorised to sign and seal the Lease with DHHS for the Independent Living Units at Ouse.

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### 16.12 RECOMMENDATION FROM TOURISM COMMITTEE

At the Tourism Meeting held on 27 May 2015 during discussions on Bushfest it was noted that a request has been received from two local groups for the use of the kiosk – Bothwell Football Association and the Bothwell District High School Association.

***The Committee has made the following recommendation to Council:***

Moved **Clr**

Seconded **Clr**

**THAT** the kiosk at Bushfest be used on a rotation basis yearly and that the Bothwell School Association be granted use of the kiosk for Bushfest 2015 with no food to be prepared in the bar area.

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### 16.13 PLANNING COMMITTEE

Clr Downie, Chair of Council's Planning Committee has requested that Council appoint an extra committee member or proxy due to the number of apologies for this committee since the last Council election.

Clr Downie is proposing that Councillor Bailey, subject to his agreement, be appointed to the Planning Committee.

**Recommendation:**

Moved **Clr**

Seconded **Clr**

**THAT** Clr A W Bailey be appointed as a member of the Planning Committee

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### 16.14 RENTAL STEPPES ACCOMMODATION PADDOCK

Council currently rents the old accommodation paddock at the Steppes to Janet and Robert Monks for an annual fee of \$10.00. Part of the arrangement was that Mr and Mrs Monks would have to reapply annually.

Mr and Mrs Monks have reapplied.

**Recommendation:**

Moved **Clr**

Seconded **Clr**

**THAT** Janet & Robert Monks be granted 12 month rental of the Old Steppes Accommodation paddock from 1 July 2015 on the same fencing and grazing conditions as previously for an annual fee of \$10.00, and that they be advised that they will need to reapply each year.

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## 16.15 TOUR OF TASMANIA 6-11 OCTOBER, 2015

Cycling Australia has offered Council the opportunity to partner with them for the Tour of Tasmania.

Council hosted a stage in 2013 at a cost of \$15,000.00 but resolved not to participate in 2014. There is no allocation in the budget for this item.

### For Decision

#### Lyn Eyles

---

**From:** Adam Smith <adam.smith@cycling.org.au>  
**Sent:** Tuesday, 9 June 2015 11:37 AM  
**To:** Lyn Eyles  
**Subject:** Tour of Tasmania  
**Attachments:** Tour of Tasmania - Council Partnership Proposal.pdf

Hi Lyn

Cycling Australia would like to offer the Central Highlands Council the opportunity to partner with us for the Tour of Tasmania scheduled for 6<sup>th</sup> to 11<sup>th</sup> October 2015.

Please find attached a Council Partnership Proposal highlighting the key details relating to the event.

I am currently in the process of finalising the location for each days racing. Whilst we have existing partnerships with a number of councils there is still an opportunity available to host one or two stages within your region.

I look forward to hearing your thoughts on the proposal and building an ongoing partnership with the Central Highlands Council. The event certainly has an exciting future and we would love to share that with you.

Regards

**Adam Smith**  
 Cycling Operations Manager | Cycling Australia

M: +61 449 156 877  
[adam.smith@cycling.org.au](mailto:adam.smith@cycling.org.au) | [www.cycling.org.au](http://www.cycling.org.au)  
 1 Albert Road, Melbourne VIC 3004



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# 2015 TOUR OF TASMANIA COUNCIL PARTNERSHIP PROPOSAL



# TOUR OF TASMANIA

## INTRODUCTION

Cycling Australia in partnership with Events Tasmania will be hosting the historic six stage elite Tour of Tasmania from the **6<sup>th</sup> – 11<sup>th</sup> October 2015**. This Tour is part of the National Road Series where teams complete in 11 Tours across Australia.

The Tour of Tasmania, regarded as one of the best in the National Road Series plays a key role in the development of future stars of Australian cycling. Past winners who have gone on to complete on a professional international level are Richie Porte, Bernard Sulzberger and Cadel Evans.

Cycling Australia's broadcast partners the *Nine Network* and *Fox Sports* air two 30 minute highlight packages which includes; racing action plus sponsor and tourism features. Cycling Australia also provide daily media releases, news packages, videos and photo galleries on all social media channels.

Cycling Australia is seeking to partner with councils to host the Tour of Tasmania.

## MEDIA COVERAGE

- Engagement of all local media outlets to engage local community
- Online written and video content
- Cycling Australia media staff operating a full suite of media services including live social media updates and broadcast news service activities
- Dedicated Cycling Australia photographer
- 30 minute dedicated highlights program to air on the Nine Network and FOX SPORTS on October 18 and 20 respectively. Format includes racing, tourism and sponsorship mentions as well as team and rider features
- Feature video profiling the local region to be included in the highlight package as well as CA social media channels
- Event commentators to acknowledge the council and region in verbal mentions



## ECONOMIC IMPACT

- Cycling Australia expects to deliver the following estimated economic impact per day from the Tour entourage travelling with the race:
  - Total 300 people on average spending \$150 per person per day on:
    - accommodation
    - meals
    - travel
    - fuel
    - car hire
  - Estimated total economic impact of \$45,000 per day
- Additional is the economic impact generated by spectator numbers at each of the locations.

## ADDITIONAL BENEFITS

- Logo on event website
- Logo on start and finish gantry
- Logo on the presentation backdrop
- Logo in official Event Program
- Logo on promotional posters distributed throughout Tasmania
- Council representative to make presentation on the event podium
- Council representative to be provided ViP viewing within the race convoy
- Opportunity to provide Cycling Australia with any related literature/promotional material



## COMMUNITY ENGAGEMENT

- Cycling Australia will support Council to initiate any community engagement initiatives such as:
  - Event day markets / festivals
  - Local trader engagement
  - School / School holiday program visits by teams
  - School / School holiday program attendance at event and introduction to teams

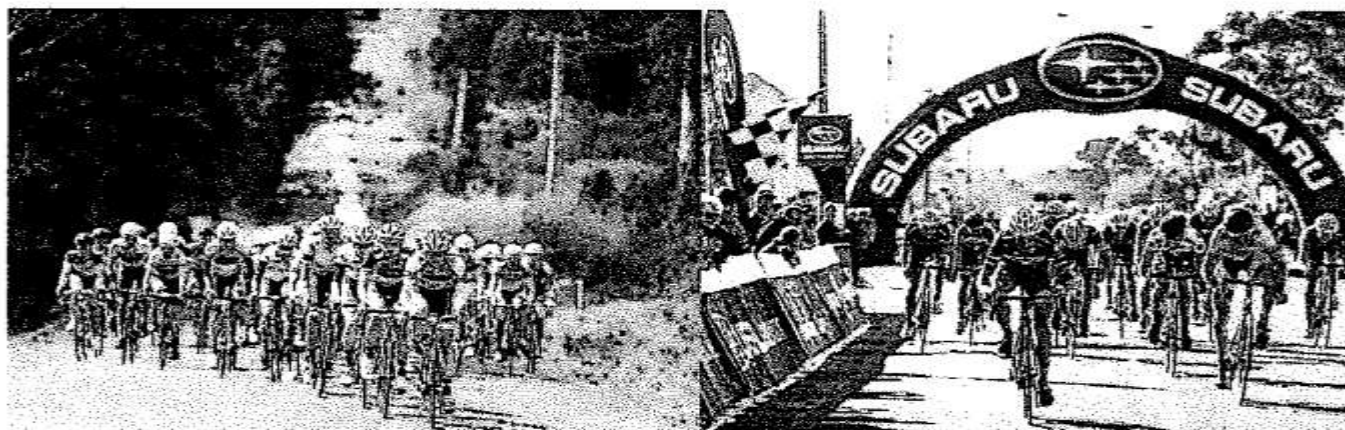
## INVESTMENT

To ensure the long term success and viability of the event Cycling Australia is heavily reliant on the support of Council in the following areas –

- Financial investment to host a Start or Finish
  - Can be offset by assisting Cycling Australia to secure sponsorship from local businesses
- Traffic management support
  - Development of traffic management plan for Start and / or Finish location
  - Implementation of road closure for Start and / or Finish location (signage and personnel)
- Assistance obtaining relevant authority approvals
- Community notifications as required by local authorities
- Waste management assistance
- Access to public toilets
- Repair of any road hazards on course

## CONTACT

**Adam Smith**  
 Event Operations Manager  
 Cycling Australia  
 0449 156 877  
[adam.smith@cycling.org.au](mailto:adam.smith@cycling.org.au)



## 16.16 COMMUNITY GRANT APPLICATION

A community grant application has been received from the Ellendale Senior Citizens requesting a community grant of \$350 to cover the cost of a bus for a trip to the casino.

For Decision

### CENTRAL HIGHLANDS COUNCIL COMMUNITY GRANTS PROGRAM APPLICATION FORM

Please ensure you have read and understand the Program Guidelines prior to completing this form.

#### 1. APPLICATION & ORGANISATION DETAILS

Name of Project: *Senior Citizens*  
 Amount of Grant Requested: *\$350 — Bus.*  
 Estimated Total Project Cost: *\$350 —*  
 Applicant Organisation: *Trip to Casino*  
 Contact Person's Name: *Mrs J. W. Walker*  
 Contact Details Address: *165 Risby Road*  
*Ellendale 70140*  
 Phone: (Business hours) *62 55 1091.*  
 Mobile:  
 Fax:  
 Email:  
 Signature  
 Name  
 Position in Organisation *Secretary*  
 Date  
 What is the overall aim/purpose of the applying organisation?  
*To Help for Bus.*  
 What is the membership of the organisation?  
 President *Barbara Franklin*  
 Secretary *Julie Walker*  
 Treasurer *Helen Foster*  
 Public Officer/s



**2. ELIGIBILITY** (see *Community Grant Program Guidelines*)

Is the organisation:

- ☒ Representative of the interests of the Central Highlands Community  
☐ Incorporated  
☐ Not for Profit  
☐ Unincorporated  
☐ A Hall Committee

OR

- ☐ An individual community member

Have you previously received funding from the Central Highlands Council? (Please attach additional pages if required)

If yes;

No

Name of Project:

Date Grant received:

Amount of Grant:

**3. PROJECT DETAILS**

Project Start Date:

SEPTEMBER.

30 or  
7th.

Project Completion Date:

Same day.

Project Objectives:

**4. COMMUNITY SUPPORT**

What level of community support is there for this project?

Upper Derwent Senior Citizens

Does the project involve the community in the delivery of the project?

yes.

How will the project benefit the community or provide a community resource?

Day out for Seniors Citizen

#### 5. COUNCIL SUPPORT

Are you requesting other Council support? E.g. parks, halls, telephones, fax, photocopying, computers, office accommodation, cleaning facilities, street closure.

If yes, please give details.

No.

Are you requesting participation by Councillors or Council Staff?

If yes, please give details.

No

If your application is successful, how do you plan to acknowledge Council's contribution?

At our Month Meetings  
or Send a Letter.

#### 6. FUTURE APPLICATIONS AND THE SUCCESS THIS PROJECT

Do you anticipate the organisation will apply for funding in future years?

YES

How will you monitor/evaluate the success of this project?

## 7. PROJECT BUDGET

Note: Amount from Council must not exceed half the project cost

Please provide a breakdown of the project expenditure and income:

Expenditure	Amount \$	Income	Amount \$
<b>Capital</b>		<b>Guarantee</b>	
Refurbishment		Government Grants	
Equipment		Trust/Foundations	
Premises		Donations from Business	
Vehicles		Special Funding	
Other:		Gifts in Kind	
Other:		Other:	
<b>Subtotal</b>		Other	
		<b>Subtotal</b>	
<b>Revenue</b>		<b>Anticipated</b>	
Salaries (including super)		Government Grants	
Short-term contract fees		Central Highlands Grant	
Running costs		Trust/Foundations	
Production of information PR materials		Donations from Businesses	
Training staff/volunteers		Special Fundraising	
Travel	\$350.00	Gifts in kind (details)	
Rent		Cash Reserves	
Reference materials		Other:	
Other:			
<b>Subtotal</b>		<b>Subtotal</b>	
<b>TOTAL</b>		<b>TOTAL</b>	\$350.00

## 16.17 LETTER OF SUPPORT HAMILTON SHOW

## For Decision



### Hamilton District Agricultural Society

Po Box 41, Hamilton, 7140

[www.hamiltonshowtasmania.com](http://www.hamiltonshowtasmania.com)

Email: [hamiltonagshow@hotmail.com](mailto:hamiltonagshow@hotmail.com)

President: Mrs Jo Jones

"Willowdene" Hamilton 7140

Phone: 0438 010 707

Secretary: Mrs Ann Jones

"Willowdene", Hamilton 7140

Phone: 6286 3259

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Mrs Lyn Eyles  
General Manager  
Central Highlands Council  
Tarleton St  
Hamilton 7140

26 May 2015

Dear Mrs Eyles,

We are writing on behalf of the Hamilton Show Committee to seek council support in submitting an application to the Tasmanian Community Fund for the erection of two covered areas on the Hamilton Showgrounds to avoid the future use of the marquees.

Like all community events we struggle to find helpers around the show time, and the erection and dismantling of the marquees requires a large number of people. In addition the requirement to have the marquees inspected by an engineer each year adds an unnecessary cost to the council.

One of the criteria of the Fund is that proposed projects will have an ongoing benefit throughout the year, not just for one day events. Outside the Hamilton Show, the ground currently hosts horse events and campdrafting at other times of the year, as well as the occasional private function. The existing hall of industries and sheep sheds are reaching the end of their lives, and to attract more use to the ground, facility upgrades will be needed at some point.

As a committee we have spent significant time considering the preferred layout of the ground to optimise crowd movement, address safety issues and maximise efficiency. The following items have been set as priorities for helping us achieve these goals and indirectly will support our grant application to the Tasmanian Community Fund;

- Removal of the levy bank around the main grandstand. We think that one of the biggest drawbacks to the existing layout is the levy bank around the stand which segregates sections of the showground.
- Erection of a semi-permanent fence in the two areas where stock need separating from the general public. Our insurance now specifies that bunting cannot be used to separate stock from the general public, therefore some semi-permanent fencing needs to be erected across the centre of the main oval as well as in the cattle and sheep exhibition area near the stables and yards. A high, single strip of wide pvc flexible stock fencing is preferred, to allow sheep grazing underneath during the year, as well meet safety regulations for animal events.
- Installation of gates to allow complete closure of the ring. Simple gate fixtures are required in the current gaps on the metal railing, as well as relocation of one of the current gaps.


In addition to these three priorities we have acknowledged that the area under the grandstand and the hall of industries building require possum proofing, re-lining and painting to maximise the area we have available undercover.

We are committed to applying for funding and running working bees throughout the year, but would appreciate any financial or in-kind support in the form of labour from the Council.

Thank you for considering our request, and please note that the Community fund selection application process opens in July, with a decision by December. If Council is supportive of the show committee application to the Fund, we will also ask permission to submit a development application and building application prior to the decision. If we are successful this would mean that the buildings could be constructed in time for the 2016 show.

If you would like further information please give us a call.

Yours Sincerely,



Charles Downie (Show Vice –President)



Joanna Jones (Show President)



## 17.0 SUPPLEMENTARY AGENDA ITEMS

Moved **Clr**

Seconded **Clr**

**THAT** Council consider the matters on the Supplementary Agenda.

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## 18.0 CLOSURE

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