

AGENDA ATTACHMENTS

15TH OCTOBER 2019

ORDINARY COUNCIL MEETING BOTHWELL COUNCIL CHAMBERS

Table of Contents

AGENDA ITEM 10.1
RECEIVAL DRAFT MINUTES ORDINARY MEETING
AGENDA ITEM 10.3
RECEIVAL DRAFT MINUTES AUSTRALIA DAY COMMITTEE MEETING
AGENDA ITEM 10.4
RECEIVAL DRAFT MINUTES BOTHWELL FOOTBALL CLUB AND COMMINUTY CENTRE MANAGEMENT
COMMITTEE MEETING28
AGENDA ITEM 14.1
LITTER AND DUMPING MANAGEMETN SYSTEM AND MEMORANDUM OF UNDERSTANDING
AGENDA ITEM 14.6
SOLAR POWER ON COUNCIL BUILDINGS : ELECTRICITY REVIEW : ENERGY STREET PROPOSAL
AGENDA ITEM 14.7
WASTE ACTION PLAN
AGENDA ITEM 14.8
DES BRIEFING REPORT
AGENDA ITEM 15.4
TOUR DE MO – 30 TH NOVEMBER 2019
AGENDA ITEM 15.4
TOUR DE MO – 30^{TH} NOVEMBER 2019
AGENDA ITEM 16.4
REQUEST FROM TROUT GUIDES AND LODGES TASMANIA INCORPORATED
AGENDA ITEM 16.4
REQUEST FROM TROUT GUIDES AND LODGES TASMANIA INCORPORATED
AGENDA ITEM 16.5
HIRING OF THE CENTRAL HIGHLANDS COMMUNITY BUS JUNIOR SPORTS
AGENDA ITEM 16.9
QUARTERLY EXEMPTION REPORT
AGENDA ITEM 16.10
POLICY NO. 2013- 07 - COUNCIL CAMPING GROUND FACILITIES POLICY
AGENDA ITEM 16.12
THE TASMANIAN DEPARTMENT OF PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT
DEVELOPMENT OF A BIOSECURITY STRATEGY FOR THE TASMANIAN WILDERNESS WORLD HERITAGE AREA



Central Highlands Council

DRAFT Minutes – ORDINARY MEETING – 17th September 2019

Draft Minutes of an Open Ordinary Meeting of Central Highlands Council held at Hamilton Council Chambers, on Tuesday 17th September 2019, commencing at 9am.

1.0 **OPENING**

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

Mayor L Triffitt opened the meeting at 9.00am.

2.0 PRESENT

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer (arrived at 9.45am), Clr A Bailey, Clr S Bowden (arrived at 9.01am), Clr A Campbell, Clr R Cassidy, Clr J Honner, Mrs Lyn Eyles (General Manager), Mr Adam Wilson (Deputy General Manager, arrived at 10.03am) and Mrs Michaela Herbert (Minutes Secretary).

3.0 APOLOGIES

Clr J Poore (Leave of Absence)

4.0 PECUNIARY INTEREST DECLARATIONS

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

NIL

5.0 CLOSED SESSION OF THE MEETING

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

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

Moved: Clr R Cassidy

Seconded: Clr J Honner

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

ltem Number	Matter	Local Government (Meeting Procedures) Regulations 2015
1	Confirmation of the Closed Session Minutes of the Meeting held on 20 August 2019	15 (2)(g) – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential
2	Private and Confidential Correspondence	15 (2)(g) – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential

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

CARRIED BY ABSOLUTE MAJORITY

FOR the Motion:

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

Mrs Michaela Herbert left the meeting at 9.04am.

5.1 MOTION OUT OF CLOSED SESSION

Moved: Clr J Honner

Seconded: Deputy Mayor J Allwright

THAT the Council:

(1) Having met and dealt with its business formally move out of the closed session; and

(2) Resolved to report that it has determined the following:

Item Number	Matter	Outcome
1	Confirmation of the Closed Session	Closed Session Minutes were confirmed
	Minutes of the Meeting held on 20 August	
	2019	
2	Private and Confidential Correspondence	The request from the Committee was considered
3	Confidential Report from the General	Council noted the contents of the report
	Manager	
4	Consideration of Matters for Disclosure to	Matters were considered
	the Public	

CARRIED BY ABSOLUTE MAJORITY

FOR the Motion:

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

OPEN MEETING TO PUBLIC

The meeting opened to the public at 10.03am.

Mrs Michaela Herbert returned to the meeting at 10.03am. Mr Adam Wilson and Mr Ron Sonners entered the meeting at 10.03am

6.0 **DEPUTATIONS**

10.00 – 10.15 Ron Sonners – provided an update on the Anglican Parish of Hamilton and the sale of churches in the Municipality. He also discussed and thanked Council for the works that have been completed on Pelham Road.

Mr Ron Sonners left the meeting at 10.26am.

6.1 PUBLIC QUESTION TIME

NIL

7.0 MAYORAL COMMITMENTS

14 th August 2019	ABC Radio Interview
15 th August 2019	Business of Council Derwent Catchment Meeting
15 August 2019	Meeting regarding GP Services
	Bothwell Medical Centre Visit
16 th August 2019	Business of Council
10 //090012010	Meeting with Senator Clair Chandler
17 th August 2019	Business of Council
11 /laguet zere	Meeting with GP at Bothwell Medical Centre
18 th August 2019	Business of Council
19 th August 2019	Business of Council
	State Growth Workshop
20 th August 2019	Ordinary Council Meeting
Ū	Meeting with Ratepayers x2
	Meeting Engineers re Melton Intersection
21 st August 2019	Meeting with Brian Mitchell MP
	Meeting General Practice Plus
22 nd August 2019	Business of Council
23 rd August 2019	Business of Council
24 th August 2019	Business of Council
26 th August 2019	Bothwell District High School Book week judge
	Meeting with Minister Courtney
	Meeting with Councillors x 2
41-	Meeting with Rate payers x 4
27 th August 2019	Business of Council
29 th August 2019	Business of Council
2 nd September 2019	Meeting regarding GP Services
	Teleconference regarding GP Services
	Meeting with GP
	Business of Council
3 rd September 2019	Meeting Tony Barnett Launceston
	Meeting Phil Edmondson PHT Launceston
6 th September 2019	Meeting with Minister Guy Barnett
9 th September 2019	ILU Meeting
10 th September 2019	Planning Committee Meeting
	Local Government Reform Workshop
	Emergency Management Plan Workshop
	Meeting with Ratepayer

NOTED

7.1 COUNCILLOR COMMITMENTS

Deputy Mayor J Allv 20 th August 2019 10 th September 2019	vright Ordinary Council Meeting – Bothwell Planning Committee Meeting – Bothwell Local Government Legislation Reform Workshop – Bothwell Emergency Management Workshop – Bothwell
Clr A Bailey 13 th August 2019	Planning Committee Meeting –Bothwell Aboriginal Heritage Workshop
20 th August 2019 26 th August 2019	21 st Century Council's Workshop Ordinary Council Meeting – Bothwell Meeting with the Mayor
9 th September 2019	ILU Committee Meeting Meeting with Mayor
10 th September 2019	Planning Committee Meeting – Bothwell Local Government Legislation Reform Workshop – Bothwell Emergency Management Workshop – Bothwell
Cir A Campbell	
20 th August 2019 10 th September 2019	Ordinary Council Meeting – Bothwell Local Government Reform Workshop – Bothwell Emergency Management Plan Workshop – Bothwell
CIr R Cassidy	
13 th August 2019	Aboriginal Heritage Workshop
19 th August 2019 20 th August 2019	Hamilton Council Chambers Road Safety Seminar Ordinary Council Meeting – Bothwell
27 th August 2019	Meeting with Mayor Triffitt
10 th September 2019	Planning Committee Meeting - Local Government Legislation Review + Emergency Management Plan Workshop
10 th September 2019 17 th September 2019	Meeting with GM Lyn Eyles
Clr J Honner	
19 th August 2019	HATCH Meeting – Bothwell
20 th August 2019 10 th September 2019	Ordinary Council Meeting – Bothwell Local Government Reform Workshop – Bothwell

NOTED

7.2 GENERAL MANAGER'S COMMITMENTS

Council Meeting – Bothwell
Meeting Engineers re Melton Intersection
Meeting Brian Mitchell
Meeting General Practice Plus
Telephone Conference Mayor & Sarah Courtney
LG Legislation Review Consultation Hobart
Meeting John Rallings
Meeting Tony Barnett Launceston
Meeting Phil Edmondson PHT Launceston
Meeting Paul Kempys SASS – Redress Scheme Support Scheme
ILU Committee Meeting
Planning Committee Meeting
Council Workshop
Meeting Bothwell Rec Ground 7HOFM
Meeting John Tucker

Emergency Management Plan Workshop – Bothwell

NOTED

7.3 DEPUTY GENERAL MANAGER'S COMMITMENTS

21 st August 2019 23 rd August 2019 28 th August 2019	Meeting with Mr Attwater regarding Derwent Bridge DC fast charging site for electric vehicles Meeting with Mr Doran regarding Corumbene Service Mapping Project Southern Region Social Recovery Committee Workshop - Social support measures in an
0	emergency
2 nd September 2019	Southern Region Social Recovery Committee Meeting
	Hunterston Road Bridge site inspection with Mr Noye Recovery Funding Coordinator
3 rd September 2019	Southern Cat Management Working Group Meeting
17 th September 2019	Council Meeting – Hamilton

NOTED

8.0 NOTIFICATION OF COUNCIL WORKSHOPS HELD

Council Workshop – Local Government Legislation Reform – 10th September 2019

Emergency Management Workshop – 10th September 2019

NOTED

8.1 FUTURE WORKSHOPS

NIL

9.0 MAYORAL ANNOUNCEMENTS

The Mayor announced that there are ongoing meetings with different GP services in an effort for a continued GP Services at the Bothwell Medical Centre.

10.0 MINUTES

10.1 RECEIVAL DRAFT MINUTES ORDINARY MEETING

Moved: Clr R Cassidy

Seconded: Clr S Bowden

THAT the Draft Minutes of the Open Council Meeting of Council held on Tuesday 20th August 2019 be received.

CARRIED

FOR the Motion:

10.2 CONFIRMATION OF MINUTES ORDINARY MEETING

Moved: Clr J Honner

Seconded: Clr A Bailey

THAT the Minutes of the Open Council Meeting of Council held on Tuesday 20th August 2019 be confirmed.

CARRIED

CARRIED

FOR the Motion:

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

10.3 RECIEVAL DRAFT MINUTES PLANNING COMMITTEE MEETING

Moved: Clr J Allwright

Seconded: Clr A Bailey

THAT the Draft Minutes of the Planning Committee Meeting held on Tuesday 10th September 2019 be received.

FOR the Motion:

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

11.0 BUSINESS ARISING

14.1	Development & Environmental Services to lodge submission to the Tasmanian Planning Commission
14.2	Correspondence sent to applicant by Development & Environmental Services
14.2	Correspondence sent to applicant by Development & Environmental Services
14.4	Correspondence sent to applicant by Development & Environmental Services
14.5	Correspondence sent to applicant by Development & Environmental Services
14.6	Item deferred to September Ordinary Meeting of Council
14.8	Manager Development & Environmental Services to meet with Hydro Tasmania and report back on options.
14.9	Senior Administration Officer asked to change retailer to 1 st Energy for Bothwell and Hamilton offices
14.9	Manager Development & Environmental Services investigating opportunities to change existing lighting in Bothwell and Hamilton offices to high efficiency LED
14.10	Councillors to provide feedback to EHO for submission
14.11	Item referred to Bothwell Football Club and Community Centre Management Committee for recommendation.
14.12	Manager Development & Environmental Services investigating options to seal area around Bothwell Public Toilets and to report back to Council.
16.3	Item referred to Central Highlands Visitors Centre Management Committee
16.4	Correspondence sent by Deputy General Manager
16.5	Remitted remission
16.7	Manager Development & Environmental Services investigating costing options for temporary toilets
16.8	Remitted remission
16.9	Remitted remission
16.11	Development & Environmental Services to relocate PA system to Bothwell Football Club and
10111	Community Centre
16.13	Correspondence sent by Deputy General Manager
16.14	Item deferred to September Ordinary Meeting of Council
16.16	Comments received and report drafted for September Ordinary Meeting of Council
17.1	Remitted remission
17.2	Correspondence sent by General Manager
17.3	Correspondence sent by Works Manager to Hobart Wheelers Cycling Club
11.0	concepting one set by works manager to heart wheelers by sing one

NOTED

12.0 DERWENT CATCHMENT PROJECT REPORT

<u>Moved</u>: Deputy Mayor J Allwright <u>Seconded</u>: Clr A Bailey

THAT the Derwent Catchment Project report be received.

FOR the Motion:

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

13.0 FINANCE REPORT

Moved: Clr J Honner

Seconded: Clr R Cassidy

THAT the Finance Report be received.

FOR the Motion:

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

Mr Graham Rogers (Manager of Development & Environmental Services) entered the meeting at 10.31am.

14.0 DEVELOPMENT & ENVIRONMENTAL SERVICES

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

Moved: Clr R Cassidy

Seconded: Clr J Honner

THAT the Development & Environmental Services Report be received.

FOR the Motion:

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

14.1 DA2019/56: SUBDIVISION – REORGANISATION OF BOUNDARIES – 2 TITLES: 'DUNROBIN' ELLENDALE ROAD, OUSE

Moved: Clr J Allwright

Minutes 17th September 2019

Seconded: Clr A Bailey

THAT in accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority **Approve** the Development Application DA2019/56 for subdivision (reorganisation of boundaries) at 'Dunrobin' CT164996/4 & CT169382/1 Ellendale Road, Ouse, subject to conditions in accordance with the Recommendation.

CARRIED

CARRIED

CARRIED



Recommended Conditions

General

1) The subdivision layout or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.

Easements

 Easements must be created over all drains, pipelines, wayleaves and services in accordance with the requirements of the Council's General Manager. The cost of locating and creating the easements shall be at the subdivider's full cost.

Covenants

3) Covenants or other similar restrictive controls that conflict with any provisions or seek to prohibit any use provided within the planning scheme must not be included or otherwise imposed on the titles to the lots created by this permit, either by transfer, inclusion of such covenants in a Schedule of Easements or registration of any instrument creating such covenants with the Recorder of Titles, unless such covenants or controls are expressly authorised by the terms of this permit or the consent in writing of the Council's General Manager.

Services

4) The Subdivider must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the proposed subdivision works. Any work required is to be specified or undertaken by the authority concerned.

Access

5) A vehicle access must be provided from the road carriageway to each lot. Accesses must be located and constructed in accordance with the IPWE Aust. (Tasmania Division) standard drawings, the approved Bushfire Hazard management Report and to the satisfaction of Council's General Manager.

Final plan

- 6) A final approved plan of survey and schedule of easements as necessary, together with one copy, must be submitted to Council for sealing. The final approved plan of survey must be substantially the same as the endorsed plan of subdivision and must be prepared in accordance with the requirements of the Recorder of Titles.
- 7) A fee of \$245.00, or as otherwise determined in accordance with Council's adopted fee schedule, must be paid to Council for the sealing of the final approved plan of survey.
- 8) All conditions of this permit, including either the completion of all works and maintenance or payment of security in accordance with this permit, must be satisfied before the Council seals the final plan of survey for each stage.
- 9) It is the subdivider's responsibility to notify Council in writing that the conditions of the permit have been satisfied and to arrange any required inspections.

The following advice applies to this permit:

- a) This permit does not imply that any other approval required under any other legislation has been granted.
- b) This planning approval shall lapse at the expiration of two (2) years from the date of the commencement of planning approval if the development for which the approval was given has not been substantially commenced. Where a planning approval for a development has lapsed, an application for renewal of a planning approval for that development shall be treated as a new application.

CARRIED

FOR the Motion:

14.2 DA2019/06: SUBDIVISION – 16 LOTS IN 6 STAGES: CT 27874/1 AND 6 BANNISTER ROAD, TODS CORNER

Moved: Clr R Cassidy

Seconded: Clr A Bailey

THAT in accordance with section 57 of the Land Use Planning and Approvals Act 1993 the Planning Authority **<u>Approve</u>** the Development Application DA2019/06 for subdivision of sixteen (16) lots in 6 stages at CT27874/1 & 6 Bannister Road, Tods Corner, subject to conditions in accordance with the Recommendation.

Recommended Conditions

General

- 1) The subdivision layout or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
- 2) This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this permit unless, as the applicant and the only person with a right of appeal, you notify Council in writing that you propose to commence the use or development before this date, in accordance with Section 53 of the Land Use Planning and Approvals Act 1993.
- 3) The subdivision must be carried out in accordance with the Bushfire Hazard Report Lot 1 Bannister Road, Tods Corner Project #18028 v4 prepared by SEAM, dated 4 September 2019 (Bushfire Assessment Report).

Public open space

4) As insufficient provision has been made for recreational space, and having formed the opinion that such a provision should be made in respect of the proposal, Council requires that an amount equal to five percent (5%) of the unimproved value of Lots 2-16 must be provided as cash-in-lieu of public open space in accordance with the provisions of Section 117 of the Local Government (Building & Miscellaneous Provisions) Act 1993. The subdivider must obtain a valuation for the unimproved value of the subdivision from a registered Valuer and pay the applicable amount for lots in each stage prior to sealing of that stage.

Covenants

5) Covenants or other similar restrictive controls that conflict with any provisions or seek to prohibit any use provided within the planning scheme must not be included or otherwise imposed on the titles to the lots created by this permit, either by transfer, inclusion of such covenants in a Schedule of Easements or registration of any instrument creating such covenants with the Recorder of Titles, unless such covenants or controls are expressly authorised by the terms of this permit or the consent in writing of the Council's General Manager.

Easements

6) Easements must be created over all drains, pipelines, wayleaves and services in accordance with the requirements of the Council's General Manager. The cost of locating and creating the easements shall be at the subdivider's full cost.

Endorsements

7) The final plan of survey must be noted that Council cannot or will not provide a means of drainage to all lots shown on the plan of survey.

Transfer of reserves

8) All roads or footways must be shown as "Road" or "Footway" on the Final Plan of Survey and transferred to the Council by Memorandum of Transfer submitted with the Final Plan of Survey.

Final Plan

- 9) A final approved plan of survey and schedule of easements as necessary, must be submitted to Council for sealing for each stage. The final approved plan of survey must be substantially the same as the endorsed plan of subdivision and must be prepared in accordance with the requirements of the Recorder of Titles.
- 10) A fee of \$210.00, or as otherwise determined in accordance with Council's adopted fee schedule, must be paid to Council for the sealing of the final approved plan of survey for each stage.
- 11) All conditions of this permit must be satisfied before the Council seals the final plan. It is the subdivider's responsibility to arrange any required inspections and to advise Council in writing that the conditions of the permit have been satisfied. The final plan of survey will not be dealt with until this advice has been provided.
- 12) The subdivider must pay any Titles Office lodgment fees direct to the Recorder of Titles.

Engineering

- 13) The subdivision must be carried out in accordance with the *Central Highlands Council Subdivision Guidelines* 2012 (attached).
- 14) Engineering design drawings to the satisfaction of the Council's General Manager must be submitted to and approved by Council before development of the land commences.
- 15) Engineering design drawings are to be prepared by a qualified and experienced civil engineer, or other person approved by Council's General Manager, and must show -
 - (a) all existing and proposed services required by this permit;
 - (b) all existing and proposed roadwork required by this permit;
 - (c) measures to be taken to provide sight distance in accordance with the relevant standards of the planning scheme;
 - (d) measures to be taken to limit or control erosion and sedimentation;
 - (e) any other work required by this permit.
- 16) Approved engineering design drawings will remain valid for a period of 2 years from the date of approval of the engineering drawings.
- 17) The developer shall appoint a qualified and experienced Supervising Engineer (or company registered to provide civil engineering consultancy services) who will be required to certify completion of subdivision construction works. The appointed Supervising Engineer shall be the primary contact person on matters concerning the subdivision.

Property Services

- 18) Property services must be contained wholly within each lots served or an easement to the satisfaction of the Council's General Manager or responsible authority.
- 19) Wastewater disposal systems for each lot must be designed and provided in accordance with the recommendations of the Site Suitability Assessment Report Lot 1 Bannister Road, Tods Corner Project # 18028 prepared by SEAM, dated 21 December 2018.

Existing services

20) The Subdivider must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the proposed subdivision works. Any work required is to be specified or undertaken by the authority concerned.

Telecommunications and electrical reticulation

- 21) Electrical and telecommunications services must be provided to each lot in accordance with the requirements of the responsible authority and to the satisfaction of Council's Municipal Engineer.
- 22) Prior to sealing the final plan of survey the developer must submit to Council:
 - An Exemption from the installation of fibre ready pit and pipe, a "Provisioning of Telecommunications Infrastructure Confirmation of final payment" or "Certificate of Practical Completion of Developer's Activities" from Telstra or NBN Co.
 - Written evidence from TasNetworks confirming that all conditions of the Agreement between the Owner and authority have been complied with and that future lot owners will not be liable for network extension or upgrade costs, other than individual property connections at the time each lot is further developed.

Roads and Access

- 23) Roadworks and drainage must be constructed in accordance with the standard drawings prepared by the IPWE Aust. (Tasmania Division) and to the requirements of Council's General Manager.
- 24) The extension of Bannister Road must be constructed to include:
 - A minimum road reservation width of 18.0m;
 - Fully paved and drained carriageway;
 - a minimum overall carriageway width of 7.0m;
 - Cul-de-sac turning head with a minimum 12.0m outer radius;
 - Stormwater table drains; and
 - In accordance with the endorsed Bushfire Assessment Report.
- 25) Subdivision roads must be constructed to include:
 - A minimum road reservation width of 15.0m;
 - Fully paved and drained carriageway;
 - a minimum overall carriageway width of 7.0m;
 - Cul-de-sac turning head with a minimum 12.0m outer radius;
 - Stormwater table drains; and
 - In accordance with the endorsed Bushfire Assessment Report.

- 26) A vehicle access, with a minimum carriageway width of 4.0m, must be provided from the road carriageway to each Lot.
- 27) The vehicle accesses must be constructed in accordance with the standards shown on standard drawings TSD-R03-v1 Rural Roads Typical Property Access and TSD-R04-v1 Rural Roads Typical Driveway Profile prepared by the IPWE Aust. (Tasmania Division) and to the satisfaction of Council's General Manager.
- 28) The vehicular access for all internal lots must be constructed for the full length of the access strip, to the lot proper, and include:
 - 4.0 metre min. width carriageway
 - Constructed with a durable all weather pavement
 - Stormwater drainage; and
 - In accordance with Table In accordance with the endorsed Bushfire Management Planning Report.

Weed management

29) Prior to the carrying out of any works approved or required by this approval, the subdivider must provide a weed management plan detailing measures to be adopted to limit the spread of weeds listed in the Weed Management Act 1999 through imported soil or land disturbance by appropriate water management and machinery and vehicular hygiene to the satisfaction of Council's Municipal Engineer and of the Regional Weed Management Officer, Department of Primary Industries Water and Environment.

Natural Values Management

- 30) The Miena Cider Gums (*Eucalyptus gunnii divaricata*) identified on the site in the Natural Values Supplementary Assessment prepared by Jim Mulcahy PDA, dated 27 March 2019 must be retained on the site, unless approved otherwise under the applicable legislation.
- 31) Best practice methods must be adopted during construction of the subdivision to identify and protect the Miena Cider Gums, including root zone protection. A plan outlining the proposed protection management plan must be submitted with the engineering drawings prior to construction commencing.

Soil and Water Management

- 32) A soil and water management plan (here referred to as a 'SWMP') prepared in accordance with the guidelines Soil and Water Management on Building and Construction Sites, by the Derwent Estuary Programme and NRM South, must be approved by Council's General Manager before development of the land commences.
- 33) Temporary run-off, erosion and sediment controls must be installed in accordance with the approved SWMP and must be maintained at full operational capacity to the satisfaction of Council's General Manager until the land is effectively rehabilitated and stabilised after completion of the development.
- 34) The topsoil on any areas required to be disturbed must be stripped and stockpiled in an approved location shown on the detailed soil and water management plan for reuse in the rehabilitation of the site. Topsoil must not be removed from the site until the completion of all works unless approved otherwise by the Council's General Manager.
- 35) All disturbed surfaces on the land, except those set aside for roadways, footways and driveways, must be covered with top soil and, where appropriate, re-vegetated and stabilised to the satisfaction of the Council's General Manager.

Construction

- 36) The developer must provide not less than forty eight (48) hours written notice to Council's General Manager before commencing construction works on-site or within a council roadway.
- 37) The developer must provide not less than forty eight (48) hours written notice to Council's General Manager before reaching any stage of works requiring inspection by Council unless otherwise agreed by the Council's General Manager.

Construction amenity

•

38) The development must only be carried out between the following hours unless otherwise approved by the Council's Manager Environment and Development Services:

 Monday to Friday 	7:00 AM to 6:00 PM
Saturday	8:00 AM to 6:00 PM
Sunday and State-wide public holidays	10:00 AM to 6:00 PM

- 39) All subdivision works associated with the development of the land must be carried out in such a manner so as not to unreasonably cause injury to, or unreasonably prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of -
 - (a) Emission from activities or equipment related to the use or development, including noise and vibration, which can be detected by a person at the boundary with another property.
 - (b) Transport of materials, goods or commodities to or from the land.

- (c) Appearance of any building, works or materials.
- 40) Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Municipal Engineer.
- 41) Public roadways or footpaths must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the project during the construction period.

Maintenance and Defects Liability Period

- 42) Works required by this permit must be placed onto a twelve (12) month maintenance and defects liability period in accordance with Council Policy following the completion of the works in accordance with the approved engineering plans and permit conditions.
- 43) A bond clearly in excess of 5% of the value of works and no less than \$5000.00, must be submitted to Council at the commencement of the defect liability period or prior to sealing the final plan or survey, whichever is earliest. The bond will be returned at the expiration of the defect liability period if all works are maintained and repaired as necessary to the satisfaction of Council's General Manager.

THE FOLLOWING ADVICE APPLIES TO THIS PERMIT: -

- A. This permit does not imply that any other approval required under any other legislation or by-law has been granted.
- **B.** This planning approval shall lapse at the expiration of two (2) years from the date of the commencement of planning approval unless the development for which the approval was given has been substantially commenced or extension of time has been granted. Where a planning approval for a development has lapsed, an application for renewal of a planning approval for that development may be treated as a new application.
- **C.** This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this permit unless, as the applicant and the only person with a right of appeal, you notify Council in writing that you propose to commence the use or development before this date, in accordance with Section 53 of the *Land Use Planning and Approvals Act 1993*.
- **D.** The owner is advised that an engineering plan assessment and inspection fee must be paid to Council in accordance with Council's fee schedule.
- E. All approved engineering design drawings will form part of this permit on and from the date of approval.

CARRIED

FOR the Motion:

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

14.3 TEMPORARY BRONTE PARK AMENITIES

Moved: Clr J Honner

Seconded: Clr A Campbell

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

CARRIED

FOR the Motion:

Page | 13

14.4 BOTHWELL CAMPING GROUND: REQUEST FOR LONG TERM STAY

Moved: Deputy Mayor J Allwright

Seconded: Clr R Cassidy

THAT Council do not grant Mr Crosswell permission to stay long term at the Bothwell Caravan Park as per policy 2013-07 Council Camping Ground Facilities Policy.

CARRIED

FOR the Motion:

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

14.5 BOTHWELL CAMPING GROUND: REQUEST FOR LONG TERM STAY

Moved: Clr R Cassidy

Seconded: Clr A Campbell

THAT Council do not grant the family permission to stay long term at the Bothwell Caravan Park as per policy 2013-07 Council Camping Ground Facilities Policy.

CARRIED

CARRIED

FOR the Motion:

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

14.6 WAYATINAH TOILET BLOCK

Moved: Clr J Honner

Seconded: Clr A Campbell

THAT Council proceed with the works with Hydro Tasmania to contribute 50% of the total cost.

FOR the Motion:

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

14.7 DRAFT DOG CONTROL AMENDMENT BILL 2019

Moved: Clr R Cassidy

Seconded: Clr J Honner

THAT all comments on the Draft Dog Control Amendment Bill 2019 be provided to the Manager DES by Friday 20th September 2019 to enable a response to be forwarded to LGAT.

CARRIED

FOR the Motion:

14.8 DRAFT DISASTER RESILIENCE STRATEGY

Moved: Clr J Honner

Seconded: Clr R Cassidy

THAT all comments on the Draft Disaster Resilience Strategy be provided to the Deputy General Manager and Manager of DES by Wednesday 25th September 2019 to enable a response to be prepared for LGAT and DPAC.

CARRIED

FOR the Motion:

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

14.9 ENVIRONMENTAL LEGISLATION (MISCELLANEOUS AMENDMENTS) BILL 2019

Moved: Clr R Cassidy

Seconded: Clr A Bailey

THAT all comments on the Draft Environmental Legislation (Miscellaneous Amendments) Bill 2019 be provided to the Manager DES by Wednesday 2nd October 2019 to enable a response to be prepared.

CARRIED

FOR the Motion:

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

14.10 DES BRIEFING REPORT

PLANNING PERMITS ISSUED UNDER DELEGATION

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

NO PERMIT REQUIRED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2019 / 00060	N R Snare	Seals Road, Brandum	Garage
	Glenorchy Anglers	243 Bradys Lake Road,	
2019 / 00061	Club Inc	Bradys Lake	Carport

PERMITTED USE

DA NO.	APPLICANT	LOCATION	PROPOSAL
2019 / 00052	Ouse District School	6933 Lyell Highway, Ouse	Storage Shed
		(Part Of) 6927 Lyell Highway,	
2019 / 00051	Pda Surveyors	Ouse & 2 Cluny Street, Ouse	Boundary Adjustment

DISCRETIONARY USE

DA NO.	APPLICANT	LOCATION	PROPOSAL
2019 / 00042	Paul Miltenburg	6 William Street, Bothwell	Dwelling
	Clyde River Holdings		Deck Addition (Existing Visitor
2019 / 00050	Pty Ltd	1 Elizabeth Street, Bothwell	Accommodation Unit)

NOTED

Mr Jason Branch (manger of Works & Services) entered the meeting at 10.59am.

MOVE TO 17.0 SUPPLEMENTARY DES AGENDA ITEMS

Moved: Clr J Honner

<u>Seconded</u>: Clr R Cassidy

THAT Council move it item 17.0 SUPPLEMENTARY DES AGENDA ITEMS

FOR the Motion:

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

17.1 LITTER AND DUMPING MANAGEMENT SYSTEM AND MEMORANDUM OF UNDERSTANDING

Moved: Clr A Campbell

Seconded: Clr J Honner

THAT Council's Environmental Health Officer review the information received and provide a report and recommendation to the October Ordinary Meeting of Council.

FOR the Motion:

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

RESOLVED THAT Council move back to item 15.0 WORKS & SERVICES.

Mr Graham Rogers and Clr A Archer left the meeting at 11.01am.

15.0 WORKS & SERVICES

Moved: Clr R Cassidy

Seconded: Clr A Bailey

THAT the Works & Services Report be received.

FOR the Motion:

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

CARRIED

CARRIED

15.1 SNOW CLEARING WORLD FLY FISHING CHAMPIONSHIPS

Moved: Clr A Campbell

Seconded: Clr

THAT a letter be written to Mr Crosse and advise him that roads will be cleared of snow at the discretion of the Manager of Works and Services.

FOR the Motion:

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

Clr A Archer returned to the meeting at 11.06am.

15.2 HAMILTON PARK PLAY EQUIPMENT

Moved: Clr J Honner

Seconded: Clr A Bailey

THAT Council purchase option one from Island Recreation.

FOR the Motion:

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

Deputy Mayor J Allwright left the meeting at 11.11am. Mr Jason Branch left the meeting at 11.11am.

16.0 ADMINISTRATION

16.1 AFAC INDEPENDENT OPERATIONAL REVIEW, A REVIEW OF THE MANAGEMENT OF THE TASMANIAN FIRES OF DECEMBER 2018 – MARCH 2019

RESOLVED THAT Councillor A Archer draft a response for the Mayor to sign and send to the Tasmanian Government.

Deputy Mayor J Allwright returned to the meeting at 11.12am.

CARRIED

16.2 STATUTORY REVIEW OF THE ABORIGINAL HERITAGE ACT 1975

Moved: Clr J Honner

Seconded: Clr R Cassidy

THAT the General Manager lodge the following submission by the 20 September 2019:

- The Aboriginal Heritage Council should ideally include members from all Aboriginal Groups.
- That the definition for Relic in section 2 part 3 of the Act and definition of significance in section 2 part 8 of the Act, requires more detail, for example prioritisation of site and significance.
- The Act needs to ensure farmers understand what process is required if they find an Aboriginal 'relic' or significance site. Believe there is an issue with farming methods outlined in the Statutory Guidelines that deal with farming near significant Aboriginal sites.
- Cost to undertake Aboriginal survey of proposed development and land use sites are too high.
- Appeal process so that any future Aboriginal surveys are not required for future development applications needs to be a clear process.
- Aboriginal Heritage Assessment in Planning Authority decision-making process, to be included in CHC Local Provisions of our Planning Scheme. Need to link the Aboriginal Heritage Act / Statutory Guidelines with the Planning Scheme so it can be considered by the Planning Authority.
- Need to ensure Aboriginal ochre quarry sites and scarred trees sites are protected and recorded in the Aboriginal Heritage Tasmania Register. Buffer zones around Aboriginal quarry sites are important to protect sites.
- Need for a mapping system of all Aboriginal Heritage sites which is linked to the Aboriginal Heritage Tasmania Register. Understand that this was considered during the 2013 review
- That penalties in the Act should be increased to protect significant Aboriginal sites.
- The current legislation is weak in defining actual reprimands for when public destroy or disrupt Aboriginal heritage which can include midden sites of tools.
- The legislation does not currently identify any true punishment for those breaking the law. Therefore through the legislation, it should be stated that there will actually be follow-up of the punishment for breaking the law. At the moment people just get a slap on the wrist. An example: The stopping the sale of shell necklaces made by a white women on Cape Barren Island. Ignorance also needs to be absolutely detailed in the new legislation and that ignorance is not an excuse.
 - The legislation needs to be amended to protect Aboriginal heritage for the future.
 - Mapping Scheme for Central Highlands Council
 - Clearer process of Aboriginal artefacts, the prioritisation and land use
 - Commercial entities assessing land/dams etc
 - Punishment / penalties
 - Protecting sites
 - Protecting known sites and areas
 - Planning in Development Applications Aboriginals Heritage

Example: Central Highlands has scared trees, century's old practice. Widening the aboriginal heritage listed sites and take in the aboriginal landscapes which would mean defining 'boundary' around the landscape, buffer zone so that the Aboriginal landscape is protected as same as recognised is just as important as a Midden or Scarred tree.

CARRIED

FOR the Motion:

16.3 ECONOMIC AND COMMUNITY RECOVERY GRANT - BRONTE PARK COMMUNITY 'GET TOGETHER' MEETING, PICNIC, FAMILY AREA PROJECT

Moved: Clr J Honner

Seconded: Clr S Bowden

THAT Council approve the General Manager to sign the Grant Deed.

CARRIED

FOR the Motion:

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

16.4 REQUEST FOR CENTRAL HIGHLANDS COMMUNITY CHURCH GRANTS

Moved: Clr A Archer

Seconded: Clr R Cassidy

THAT a grant of \$2500 is made to the maintenance of the five churches for maintenance only and that a prioritisation by the Hamilton Parish of how the funds are spent based upon the greater need of those churches that are unlikely to be sold by the Diocese. If the churches are not sold then the funds are to be spent equally over the five churches over a five year period.

CARRIED

FOR the Motion:

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

16.5 REQUEST FOR CENTRAL HIGHLANDS COMMUNITY GRANT PROGRAM – COMMUNITY GARDEN OUSE

Moved: Clr J Honner

Seconded: Clr A Bailey

THAT a grant of \$435 be provided to the Central Highlands Community Health Centre for its Community Garden improvements.

CARRIED

FOR the Motion:

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

16.6 REQUEST FOR CENTRAL HIGHLANDS COMMUNITY GRANT PROGRAM – OUSE AND HIGHLAND COMMUNITY ALIVE

Moved: Clr A Bailey

Seconded: Deputy Mayor J Allwright

THAT a grant of \$1000 be provided to the Ouse and Highland Community Alive Group that will allow them to provide a community Christmas children's party free of charge to all children in the Central Highlands.

CARRIED

FOR the Motion:

16.7 REQUEST FOR CENTRAL HIGHLANDS COMMUNITY GRANT PROGRAM – WESTERWAY PRIMARY SCHOOL, 100 YEAR ANNIVERSARY

Moved: Clr A Bailey

Seconded: Clr R Cassidy

THAT Council provide a community grant of \$1,000.00 towards the Westerway Primary School 100 Year Anniversary.

CARRIED 5/3

FOR the Motion:

Mayor L Triffitt, Clr A Bailey, Clr A Campbell, Clr R Cassidy and Clr J Honner.

AGAINST the Motion:

Deputy Mayor J Allwright, Clr A Archer and Clr S Bowden

16.8 DEPARTMENT OF EDUCATION – 2019 INTAKE AREA REVIEW

Moved: Clr J Honner

Seconded: Clr R Cassidy

THAT any feedback on the proposed intake area maps be provided to the Deputy General Manager by Monday the 23 September 2019 so the Deputy General Manager can lodge the public survey by the 27 September 2019.

CARRIED

FOR the Motion:

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

16.9 ANNUAL END OF SCHOOL AWARDS

Moved: Deputy Mayor J Allwright

Seconded: Clr J Honner

THAT Council make the following end of year awards:

- New Norfolk High School Central Highlands Continuing Education Bursary \$300
- Bothwell District High School Central Highlands Continuing Education Bursary \$300
- Glenora District High School Central Highlands Continuing Education Bursary \$300
- Ouse District Primary School Central Highlands Continuing Education Bursary \$300
- Westerway Primary School Central Highlands Continuing Education Bursary \$300
- Westerway Primary School Citizenship Award \$50
- Glenora District High School Citizenship Award \$50
- Ouse District Primary School Primary Value Award 2 Awards of \$50 each

CARRIED

FOR the Motion:

16.10 CAT MANAGEMENT AMENDMENT BILL 2019

Moved: Clr J Honner

Seconded: Clr R Cassidy

THAT any comments be provided to the Deputy General Manager by Friday the 27 September 2019, so that a submission can be lodged by the 4 October 2019.

CARRIED

FOR the Motion:

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

16.11 AUSTRALIA DAY AWARDS 2020

Moved: Clr J Honner

Seconded: Clr A Campbell

THAT the Australia Day Awards 2020 be held in Ellendale.

FOR the Motion:

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

16.12 4G/5G TELECOMMUNICATIONS

NOTED

16.13 DRAFT TASMANIAN DISASTER RESILIENCE STRATEGY 2020-2025

This item was discussed earlier in the meeting.

16.14 BOTHWELL FOOTBALL CLUB AND COMMUNITY CENTRE COMMITTEE

NOTED

16.15 COMMUNITY GRANT APPLICATION

Moved: Clr J Honner

Seconded: Clr S Bowden

THAT Council provide a community grant of \$2,000.00 towards the Bothwell Speed Shear.

CARRIED

FOR the Motion:

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

22

16.16 REQUEST FOR CONSIDERATION OF WAIVER OF FEES FOR CENTRE HIRE

Moved: Deputy Mayor J Allwright

Seconded: Clr S Bowden

THAT the Bothwell School Association be granted approval for the use of the Bothwell Football Club and Community Centre facilities on 18 October, 2019, chairs and tables from the Bothwell Hall and PA System at no cost but pay a \$250 refundable bond.

CARRIED

FOR the Motion:

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

MOVE TO SUPPLEMENTARY ADMINISTRATION AGENDA ITEMS

RESOLVED THAT Council move to item 18.1 SUPPLEMENTARY ADMINISTRATION AGENDA.

18.1 REQUEST FOR COMMUNITY GRANT- ELLENDALE HALL COMMITTEE

Moved: Clr A Campbell

<u>Seconded</u>: Deputy Mayor J Allwright

THAT a grant of \$785 be provided to the Ellendale Hall Committee to hold a family/community Christmas celebration on 14 December 2019.

CARRIED

FOR the Motion:

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

19.0 CLOSURE

Mayor L Triffitt closed the meeting at 12.12pm.

MINUTES AUSTRALIA DAY COMMITTEE MEETING 19TH September 2019

Minutes of the meeting for the Australia Day Committee held at the Hamilton Council Chambers on 19th September 2019 commencing at 9.30 a.m.

ATTENDEES Mayor L M Triffitt and Clr A Campbell

APOLOGIES

IN ATTENDANCE Katrina Brazendale (Minute Secretary)

TIME AND LOCATION

The Australia Day Event this year will be held at the Ellendale Hall on Monday 27th January 2020, commencing at 10.30 to approximately 1.00 p.m. This date was selected as it's a long weekend and having the event on the Monday would allow more attendance at the event.

FOOD

Katrina will speak with the Ellendale Hall Committee and see if they are available to cater.

MUSIC

Katrina will speak with Lynda Gray to seek her availability for the event.

OTHER BUSINESS

That Council increase the Australia Day Budget to \$1,500.00 for this year and ongoing budget.

GIFT

The recipients would receive a Bottle-brush plant from the nursery along with an engraved pen from the men's shed. The Mayor would also like a price on a wooden trophy with an engraved glass panel.

CLOSURE 10.10 a.m.

1



MINUTES OF THE BOTHWELL FOOTBALL CLUB & COMMUNITY CENTRE MANAGEMENT COMMITTEE MEETING HELD AT THE BOTHWELL COUNCIL CHAMBERS AT 6.30PM ON TUESDAY 1st OCTOBER 2019

1.0 PRESENT

Clr Honner (Chairperson), Clr Bailey, Clr Campbell (Proxy), M White (Bothwell Cricket Club), J Eyles (Bothwell Cricket Club), B Jones (Bothwell Football Club), T Brazendale (Proxy Bothwell Football Club), J Miller (Community Representative), B White (Exercise Wellness Group) & L Costello (Bothwell Tourism Association)

IN ATTENDANCE

L Eyles (General Manager), A Wilson (Deputy General Manager), Constable S Fry, Senior Constable J Carlyle and K Bradburn (Minutes Secretary)

2.0 APOLOGIES

P Hughes (Bothwell Tourism Association)

3.0 CONFIRMATION OF MINUTES

Moved Cir Campbell

Seconded **B** Jones

THAT the Draft Minutes of the Bothwell Football Club & Community Centre Management Committee Meeting of Council held on Tuesday 19th June 2019 be confirmed subject to the following amendment:

2.0 CONFIRMATION OF MINUTES

Moved J Miller

Seconded **B Jones**

THAT the Draft Minutes of the Bothwell Football Club & Community Centre Management Committee Meeting of Council held on Tuesday 26th March 2019 to be confirmed.

Carried

FOR the Motion: Clr Honner, Clr Campbell, J Miller and B Jones.

Carried

FOR the Motion:

Clr Honner, Clr Bailey, Clr Campbell, M White, J Eyles, B Jones, T Brazendale, J Miller, B White & L Costello.

4.0 BOTHWELL FOOTBALL CLUB & COMMUNITY CENTRE SECURITY

Security at the facility was discussed. It was generally agreed that a full system as quoted by Chubb Security was not required.

Concern was raised about the front door lock. The Manager DES to review and install metal plate if required.

Senior Constable Carlyle advised that security cameras would be beneficial and as a minimum could be installed in the bar area and entry door. This would be beneficial in the event of anti-social behaviour, liquor licencing requirements and crime prevention.

RESOLVED that quotes be obtained for the installation of security cameras only at the facility.

5.0 KITCHEN FACILITIES UPDATE

B White advised that an amended quote for the shelves in the store room had been received and that the stainless steel sheeting had been installed. Approximately \$2,000 remains from the grant money.

L Costello asked if crockery could be purchased with the remaining money. B White expressed concerns about the purchase of crockery unless it is managed with a sign in sign out system and suggested the money would be better spent on cooking trays.

The Committee was advised that Crockery is available for hire from the Bothwell Town Hall.

6.0 ADDITIONAL MEMBERS FROM THE COMMUNITY

Clr Honner suggested that the Bothwell Tourism Association may like to nominate a new member to replace P Hughes if she is leaving the area.

Clr Campbell to approach Janene Glover who runs the Wednesday night exercise classes to see if they would like to nominate a member.

Mr L Costello highlighted the importance of all groups working together and stated that he had been trying to get a group meeting organised so that each group is aware of upcoming events. He suggested a flashing board or like to advertise the upcoming events.

Clr Campbell stated that better communications had recently been highlighted and was being covered as part of the Health and Wellbeing Plan. Suggested that Mr L Costello be invited to the next meeting to provide input.

7.0 OTHER BUSINESS

Kitchen Facility Inspections

Mrs B White stated that there needed to be process put in place for inspecting the kitchen after events now that it has been completed as the stove is already dirty.

Police Role

Clr Honner welcomed Constable Fry and Senior Constable Carlyle to the meeting and invited them to address the Committee.

Constable Fry outlined the different roles undertaken by Police and Council with Police responsible for anti-social behaviour, liquor licencing etc and Council being responsible for implementing their policies and by-laws.

Constable Fry provided some handouts from legislation showing examples of the type of issues Tasmania Police are responsible for enforcing.

Senior Constable Carlyle provided some advice on her previous experience with dealing with clubs while working at Triabunna and the procedures that the clubs introduced to ensure they were complying with their Liquor Licence. She advised that the Police want to work with the clubs and community and that common respect was required by all parties involved. Senior Constable Carlyle offered to meeting with the Clubs to speak to members and players with regards to gaining the common respect.

Constable Fry advised that they would also like to meet with Council in the near future.

Mrs T Brazendale thought that it would be a good idea to arrange for the Police to meet with the Bothwell Football Club committee and players pre-season.

The issue of trespassers was discussed and advice provided on how to deal with this.

The Committee was advised that all complaints should be directed to the General Manager and should be documented and provided in email or writing.

Clr Honner commended the Bothwell Football Club on addressing the issue of speeding cars in and out of the grounds.

Clr Campbell stated that since 2002 the noise impact from the Bothwell Recreation Ground had greatly improved.

8.0 CLOSURE

There being no further business CIr Honner thanked everyone for attending and closed the meeting at 7.25pm.

Department of Primary Industries, Parks, Water and Environment EPA TASMANIA



Level 6, 134 Macquarie Street, Hobart TAS GPO Box 1550, Hobart, TAS 7001 Australia Ph (03) 6165 4536 Email alasdair.wells@epa.tas.gov.au Web www.epa.tas.gov.au

10 September 2019

Ms Lyn Eyles General Manager Central Highlands Council

Email: council@centralhighlands.tas.gov.au

Dear Ms Eyles

Litter and Dumping Management System and Memorandum Of Understanding

Further to my correspondence in March and June this year about the development and progress of the Litter and Dumping Management System (LaDMS), I am happy to advise that the public view of LaDMS, 'Report Rubbish', is expected to go live by the end of September. To support its release, the Government will be undertaking statewide promotional activity, including the distribution of posters and postcards, and advertising on buses.

Once Report Rubbish is live, members of the public will be able to report instances of littering and dumping via 'Report Rubbish' on their smartphones, tablets or computers. These reports will be automatically forwarded to the relevant land manager organisation for actioning. Therefore, your organisation may start receiving email reports of litter and dumping via 'Report Rubbish' in the coming weeks. Please make your customer service and records staff aware of this. Your organisation will receive the email reports via your general email inbox unless you nominate an alternative address. You can nominate an alternative email address by emailing Robyn Shaw on Robyn.Shaw@epa.tas.gov.au

A land manager system view of LaDMS will also be available for your organisation to use, if you wish to sign-up to it. The land manager view of LaDMS will enable staff in your organisation to log-on to the litter reports made by members of the public, generate your own reports and manage litter complaints and clean-ups. The system will also allow you to request the use of community corrections order (CCO) offenders from Community Corrections (Department of Justice) to undertake the regular clean-up of predefined sites within your management area. LaDMS will also be used to collect data about littering and dumping hotspots which will be useful to understand patterns of littering and dumping, strategies in response.

In order to access LaDMS we will need you to sign the attached Memorandum of Understanding (MoU) which articulates the roles and responsibilities of each party: land managers, service provider (Community Corrections) and the system administrators (EPA Tasmania). The Memorandum of Understanding has been developed at the request of the LaDMS Advisory Committee and Reference Group which included state and local government representatives. It was developed in consultation with Community Corrections. Once the MoU has been signed by an authorised representative of your organisation, log-ins can then be made available to staff in your organisation.

My staff held land manager forums in July and August. I hope some of your staff were able to attend to see how the system works. Future forums will be held to explain the system, if they are required.

Please return the signing page of the MoU and appropriate contact details of someone in your organisation who can co-ordinate any queries relating to the litter and dumping management system to Robyn Shaw via her email, <u>Robyn.Shaw@epa.tas.gov.au</u> and she will advise system administrators to give you and your staff access to the system. A New Account Form is attached for you to provide the details of all staff in your organisation who will need access to the system. That should also be returned to Robyn.

Regardless of whether you choose to access LaDMS, public reports of littering made to 'Report Rubbish' that apply to your area, will be automatically forwarded to your general email inbox or other email as advised by you.

'Report Rubbish' and LaDMS are commitments made by the State Government at the last election to reduce littering and dumping in Tasmania.

Yours sincerely

Win Ed

Wes Ford DEPUTY SECRETARY, EPA TASMANIA

Attachments

- 1. MoU
- 2. Signing Page
- 3. New Account request form

The Litter and Dumping Management System

Memorandum of Understanding

Between

The Systems Manager (EPA Tasmania)

And

Department of Justice (Community Corrections)

And

Local and State Government land managers

21 August 2019

Context

This Memorandum of Understanding (MoU) has been developed as a result of a commitment made by the Tasmanian Government to develop a web application that allows reporting of littering hotspots and utilising offenders on community corrections orders (CCOs) to undertake the cleanup. It articulates the roles and responsibilities for the administration and implementation of the Litter and Dumping Management System (LaDMS).

LaDMS is a system that enables the management of litter and dumping reports, the management of areas needing regular clean ups, and the clean-up of those sites. It also allows the public to report incidents of litter and dumping via the system's public web interface, called 'Report Rubbish'.

An administrative system view of LaDMS will be available to all authorised parties to input data and maintain. Litter and dumping notifications received via 'Report Rubbish' will be automatically forwarded to relevant land managers for action.

This MoU does not constitute or create any legally binding or enforceable obligations on any party.

Parties are expected to act in good faith at all times during their use of LaDMS.

Purpose

The purpose of this MoU is to outline arrangements between the parties and their roles and responsibilities in relation to delivery of the LaDMS. This includes:

- Using and maintaining the data in LaDMS.
- Removing rubbish from public land.
- Responding to 'Report Rubbish' complaints through LaDMS.
- Identifying and recording litter and dumping hotspot areas in LaDMS.
- Managing and allocating Community Correction Order (CCO) Offenders to clean litter up, where it is deemed to be a safe activity for them to undertake, and collecting and disposing of rubbish collected by CCOs.

Services and arrangements:

All parties understand and agree that activities carried out under this agreement are subject to local policies and procedures.

All parties acknowledge that changes to government policy direction, agency priorities or funding arrangements may result in a need to vary the arrangements outlined in this MoU and its attachments, and agree that this may be done by mutual agreement and exchange of letters between the parties.

Responsibilities

Role of the Systems Manager

The Systems Manager is responsible for:

- The development and ongoing administration of LaDMS.
- Upgrading the system as required.
- When the system is sufficiently developed, and data has been supplied, providing land managers with information relating to the littering and dumping hotspots in their municipality.

Role of Land Managers

Land Managers are responsible for:

- Responding to litter and dumping complaints made through LaDMS, or, if they are not the land manager, forwarding it on to the responsible land manager.
- Logging jobs into LaDMS and updating details as the status of the jobs changes, including closing the job, once it is complete.
- Advising the Principal Service Provider (Community Corrections) in a timely fashion, if CCOs are sought to perform specific clean-ups.
- Collecting and disposing of rubbish collected by CCOs.

Role of Principal Service Provider

The principal service provider is responsible for:

- Matching an offender with a suitable project, littering report or site requiring clean up.
- Undertaking an assessment of potential sites for suitability.
- Responding to requests made, subject to the points above, and responding to the land manager.
- Recording actions, as required, on LaDMS.

The criteria used for matching offenders with a suitable project, and for assessing potential sites for suitability can be found at Appendix A.

Use of Offenders on Community Corrections Orders

The parties agree that when community corrections orders offenders are utilised, the criteria in Appendix A and the following will apply.

Workers Compensation

An offender performing community work pursuant to this MOU is pursuant to Section 42AZ of the Sentencing Act 1997 taken to be a Crown employee for the purposes of the Workers Rehabilitation and Compensation Act 1988.

"Community work" includes a journey made for the purposes of performing community service in accordance with a community correction order.

Work Health and Safety

The Crown and any other party to this MOU that is providing a project site for clean-up by offenders on Community Corrections Orders are separate Persons Conducting a Business or Undertaking for the purposes of the Work Health and Safety Act 2012 and have a concurrent duty of care pursuant to that Act. Specific accountabilities of parties are shown at Appendix A.

Confidentiality

All parties agree that unless expressly authorised in writing by the other party or required by law, confidential information will not be disclosed to any third party.

Parties understand that they are bound by privacy laws applicable to them in their respective jurisdictions.

Administrative Arrangements

The Systems Manager will undertake and co-ordinate the administrative arrangements for this MoU.

Media/Marketing and Promotional Activities

The parties agree to consult with the Systems Manager and other relevant parties if planning media or other promotional activities.

Protocols around media management and offenders and Community Corrections employees can be found at Appendix A.

Dispute resolution

The parties agree to collaborate to resolve difficulties that may arise.

Should issues remain unresolved the matter shall be referred to the delegates of the parties for resolution.

Termination

Parties are free to withdraw from this MoU at any time without any legal consequence. The Parties agree to provide notice of their intention to the Systems Manager 14 days prior to their withdrawal.

Appendix A

Work Site Assessment criteria

The Service Provider will use the following criteria when considering sites for clean up by members of the Service Provider.

Assessment of Potential Work Sites by Community Corrections (DoJ)

Potential project sites that are referred pursuant to this MOU will be assessed by Community Corrections to determine suitability against the following criteria:

- Whether the project site is a safe working environment;
- Whether the project site is community based;
- Whether placing offenders at a project site will not take paid employment from others in the community;
- Whether the project site provides reparation to the community through the completion of useful/meaningful tasks;
- Whether the activity has the capacity to improve an offenders' pro-social attitude and skills;
- Whether engagement at the project site improves the interaction between offenders and the community;

It is not essential for a project site to meet all the criteria listed above.

Offender Placement by Community Corrections (DoJ)

Community Corrections is responsible for matching an offender with a suitable project and will aim to achieve the best possible outcomes for both the offender and the project site.

The following factors will be taken into account when matching an offender with a project site:

- the offender's level of skills, abilities, qualifications and knowledge;
- the offender's personality, general experience and personal interests;
- the offender's capacity to relate to individual recipients or organisations being assisted;
- any restrictions imposed by a project site;
- the project/programs capacity to address the offenders needs;
- the level of risk of re-offending;
- the nature of the offences and prior conviction history.

Work Health and Safety arrangements

Without limiting their legislative duty of care, the parties acknowledge the following specific responsibilities:

Land Manager

- 1. To take all reasonably practicable actions to identify any hazards associated with a proposed clean-up site and conduct any necessary risk assessment prior to referral of the site to the Service Provider.
- 2. To communicate the existence of all identified hazards and any consequent risk assessment to the Service Provider.
- 3. To participate in any risk assessment process undertaken by the Service Provider.
- 4. To be satisfied that the Service Provider has appropriate measures in place to control all identified risks.
- 5. To retain records of all risk assessments and control measures.
- 6. To provide the Service Provider with a contact person for the notification of incidents where persons are injured as a consequence of the clean-up activity including those notified to the work health and safety regulator.

Service Provider

- 1. To conduct its own hazard identification and risk assessment process on all referred sites prior to work commencing.
- 2. To consult with the Land Manager on controls to be applied for all identified risks.
- 3. To ensure that persons working at the clean-up site are consulted on all identified risks and the agreed control measures.
- 4. To provide adequate information, training, instruction and supervision to protect all persons from risks to their health and safety.
- 5. To ensure that all equipment used in the clean-up operation is maintained and fit for purpose.
- 6. To take all necessary actions pursuant to Part 3 of the Work Health and Safety Act 2012 when a notifiable incident occurs.
- 7. To retain records of all risk assessments and control measures.
- 8. To immediately notify the Land Manager of all incidents where persons are injured as a consequence of the clean-up activity including those notified to the work health and safety regulator.
- 9. To immediately notify the Land Manager of any visit to the clean-up site by an Inspector, WHS Entry Permit Holder or health and safety representative.

Media and promotional activity protocols

If a media interview or event is held, the following protocols shall be observed unless otherwise approved by the Director, Community Corrections.

- 1. Offenders and Community Corrections employees must not be identified, interviewed, recorded, filmed or photographed.
- 2. Any information that has the potential to identify an offender or a victim or the location of an offender or a victim is not to be released, recorded, filmed or photographed.
- 3. Details about the offences committed by offenders are not to be released.

Signing Page

The undersigned agree on behalf of their organisation to be a party to "The Litter and Dumping Management System Memorandum of Understanding Between The Systems Manager (EPA Tasmania) And Department of Justice (Community Corrections) And Local and State Government land managers, Version 1, 21 August 2019".

Signature Name Position Organisation Date


Letter of Proposal

Project:	Energy Savings
Client:	Central Highlands Council
Document Revision:	001
Date:	14/09/2019

Contents

1.	Document Information	3
2.	Introduction	4
3.	Proposal Overview	4
4.	Proposed Solar Panel Placement	5
5.	Current Use Breakdown T22 vs Breakdown T94	5
	Panel Orientation and Tilt	11
6.	Inclusions	12
7.	Standards	12
8.	Price	13
9.	Payment Terms	13
10.	Installation Timeframe	13
11.	Insurance	13
12.	Validity Period	13
13.	Standard Terms & Conditions	13
14.	Offer Contact	14

Project Title	Letter of Proposal for the Central Highland Council						
Client	Central Highland Council	Client Representative	Bev/Graham				
Document Number	001	0					
Revision Description	NIL						
Document Submission	Name	Date	Signature				
Prepared By	Wayne Mitchell	14/09/2019					
Reviewed By	Brad Keegan	14/09/2019					
Approved By	Wayne Mitchell	14/09/2019					
Distribution	Distribution Company		Date				
Physical Copy	Central Highland Council	Bev/Graham	14/09/2019				

1. Document Information

2. Introduction

Energy Street Pty Ltd is pleased to submit our offer for the Design, Supply and Installation of energy saving initiatives using solar system and friendlier tariff as detailed below.

Our Vision is simple: to save energy and transition the economy to cleaner, more sustainable energy.

We do this by helping our customers take control of their energy costs and get smart about how to generate, use and manage energy. Our team has deep expertise in solar, hydro, gas, energy storage, LED lighting and other commercial energy equipment and solutions.

Energy Street is a Tasmanian energy generator and retailer of solar PV and hydro energy to the Tasmanian corporate market providing clean renewable energy, price surety and resilience over the long term.

3. Proposal Overview

The proposal involves installing options of solar systems ranging from 5-20kw mounted.

We supply and install 100kWs or below, because that is the most cost-effective size, which does not involve the complexity of long-term federal Government rebates termed LGC (Large Generation Certificates) as a component of their RECs.

A 100kW or below system is cost effective and attracts a rebate termed an STC (Small Technology Certificate) which is available immediately after system commissioning, rather than annually over time like the LGCs.

This Letter of Offer has Energy Street retain the STCs for simplicity of paperwork and customer convenience and is offset against overall cost of project.

Whilst the previous energy consumption modelling based on your power bills from Aurora and multiply x4 indicated that your current facility has an estimated power cost of approx. 35-40k per annum, by taking energy efficient measures we believe paybacks would be no greater than 3.5 years in most cases conservatively and save between 50-70% of current use.

We use Jinko brand panel supplier and manufacturer. The company is ranked in the Bloomberg New Energy Finance as a Tier 1 company. This ranking is based on many criteria including company size, efficiency, turnover and various longevity measures. Tier 1 companies provide the highest level of comfort that they can honour their warranty, Currently Jinko panels are No 1 in their chosen field.

4. Proposed Solar Panel Placement

CURRENT USE BREAKDOWN T22									
Period (Quarter)	Total kWh	Total Cost (\$)	Average Daily Use (kWh)	Average Daily Cost per kWh (\$)			verage t Per Day (\$)		
20 Dec 2010 - 22 Marsh 2010	2 700	\$	40	¢	0.00	¢	11 00		
22 Dec 2018 - 23 March 2019	3,706	1,066.00	40	\$	0.29	\$	11.68		
I have assumed and used above qtr	3,706	\$ 1,066.00	40	\$	0.29	\$	11.68		
		\$							
For other quarters using Tariff 22	3,706	1,066.00	41	\$	0.29	\$	11.68		
	3,706	1,066.00	41	\$	0.29	\$	11.68		

Totals:

14,824 \$ 4,264.00

Current Use Breakdown T94								
Period (Quarter)	Total kWh	Total Cost (\$)	Average Daily Use (kWh)	Average Daily Cost per kWh (\$)			verage t Per Day (\$)	
22 Dec 2018 - 23 March 2019	3,706	\$ 1,066.00	40	\$	0.29	\$	11.68	
		\$						
I have assumed and used above qtr	3,706	1,066.00 \$	40	\$	0.29	\$	11.68	
For other quarters using Tariff 22	3,706	444.72	41	\$	0.12	\$	4.73	
Night T94 – 50% allowance	3,706	\$ 444.72	41	\$	0.12	\$	4.73	

Totals: 14

14,824 \$ 3,642.00

Solar offset 5kw System – based on 20.4kw Tasmanian average per day x300 days allow for bad weather days = 6120kwh offset @0.28c per kw =\$1713+\$622 for Tariff change Total: \$2355 per annum.

System Price - \$6500 would require site visit to confirm – Payback 2.76 years

0 Market PI Bothwell Caravan Park Camping Grounds

Current Use Breakdown T22									
Period (Quarter)	Total kWh	Total Cost (\$)Average Daily Use (kWh)Average Daily Cost per kWh (\$)					/erage : Per Day (\$)		
20 Dec 2018 - 23 March 2019	1,756	\$	640.00	21	\$	0.36	\$	6.80	
Tariff 22	1,756	\$	640.00	21	\$	0.36	\$	6.80	
	1,756	\$	640.00	21	\$	0.36	\$	6.80	
	1,756	\$	640.00	21	\$	0.36	\$	6.80	

7,024 \$ 2,560.00

Current Use Breakdown T94									
Period (Quarter)	Total kWh	Total Cost (\$)		Average Daily Use (kWh)	Average Daily Cost per kWh (\$)			verage t Per Day (\$)	
20 Dec 2018 - 23 March 2019	1,756	\$	474.00	21	\$	0.27	\$	5.21	
Tariff 94	1,756	\$	474.00	21	\$	0.27	\$	5.21	
	1,756	\$	474.00	21	\$	0.27	\$	5.21	
25% allowance for night-time	1,756	\$	210.00	21	\$	0.12	\$	2.31	

Totals: 7,024 \$ 1,632.00

Solar offset 5kw System – based on 20.4kw Tasmanian average per day x300 days allow for bad weather days = 6120kwh offset @0.27c per kw =1713+ \$928 for Tariff change Total: \$2641 per annum.

System Price - \$6500 would require site visit to confirm – Payback 2.46 years

0 Alexander St Bothwell Misc Building

Totals:

Current Use Breakdown T22								
Period (Quarter)	Total kWh	Total Cost (\$)	Average Daily Use (kWh)	Average Daily Cost per kWh (\$)	Average Cost Per Day (\$)			
		\$		\$	\$			
22 Dec 2018 - 23 March 2019	1,237	448.00	13	0.36	4.68			
		\$		\$	\$			
Tariff 22	1,237	448.00	13	0.36	4.68			
		\$		\$	\$			
	1,237	448.00	13	0.36	4.68			
		\$		\$	\$			
	1,237	448.00	13	0.36	4.68			

		\$
Totals:	4,948	1,792.00

Current Use Breakdown T94							
Period (Quarter)	Total kWh	Total Cost (\$)	Average Daily Use (kWh)	Average Daily Cost per kWh (\$)	Average Cost Per Day (\$)		
		\$		\$	\$		
22 Dec 2018 - 23 March 2019	1,237	339.00	13	0.27	3.68		
		\$		\$	\$		
Tariff 22	1,237	339.00	13	0.27	3.68		
		\$		\$	\$		
	1,237	339.00	13	0.27	3.68		
		\$		\$	\$		
25% allowance for night-time	1,237	148.00	13	0.12	1.62		

		\$
Totals:	4,948	1,165.00

Solar offset 5kw System – based on 20.4kw Tasmanian average per day x300 days allow for bad weather days = 6120kwh offset @0.27c per kw =1713+ 627 for Tariff change Total: \$2340 per annum.

System Price - \$6500 would require site visit to confirm – Payback 2.77 years

Library – 2 Market Place Bothwell

Current Use Breakdown T22

Period (Quarter)	Total kWh	Total Cost (\$)	Average Daily Use (kWh)	Average Daily Cost per kWh (\$)	Average Cost Per Day (\$)
26 Sept 2018 - 19 Dec 2019	5,126	\$ 1,411.00	60	\$ 0.27	\$ 16.20
Tariff 22	5,126	\$ 1,411.00	60	\$ 0.27	\$ 16.20
	5,126	\$ 1,411.00	60	\$ 0.27	\$ 16.20
	5,126	\$ 1,411.00	60	\$ 0.12	\$ 7.23

т	-1-		
	ota	2115	

20,504 \$ 5,644.00

Current Use Breakdown T94					
Period (Quarter)	Total kWh	Total Cost (\$)	Average Daily Use (kWh)	Average Daily Cost per kWh (\$)	Average Cost Per Day (\$)
	F 400	\$		\$	\$
26 Sept 2018 - 19 Dec 2019	5,126	1,411.00	60	0.27	16.20
		\$		\$	\$
Tariff 94	5,126	1,411.00	60	0.27	16.20
		\$		\$	\$
	5,126	1,411.00	60	0.27	16.20
		\$		\$	\$
25% allowance for night-time	5,126	615.00	60	0.12	7.23

	\$	
Totals:	20,504 4,848	3.00

Solar offset 10kw System – based on 20.4kw Tasmanian average per day x300 days allow for bad weather days = 12,240kwh offset @0.27c per kw =\$3304 + 796 for Tariff change Total: \$4100 per annum.

System Price - \$12,000 would require site visit to confirm – Payback 2.97 years

Town Hall Alexander St Bothwell

Current Use Breakdown T22					
Period (Quarter)	Total kWh	Total Cost (\$)	Average Daily Use (kWh)	Average Daily Cost per kWh (\$)	Average Cost Per Day (\$)
40 1 0040	44 520	\$	404	\$	\$
12 Jan 2019 - 09 April 2019	11,530	3,020.00	131	0.26	34.00
		\$		\$	\$
Tariff 22	11,530	3,020.00	131	0.26	34.00
		\$		\$	\$
	11,530	3,020.00	131	0.26	34.00
		\$		\$	\$
	11,530	3,020.00	131	0.26	34.00

		\$
Totals:	46,120	12,080.00

Current Use Breakdown T94					
Period (Quarter)	Total kWh	Total Cost (\$)	Average Daily Use (kWh)	Average Daily Cost per kWh (\$)	Average Cost Per Day (\$)
	44 500	\$	101	\$	\$
12 Jan 2019 - 09 April 2019	11,530	3,131.00	131	0.27	34.00
		\$		\$	\$
Tariff 94	11,530	3,131.00	131	0.27	34.00
		\$		\$	\$
	11,530	3,131.00	131	0.27	34.00
		\$		\$	\$
25% allowance for night-time	11,530	1,383.00	131	0.12	34.00

		\$
Totals:	46,120	10,776.00

Solar offset 20kw System – based on 20.4kw Tasmanian average per day x300 days allow for bad weather days = 24,480kwh offset @0.27c per kw =\$6609 + 1304 for Tariff change Total: \$7913 per annum.

System Price - \$26,000 would require site visit to confirm - Payback 3.28 years

6 Tarelton St Hamilton



Panel Orientation and Tilt

Solar Panel Report

System Parameters

Manufacturer Power Rating for Array	8,820 W
Manufacturer and Model	Jinko Solar - JKM315M-60
Number of Panels	28
Total Panel Area	45.8 m ²
Panel Type	Monocrystalline
Panel Length	1,650 mm
Panel Width	992 mm
Panel Nominal Power (STC)	315 W
Nominal Operating Cell Temperature	45.0 °C
Temperature Coefficient for Power	-0.40 % / K
System Efficiency ¹	95 %
Electricity Price	\$0.27 / kWh

Estimated Performance

Energy Output ²	12,208 kWh / year
Greenhouse Gas Emission Reduction ³	2,442 kg CO ₂ / year
Electricity Savings (maximum) ⁴	\$3,296 / year



Estimated Average Daily Energy Output by Month²

¹System efficiency is estimated by the solar installer to account for losses that may include shading, inverter efficiency for DC to AC conversion battery efficiency, cable losses, dirt, manufacturer tolerances, grid-tie system outages, maintenance downtime, and other factors.

²Energy Output is calculated based on historical solar irradiance and temperature data at this location, factoring in panel tilt, orientation, and all of the System Parameters including System Efficiency.

³Emission reduction assumes full output usage and 0.20 kg CO₂ / kWh based on Tasmania average (National Greenhouse and Energy Reporting (Measurement) Determination 2008).

⁴Assumes full year-round utilisation of generated electricity and will change based on usage and feed-in tariffs.

6. Inclusions

The installation of the below materials and commissioning of the same:

- ✓ 315-watt Jinko Black Mono Perc solar panels 25- year performance warranty
- ✓ Inverters as required Tier 1 10-year warranty
- ✓ Mibet racking system and rails
- ✓ Exclusions, Assumptions and Clarifications

Access to the site will be provided to Energy Street Pty Ltd personnel as required

7. Standards

In accordance with compliance requirements of all relevant Australian Standards and Certified Clean Energy Council accredited installer.

8. Price

Total Fixed Lump Sum Price exclusive of GST is as follows to be confirmed based on inspection and suitability to site.

Total \$ 57,500 + GST (including materials and installation)

9. Payment Terms

50% payable on signing of an Energy Street Pty Ltd Order Form, which reflects the offer in this document and the balance on commissioning of the system.

The Energy Street Order Form is available on request.

10. Installation Timeframe

The anticipated installation period is one day to 5 days depending on size of system size per system from commencement of installation.

11. Insurance

In accordance with Energy Street Pty Ltd standard insurance suite as detailed below:

Professional Indemnity: \$5 Million

Public Liability: \$20 Million

12. Validity Period

Validity of this offer 60 days

13. Standard Terms & Conditions

In accordance with Energy Street Pty Ltd ENGAGEMENT AGREEMENT MINOR WORKS.

14. Offer Contact

If you have any queries relating to this matter, please do not hesitate to contact Wayne Mitchell on 0418 886 825 or via email: wayne@energystreet.com.au

Kind Regards

Wayne Mitchell

0418 886 825



Central Highlands Council



Date 26 Sep 2019

Expiry 26 Oct 2019

Quote Number QUViz-0033

ABN 48 627 272 913 Vizona Pty Ltd 110 George Street, Parramatta, NSW, 2150 Ph: 1300 250 150 Email: accounts@vizona.com.au

Description	Quantity	Unit Price	GST	Amount AUD
Zora Small ST Series 90W. Colour Temperature 3500K. Efficiency - 142lm/w. Lumen - 12,800 lm	109.00	745.00	10%	81,205.00
Freight of 109 x Zora Small Lights to Bothwell, TAS	1.00	1,490.00	10%	1,490.00
			Subtotal	82,695.00
		TOTAL	GST 10%	8,269.50
		٦	TOTAL AUD	90,964.50

Terms

Prices quoted are for a total order, variations are subject to review. Quote is subject to Vizona Pty Ltd's terms and conditions. Quotation valid for 30 days. Credit card payments incur 2.03% surcharge. Freight charges and packaging charges additional if not included in the above quotation.



18 September 2019

Policy and Business Branch Department of Primary Industries, Park, Water and the Environment

WAP.Enquiries@dpipwe.tas.gov.au

Dear Sir or Madam

Tasmanian Draft Waste Action Plan

Thank you for the opportunity to provide a submission on the Draft Waste Action Plan. This submission has been prepared by the Local Government Association of Tasmania (LGAT) on behalf of the Local Government Sector in collaboration with our Member, all 29 Local Councils in Tasmania.

LGAT is incorporated under the *Local Government Act 1993* and is the representative body and advocate for Local Government in Tasmania. Where a Council has made a direct submission to this process, any omission of specific comments made by that Council in this submission should not be viewed as lack of support by the LGAT for that specific issue.

If you have any questions or would like further information, please do not hesitate to contact Dion Lester at <u>dion.lester@lgat.tas.gov.au</u> or via phone on (03) 6246 3740

Yours sincerely,

Katrena Stephenson CHIEF EXECUTIVE OFFICER Our Ref:DJL:CA



LGAT Submission: Tasmanian Draft Waste Action Plan

Introduction

The Tasmanian Government is at a crossroads. Local Government and the community have been calling for leadership and action on waste for a number of years. Consequently we welcome the release of the draft Waste Action Plan (WAP) for consultation and particularly the commitment to a statewide waste levy and container refund scheme. However, the WAP does not deliver the clarity and leadership required in adopting a circular economy, particularly in the face of significant global, national and state pressures related to resource use and waste management.

There is a significant opportunity for our state in adopting a circular economy, however the WAP lacks a clear framework, principles, objectives and specific plans for how our state will unlock waste as a resource, so that we can create jobs in new industries and reduce landfill. Local Government, industry and the community are ready to commence this transition, evidenced by the highly successful Food and Waste System Forum recently held at Parliament House. The event brought together leaders and decision makers from government, business, industry, community and research to:

- Identify key priorities in our food and waste systems, including a preliminary set of measurable 2030 goals and targets;
- Identify solutions in Tasmania that are advancing more sustainable food and waste systems; and
- Co-create a roadmap to coordinate greater action to deliver the goals and targets.

Feedback from the participants was overwhelmingly positive, with a significant desire to continue to work together towards achieving a Circular Food Economy in Tasmania.

The opportunities to unlock the value of waste at an industry level are immense but require significant coordination and collaboration from our State Government, as well as real on-ground action.



General Comments

The following section provides overarching commentary against the key Focus Areas and Actions within the WAP. **Attachment 1** provides additional specific comments against each Action.

Statewide Waste Levy

Implementation of a statewide waste levy is strongly supported by the Local Government Sector but it will be critical to work closely together to deliver the right model for Tasmania. In particular, a statewide waste levy must be fully hypothecated to fund a range of waste management and resource recovery services and projects.

Pricing mechanisms are used internationally and in most Australian states to achieve targets for diverting waste from landfill and to help fund waste reduction activities. The application of a landfill levy is widely held to be the most effective financial lever to divert waste from

landfills into resource recovery activities, provided the quantum is sufficient to encourage behavioral change.

In the absence of a statewide levy, Tasmanian landfill prices are amongst the lowest in the country and low landfill prices equate to poor resource recovery. This lack of a statewide landfill levy has created a market environment in our state where resource recovery has a limited capacity to compete with landfill. The low landfill diversion rates result in a low economic benefit from the waste and recycling sector and the loss of the value of recoverable resource. Resource recovery operations employ more people and require greater investment in infrastructure per tonne of material processed compared to landfills.

The current regional and Local Government levies are not adequate to significantly encourage investment in resource recovery by private industry. Additionally, these are applied inconsistently across the state, and consequently waste is likely to be being transported greater distances than necessary in order to realise gate fee savings. In some instances, long-term contracts are a barrier to regional/Local Government landfill operators implementing and/or altering levies.

The implementation of a waste levy needs to be thoroughly considered, and lessons can be learned from other jurisdictions. For example, South Australia recently suffered extreme negativity following a decision to raise the levy considerably without appropriate consultation. Applying levies can impact existing contracts that have not catered for a levy or assumed a lower levy. Queensland has a curious history with their levy being implemented, then



withdrawn, then re-implemented. Long term modelling needs to be undertaken and all stakeholders informed throughout the process, and legislative frameworks need to be implemented to ensure future governments cannot repeal or dramatically alter the levy.

This can also be applied to a Container Refund Scheme, where planning needs to consider what has been undertaken elsewhere, and the lessons learned.

The principles of good levy design include:

- Introduce a landfill levy at an appropriate price, with gradual increases over time until the desired level is achieved;
- Provide sufficient lead time and phasing in of the levy to allow the market to respond and transition to the new regulatory environment;
- Levy pricing should provide clear and credible projections, providing industry with certainty and informing investment decision-making;
- Levies should be applied as broadly and consistently as possible to limit the risk of intentional reclassification of some waste, reducing the effectiveness of the levy;
- Exemptions should be kept to a minimum and only granted in accordance with clear, statutorily defined criteria; and
- There needs to be a mechanism for a differential levy structure, having regard to the relative capacity of regions to divert waste to recycling and other facilities. Taking account of socio-economic differences, lack of waste recovery infrastructure and distances (and associated higher transportation costs) in rural and regional areas. This will be particularly important for municipalities such as King Island, Flinders and West Coast Councils.

The Tasmanian Government must provide clear direction on the application of levy revenue. To promote stakeholder acceptance of the need for a levy, the proceeds should be used to fund initiatives in areas such as waste avoidance, market development, recovery and recycling infrastructure, education, increased compliance and enforcement and promoting regional collaboration.

Effective compliance and enforcement are fundamental to the success of any policy and regulatory regime. The intent of legislation and regulation is to shape behaviour and sanction breaches where necessary. In other states, the introduction of, or any significant increase in, a waste levy has generally been the precursor to an escalation in illegal dumping and stockpiling activities. In order for the State to mitigate this risk (or address the unintended



consequences), a range of targeted monitoring and enforcement programs will need to be implemented.

The first line of defence is the enforcement capability of the regulators (EPA and Local Government). Appropriate resourcing is required to be both responsive <u>and proactive</u> in engaging with industry and the community. In addition, there needs to be a suite of monitoring and compliance controls and instruments developed or applied to support the effectiveness of regulation and compliance. Data will play a crucial role and is discussed in more detail later in this submission. Without the right data, it will be difficult to understand the effectiveness of regulations and gaps that may allow non-compliance activities. To improve regulation program, with target audiences ranging from waste producers to waste and recycling facility operators.

Container Refund Scheme

Local Government welcomes the introduction of a Container Refund Scheme (CRS). It is well documented that the benefits of such a Scheme include increased resource recovery, a reduction in litter and an increase in community awareness and involvement in waste management.

Other jurisdictions have found that the design of their CRS can be captured by the beverage industry, who unsurprisingly seek to influence the Schemes to limit the return rate of containers. While the beverage industry should be a stakeholder in the design and development of a CRS for Tasmania, it must not be the dominant driver. The resource recovery, logistics, not-for-profit and Local Government sectors are critical stakeholders whose participation in Scheme design is paramount.

Moving to a Circular Economy

In Tasmania, there appears to have been limited discussion, outside of the waste management industry, on what a Circular Economy is, and if a move to a Circular Economy is an approach that would benefit the State. However, the Circular Economy is becoming a mainstream focus for industry development, waste and resource recovery policies in many jurisdictions. The European Union has taken a strong lead with *Closing the Loop—An EU action plan for a circular economy*, which is supported by national strategies in Denmark, Finland, France, Germany, the Netherlands and Scotland. Waste strategies in England, Wales and Canada explicitly target circular practices and China and Japan are implementing a circular approach to reduce their reliance on raw materials. Cities, such as San Francisco and Amsterdam, are also playing an important role in leading the shift at a subnational level. In



Australia, most mainland states are investigating what a circular economy would look like for their communities.

Research and analysis from Australia and overseas have shown that transitioning to a circular economy can create jobs and contribute to economic growth¹. Modelling undertaken in NSW² and South Australia³ indicates that material efficiency gains could deliver significant long-term job growth compared to a 'business as usual' scenario. South Australia, which already has a current recovery rate of over 80 per cent, has estimated that moving to a circular economy could create an additional 25,700 jobs within the state by 2030⁴. Recognising and responding to this shift is important for Tasmania's national and international competitiveness.

The Circular Economy approach has potential to change the way waste is viewed and lead to a shift in how products are developed and services provided. However, such a move will require a considerable change to Tasmania's current economic system, which will require a whole of Government approach. Local Government believes the Circular Economy could bring significant benefits to not only the waste management industry in Tasmania, but also the economy more broadly. However, detailed analysis of the Circular Economy in a Tasmanian context is required to understand and quantify the costs and benefits of moving to this approach.

The Government needs to clearly identify its position and commitment regarding the Circular Economy and outline its roadmap for transitioning to this different economic system. The roadmap should consider how the economy is currently structured and what policy tools could be used to address priority issues over and above the high-level targets provided in the WAP. The changes to the structure of the economy would initially require incentives to encourage businesses to change their operating model and to create markets for waste materials that would eventually need to become self-sustaining.

When considering what a Circular Economy would mean for Tasmania, it is important to clearly define:

- The scale of the Circular Economy to be adopted local, regional, state or national;
- The type of benefits that could be realised in Tasmania and the associated adjustment costs (e.g. implications for jobs and economic growth); and

¹ McCarthy, Dellink, and Bibas, *The Macroeconomics of the Circular Economy Transition: A Critical Review of Modelling Approaches*. OECD Environment Working Papers, 2018(130).

² NSW EPA, Too good to waste - *Discussion paper on a circular economy approach for NSW 2018*, NSW Government Sydney.

³ Green Industries SA, *Benefits of a circular economy in South Australia 2017*, Government of South Australia Adelaide.

⁴ Ibid



• How other jurisdictions with similar structures and challenges to Tasmania have approached the Circular Economy.

To achieve a shift towards a Circular Economy there is a need to foster cross-government collaboration on resource recovery and waste management issues in the first instance. While the final WAP should incorporate principles that set a path to the Circular Economy, a standalone policy statement on the Circular Economy should be developed as a priority to signal to industry where Tasmania is heading and to guide infrastructure and investment planning during the transitional period and over the longer-term.

As a starting point the Final WAP needs to demonstrate how it will link to other existing Government strategies and policies.

Governance

The waste and resource recovery industry has a myriad of touchpoints with different agencies and levels of government and operates within a complex and evolving legislative and policy environment. Tasmania does not have a dedicated body with capacity to provide advice on statewide waste issues to the Tasmanian Government and which has the resources to deliver statewide programs. For example, Sustainability Victoria, Green Industries South Australia and the Western Australian Waste Authority all have a strategic planning and program delivery roles with guaranteed core funding hypothecated from a landfill levy.

In the absence of a single statewide body responsible for implementing the WAP, there is a significant risk of different understandings of who has ownership of the WAP's implementation and which party is responsible for implementing individual actions. Local Government considers that a coordinated and effective agency must drive the implementation of the WAP. This is particularly relevant for the delivery of waste related policy, strategy, planning, statewide data collection and analysis, coordination of education, Government procurement support and market development. The current Departmental structure does not appear to facilitate easy collaboration across Departments and as a result there could be limited coordination in the approaches of multiple agencies delivering on the WAP. This will make it difficult to effectively influence the decisions of business, the waste management industry and other Government agencies.

The development of the WAP presents an opportunity to review Tasmania's existing governance framework.



The final WAP requires an organisation to lead and provide oversight of its implementation and funding to deliver programs and or strategic actions. Understanding what this might look like has been an area of investigation by LGAT on behalf of Local Government over the past 12 months.

Statewide Waste Arrangements Feasibility Study

At the July 2018 General Meeting, councils endorsed LGAT undertaking a feasibility study into Statewide Waste Arrangements (the Feasibility Study). The final report is now complete and is available on the LGAT website under <u>Media and Publications > Reports and Submissions</u>.

The Local Government sector considered the recommendations in the Feasibility Study at its General Meeting on 13 September 2019 and overwhelmingly provided in principle endorsement of the recommendations, and in particular numbers two and four included below. LGAT has been instructed to commence discussions with the State Government on the proposed model to gain an understanding of the level of support for the arrangements, as well as the proposed implementation network (co-investment funding model).

Recommendation 2

That LGAT accept a formal shared collaboration structure, co-owned by and accountable to State and Local Government, as the preferred option to deliver the statewide waste management arrangement.

Recommendation 4

That LGAT pursue a co-investment funding model (involving State and Local Government) to enable the implementation arrangement from 1 July 2020 for a period of two years.

This option sets out a model that formally partners Local Government and State Government in leading a statewide arrangement (see Figure 6^5). The aim is to pair the historic progress made and competencies held by local governments and their regional bodies with the Tasmanian Government's ability to formally represent the state, enforce regulations, and enact legislation.

Tasmanian councils have indicated they believe there is significant merit in our sector and the State Government collaborating via a formal partnership to lead the delivery of the final WAP and ongoing strategic management of waste management and resource recovery in this State.

⁵ In the Part B Report available on the LGAT website



The immediate co-investment proposed will enable, via an agreed work plan, progress towards formation of the preferred ongoing arrangement and establishment of statewide functions and activities to complement regional and local actions.

The proposed arrangements (Option 3 in the Feasibility Study) brings together the comparative strengths in local and regional functions and service delivery experience, with the state's formal representation, regulation and lawmaking capacity. The collaboration model allows for the statewide waste management arrangement to directly use local and regional networks to identify issues. It can also ensure strategies and action plans take account of issues raised regionally and also the decision processes required of Local Government. For example, it will offer a suitable delivery vehicle to implement the final WAP and arguably help to fill many of the gaps in the draft WAP highlighted throughout this submission.

A statewide body can deliver a critical role in brokering and coordinating partnerships between sectors at local, regional and state scales; and applying its functions to drive more resource efficient practices in line with Circular Economy principles. Over time, its influence could extend from a focus on waste and resource recovery market interventions to impact activities 'upstream' of waste management (such as influencing purchasing decisions, supply chains, production systems, and product specifications) as well as those that are 'downstream' (such as developing new markets and unblocking impediments to market access).

There must be agreement regarding shared responsibility to implement the WAP, between Governments and the waste management industry to deliver improved waste avoidance, resource recovery and consequent diversion of material from landfill. Roles and responsibilities must be clearly negotiated, understood and agreed to by all stakeholders.

Data, Innovation Networks and Resource Recovery Targets

Unlike most jurisdictions, Tasmanian has not established clear performance targets for resource recovery. Statewide waste resource recovery data collection management systems are required to monitor and evaluate effectiveness of programs and provide public transparency on the progress toward Tasmanian waste and resource recovery goals.

Data

Effective decision-making by governments, business, industry and the community, must be supported by reliable, timely and relevant information, including data on material composition, volumes, consumption streams, locations, movements and ultimate fate.



The current absence of data and targets inhibits the comparison of the performance of regions and municipalities against state objectives and/or to identify a need for support or targeted programs. As a minimum data management systems and resources to collect, quality check and disseminate data are required to establish statewide waste baseline data (e.g. waste generation and recovery rate) and to monitor against performance targets.

To support the better use of resources and resource recovery, Government needs to collect and communicate enough information to support investment, inspire public confidence, prevent levy avoidance and facilitate continuous improvement. However, measuring progress towards the Circular Economy also requires a rethink of the traditional indicators and the evidence base required. Whilst it will be essential to ascertain how materials are kept in circulation through reuse and recycling, and other efforts to divert materials from landfill, it is also important to recognise and measure the economic benefits such as the greater jobs, investment in resource recovery and productivity improvements.

Targets

Targets should be based on modelling of realistic configurations of infrastructure, engagement and service delivery, with due regard to the differences between metropolitan and regional areas. The methodology used to develop the WAP targets has not been provided. The Waste Strategies adopted by other jurisdictions clearly explain what rationale and data have been used to set targets. For example, targets for municipal solid waste (MSW), commercial and industrial (C&I) and construction and demolition (C&D) waste streams in the South Australian Waste Strategy 2015-2020 are based on a detailed analysis that was undertaken as part of the Review of South Australia's Waste Strategy 2011–2015, annual recycling activity surveys and Zero Waste SA's own internal analysis. Similarly, targets for the MSW, C&I and C&D waste streams of the NSW Waste Avoidance and Resource Recovery Strategy 2014-21 are based on an independent modelling study conducted on behalf of the EPA.

What analysis and modelling has been undertaken to inform the development of the targets in the WAP?

The WAP fails to detail how targets will drive improvements in the recovery of specific materials. To change behaviours and focus activity, there needs to be a combination of strategies grouped around knowledge, enabling infrastructure and incentives. Knowledge plays an important role in getting individuals and organisations started on behavioural change, but it is only a start. Knowledge needs to be complemented with the incentives and



the practical support individuals and organisations need to act on their decision to change behaviours. Access to appropriate enabling infrastructure is critical in allowing individuals and organisations to engage with waste management options to improve their effectiveness and efficiency. Enabling infrastructure includes the physical facilities necessary to manage waste, as well as the organisational structures of government and legislation applying to individuals and organisations.

Appropriate knowledge and enabling infrastructure can assist in removing barriers to behaviour change, and incentives can provide a driving force for change. Incentives can be positive, such as funding, or negative, such as penalties and compliance actions.

The final WAP needs to detail how the targets will drive improvements in the recovery of specific materials through a combination of strategies grouped around knowledge, enabling infrastructure and incentives.

Priority Materials

Have the highest priority wastes for Tasmania been identified? Will they be?

In order for the resource recovery targets to be achieved there is a need for implementation/action plans to be included in the final WAP on priority issues and materials. It is difficult to identify the methodology that will be used to determine priorities from the information provided in the WAP. Local Government suggests that the focus of the final WAP, as communicated through targets, should also determine priority materials. For example, if the aim of the WAP is to divert tonnes from landfill, materials such as organics and C&D waste will become high priority materials. However, if the WAP is designed to pursue the adoption of a Circular Economy, an assessment of available materials and where they can be used will determine priority.

By way of illustration, and to inform consideration of the priority areas the WAP needs to address, the LGAT Statewide Waste Feasibility Study previously discussed, captured stakeholder interests across Local Government, regional authorities, the Tasmanian Government and the resource recovery sector. As part of this engagement, four problem areas were identified by stakeholders as priorities:

- 1. Poor cohesion in the demand for organics recovery services;
- 2. Insecure market for investing in recovery infrastructure;
- 3. Risks and harms incurred by tyre stockpiles and illegal dumping; and
- 4. Resource inefficient use of single use plastics and packaging.



Attachment 2 presents Investment Logic Map (ILM) outputs for the four agreed problem areas that a statewide arrangement (and the WAP) could prioritise. Four diagrams were then prepared; drawing on stakeholder views on the nature of problems, benefits and potential functions relating to those problem areas. These functions define the scope of roles and informs the procedural objectives that need to be delivered. Each diagram is accompanied by a set of bullet points that explains why a problem is perceived in that area and why action is justified.

This work illustrates the type of plan that needs to be developed for the final WAP on priority materials.

Infrastructure Planning

The capacity of Tasmania's statewide waste and resource recovery system to manage the current and likely future need has been untested. Infrastructure planning is required to:

- Identify the existing critical waste infrastructure required to guarantee delivery of essential waste and resource recovery services;
- Address future infrastructure gaps likely to arise from population and economic growth (including landfill airspace);
- Identify appropriately zoned precincts for future developments and ensure adequate buffers;
- Identify contingency arrangements for emergency events and/or natural disasters; and
- Provide a roadmap to achieve a mix of infrastructure that will maximise the recovery of valuable resources and minimise the environmental and public health impact on Tasmania's communities.

Support Resource Recovery across Industry

A range of issues in the current resource recovery system have been identified that prevent greater resource recovery; including infrastructure, services and the recovery of priority materials. Significant opportunities exist for improving resource recovery rates which target priority materials such as organics, materials from the C&D sector, optimising kerbside systems, upgrade of Local Government infrastructure to best practice and addressing more efficient collection of problematic wastes such as hazardous household wastes. For each of these, local solutions are particularly important, as access to markets is limited in Tasmania,



and transport costs and impacts are high. Tasmania also has a significant opportunity to benefit from greater local recovery and recycling activity.

The final WAP must focus on identifying and prioritising local market solutions for those recyclable materials traditionally exported from the state. Attracting investment into local reuse options requires a degree of certainty which has not been present under standard market conditions in Tasmania. This will rely on procurement decisions recognising the benefits that local reprocessing, and the use of products made locally from recycled materials, can offer compared to national or international export options. The WAP is silent on Government procurement targets.

Councils and regional waste authorities are the primary waste managers that provide household waste collection and recycling services, manage and operate landfill sites, and deliver education and awareness programs. They also provide information, infrastructure and incentives that encourage behaviour change and plan for the management of waste within their local areas. With increased support it is councils and regional waste authorities that will identify local, fit-for-purpose solutions working with their local industries that align with the final WAP and support a move towards becoming a Circular Economy.

The recent disruptions to the global trade in recyclables have created major challenges in the short-term for some parts of Tasmania. However, with appropriate market development there is an opportunity for a number of existing and new Tasmanian businesses to scale up or find new, productive uses for much of the recycled materials that we traditionally exported. To support this transition, the Tasmanian Government must consider its role (and that of Local Government) in driving better material outcomes, particularly by:

- Purchasing more products made from recycled materials; and
- Using more recycled materials in the construction of roads, buildings and other civil infrastructure, for example.

Education and Community Engagement

In recent decades, there has been increasing awareness of the impact of waste on the environment, and the need to adopt more sustainable habits and practices of production, consumption and disposal. However, there are still multiple barriers to change in Tasmania. For example, awareness still remains low (particularly in a practical, day-to-day sense) and for those who are aware, there is uncertainty about what action to take and the reliability of the end to end processes, a situation made more acute by the recent challenges with kerbside recycling.



To overcome these barriers, a cohesive, high-impact education strategy is required at a whole-of-state level. This will require collaboration across all levels of government, informed by community and industry input. Roles and responsibilities for education should be clearly articulated in a Government education strategy, with funding and incentives linked to education outcomes and objectives.

State and National Policy and Regulatory Settings

A clear policy commitment is required to evaluate and implement national product stewardship schemes which provide a cost/benefit to the state. State leadership, support and co-ordination is required to ensure the success of extended producer responsibility programs.

To date, a lack of State Government advocacy and support for implementation of national product schemes has resulted in additional costs to Local Government and poor outcomes for the state.

Conclusion

All Australian states and territories, except Northern Territory and Queensland, divert a significantly greater percentage of material from landfill. The Tasmanian landfill diversion rate is significantly lower than the national average and almost half that of the ACT, NSW, Victoria and South Australia.

In order to unlock waste as a resource, so that we can create jobs in new industries and reduce landfill, we need a tangible commitment and action from the State Government. The opportunities to realise the value of waste at an industry level are immense. While the draft WAP provides a useful starting point, as outlined in this submission there is significant further work required in producing the final WAP to drive the significant coordination and collaboration necessary from the State Government, as well as real on-ground action. Without this Tasmania risks missing out on the significant opportunities that improved resource recovery offers.

AREA & ACTIONS	COMMENTS
1. Circular Economy	Local Government is supportive of moving
	towards a circular economy, and promoting
No Actions	and adopting circular economy principals.
	However no actions are listed in regard to this
	focus area.
 2. Governance Investigate and discuss models for waste management governance with Local Government. Establish a relevant administrative structure. 	Local Government is supportive of development of a state-wide governance model. Councils and regional waste authorities have been actively involved in providing input into the feasibility study into a state-wide waste arrangement (as discussed earlier in this submission) coordinated by LGAT, with support from the EPA. The Study has gained support from Local Government and feedback from the resource recovery industry is also positive.
3. Data, Innovation Networks and Resource Recovery Targets Help to support the establishment of standardised data management systems to capture waste data, to monitor progress	Standardising data has been common theme amongst Local Government and industry for a long time. This is applicable not only to Tasmania but also in regard to national waste data reporting. Any action led by the state in this regard is welcomed.
against targets and facilitate businesses investment in resource recovery. Develop and support waste-related innovation and research networks in the bioeconomy, agritech, tourism, education (STEM), and renewable energy sectors.	Consideration needs to be given to how to obtain data from no-regulated or informal waste and recycling treatment options. There is also development needed on how it is proposed to appropriately capture data on litter (as there is a target for Tasmanian having the lowest litter rates by 2023)
 Adopt the following targets for waste and resource recovery: reduce waste generated in Tasmania by 5% per person by 2025 and 10% by 2030; ensure 100% of packaging is reusable, recyclable or compostable by 2025; achieve a 40% average recovery rate from all waste streams by 2025 and 80% by 2030; have the lowest incidence of littering in the country by 2023; reduce the volume of organic waste sent to landfill by 25% by 2025 and 50% by 2030; and work at the national level and with 	The targets within the plan mirror the targets agreed to by the Environment Ministers under the National Waste Policy. It is positive that targets are being adopted, as the government has been lobbied to do for some time. While targets are listed and supported, the State Government is not responsible for provision of waste services, operating landfills or recycling facilities, and other than through legislative frameworks, cannot enforce operators or Local Governments to meet targets.

Local Government and businesses in Tasmania to help phase out	
problematic and unnecessary plastics	
by 2030.	
.,	
4. Infrastructure Planning	Local Government is supportive of the
	development of a Waste and Resource
Develop a Tasmanian Waste and Resource	Recovery Infrastructure Plan. This will assist
Recovery Infrastructure Plan by 2021.	with delivering state and/or regional facilities
	and generate benefits from economies of scale.
Work with Local Government to address	
potential planning issues around waste	There are significant opportunities for
management and resource recovery infrastructure.	rationalisation of infrastructure and long term planning that isn't defined by municipal
	boundaries.
	boundaries.
	Any infrastructure plan needs to include
	detailed mapping of infrastructure across
	government, private business, and community
	groups. There is an opportunity to widen the
	scope to include services in addition to
	infrastructure.
	Infrastructure to support re-manufacture, re-
	purpose, design for re-use, and recycling are preferable to any infrastructure that focusses
	on end of pipe treatment of waste (such as
	incineration).
	Regional facilities are required right now to
	recover and treat waste items such as organics,
	construction and demolition waste, and
	commercial and industrial waste. Investment
	by the State in this field is welcomed.
5 Support Pasourse Pasouary Assoc	Local Government has received feedback from
5. Support Resource Recovery Across Industry	industry regarding a need for access to capital
industry	to realise projects and to enable business
Develop capacity across Government to	creation. As such Local Government is
support business development in the waste	supportive of actions, such as loan schemes,
and recycling industry.	and business development.
Establish a loan scheme for businesses and	While the actions contained in this section are
local government that helps grow locally	supported, it remains unclear how they will be
based and innovative recycling and processing	resourced, both in terms of finance required,
facilities which increase recycling rates while	and staffing.
also delivering new jobs across Tasmania.	
Support industry to use materials effectively,	
reuse materials and to understand the	

business case to improve resource recovery.	
Develop an Organic Waste and Resource Recovery Strategy by the end of 2020.	
Develop a Tasmanian Market Development Study by the end of 2021.	
Continue to investigate and provide appropriate support for Energy from Waste and Bioenergy options, which includes the management and utilisation of forest residues.	
Support the investment in industrial waste sorting – in particular construction and demolition waste.	
Boost demand for recycled products through adoption of sustainable procurement practices across State and local government.	
6. Education and Community Engagement Provide support to Local Government and the regional waste groups to continue their targeted education and grant programs for schools, businesses, householders and other stakeholders such as charitable recycling organisations.	There is no indication of the level or type of 'support' to be provided, and for a plan that is tackling waste, the focus on education and engagement here is extremely small. Education and engagement is vital to the success of programs in this field, and by presenting one paragraph it appears to be significantly undersold, and the one action within the plan is quite vague.
	Local Government is supportive of broad community engagement to educate about waste minimisation, particularly with a focus on consumption and avoidance of waste, however more details are required on what is envisaged with this action.
7. State and National Policy and Regulatory	Local Government has been advocating for a
Settings	waste levy for a number of years, and is
	supportive of this action. In the course of
Work with Local Government to introduce a	advocating for a levy, Local Government has
statewide waste levy by 2021 to fund waste management and resource recovery activities.	detailed certain criteria including that any levy be returned to waste management, and not absorbed into State Government general revenue. There is no detail in regard to the levy charge. Voluntary levies have existed in Tasmania,



	ranging from \$2 up to \$10 per tonne of waste to landfill.
	The levy needs to be set at a rate high enough to provide a substantial revenue stream to provide administration and deliver projects. Driving up landfill rates by adding a levy will also reduce the gap between landfill and recycling programs, making recycling options more attractive.
Introduce a Container Refund Scheme into Tasmania by the end of 2022	Local Government has been advocating for a Container Refund Scheme (CRS) to be introduced in Tasmania. Council officers have consulted with the EPA appointed consultants who developed the model framework for a CRS. A well managed CRS will reduce the strain on kerbside recycling systems, in particular a large portion of glass (around 40% of the kerbside recycling bin). It will lead to reduced litter as items become more valuable, and it will deliver financial benefits to community groups.
Work with the Australian Government to ensure that reviews of relevant legislation, such as the <i>Product Stewardship Act 2011</i> , result in effective programs that enhance resource recovery	Local Government will continue to monitor development of the CRS and its suitability, such as adequate number of drop off points proposed, and impacts on kerbside recycling contracts.
	Local Government is supportive of the development of further programs under the Product Stewardship Act. Many councils have tapped into national programs in the past such as paint, and ewaste.

GAPS IN THE WAP

Response to emergency situations

From time to time there are unforeseen events that impact the waste industry. Circumstances such as loss of markets, and loss of facilities and infrastructure through natural disasters, can lead to emergency actions being required, which contingencies should be planned for within this plan.

Determination of resourcing levels to implement this plan

To achieve the outcomes contained within the plan, a significant level of resourcing, both in terms of finance, and staffing, needs to be secured. There is no indication of the level of resources required to implement this action plan, or where the funds or staff will come from.

Local Government resource recovery facilities and kerbside collection

For Local Government, key responsibilities include the collection of waste and recycling from rate payers, whether through kerbside collection or by providing transfer stations and landfills).

All regions have identified a need for the assessment of the operation of transfer stations to best practice. The upgrade of facilities and the transfer station network, in particular smaller sites, is required in order to improve usability and site safety, recover more materials of differing types and improve site management including data collection.

The recent recycling market disruptions and resultant challenges with kerbside recycling are unlikely to abate in the near future. The final WAP needs to recognise and respond to the recent COAG commitment that "Australia should establish a timetable to ban the export of waste plastic, paper, glass and tyres, while building Australia's capacity to generate high value recycled commodities and associated demand".

Household hazardous waste

The issues with household hazardous waste have been constantly raised for a number of years by Local Government as a priority action. Household hazardous wastes include items such as old medications, chemicals, paints, and batteries. Several years ago, the State Government funded a 3-year program providing an avenue for the community to dispose of household hazardous wastes in a controlled environment through a series of free drop off days shared amongst regions. This program was very successful but ceased when government funds allocated to the program were exhausted.



Poor cohesion in the demand for organics recovery services

- All regional authorities show an interest in pursuing organics recovery services for their members where practical. These services involve new, specialised processing facilities.
- This interest follows from a public expectation to lower landfill emissions and recover more resources for other uses. Yet most councils lack the scale of material to make organics recovery viable on their own.
- Each region is yet to convert this interest into a viable approach to market. This is partly caused by asynchronous contracts; differences in volumes and distance to infrastructure; and uncertainty concerning willingness to pay (and price acceptance).
- It is also not clear that current regions represent an optimal pooling of volumes for organics recovery in Tasmania.
- Solution providers do not have a detailed brief to respond to. They cannot proceed with building infrastructure until private capital has certainty of a long term return.
- A response to these issues would include development of a longer term strategy/plan for organics, and means to quantify and pool demand to attract solutions, supported by measures to i) identify end markets and ii) bridge any investment and pricing gaps.



Insecure market for investing in recovery infrastructure

- Existing infrastructure is not well understood regarding its fit to Tasmania's future needs.
- This was seen to stem from i) having limited projections on waste flows and volumes, and how they align to existing capacities; and ii) having no vision or targets to set the state on a path of higher resource recovery.
- There is uncertainty as to whether existing infrastructure (i.e. landfills, transfer stations and recovery facilities) is optimal for the state. Without strategic planning, councils and the community will continue to rely on current facilities without a transition path.
- The lack of planning at larger scales means that facilities needed for recovery may be forestalled or misallocated (poorly sited or scaled, or using sub-optimal technologies).
- Investment and employment opportunities are not being realised, pricing to recover costs may be inefficient, and resources continue to be landfilled when they could be recovered.
- Further, without a strategic vision or plan, councils may fail to plan and budget ahead to procure new recovery services.
- As such, there is a need for a cluster of functions to set out and commit to a preferred path towards resource recovery.


Risks and harms incurred by tyre stockpiles and illegal dumping

- Illegal dumping was raised during workshops by all stakeholders. It is caused by a minority that fail to value the environment, and use dumping as a convenience or a cost saving.
- Stockpiling on private land (e.g. tyres) was also seen as an issue to handle better, given the risk and resource opportunity it poses.
- It was expressed that, even accounting for new state measures to handle dumping, a more complete solution was needed.
 Surveillance and data capture is not adequate and there is not a strong disincentive to stop dumping behaviours.
- Due to inadequate funding for surveillance and remediation, councils also claimed to be poorly incentivised to investigate dumping reports due to the net cost of remediation.
- Bringing the above together, illegal dumping and stockpiling may continue without sufficient prevention and remediation measures, leading to environmental and community harms, loss of resources, and reputational damage.
- This practice is at odds with Tasmania's image of pristine environments and the ethos of land custodianship. It also imperils communities, industries and brands that rely on a clean image and clean ecosystems.



Resource inefficient use of plastics and packaging

- Stakeholders raised concerns that single use plastics and packaging were being used pervasively despite the challenges associated with commercially recovering them and the extent of plastic litter.
- There was a view that more needs to be done to manage the entry of these items into the Tasmanian economy, given the difficulty they present once in circulation. That is, where there are suitable substitutes that involve less environmental impact and/or can be recovered within Tasmania, these items should be replaced.
- At the same time, it was felt that existing recovery approaches and markets for plastics were risk exposed and costly, due to the dependence on international buyers. In contrast, local markets may have lower transport costs and be less exposed to international trade risks, while retaining more value adding steps in the local economy.
- Due to these factors and the resulting impacts on the environment, economy and Tasmania's image, there is a basis for deploying functions that more actively manage single use plastics and packaging waste in particular, across their chain of custody.



Type/class	PID	FOR USE AT	CONTACT	ADDRESS	Address	PHONE NUMBER	Type water treatment	Current Registed
user a	7206909 Blue L	.ake Lodge	J & E Cowley	RA 329 Arthurs Lake Road, Arthurs Lake 7030		408199299	4 tanks under lodge, 3 filters down to 0.5 micron	yes
User a	5472664 Currin	ga Farm	Jane Parsons	PO Box 39 Hamilton 7140	5831 Lyell Highway Hamilton		Tank Water	yes
User a	7692003 Derwe	ent Bridge Wilderness Hotel	D Fitzgibbon	Lyell Hw Derwent Bridge		62891144	River Supply Boiled Water Notices up	yes
User 1	7148876 Great	Lake Hotel	Kaylee Hattinger	3096 Marlborough Highway, Miena			Boiled Water Notices up, treated water in Kitchen	yes
user a	7571041 Londo	on Lakes Fly Fishers Lodge	NBT Pty Ltd, Island Getaway Pty Ltd, Nitola pty Ltd	19 Montague Street Goulburn NSW 2580	5000 Victoria Valley Road		Tank Water, boiled water notices up.	yes
User a	2838536 Nant I	Distillery	Greg Amor	PO Box 4 Bothwell 7030	Nant Lane bothwell	62595790 / 0458094957	Tas Water get from Bothwell	no
user a	1680917 Parks	& Wildlife Service	Russell Scott 62891172	Lake St Clair Road Lake St Clair Tas		<u>Russell.Scott@parks.tas.</u> <u>gov.au</u>	Lake St clair Lodge/Pump House Point, Water Treatment Plant at Pump House Point, report received	yes
	5006719 Shanr	non Rise Lodge	Shane Stevens	22 The Terrace, Alferton Vic 3350 0353343851	7641 Highlands lakes road	0408 179927 62598199	Tank Water, boiled water notices up.	yes
User a	1974667 Wadd	amana Field Study Centre	Lucas Jacobe	Waddamana Village, Waddamana		62596105/0407873151	Tap filters on all the houses.	yes
User b	2740221 Derwe	ent Bridge Chalets & Studios	John & Louise	Locked Bag PB4444 New Norfolk Tas 7140	Lyell Highway Derwent Bridge		River Travellers Rest, boiled water notices up	yes
Supplier	Central highlands		Jason Branch	Council Offices Hamilton		0428 725 198	Tas Water	no
Supplier e	2651632 Bronte	e Holdings Taswater responsibility	Denis Wiss	148 Gordons Hill Road, Lindisfarne Tas 7140	Marlborough road Bronte	62438078	Tas Water	no
Supplier	5013257 Highla	and Excavations	Richard Sutcliffe	PO Box 349, Brighton 7030	Bothwell 25-27 Patrick Street	0419 587 246	CLOSED	
Supplier e and a	2737321 Tarrel	eah	Julian Honner	5 Oldina Drive, Tarraleah Tas 7140		62891271/0439478519	Annual Report received 2019	yes
User a	1455437 Pump	house Point	Simon Currant	55 Thomas Road, Woodbridge Tas 7162	Lake St Clair		Parks Water Supply	yes

RECREATIONAL WATER REPORT

1ST July 2018 30th June 2019



Central Highlands Council

Lyn Eyles -General Manager

TABLE OF CONTENTS

LOCATION	PAGE
Clyde River Hamilton	2
Derwent River – Lake Meadow Bank	2
Clyde River Bothwell	3
Broad River - Ouse	3
Ouse River Ouse	4
Bradys Lake	4
Wayatinah Lagoon and Bronte Lagoon	5
Swan Bay and Arthurs Lake	6
Other Sampling and Sampling Results	7

Α	1.	Clyde River - Hamilton
	2.	Fishing – not suitable for primary contact
	3.	Clyde Water Trust / Inland Fisheries Commission
	4.	Bacteriological
	5.	Near Hamilton Playground / Park
	6.	Sampling was not conducted this year as the water has constantly been not suitable for swimming for several years and no swimming signs have been erected.
	7.	Enterococci, Thermo Coliforms and E.Coli
	9.	Non-compliance for primary contact and possibly secondary contact based on the limited number of previous results. NO SWIMMING SIGNS ERECTED

В	1.	Derwent River Lake Meadowbank
	2.	Fishing, Water Skiing Sample site Meadowbank.pdf
	3.	Hydro Electric Corporation
	4.	Bacteriological
	5.	Near the launching ramp at Dunrobbin Bridge
	6.	Sampling two occasion s in 2019
	7.	Enterococci, Thermo Coliforms and E.Coli
	9.	Compliance with the ANZECC Guidelines for Recreational Water Quality primary contact on sampling occasion.

C	1.	Clyde River - Bothwell
	2.	Swimming, Fishing
	3.	Clyde Water Trust / Inland Fisheries Commission
	4.	Bacteriological
	5.	Under Bothwell Bridge near potable water intake
	6.	No Sampling this year previous results have shown that the water is not suitable for primary or secondary contact and no swimming signs erected.
	7.	Enterococci, thermos coliforms and E. Coli
	8.	Compliance with the ANZECC Guidelines for Recreational Water Quality for secondary contact on sampling occasions. The river is sometimes used for swimming by locals on an ad-hoc basis. NO SWIMMIMG SIGNS ERECTED

D	1.	Broad River - Ouse
	2.	Swimming, Fishing
	3.	Inland Fisheries
	4.	Bacteriological
	5.	Camping Area
	6.	No sampling this year previous results over past years has shown the water to be suitable for primary and secondary contact. Sampling will be conducted during the 2019-2020 season.
	7.	Enterococci, thermos coliforms and E. Coli
	8.	Compliance with the ANZECC Guidelines for Recreational Water Quality for primary and secondary contact on sampling occasions. The river is sometimes used for swimming by locals on an ad-hoc basis. Further testing will be conducted over the 2019/20 season.

Е	1.	Ouse River - Ouse
	2.	Swimming, Fishing
	3.	Inland Fisheries
	4.	Bacteriological
	5.	Park near Bridge No Swimming Sign Erected
	6.	No sampling this year
	7.	Enterococci, thermos coliforms and E. Coli
		Compliance with the ANZECC Guidelines for Recreational Water Quality for Secondary contact,.
		NO SWIMMIMG SIGNS ERECTED

F.	1	Bradys Lake
	2	Swimming and Fishing
	3	Inland Fisheries
	4	Bacteriological
	5	Near Boat Ramp
	6	Not sampled this year due to the bushfires. EPA sampling was conducted and sample results showed no ill effect from the bushfires.
	7	Enterococci, thermos coliforms and E. Coli
	8	Compliance with the ANZECC Guidelines for Recreational Water Quality for secondary contact on sampling occasion.
		The river is sometimes used for swimming by locals on an adhoc basis.

G.	1	Wayatinah Lagoon
	2	Swimming and Fishing
	3	Inland Fisheries
	4	Bacteriological
	5	Near Boat Ramp
	6	1 Sample 2019
	7	Enterococci, thermos coliforms and E. Coli
	8	Compliance with the ANZECC Guidelines for Recreational Water Quality for secondary contact on sampling occasion. The Lagoon is sometimes used for swimming by locals on an ad-hoc basis.

H.	1	Bronte Lagoon
	2	Swimming and Fishing
	3	Inland Fisheries
	4	Bacteriological
	5	Bronte Lagoon Near Boat Ramp
	6	No sampling due to bushfire.
	7	Enterococci, thermos coliforms and E. Coli
	8	Compliance with the ANZECC Guidelines for Recreational Water Quality for secondary contact on previous sampling occasion. The river is sometimes used for swimming by locals on an ad-hoc basis.

I	1	Arthurs Lake
	2	Swimming and Fishing
	3	Inland Fisheries
	4	Bacteriological
	5	Arthurs Lake Sample POint.pdf
	6	No samples this year due to the bushfire, EPA sampling was conducted andno adverse effects found.
	7	Enterococci, thermos coliforms and E. Coli
	8	Compliance with the ANZECC Guidelines for Recreational Water Quality for secondary contact on sampling occasion. The river is sometimes used for swimming by locals on an ad-hoc basis.

J.	1	Swan Bay
	2	Swimming and Fishing
	3	Inland Fisheries
	4	Bacteriological
	5	Near Boat Ramp
	6	No sampling due to bushfire
	7	Enterococci, thermos coliforms and E. Coli
	8	Compliance with the ANZECC Guidelines for Recreational Water Quality for secondary contact on previous sampling occasion.
		The river is sometimes used for swimming by locals on an ad-hoc basis.

Other Sampling

All samples were suitable for primary contact according to the ANZECC Guidelines for Recreational Water Quality . Occasional swimming does occur in these areas mostly fishing occurs. Because of the number of lakes and rivers in the Central Highlands Municipality each year we endeavour to test different areas. Some areas chosen because of possible swimming sites although it is not encouraged. Some sites not tested this year because No Swimming Signs have been erected for some time and these areas have proven over the years to not be suitable.

Bothwell Swimming Pool – Laboratory Tested on three occasions, the pool is only open for a very limited time over summer, all samples complied. The pool is tested for pH, turbidity and chlorine residual twice daily and these records are available if you request them.

Laboratory testing was done at the NATO Accreditated Laboratories in Launceston, sampling lab changed as samples could be picked up from Bothwell and delivered same day to Launceston. Future sampling is now done at Newtown.



This is the standard signage used for Central Highlands Council

Areas.

Note: Recreational waste sampling was not conducted in the Central Highlands due to the bushfires and road closures. EPA did do sampling after the bushfires and those results are available should you require them.



COMPLETE

Collector:	Web Link 1 (Web Link)
Started:	Wednesday, July 17, 2019 11:13:35 AM
Last Modified:	Wednesday, July 17, 2019 11:48:38 AM
Time Spent:	00:35:03
IP Address:	120.151.44.104

Page 2: Preliminary Questions

 Q1 Council name
 Central Highlands

 Q2 Does Council categorise its fixed food business registrations by risk?(e.g. as high, medium or low risk; or as high or low risk; etc.)
 Yes - from hereon, answer the fields shown in black and blue

Page 3: Food Businesses

Q3 NOTIFIEDHow many food businesses notified Council of their operation in 2018-2019?These are new notifications for 2018-2019. Do not include registered businesses.

2

Q4 REGISTERED - FIXEDHow many fixed food businesses were registered with Council as at 30 June 2019?

High risk	1
Medium risk	24
Low risk	34

Q5 REGISTERED - MOBILE - STATEWIDEHow many mobile food businesses with statewide-registration were registered with Council as at 30 June 2019?

2

Q6 REGISTERED - MOBILE - ONCE-OFFHow many mobile food business once-off registrations were approved by your Council in 2018-2019?

7

Page 4: Food Businesses and the New Risk Classification System

Q7 Did Council risk classify some (or all) food **Yes** businesses using the new Risk Classification System in 2018-2019?

PHS Food Safety Annual Report 2018-2019

Q8 If YES, how many businesses were classified as P1, P2, P3, P3-N or P4 as at 30 June 2019?

P1	14
P2	37
P3	10

Page 5: Inspections

Q9 SCHEDULED inspectionsHow many scheduled inspections were conducted by Council in 2018-2019 (by business type)?

Notified	No notified
Registered - fixed - not risk ranked	0
Registered - fixed - high risk	3
Registered - fixed - medium risk	15
Registered - fixed - low risk	18
Registered - mobile - statewide	1
Registered - mobile - once-off	2

Q10 FOLLOW-UP inspectionsHow many follow-up inspections were conducted by Council in 2018-2019 (by business type)?

No notified
0
1
0
0
0
0

Page 6: Enforcement Actions

Q11 Select the types of enforcement actionsWarningundertaken by Council in 2018-2019.Select all that
apply.Your answer here will determine how subsequent
questions are displayed.letter

Page 7: Enforcement Actions

Q12 NOTIFIED

Warning letter

none

PHS Food Safety Annual Report 2018-2019

Q13 REGISTERED - FIXED - NOT RISK RANKED

Warning letter	None
Q14 REGISTERED - FIXED - HIGH RISK	
Warning letter	None
Q15 REGISTERED - FIXED - MEDIUM RISK	
Warning letter	1
Q16 REGISTERED - FIXED - LOW RISK	
Warning letter	none
Q17 REGISTERED - MOBILE - STATEWIDE	
Warning letter	none
Q18 REGISTERED - MOBILE - ONCE-OFF	
Warning letter	none

Q19 If Council issued a prohibition order or initiated a prosecution, list the offences for each.Include references to the Food Standards Code or the Food Act 2003 and give details of the non-compliance.

none

Page 8: Complaints

Q20 How many complaints were received by Council in 2018-2019 (by main allegation)?

Unhygienic practices and/or premises	1 for dog on the premises
Foodborne illness and/or microbiological contamination	0
Physical contamination	0
Chemical contamination	0
Packaging fault	0
Spoilage/quality	0
Labelling (other than health claims or allergens)	0
Health claims	0
Allergen	0
Other	Waste Oil left outback of kitchen

Q21 How many of the complaints listed above were actioned by Council?Where 'actioned' means the complaint was followed-up by Council in some way (e.g. investigation conducted, authorised officer reviewed complaint but found it did not require further investigation, complaint was referred to another agency, etc.).

All

Page 9: Food Sampling

Q22 For Council-initiated analytical testing of food in 2018-2019, list the number of food samples tested (by type of test).Do not include samples taken as part of the Tasmanian Food Safety Surveillance Program.

Microbiological	0
Chemical	0
Physical	0
Allergen	0
Label accuracy	2
Other (give number and describe test type)	0

Page 10: Standard 3.3.1 Businesses

Q23 How many food businesses were required to comply with Standard 3.3.1 in 2018-2019?Do not include child care centres.

1

Q24 For the food businesses given above, how many were					
third-party audited in 2018-2019?	1				
inspected by Council in 2018-2019?	1				
Page 11: Value-Added Activities					
Q25 Identify the information and training sessions provided by Council in 2018-2019.Select all that apply.	Online food handler training				

Q26 List other notable food safety initiatives or activities conducted or undertaken by Council in 2018-2019.(E.g. projects aimed at improving food safety practices in the community or among food businesses, environmental health workforce development activities, etc.)

Information notes for public

Environmental Health Officer Annual Register

The Director of Public Health is requesting councils provide details of all environmental health officers employed or engaged by them as of 30 June each year. This will enable a more timely flow of information between Population Health Services and council. The full-time equivalent information will be used to analyse environmental health data provided in other reports.

Instructions:

I. In the table below, list Council's name.

2. List the name, employment details, highest EH qualification and contact details of each Environmental Health Officer employed by Council as at 30 June 2019.

Include here any environmental health-qualified officer who undertook environmental health work.

This includes cadets/trainees, environmental health officers (EHOs), Senior EHOs (SEHOs) and relevant managers.

If Council routinely engaged an environmental health consultant between I July 2018 and 30 June 2019, list their details and list an average FTE for the year.

The contact details provided here may be used by PHS staff to contact the EHO. Do not list *personal* phone numbers without the officer's consent.

3. Designate one person as the Emergency Contact for environmental health matters.

An after hours phone number **must** be provided for the emergency contact.

The emergency contact must be currently employed by council (i.e. at the time of reporting).

If council only uses consultants, provide details for a council employee and list their role as 'Non-EHO (Emergency Contact)'.

If council uses a generic after hours contact, list the generic after hours information in a new row in the table below.

4. Return the completed form to public.health@health.tas.gov.au by 30 September 2019.

Council name:	Central Highlands Council									
First Name	Last Name	Role (select from list) (use scroll bar to see all 10 options)	Full-time equivalent (e.g. 0.6)	list days worked (e.g. Mon, Tues,	% time spent on EH work	Emergency Contact	Phone	Mobile	After Hours Phone	Email
Beverley	Armstrong	SEHO	I Day/week	Wednesday	100		(03)62595503	0400969823	0400969823	barmstrong@centralhighlands.ta

2019

s.tas.gov.au	
s.tas.gov.au	
<u>s.tas.gov.au</u>	
s.tas.gov.au	
<u>s.tas.gov.au</u>	
s.tas.gov.au	
s.tas.gov.au	
<u>s.tas.gov.au</u>	
s.tas.gov.au	
<u>s.tas.gov.au</u>	
<u>s.tas.gov.au</u>	
s.tas.gov.au	
s.tas.gov.au	

ENVIRONMENTAL AND PUBLIC HEALTH REPORT

Councils within Tasmania have statutory responsibilities for promoting acceptable standards of environmental health within their municipal area through the administration of legislation, provision of environmental health services and community education. Key legislation administered to promote acceptable standards of environmental health at the local level includes the *Public Health Act 1997*, *Food Act 2003, Environmental Management and Pollution Control Act 1994, Local Government Act 1993* and *Building Act 2016*

Council has performed its functions under the Public Health Act 1997 and Regulations, the Food Act 2003 and Regulations and Standards the Environmental Management and Pollution Control Act 1994 and Regulations, as detailed below.

Council employs a part-time Environmental Health Officer (EHO).

The main functions in **Environmental Health** are:

- Disease control, including immunisation services, public health risk activities and notifiable disease investigations
- Food regulation and surveillance
- Maintenance of appropriate standards for public-use buildings
- Health education and promotion
- Drinking water quality monitoring and remediation
- Surveillance of recreational water bodies including swimming pools and swimming beaches
- Surveillance of public health risk activities and regulated systems.(Council have no public health risk activities or regulated systems)

The principle statutes are the *Public Health Act 1997* and the *Food Act 2003*.

Council activities in relation to Environmental Health:

- 62 Food Business Registrations, 34 low risk, 24 medium risk and 1 high risk. 2 Mobile Food Van. 36 Inspections were carried out. Council still have I'm Alert Food Safety Training free of charge to the community as a Food Safety Initiative All Food premises now have at least one person trained in Food Safety. As of the 30th June 2019 353 people have done the training and the site continues to be used by any new employees to food businesses.
- Participating in the Health Departments Food Surveillance Program.
- Distribution of Posters and Pamphlets relating to Health Education and Promotion.
- Investigation of notifiable diseases
- A DrumMUSTER collection facility continues to operate at the Hamilton Regional Disposal and Recycling Site and the drummuster site at Bothwell is operational and will provide an ongoing service with one employee trained as a DrumMUSTER inspector.
- Waste Management and monitoring including current EPN for Hamilton Landfill.
- Council have an ongoing silage and ag pipe recycling point at the Hamilton Landfill, and this service is free of charge to both residents and Council and has been extended to include Bothwell Waste Transfer Station.
- School immunisation was carried out in accordance with the National Health and Medical Research Council Immunisation Schedule, and was conducted by Council's Medical Officer of Health at the Bothwell District High School and Bothwell Medical Office.
- Council have also offered free Meningococcal vaccinations and free flu vaccinations for all staff.

- "Free" infant immunisation continues to be offered by appointment at the Ouse Medical Centre and Bothwell Medical Centre as per the national immunisation schedule.
- Recreational Water quality monitoring, lakes and rivers, including Bothwell Public Swimming Pool.
- Annual Reporting done by the 30th September each year for Recreational Water monitoring, Private Water Licences, Food Premises and Waste Reporting.

'Environmental Management' is an integrated approach to achieve a sustainable future. When applied to activities or developments, it involves:

- The application of the principles of ecology, pollution control and environmental planning; and
- The methodology of monitoring the impact of proposed development.

The main functions in environmental management are:

- Environmental water and air quality monitoring and remediation
- The assessment and issuing of special plumbing permits for on-site wastewater management systems
- Monitoring and response to environmentally relevant activities including level 1 Activities
- Assessment of existing developments and new applications for development
- Response to environmental nuisances.

The principle statutes are the *Environmental Management and Pollution Control Act 1994*, the *Land Use Planning Approvals Act 1993*, the *Building Act 2016* and the *Litter Act 2007*.

Council activities in relation to Environmental Management:

- Environmental Nuisances / complaints (17) are followed up by inspections and may require the issue of abatement notices, Environmental Protection Notices and / or infringement notices.
- Issuing of Environmental Protection Notices when required and follow up and monitoring of conditions of Notices.
- 20 Septic tank installation assessments and permits. Monitoring and recording services for 43 Aerated Wastewater Treatment Systems
- Monitoring of Private Sewage Treatment systems.
- Environmental Assessment of potentially harmful activites (e.g. composting, fish farms, sewage treatment plants and private water plants.

REPORTING REQUIREMENTS

Annual

- Recreational Water Quality Report (Council & DHHS) by 30 September each year
- Drinking Water Quality Report (Council & DHHS) by 30 September each year
- Annual Public Health Statement (Council) Required in accordance with S.71 and S.72 of the *Local Government Act 1993*. To be provided by end of October each year
- Environmental Health Officer Annual Register (DHHS) by 30 September each year
- Annual Food Safety Report (DHHS) by 30 September each year.

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

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

Tasmanian Waste Classification System Reporting Tool



TOTALS TO REPORT





1	Recycling		
1A1	Municipal Domestic	Please Enter Data Where Applicable	Total 53.31
	Kerbside Reycling	53.31	
1A2	Municipal Other Domestic		200.24
	Car Tyres	100	
	Car Bodies Whitegoods/scrap metal	100.24	
		100.24	
1A3	Municipal Council		
	Any Other Council Recycling Programs		
	(eg, Civic's white paper collection)		
1B0	Commercial & Industrial Unknown		
	Commercial recycling programs		
1BX	Commercial & Industrial Waste Processing Facility		
	Recycling arising from processing facility		
1C0	Construction and Demolition Unknown		
1C2	Construction and Demolition Other Domestic		
1C3	Construction and Demolition Other Council		
1CX	Construction and Demolition Waste Processing Faci	lity	
		TOTAL - RECYCLING	253.55

2	Composting		Total
2A1	Municipal Domestic Kerbside Green Waste Collection	Please Enter Data Where Applicable	
2A2	Municipal Other Domestic Light Vehicle Green waste deliveries Animal Waste		
2A3	Municipal Council Sewage Sludge Council Green Waste		
2B0	Commercial & Industrial Unknown Commercial Green Waste Sawdust		
2BX	Commercial & Industrial Waste Processing Facility Green Waste arising from processing facility		
2C0 2C2 2C3 2CX	Construction and Demolition Unknown Construction and Demolition Other Domestic Construction and Demolition Other Council Construction and Demolition Waste Processing Fac		

Incineration 3 Total Please Enter Data Where Applicable 3A1 Municipal Domestic 3A2 Municipal Other Domestic 3A3 Municipal Council 3B0 Commercial & Industrial Unknown 3BX Commercial & Industrial Waste Processing Facility 3C0 Construction and Demolition Unknown 3C2 Construction and Demolition Other Domestic 3C3 Construction and Demolition Other Council 3CX Construction and Demolition Waste Processing Facility TOTAL - INCINERATION

	Landfill		
4	Lananii		Total
4A1	Municipal Domostic	Please Enter Data Where Applicable	Total 355
4/1	Municipal Domestic Kerbside Refuse Collection	355	
4A2	Municipal Other Domestic		436
	Annual Clean Up waste	11	
	Light Vehicle waste deliveries		
	Asbestos	0.8	
	Other controlled domestic waste	425	
4A3	Municipal Council		
17 (0	Street Cleaning / Litter bin / other waste		
	Sewage Treatment plant waste		
	(other than sludge)		
4B0	Commercial & Industrial Unknown		
	General Mixed Waste		
	Sawdust		
	Supervised Burial waste		
	Commercial Controlled Waste		
4BX	Commercial & Industrial Waste Processing Facility		
	Waste arising from processing facility		
4C0	Construction and Demolition Unknown		
	Hard Waste Commercial		
	Asbestos Commercial		
4C2	Construction and Demolition Other Domestic		
102			
4C3	Construction and Demolition Other Council		
	Hard Waste Council		
4CX	Construction and Demolition Waste Processing Fac	sility	
		TOTAL - LANDFIL	L 791.08

5	On-Site		
5A1	Municipal Domestic	Please Enter Data Where Applicable	Total 643
5A2	Municipal Other Domestic Clean Fill Residential		
5A3	Municipal Council		
5B0	Commercial & Industrial Unknown Salvaged Material Product Sales		
5BX	Commercial & Industrial Waste Processing Facilit	y	
5C0	Construction and Demolition Unknown Clean Fill Commercial		
5C2	Construction and Demolition Other Domestic		
5C3	Construction and Demolition Other Council Clean Fill Council Cover Fill Council (purchased)		
5CX	Construction and Demolition Waste Processing Fo	acility	643

Waste Categories - Non Weighed	Conversion Rate (tonnes or part thereof)	Please enter units received to landfill
CLEAN FILL <1M RESIDENTIAL	0.5	
GEN MIXED LIGHT VEC < IM	0.2	3216
GEN MIXED LIGHT VEC 1-3M	0.4	
GEN MIXED LIGHT VEC >3M	0.6	
GREEN WASTE<1M	0.1	
GREEN WASTE 1-3m3	0.2	
GREEN WASTE>3m	0.3	
TYERS TRUCK	0.01	
TYRES CAR	0.005	25
CAR BODIES	1	

Tonnages

643

0.125

	Duine		T	Matarial Oanstit			
Processing Primary		Secondary	Transport Mode	Material Composition			
Route	Source	Source					
1 Recycling	A Municipal	1 Domestic Waste	0 WEIGHBRIDGE	0 Mixed			
2 Composting		2 Other Domestic					
3 Incineration		3 Other Council	1 LIGHT VEHICLES	1 Paper/ Cardboard			
4 Landfill			Boot Load				
5 On-site	B Commercial	0 Unknown	< 1 m3	2 Food/ Kitchen			
	& Industrial	X Waste Processing Facility	1 - 2 m3				
			2 - 3 m3	3 Green Organics			
	C Construction	0 Unknown	> 3m3				
	& Demolition	2 Other Domestic		4.1 Wood			
		3 Other Council	2 TRUCKS	4.2 Trees > 150 mm diam.			
		X Waste Processing Facility	GVM 3t - 7t	4.3 Sawdust			
			GVM 7t - 12t				
			GVM > 12t single axle	5.1 Tyres - Car			
			GVM > 12t dual axle	5.2 Tyres - 4WD			
			Dual Axle trailers	5.3 Tyres - Truck			
				5.4 Tyres - Other			
			3 SKIP/ BIN				
			up to 4 m3	6 Glass			
			4 - 8m3				
			8 - 12m3	7 Plastic			
			12 - 15m3				
			15 - 20m3	8.1 Ferrous - other			
			20 - 25m3	8.2 Ferrous - cars			
			25 - 30m3	0.1 Controlled Wests Other			
			> 30m3	9.1 Controlled Waste - Other 9.2 Sewage sludge			
			4 COMPACTOR	9.2 Sewage sludge 9.4 Putrescible/ Organic			
			up to 7m3	9.5 Asbestos			
			7 - 15m3 (Half Full)	9.6 Clinical & Pharmaceutical			
			7 - 15m3 (Full)	9.7 Low level contaminated soil			
			> 15m3 (Half Full)	9.8 Contaminated soil			
			> 15m3 (Full)				
				10 Clean fill - mixed			
				10.1 Bricks, concrete, rubble			
				10.6 Non-ferrous - other			
				10.8 Clean Excavated Material			



19 October 2018

Promoters Permit –Ride Tasmania Pty Ltd – Tour de Mo Endorsement Number: 17-2188

This is to confirm that Ride Tasmania Pty Ltd is a private promoter with Cycling Australia and the Tour de Mo running on 24/11/2018 is covered under the Cycling Australia Public Liability Insurance policy.

Cover includes;

- Public Liability - \$20,000,000,

Principal of Promoting Entity

- Adrian Van Loon

121139

CA membership

Please note that this approval has been issued on the proviso that the final Traffic Management Plans are submitted to Cycling Australia for approval prior to the event. Additionally, the Principal of the Promoting Entity must maintain a current Cycling Australia membership and all participants must be members of Cycling Australia. Failure to adhere to these provisions will result in the insurance certificate issued for the event being null and void.

Additionally this sanction and insurance certificate only relates to the cycling component of the event. Any other event related activities do not fall under this endorsement and as such will not be covered under Cycling Australia's insurance policy.

Yours sincerely

Kipp Kaufmann General Manager – Sport

www.cycling.org.au

ACN: 600 984 576 ABN: 86 600 984 576 Email: info@cycling.org.au

MELBOURNE (HEAD OFFICE)

Address: Level 7 South Tower, 459 Collins St Melbourne VIC 3000 Postal: PO Box 445, Collins Street West 8007 99 Tel: +61 3 9998 6810

ADELAIDE (HPU)

Address: State Sports Park Adelaide Super-Drome 50 Anna Meares Way, Gepps Cross SA 5094 Postal: PO Box 646, Enfield Plaza SA 5085 Tel: +61 8 8360 5888

PRINCIPAL PARTNER

Australian Government

RISK MANAGEMENT PLAN



BACKGROUND

The Tour de Mo is an annual cycling event run by the Moustache Riders to raise funds and awareness for Movember (men living happier, healthier and longer lives). The event is in its fifth year and is a 200km group ride with the main objective of men and women coming together to challenge themselves in a fun and safe environment.

APPROVED ROUTE

The Tour de Mo event will travel along a route pre-approved route under an Event Permit issued by the Tasmanian Police.



ROUTE DETAILS

DIRECTION	DISTANCE (kilometers)
Turn right onto William St/B110	97.1 km
Turn left onto Lyell Hwy/A10	126.0 km
Turn right onto Gordon River Rd/B61	144.2 km
Turn Left onto Glenora Rd/B62	148.8km
At the roundabout, take the 2nd exit onto Lyell Hwy/Montagu St/A10	167.1 km
Turn left	170.6 km
Turn left onto Lyell Hwy/A10	170.6 km
At the roundabout, take the 2nd exit onto National Highway 1	183.2 km
Slight left onto Main Rd	183.4 km
Turn left to stay on Main Rd	183.8 km
Turn right onto Mason St	187.9 km
Turn left	187.9 km
Slight left toward Main Rd	188.1 km
Slight right onto Main Rd	188.1 km
Turn left to stay on Main Rd	189.5 km
Continue onto Strathaven Dr	191.9 km
Take the Brooker Hwy/National Rte 1 ramp to Glenorchy/Hobart	192.2 km
Merge onto Brooker Hwy/National Highway 1	192.3 km
Turn left onto Risdon Rd	198.0 km
Turn right onto Queens Walk	198.1 km
Turn left onto Domain Hwy/B36	199.5 km
Keep left at the fork, follow signs for Tasman Hwy/A3/City	200.8 km
Continue toward Tasman Hwy/A3	201.0 km
Merge onto Tasman Hwy/A3	201.3 km
Turn left at National Highway 1	202.6 km

DIRECTION	DISTANCE (kilometers)
Turn right toward Evans St	202.6 km
Turn left onto Evans St	202.8 km
Turn right toward Hunter St	203.0 km
Turn right onto Hunter St	203.1 km
Turn left onto Franklin Wharf	203.3 km

EVENT TIME SCHEDULE

The following are the key locations and expected event timing.

1.	Event Briefing, A5 carpark north of Pine Lake	8:00am
2.	Tour de Mo Grande Depart	8:30am
3.	First rest stop, Bothwell	11:45am
4.	Third rest stop, Salmon Ponds	2:15pm
5.	Finish, Frank Restaurant Franklin Wharf	4:30pm

KEY CONTACTS AND RESPONSIBILITIES

Dan Burnaby	President/Lead Rider/Media Spokesperson
Drew Beswick	Public Officer/Marshal Rider
Bruce Newey	Treasurer/Marshal Rider
Kif Webber	Officer/Marshael Rider
Adrian van Loon	En route mechanic and communication from rear of peloton

FIRST AID

Both the lead vehicle and the rear support vehicle will carry first aid kits. The kits will be provisioned with sufficient bandages to permit response to a situation where multiple riders in the peloton have gone down. The rear support vehicle will also carry a defibrillator.

RIDER INFORMATION

Prior to the Event, Riders will be supplied with a document providing Rider Rules and Guidelines for the Event to ensure that all participants are aware of their responsibilities with respect to riding safely in the Peloton

RIDER BRIEFING

All riders will attend a pre-ride safety brief prior to their departure. This will involve a safety brief to be conducted at Great Lake directly prior to the Ride. Organizers will continue to communicate with riders at each stop to identify any potential hazards on the next sector or raise any safety issues that have been noticed on the previous sector.

EN-ROUTE NUTRITION AND PROVISIONS

The event will provide drink replenishment and energy gels en-route. In addition, riders will be encouraged to place a bag (containing individual food, leg/arm warmers, rain jacket etc) in a designated vehicle.

MECHANICAL SUPPORT

Mechanical support will be provided by a mechanic travelling with the peloton in a support vehicle.

SAG BUS

A bus will follow the peloton and be made available to transport riders who are unable to keep up with the peloton, are injured or pull out of the ride.

ROUTE RECONNAISSANCE

Lead riders have surveyed the road and identified en-route hazards prior to designating the route. Organisers will drive the route the evening before the ride to confirm road conditions.

TRAFFIC MANAGEMENT



LEAD VEHICLE

The lead vehicle will travel in front of the Peloton for the entire route with the vehicles hazard lights activated and a flashing light on the roof. The vehicle will maintain a distance of approximately 25 metres in front of the lead riders (extending further on descents or where the peloton is moving at in excess of 25kmph). The lead vehicle will not be used to control the speed of the peloton, this will be undertaken by the lead riders.

COMMUNICATION

The lead vehicle, rear support vehicles, lead riders and designated riders will carry UHF radios (riders will have hands free units). This means of communication will enable all critical points within the convoy to know of any events or any changes required (e.g reduce pace to avoid separation of the peloton or a requirement to allow vehicles to overtake).

OVERTAKING LOCATIONS

Safe pull out areas will be identified where the peloton can pull off the road to permit traffic to pass. The SAG Bus/Police Escort will communicate with the lead rider/lead vehicle to advise of the traffic behind the Peloton and coordinate pulling over to allow traffic to pass.

REAR VEHICLE

The SAG Bus will have its hazard lights activated and be fitted with a flashing light. The rear of the trailer (behind the SAG Bus) will be fitted with signage identifying that a cycling event is in progress.

EN-ROUTE HAZARDS

The railway crossing south of Westerway crosses diagonally across the road presenting a wheel entrapment risk for riders. Rubber mats will be placed across the rail lines directly prior to the Peloton arriving at the crossing and removed immediately after it has crossed.



2019 TOUR DE MO - RISK REGISTER

ID No.	Risk and/or Opportunity Description		ICe		Treatment		ence	Risk	Owner / Responsibility
		Likelihood	Consequence	Risk Level		Residual Likelihood	Residual Consequen	Residual Ri Level	
1	Road works or poor road on the route	C - Possible	3 – Moderate	Medium	Liaison with responsible road authorities including Local Government and Department of State Growth to identify if and where road works may be occurring. Lead riders to undertake reconnaissance of route prior to ride to note and record major road hazards for the pre ride rider briefing	B - Unlikely	2 – Minor	Low	Event organiser
2	Rider fall due to train tracks crossing the road	C - Possible	3 – Moderate	Medium	Ride leaders have undertaken route reconnaissance to identify locations where train tracks cross the road. Identified locations will be treated on the day with rubber matting to reduce the likelihood of slipping.	B - Unlikely	2 – Minor	Low	Event organiser
4	Rider fatigue due to dehydration and lack of on ride nutrition	C - Possible	3 – Moderate	Medium	The event organisers have secured sponsorship with Strive to supply Hammer nutrition and hydration supplements for all riders. The route has three designated stop locations where food and fluids will be available. Riders will be reminded during the rider briefing of the importance of hydration and nutrition during the ride.	B - Unlikely	2 – Minor	Low	Event organiser
5	Rider error in peloton leading to fall	C - Possible	3 – Moderate	Medium	Riders briefed on safe riding skills during the ride briefing. Information on riding on groups will be posted on the event website and Facebook page.	B - Unlikely	3 – Moderate	Medium	Event organiser
6	Vehicles queuing behind the peloton leading to traffic delay	D - Likely	2 – Minor	Medium	Vehicle queues will be monitored from the start to the Salmon Ponds by the SAG bus driver who will communicate with the ride leaders via radio of the traffic ques. The Ride Leader will determine safe locations to pull over to allow traffic to pass. Between the Salmon Ponds and finish at Franklin Wharf, Tasmania Police will provide a tail vehicle who will be in communication with the Lead Rider.	B - Unlikely	2 – Minor	Low	Event organiser
7	Rider injury due to fall	C - Possible	2 – Minor	Medium	Riders will be briefed and provided with information prior to the event in relation to riding in groups. If in the event there is a fall, the follow vehicle will be equipped with first aid supplies including a portable AED.	B - Unlikely	2 – Minor	Low	Event organiser

8	Riders fatigued or unable to maintain a pace to ride with the group	C - Possible	3 – Moderate	Medium	Riders will be advised of the anticipated pace of the ride to achieve the required arrival at the rest stops and finish line. A SAG bus equipped with a bike transport trailer will follow the peloton to allow fatigued or riders unable to maintain the required pace to get on to rest.	C - Possible	1 - Notable	Low	Event organiser
9	Oncoming and following vehicles are unable to identify the rider group leading to overtaking or trying to merge	C - Possible	4 – Major	High	The peloton will be contained by a lead vehicle and a minimum of 2 follow vehicles mounted with flashing orange lights. The follow vehicle will display a "Cyclists Ahead" warning sign. A Police escort will accompany the peloton from the Salmon Ponds to the finish at Franklin Wharf. All vehicles will be able to communicate with the lead riders via two way radio.	A - Rare	4 – Major	Medium	Event organiser
10	Wet weather conditions prior to the event day pose a safety risk to participants	C - Possible	3 – Moderate	Medium	Conduct course inspection prior to event and identify potential hazards (minimising if possible) - Provide instruction to event participants on potential hazards and safe riding techniques - if conditions warrant it, delay, postpone or cancel the event.	C - Possible	2 – Minor	Medium	Event organiser
11	Poor visibility creating a safety risk for participants and event personnel (e.g. fog, poor light)	C - Possible	3 – Moderate	Medium	Event conducted during daylight hours - Conduct course inspection prior to event and identify potential hazards - All support vehicles to have headlights on - Provide instruction to event participants about safe riding techniques in poor visibility conditions -If conditions warrant it, modify the course distance (subject to modifications meeting the approval from relevant authorities), or delay, postpone, or cancel the event	C - Possible	2 – Minor	Medium	Event organiser
12	Extreme weather creating a safety risk and causing a disruption to the event	C - Possible	3 – Moderate	Medium	Monitor Bureau of Meteorology (BOM) website - Contingency plan developed for extreme weather	B - Unlikely	2 – Minor	Low	Event organiser
13	Participants crashing as a result of equipment failure e.g. puncture; breakages to spokes, chain, stem, handlebars etc.	C - Possible	3 – Moderate	Medium	Rider Information and event website advises participants that it is their responsibility to ensure that their bike is kept in good working order	B - Unlikely	2 – Minor	Low	Event organiser
14	Skill, age or fitness level of participants too low for the course or conditions causing participant to be a risk to themselves or others	C - Possible	3 – Moderate	Medium	Provide briefing to riders on safe riding practices in relation to course conditions - If conditions warrant it, modify the course (subject to modifications meeting permit conditions) or delay, postpone or cancel the event - If a rider is unable to demostrate the necessary skill or fitness level the Ride Leader will remove them from the even.	B - Unlikely	2 – Minor	Low	Event organiser
15	Insufficient two way radios for key stakeholders	C - Possible	3 – Moderate	Medium	Two way radio requirements calculated and provided to radio supplier in advance - List of radio allocation and distribution to be kept - Event radios made available to emergency services contacts, first aid and other key external stakeholders	A - Rare	2 – Minor	Low	Event organiser
----	--	--------------	-----------------	--------	--	--------------	-----------	-----	--------------------
16	Inappropriate or uninformed comments to media and/or authorities damages reputation of the event	D - Likely	2 – Minor	Medium	Event spokesperson nominated - All media and authority enquiries to be directed through spokesperson - All participants advised of protocol	B - Unlikely	2 – Minor	Low	Event organiser
17	Budget blow out damaging to reputation and resulting in need to downscale event	C - Possible	3 – Moderate	Medium	Regular budget review at planning meetings - Agreed budget established in advance - Contingency confirmed in budget	B - Unlikely	2 – Minor	Low	Event organiser

Submission to Tasmanian Government consultation process into Tourism Master Plan for Tasmanian Wilderness World Heritage Area (TWWHA)

Trout Guides and Lodges Tasmania Inc.

July 2019





Contact: Christopher Stopp

Hon Secretary, Trout Guides and Lodges Tasmania Inc Email: chrisstopp@outlook.com Mob: 0417 354 520

Trout Guides and Lodges Tasmania Inc.

Trout Guides and Lodges Tasmania Inc. (TGALT) welcomes the opportunity to formally contribute to the development of a Tourism Master Plan for the *Tasmanian Wilderness World Heritage Area (TWWHA)*.

Trout Guides and Lodges Tasmania Inc. is the member-based, not-for-profit industry association of accredited professional trout-fish guides, accommodation lodges and other service providers for anglers and associated visitors in Tasmania. Initially established as the Professional Trout Guides Association of Tasmania in 1979, *TGALT* has over 40 years' experience as an integrated industry group and currently has a membership of 19 Full Member trout fish guiding organisations, (including over 30 trout guides and "house guides") and 11 Affiliate Member organisations (accommodation providers, private fisheries, retail service organisations and *FlyLife* Magazine.)

Trout Guides and Lodges Tasmania Inc. promotes the value of professional trout fish guiding in the tourism sector of the Tasmanian community and partners with Governments and agencies like *Parks and Wildlife Service, Australian Maritime Safety Authority, Marine and Safety Tasmania, Tourism Tasmania* and other accommodation and hospitality operators, transport operators, and peak organisations like *Tourism Industry Council Tasmania (TICT)* to ensure that clients of trout fishing guides enjoy a safe, and productive trout fishing holiday - thereby developing Tasmanian angling as a significant tourism industry.

TGALT strives to protect the environment for future generations through encouraging sound conservation values and practices by its members - and throughout the community.



TGALT seeks to promote the 'extraordinary' clarity and purity of freshwater in the pristine streams, lakes and tarns of wilderness areas (especially in the TWWHA) as a special attraction for visiting anglers to enable 'polaroiding' or 'visual fishing for trout on blue-sky days'. ... "The water is so clear that you cannot determine where the water ends – and the sky begins."

Trout Guides and Lodges Tasmania Inc.



Member organisations of *Trout Guides and Lodges Tasmania Inc.* are generally small, boutique, and labour-intensive businesses; offering a variety of 'high quality' interpretative experiences for guests / visitors from widely diverse backgrounds and abilities. *TGALT* member organisations have extensive experience providing services to novice anglers, to people living with chronic conditions and people with disabilities, to older anglers as well as catering for 'high adventure guests' and World Champion anglers seeking to maximise their experience in Tasmania. Typically, trout guides work with their guests on a maximum ratio of one guide to 2 or 3 guests.



Trout guides typically work intensively with guests / visitors to offer a 'high quality' interpretative experience on a maximum ratio of one guide to 2-3 guests.

All *TGALT* member organisations have a thorough appreciation of the value of wilderness (and specifically the *TWWHA*) as being integral to Tasmania's brand and appeal as a tourism destination: 'wilderness' is the greatest trigger to influence intention to visit Tasmania, and respondents across market segments consistently rank 'wilderness' as having the highest appeal and being a uniquely Tasmanian experience.

In recognition of the deep and complex history of Tasmania and its wilderness, *Trout Guides and Lodges Tasmania Inc.* and its members acknowledge the traditional owners and custodians of the *Tasmanian Wilderness World Heritage Area (TWWHA)* and the other lands upon which our industry operates. *TGALT* also acknowledges those Tasmanians, past, present and future, who have joined with the Tasmanian Aboriginal communities in custodianship of Tasmanian wilderness and trout fisheries.



Trout Fishing and Guided Trout Fishing in Tasmania and in the *Tasmanian Wilderness World Heritage Area (TWWHA*)

The annual economic value of trout angling and guided trout fishing in the Tasmanian economy was estimated at \$120 million in 2016-'17. This estimation was derived from:

- Inland Fisheries Service data on approximately 30,000 Tasmanian angling licences sold, and estimates on the number of days of 'fishing effort' self-reported by anglers;
- Tasmanian Visitors' Survey data;
- Accommodation and retail services data from *Trout Guides and Lodges Tasmania Inc* 'Affiliate Members" and
- TGALT Full Members' data on number and value of days of services provided.

Similarly, from the above data sources, it has been estimated that some 17-20 percent of this value (\$20 million to \$24 million annually) is derived around the periphery of the *TWWHA* if not directly within the boundaries of the *Tasmanian Wilderness World Heritage Area*.

TGALT accepts the estimates of the economic value and benefits of *TWWHA* proposed by *Tourism Industry Council Tasmania (TICT*):

"The economic value of the Tasmanian Wilderness World Heritage Area, from the impact of visitor spending alone, was last measured in 2007 and estimated then at \$721.8 million – supporting approximately 5,300 jobs in the state. ... Tasmania's regional economies, especially the (Central Highlands, the Cradle Coast and) West Coast are some of the most tourism dependent communities in Australia. It is these areas , bordering on the *TWWHA*, that the wilderness is often the most important asset and 'driver' for tourism, and where nature-based tourism has the most potential to contribute to local social and economic development.¹"

TGALT also accepts that the tourism industry and related businesses in and around the *TWWHA* is made up of many small-scale (with some larger) operators who depend on the values of the *TWWHA* for their success. Many *TGALT* businesses are based in regional communities which are dealing with the restructuring of the economy away from primary production activities, such as forestry and mining².

TGALT members, like most tourism operators that work in Tasmanian wilderness (and especially the *TWWHA*) do so because they respect and value our special places, and they carefully and respectfully share these places with guests in order to protect them in the long-term.

Similarly, *TGALT* businesses have very strong vested interests in maintaining environmental conservation values for pristine conditions and wilderness values, partly because they have high levels of exposure to 'loss of range of operation' and 'loss of business' where vulnerable environments are at very high risk of degradation – by climate change, high intensity bushfires, introduction of exotic weeds and / or pest species and / or introduction of rubbish, inadvertent fossil fuel spillage or thoughtless disposal of organic wastes.

TGALT members ensure that their activities and services are carried out in a respectful, sustainable manner with minimal risks of degrading any environment – so activities are conducted in a manner that is compatible with, and complementary to, conservation aims.



¹ Martin, L, Tourism Industry Council Tasmania, "*Submission to Tasmanian Government consultation process in Tourism Master Plan for the Tasmanian Wilderness World Heritage Area (TWWHA)*" July 2019. ² ERA – TWWHA Tourism Master Plan Workshop Workbook, p.4.

Reimagining Tourism in the TWWHA

TGALT broadly acknowledges and supports the processes and concepts developed since 2014 of *"Reimagining Tourism in the TWWHA"*³.

TGALT understands that the process of *Tourism Industry Council of Tasmania (TICT)* working jointly the *Cradle Coast Authority* and with *Tasmanian Government* through the *Tasmanian Parks and Wildlife Service* and *Tourism Tasmania* led to the establishment of an agreed vision for the future growth of tourism in the *Tasmanian Wilderness World Heritage Area*.

"Vision - To deliver the most contemporary Wilderness World Heritage experience, offering shared, life-changing moments."

The agreed vision formed the basis of the tourism industry's input into the development of the *Tasmanian Wilderness World Heritage Area (TWWHA) Management Plan 2017*.

TGALT submits that the validity of the above vision should NOT mean that Tasmanian developers, Governments, and tourism operators should follow the same pathways and negative experiences of some areas of New Zealand, North America, Russia or Central Asian Wilderness World Heritage experiences – where, in some specific areas, locations have been 'over-developed' and 'swamped by over-visitation' to such an extent that the unique, intrinsic values of areas are degraded or lost.

The Tasmanian Wilderness World Heritage Area (TWWHA) has its own unique, intrinsic ecosystems, social and cultural habitats and wilderness values ... as well as vulnerabilities to environmental degradation and loss. It is not a progressive step to develop a Wilderness World Heritage experience in Tasmania solely on the premise that it worked at another location – either inter-State or overseas. All development proposals should be carefully considered to ensure that they "play to the local strengths, advantages and infrastructure" of the Tasmanian Wilderness World Heritage Area rather than replicating either inter-State or international developments.

TGALT broadly supports 'Seven Goals identified for tourism operators to engage with – assisting to reposition the *Tasmanian Wilderness World Heritage Area* and deliver a reimagined, extraordinary (guest) visitor experience⁴', but based on its over 40 years of business and industry collaboration and experience *Trout Guides and Lodges Tasmania Inc* recommends revision of these goals to also include additional stakeholder groups.

TGALT's revised Goals, towards delivering reimagined, extraordinary guest / visitor experiences in the *TWWHA* are:



³ EC3 Global, TRC Tourism and Tourism Industry Council Tasmania, *"Reimagining the Visitor Experience of Tasmania's Wilderness World Heritage Area – Ecotourism Investment Profile"* Report Commissioned by *Tourism Industry Council Tasmania* and the *Cradle Coast Authority* with the *Tasmanian Government* through *Tourism Tasmania* and *Tasmanian Parks and Wildlife Service –* Co-funded by the *Australian Government* under the *Tourism Industry Regional Development Fund Grants Program (June 2014)*.

⁴ As described in "Reimagining the Visitor Experience of Tasmania's Wilderness World Heritage Area – Ecotourism Investment Profile" (Ibid pp 14-15) – reproduced in Appendix 1.



EIGHT Goals for 'reimagined service delivery'

1. Think global – Respect local:

There will be seasonality in the business. Every development will require access, practical design of accommodation / facilities, recruitment of staff or contractors, relationships with suppliers etc. Plan for it. Ideas can start global, but plan to 'play to your local strengths' and be mindful of local risks and vulnerabilities. Be practical at the local level. Secure local support and infrastructure early.

2. Embrace the tourism conservation partnership:

Position your environment (the *TWWHA*) as a 'valuable but vulnerable' conservation destination – worthy of respect. Understand the threats to the environment. Include story tellers and interpretation to deliver 'once-ina-lifetime' moments for guests and visitors. (Positive "word of mouth" drives viable and sustainable tourism businesses – which enables an industry to grow.)

3. (Message to Governments and agencies) Provide confidence to developing opportunities:

Try to get your messages to tourism entrepreneurs 'straight'. Try to collaborate on a series of processes that will enable a project to proceed if it is feasible. Nothing frustrates entrepreneurship and good ideas or a developing industry more effectively than complex processes of approvals, permits and licencing, inconsistent messages, 'changes in the rules', complex requirements and lengthy, expensive appeals processes. Early collaboration provides confidence to developers.

4. Respectfully share local and Aboriginal stories, practices and heritage:

Actively engage, converse and learn from local and Aboriginal peoples to reduce risks from fire and other 'natural threats' and so that guests can better appreciate the connection to country and the cultural values of this region.

5. Share personal, 'hands-on' experiences – and maybe 'safely' enable guests to become heroes:

Share environmental values and the sensitivities of your region with your guests – from 'up-close' and 'handson' adventure experiences, to educational opportunities and voluntourism – and your guests will become your advocates.

6. Listen to and learn from your Guests – and enable your business and the industry to grow:

No business nor region can offer all things to all people. Guests have said it 1,000 times that they really appreciate it if tourism providers can be reasonably responsive to customers' needs, wants and desires. Be a bit flexible – if possible.

7. Embrace opportunities, new markets and communication channels:

'Brand development' is probably the biggest challenge for a new tourism 'micro-business' aiming to work with 'sophisticated' guests (customers) with 'sophisticated' expectations and needs. Developing a viable 'destination brand' happens when businesses recognise the opportunities that arise from collaborating to consistently deliver services to meet or exceed guests' expectations. Nevertheless, businesses and other stakeholders should seek and secure opportunities to present their 'strengths' and 'unique selling propositions' to opinion-leaders in new markets to enable these leaders to communicate 'their experiences' in the language and metaphor of their market. (Tasmania has secured the *CIPS FIPS-ed World Fly Fishing Championships* in 2019. In excess of 150 anglers from up to 30 countries may visit Tasmania for this event. Grab this opportunity, but don't expect to control the message.)

8. Measure and benchmark services' delivery as you seek opportunities to continuously improve:

All stakeholders (tourism operators, Governments, agencies, suppliers, investors) should aim to measure their performances, especially at critical 'moments of truth' in customer service delivery. Regulations and mandatory accreditations are often 'minimal benchmarks' or reference points. Services' quality is derived from meeting or exceeding guests' (customers') expectations on the criteria that are important to **them**. Learn from mistakes and look for opportunities to continuously and sustainably improve service delivery.



Tasmanian Wilderness World Heritage Area Master Plan 2016:

Trout Guides and Lodges Tasmania (TGALT) respects and supports the intent and principal contents of the *Tasmanian Wilderness World Heritage Area (TWWHA) Management Plan 2016*⁵.

Since 1982 the *TWWHA* was formally recognised as a mixed World Heritage property through the *World Heritage Convention* for its Outstanding Universal Value. With additional land areas added in 2012 and 2013, the *Tasmanian Wilderness World Heritage Area* (*TWWHA*) now includes an area of 1.58 million hectares of land with exceptional natural beauty, biological and geological diversity, and is one of the largest temperate natural areas in the southern hemisphere.

The *TWWHA* is recognised for the diversity and uniqueness of its flora and fauna and provides habitat for globally significant species. The *TWWHA* also contains examples of outstanding and exceptional cultural heritage, reflecting the long occupation of the area by Tasmanian Aboriginal people stretching back more than 40,000 years. In addition, the *TWWHA* offers rare and highly valued recreational, educational and tourism experiences.

TGALT recognises the importance of managing the *TWWHA* in a way that is genuinely respectful of its natural and cultural heritage values. It also recognises that the *TWWHA* is an area to be experienced, celebrated and shared with the world.

Trout Guides and Lodges Tasmania Inc (TGALT) members are supportive and actively participate in the sensitive, respectful and appropriate use of the *TWWHA* for recreational and tourism purposes including such activities as trout fishing and guided trout angling for visitors and guests to the area.

TGALT particularly commends key principles underpinning the **TWWHA Management Plan 2016**:

- The plan prescribes criteria for the assessment of activities in the *TWWHA* to ensure the protection of *World Heritage*, natural, cultural and presentation values of the *TWWHA*...
- Greater recognition, capacity and opportunity for sustainable, commercial tourism operations within the *TWWHA* including clearer, and more practical composition and formatting of the plan;
- Recognition of the importance of, and the need to plan for presentation of the *TWWHA*'s World Heritage values, with acknowledgement of over 40,000 years of Aboriginal cultural heritage and practices in the *TWWHA*;
- Greater recognition of the uniqueness and vulnerability of the biodiversity of the *TWWHA* including temperate rainforest, eucalypt forest, button grass moorland sub-alpine and alpine communities. Climate change, fire and incursions of invasive species are recognised as major threats to the values and natural processes of the *TWWHA*.
- Greater recognition of knowledge-gaps and the critical need to research issues for the sustainable management of ecosystems within the *TWWHA* including future impacts of climate-induced changes, optimal fire regimes for the protection of priority ecosystems and species, as well as the effectiveness of planned ecological burns to mitigate the effects of high intensity bushfire. The plan provides for a broad and strategic approach to biosecurity to prevent further incursions into the *TWWHA*, establishing some contingency plans for the control of pests and diseases where feasible.



⁵ DPIPWE 2016, Tasmanian Wilderness World Heritage Area (TWWHA) Management Plan 2016, Department of Primary Industries, Parks, Water and Environment, Hobart

TGALT broadly supports the development of the four Management Zones and nine Management Overlays as a framework for spatial management of permitted activities within areas of the *TWWHA*.

TGALT acknowledges some flexibility in the framework to allow for responses to possible changes in circumstances (for example, novel biosecurity threats), or for identifying more specialised management regimes and other permitted uses within specific areas of *the Tasmanian Wilderness World Heritage Area*.

The four principal Management Zones are:

- Visitor Services Zone
- Recreational Zone
- Self-reliant Recreational Zone
- Wilderness Zone

Members of the *Trout Guides and Lodges Tasmania Inc* have strong interests in trout fishing and providing guided-trout fishing services throughout the *TWWHA*:

- from the sub-alpine lakes, rivers and tarns of the Walls of Jerusalem National Park
- to the "Self-Reliant Recreation" areas of the Central Plateau Protection Area
- to the Hydro Tasmania Vested Conservation Areas
- from the lakes and tarns of Mt Field National Park
- to the river's impoundments and streams of the Meander Conservation area
- from the rivers of the Franklin-Gordon Wild Rivers National Park
- to the clear water of Cradle Mountain Lake St Clair National Park
- from the Mersey River Conservation Area
- to Catamaran River Conservation Area
- to the massive Lakes Pedder and Gordon in South Western Tasmania, and indeed
- to just about any waters in between.



Fly fishing in the 19 Lagoons – part of the "Western Lakes" is a unique 'experience'.



Tasmanian Wilderness and World Heritage Area - Tourism Master Plan

Trout Guides and Lodges Tasmania Inc. (TGALT) understands the objectives of the **TWWHA Tourism** *Master Plan* project are to:

- 1. Identify appropriate tourism activities in the *TWWHA* to promote and present the *TWWHA* while maintaining and enhancing its natural, biodiversity, Aboriginal and local cultural Outstanding Universal Value;
- 2. Provide tourism-centric strategic guidance, context and policy direction to *Tasmanian Parks and Wildlife Service* for management of tourism and related recreation in the *TWWHA* that are in accord with the requirements and criteria in the *TWWHA Management Plan 2016*; and
- 3. Provide clarity and direction to stakeholders and other individuals interested in the presentation of the Outstanding Universal Value and tourism in the *TWWHA*.

Trout Guides and Lodges Tasmania Inc submits that the activities of recreational trout fishing, and particularly guided trout angling are, and can further be, priority tourism recreational activities with significant potential to promote and present the TWWHA - that can also serve to maintain and enhance the natural, biodiversity, Aboriginal and local cultural Outstanding Universal Value of the area.

Whilst brown trout (<u>Salmo trutta</u>), rainbow trout (<u>Oncorhynchus mykiss</u>) and brook trout (<u>Salvelinus fontinalis</u>) are exotic species, Tasmania's wild trout fisheries, established since 1864, are currently recognised as amongst the best in the world. Our wilderness trout angling, with thousands of lakes and tarns in the *TWWHA* often providing 'visual fishing', is unique.

Trout Guides and Lodges Tasmania Inc (TGALT) – initially known as Professional Trout Guides Association of Tasmania – has an extensive 40-year history (since 1979) of working collaboratively with Tourism Tasmania as principal interstate and international marketing partners in this industry sector. TGALT has established standards and codes of conduct for its members to ensure the safe protection of guests and the trout fishery in Tasmania. Other objectives of TGALT include to encourage sound conservation practices; to strive to protect the environment for future generations; and to assist in making Tasmanian angling a significant tourist industry.

With over 40 years of representation (on behalf of its tourism operator Members) and successful collaboration with *Tourism Tasmania*, Governments and other agencies including,

(Commonwealth) Department	Biosecurity & Quarantine –	Australian Maritime Safety
of Primary Industries	Dept of Agriculture	Authority
Tasmanian Inland Fisheries	Tasmanian Department of	Marine and Safety Tasmania
Service (Formally Inland	Primary Industry, Parks, Water	
Fisheries Commission)	& Environment	
NRM South	Tasmanian Maritime Radio	Dept of State Growth
Dept of Transport	Hydro Tasmania	Tourism Industry Council
		Tasmania

TGALT is well positioned to provide tourism-centric strategic guidance, context and policy direction towards developing and promoting sustainable, demand-driven, commercial tourism activity developed through high-quality, highly interpretative visitor (guest) experiences.



Trout Guides and Lodges Tasmania Inc Comments and Recommendations for *TWWHA Tourism Master Plan*.

Element	TGALT Response
General – Can a single Tourism Master Plan effectively cover a large and complex landscape with multiple destination nodes like the TWWHA?	<i>TGALT</i> believes that the <i>TWWHA</i> is such a large and complex landscape with multiple destination nodes and highly diverse natural and cultural values – there is merit in developing specific, focussed and practical Tourism Master Plans for individual focus areas (e.g. <i>Cradle Mountain Lake St Clair National Park, Mt Field National Park, Central Plateau Conservation Area, Walls of Jerusalem National Park, Cockle Creek, South <i>Coast Track</i> etc) to more effectively enable specific management and planning for future tourism and visitor activities around specific areas. Developing and applying a holistic <i>Tourism Master Plan</i> across the whole, vast <i>TWWHA</i> is fraught with complexity.</i>
Protection of Natural and Cultural Values	TGALT believes the TWWHA Management Plan must remain the principal prescriptive document in guiding land use and management measures for the protection, presentation and conservation of the natural and cultural values within the TWWHA.The Tourism Master Plan must be sub-servient to the Management Plan as it relates to present and future tourism-related or visitor-related activity in the TWWHA.
	The most significant cause of environmental degradation in the <i>Tasmanian Wilderness World Heritage Area (TWWHA)</i> is high intensity bushfire – with consequent long-term destruction of ecosystems – especially in alpine and sub-alpine forest areas, moorlands and heathlands, snowgrass tussock grasslands and floodplains, devastation of native sub-alpine species and wildlife habitat, high risks of soil erosion and very slow recovery (if at all) due to extremes in weather conditions and cycles. Several sub-alpine areas of the <i>TWWHA</i> in the Julian-Pillans area of the Western Lakes were devastated by bushfires in 1960-'61 and remain yet to recover from high intensity bushfires.
Development of a coherent Marketing Strategy for the <i>TWWHA</i>	TGALT would NOT support the development of a stand-alone marketing plan for the TWWHA. TGALT rather recommends that Tourism Tasmania, regional bodies, collaborating tourism operators, LGAs, individual operators continue their leadership role in marketing the State, regions within the State, activities and experiences that are available and accessible within
	relevant areas of the <i>TWWHA</i> . <i>PWS</i> does have a responsibility to effectively market the product and services that it operates within the <i>TWWHA</i> (e.g. Visitor Centres, National Parks etc).



Current and future visitor expectations and demand analysis	<i>Tourism Tasmania</i> is responsible for visitor demand forecasting for the State and regions. Demand forecasting for the <i>TWWHA</i> should reflect work undertaken by <i>Tourism Tasmania</i> .
Aboriginal cultural presentation	<i>TGALT</i> supports Aboriginal cultural presentation within the <i>TWWHA</i> to be prioritised as an outcome from this Tourism Master Plan.
Natural values presentation and conservation partnerships	<i>TGALT</i> members working in the <i>TWWHA</i> are actively engaged in their own conservation activities or contribute to broader conservation activities with <i>PWS</i> , LGAs and with other bodies.
	<i>TGALT</i> supports further training and support for tourism operators wanting to enhance their understanding and engagement in natural conservation activities.
	<i>TGALT</i> further supports specific volunteer training and support for bushfire fighters who may collaborate with <i>PWS</i> fire-fighting crews to assist in reducing the devastating impacts of bushfires in the <i>TWWHA</i> in the future.
Historic Heritage	<i>TGALT</i> advocates for the maintenance of historic heritage (e.g. Mountain Huts) and historic, local cultural practices within the <i>TWWHA</i> particularly if these practices can reduce the dangers and risks of high intensity fire and show low risk of introduction of exotic, noxious plants and animals.
Prioritisation of investment in facilities and experiences	<i>TGALT</i> believes that public investment proposal priorities (such as visitor facilities, track upgrades, and new visitor experiences) within and around <i>TWWHA</i> should be discussed and agreed in consultation with regional tourism bodies and LGAs before final decisions are committed in a regional Tourism Master Plan to secure local support for initiatives.
	<i>TGALT</i> does NOT believe it is a role of a Tourism Master Plan to get into detail in identifying and describing private investment opportunities within the <i>TWWHA</i> . This strategy has failed in the past.
Social inclusion and Interpretation	<i>TGALT</i> supports the leadership from PWS in expanding inclusive and more accessible tourism opportunities within and around the TWWA. <i>TGALT</i> notes the leadership that PWS has taken with initiatives at iconic sites including Cradle Mountain, Lake St Clair and Mt Field National Park as excellent examples of significance. <i>TGALT</i> notes the collaboration of <i>Tourism Industry Council Tasmania</i> with PWS in delivering BOOST workshops which could be expanded to encourage further interpretative initiative from local and Aboriginal communities and tourism operators.
Promotion of Commercial Opportunities	<i>TGALT</i> perceives the <i>TWWHA Management Plan</i> as the 'Rule Book' and authority on the nature, planning and design of commercial tourism opportunities in the <i>TWWHA</i> (ie. What can be done and where).
	Tourism operators may respond to opportunities based on their own business concepts and innovation.



	 <i>TGALT</i> is concerned that the processes for proposal "approvals" through various agencies and tiers of Government is fraught with delays, 'changes in the rules' and inconsistencies. <i>TGALT</i> remains concerned that bushfire prevention, and the lack of early response mechanisms to bushfire scenarios (as witnessed in January-February 2019) are significant barriers and disincentives to investment in commercial operations.
Emergency Communications and Radio Safety Infrastructure in <i>TWWHA</i>	<i>TGALT</i> notes that many tourism operators and visitors venturing into remote areas of <i>TWWHA</i> carry EPIRBs or PLBs to raise the alarm in the event of emergency. Responses to these alarms are initially managed nationally by <i>AMSA</i> . Response times may be up to 3-4 hours or longer. <i>Tas Maritime Radio</i> monitors all shipping and emergency calls around the coastline of Tasmania on a 24/7 basis with an additional Radio Base Station at Barren Tier (near Miena). <i>TGALT</i> believes that 2-3 additional VHF Radio Base Stations on this network could provide significantly improved communications within <i>TWWHA</i> for <i>PWS</i> employees and for operators to improve emergency response times in the event of need (medical emergency, fire response etc).
Opportunities for management support through tourism	 <i>TGALT</i> recognises the leadership and excellent work done by <i>Tourism Tasmania, Tourism Industry Council Tasmania,</i> regional tourism bodies, <i>TAFE</i> and training organisations in data collection and analysis to assist tourism operators in monitoring activities and trends. Many <i>TGALT</i> operators invest significantly in management and conservation activities in partnership with PWS. This should be at the core of the commercial-conservation partnership for tourism in <i>TWWHA</i>.
Access	This is an area of immense sensitivity and considerable contention for all users of the <i>TWWHA</i> . <i>TGALT</i> believes that access is a critical factor in enabling and managing tourism and visitor activity in <i>TWWHA</i> and should be considered in the <i>TWWHA</i> Management Plan in addition to being included in specific, focussed and practical Tourism Master Plans for individual focus areas of <i>TWWHA</i> (e.g. <i>Cradle Mountain – Lake St Clair National Park, Mt Field</i> <i>National Park, Central Plateau Conservation Area, Walls of Jerusalem</i> <i>National Park,</i> Cockle Creek, <i>South Coast Track</i> etc).



Staff and operator	TGALT has supported tourism accreditation for its members and has long		
training and	worked in association with agencies like Australian Maritime Safety		
accreditation	Authority (AMSA), MAST, Dept of Transport, Hydro Tasmania, PWS and		
	Tasmanian Inland Fisheries Service to assist members to ensure that		
	vessels used by accredited trout guides have compliant "Certificates of		
	Operation" with appropriate safety equipment for a domestic		
	commercial vessel operating in nominated areas, and that operators		
	have current accreditations including:		
	Coxswain certificates with passenger endorsements (or		
	equivalent) to operate a vessel		
	 Long Range (Marine Radio) Operators Certificate of Proficiency, 		
	(issued by ACMA) or equivalent to operate VHF / MF / HF radios		
	Current Provide First Aid (HLTAID003) Certificate		
	 Minimum \$20 Million Public Liability Insurance Policy 		
	Tasmanian Angling Licence Minimum 2 full account fishing superiores in Technologie		
	Minimum 3 full seasons' trout fishing experience in Tasmania		
	Tourism Industry Council Tasmania accreditation		
	Inclusion on <i>Hydro Tasmania Memorandum of Understanding</i>		
	These licences and accreditations are fundamental to industry		
	compliance and enforcement of quality assurance expectations,		
	standards and business practices for commercial operators working in		
	Tasmania.		
Strategic partnerships	TGALT believes that this TWWHA Tourism Master Plan (and all Tourism		
	Master Plans in Tasmania) must fit within the existing framework of		
	tourism strategies and planning within Tasmania, including:		
	• Tasmanian Wilderness World Heritage Area Management Plan		
	2016;		
	• Reimagining the Visitor Experience of Tasmania's Wilderness		
	World Heritage Area – Ecotourism Investment Profile 2014;		
	 Parks 21 Joint Action Plan for Tourism 2015-'20; 		
	 T21 – The Tasmanian Visitor Economy Strategy 2015-'20; 		
	 Unordinary Adventures Tasmania Program (launched on 26th) 		
	June 2019)		

Appendix 1.Seven Goals for tourism operators to engage with,
assisting to reposition the Tasmanian Wilderness World
Heritage Area and deliver a reimagined visitor experience:

1. Making Our Customers Heroes:

Responding to customers' needs, wants, expectations and desires are essential in forming an appealing holiday experience that caters to the requests of the clientele.

2. Providing Personal, Hands-on Experiences:

Attracting visitors and promoting the environmental values and uniqueness of the region, from hands-on wildlife experiences and guided walks to overnight mountain bike trails and volunteer/learning experiences.

3. Embracing the Tourism Conservation Partnership:

Positioning the TWWHA as a premier conservation destination, providing interpretation and story tellers, and delivering once-in-a-lifetime moments to facilitate a viable and sustainable tourism industry in the region

4. Bringing the Aboriginal Stories and Heritage to Life:

Actively engaging and conversing with Aboriginal people, so that visitors can learn to better appreciate their connection to country and why this area was listed as World Heritage for its cultural as well as natural values.

5. Giving Experience Providers Confidence in New Opportunities:

Opening access to new areas of the TWWHA through zoning change and ensuring the security of tenure for tourism operators; shifting the messaging to increase awareness and certainty of eco-tourism in the region, and improving air access to encourage ideas for new experiences and opportunities.

6. Delivering World's Best Practice that is Measurable:

Ensuring a reputation for quality experiences and environmental sustainability against a range of globally relevant performance indicators; such as mandatory accreditation for commercial operations in the TWWHA, sustainable building design standards for new infrastructure developments, and stronger lease conditions.

7. Embracing New Markets and Communication Channels:

Building a destination brand for the TWWHA, based on diverse natural and protected environments, and inspirational human stories; targeting niche markets and special interest groups with story-telling linked to a brand strategy and events-driven activities.

Reproduced from EC3 Global, TRC Tourism and Tourism Industry Council Tasmania, **"Reimagining the Visitor Experience of Tasmania's Wilderness World Heritage Area – Ecotourism Investment Profile"** Report Commissioned by Tourism Industry Council Tasmania and the Cradle Coast Authority with the Tasmanian Government through Tourism Tasmania and Tasmanian Parks and Wildlife Service – Co-funded by the Australian Government under the Tourism Industry Regional Development Fund Grants Program (June 2014) pp 14-15.



Appendix 2: Tas Maritime Radio Network







Appendix 3: TMR VHF Marine Radio Coverage from Barren Tier



UNORDINARY ADVENTURES

PROGRAM

TASMANIA

BACKGROUND

— The Unordinary Adventures program is a new Tourism Tasmania initiative that aims to encourage the regional dispersal of visitors on our Island and the contribution they make to our local communities. The program will also position Tasmania as a leading destination, to be placed firmly on our visitors' bucket lists. The Unordinary Adventures program will target visitors to Tasmania who will travel to pursue their passions. It will showcase our world-class experiences and allow for added breadth and depth to the overarching Tourism Tasmania marketing program. The program will be delivered in close partnership with industry, along with a shared approach to marketing our world-class destination.

— Our Unordinary Adventures can be enjoyed the world over. However, we believe there is no better place on earth to enjoy them than in Tasmania. Our unique Tasmanian hospitality and our stunning environment elevates these adventures to beyond just ordinary. Enthusiasts that come to Tasmania for golf, fly fishing, walking or mountain biking will experience their passion in a way like never before. Unordinary Adventures speaks to this and our belief that enjoying the Tasmanian version of our visitors' passion will leave a profound and lasting impression on them.

Audience ——

Tourism Tasmania's research shows customer needs are changing as visitors seek work-life balance to pursue their interests and create greater enjoyment and meaning in their lives. With greater wealth, mobility and access to destinations, there is an increase in the number of people travelling to pursue their interests as a primary driver of visiting a destination.

Overview —

These key special interest areas are experiences Tasmania offers that are world-class and have critical mass in terms of the experience offering. They target a sizeable audience segment to warrant specific marketing and may also be part of Tourism Australia's Signature Experience Program, to ensure greater reach and leverage globally.

This program will initially focus on four key special interest areas:

- —— Mountain Biking
- Fly Fishing
- Golf
- Walking

Strategic objectives —

- Position Tasmania as a world-class destination for special interest audiences.
- Leverage the special interest areas to promote Tasmania's broader destination appeal.
- Stimulate regional dispersal and repeat visitation.
- Strengthen collaboration between
 Tourism Tasmania and the tourism industry.

Strategic approach —

Tourism Tasmania will develop a marketing program that positions Tasmania as a premier destination with a world-class reputation for these special interest areas, putting Tasmania on the must see and do list. The marketing program will engage audiences who travel for their passions, while deepening the brand's appeal to drive visitor dispersal, growth and yield.

The program will include developing consumer insights, engagement and consultation with the tourism industry and working with our marketing partners to shape an innovative marketing program.



Blue Derby Mountain Bike Trails Sawtooth Lookout, Derby An explosion of new mountain biking trails has catapulted Tasmania to global world-class mountain biking status.

MOUNTAIN BIKING

The island's compact nature provides trails across varied landscapes, with undulating terrain and fast downhill rides to challenge even the most experienced riders. With Blue Derby in the north-east, Maydena Bike Park in the south, trails scattered throughout the regions and plenty of old school tracks on the west coast, it's fair to say Tasmania has mountain biking covered for mountain bikers of all levels. Added to the breadth of mountain biking trails, Tasmania has played host to the Enduro World Series at Blue Derby on two occasions, with the Detonate Trail 'Stage 2' voted best trail of the entire Enduro World Series 2019.

What makes us unordinary?

- Trails are built within Tasmanian wilderness, providing stunning scenery and landscapes as part of the experience.
- World-renowned trail design and quality.
- Many of Tasmania's mountain bike trails are located in quintessential Tasmanian country villages, offering a unique experience and providing a deep connection to an understanding of the landscape.

As wild trout fisheries become rarer and rarer around the world, Tasmania's self-sustaining wild trout stocks in wild places are delivering the thrill of the hunt fly fishers are chasing.

FLY FISHING

Tasmania's crystal waters bring the trout closer to the angler, making the fish clearly visible, but Tasmania's wild trout elude even the most experienced angler, testing both patience and stealth. Tasmania has earned a reputation for some of the best sight-fishing in the world and many fly fishers are visiting specifically for this reason. Tasmania will also host the 2019 World Fly Fishing Championships, the second time the State has played host to this event, proving the lakes, rivers and streams, and the wild trout dwelling within, provide the perfect environment to test the skills of the best fly fishers in the world.

What makes us unordinary?

- Arguably the purest strain of wild brown trout on earth.
- World-class sight-fishing.
- The genuine and unpretentious character of our fly fishing guides.

UNORDINARY ADVENTURES



UNORDINARY ADVENTURES

Cape Wickham Golf Course Wickham, King Island

Part

Many of Tasmania's golf courses offer dramatic coastal views. Built on rugged terrain, most are certainly not your average manicured course.

GOLF

Four of the top ten golf courses, as ranked by Australia's Top 100 Golf Courses in Golf Digest 2018, are in Tasmania. Cape Wickham is a worthy recipient sitting at No 3. This King Island course presents a rare and dramatic mix of coastal holes that lean gently towards the ocean, with the eleventh hole being positioned almost in the sea. Ocean Dunes, also on King Island, overlooks the Great Southern Ocean, with subtle rolling greens carved in the mould of Scotland's great links courses. On the main island, Barnbougle Dunes and Lost Farm have wide-open fairways and holes overlooking Bass Strait winding through coast and dunes, which offers golfers an unforgettable experience and connection to the landscape.

What makes us unordinary?

- The high number of top-ranked and world-class golf courses, which are also accessible to the general public.
- Golf courses designed and built around dramatic coastlines with undulating topography.
- The challenging conditions of playing golf in unpredictable Tasmanian weather (which makes it rewarding!).

Tasmania has long been a mecca for walkers, having received various accolades in recognition of its world-renowned walks within the Tasmanian World Heritage Wilderness Area.

WALKING

Tasmania's ancient landscapes and endemic flora and fauna, make Tasmania the ultimate bushwalking destination, and is how the state has earned a world-class reputation for bushwalking. Tasmania has multiple iconic multi-day walks, including The Overland Track in Cradle Mountain-Lake St Clair National Park, The Three Capes Walk in south-east Tasmania, and the recently opened wukalina walk in northeast Tasmania. Tasmania also has a plethora of other short and multi-day walks which also command national and global significance for their diverse landscapes, from glacial alpine mountain to beaches and coastal environments.

What makes us unordinary?

- Our collection of iconic walks, from multi-day through to short walks.
- Many trails are built within the 1.5 million hectares of the Tasmanian World Heritage Wilderness Area.
- Close and regular encounters with Tasmania's endemic wildlife.

UNORDINARY ADVENTURES



Overland Track, Barn Bluff Cradle Mountain-Lake St Clair National Park



IMAGE CREDITS:

COVER

Queenstown, TAS Adam Gibson PAGE-04

Mountain Biking Flow Mountain Bike PAGE-07

Fly Fishing Samuel Shelley PAGE-08

Golf Andrew Wilson

Tourism <u>Tasma</u>nia

PAGE-11

Walking Emilie Ristevski



Policy No. 2018-52

Community Bus Policy

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 1 of 17

1. INTRODUCTION

Council's Community Bus is intended to support individual's / organisations / groups which are:

- Local to the municipality;
- Non-profit community based;
- Providing services which directly and significantly benefit either the whole of the Central Highlands community or a specific target group within the municipality.

The Community Bus is not available for organisations and groups outside the municipality (unless the purpose of the outing is to benefit Central Highlands residents).

Similarly, the bus is not available to organisations and groups within the municipality for programs which benefit residents from outside the municipality.

The community bus must not be used for commercial or profit-making purposes.

2. GUIDELINES

Availability

The eight-seater Toyota Tarago vehicle owned by Council is available for:

- Non-emergency health care appointments;
- Transport for Community ~ Sporting ~ Special Interest Groups;
- Transport for social outings (e.g. shopping, social activities, visiting friends & family);
- Transport for school activities;
- Other community transport as agreed by Council; and
- Priority is given to those groups / individuals who have no alternate transport.

General

- The Community Bus must be booked through the Bothwell office during normal business hours from 8.30am to 5.00pm, Monday to Friday. Bookings cannot be made on weekends, public holidays or outside normal business hours.
- All persons travelling on the "Central Highlands Community Bus" are responsible for ensuring that the road safety rules and regulations are adhered too;

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 2 of 17

- No food or drink (other than water) is to be consumed while travelling in the "Central Highlands Community Bus;"
- The vehicle has a United fuel card (to be kept in the vehicle) this is accepted at United service stations only. When using the card you will need to give the attendant the mileage and put the password in. The vehicle also has an account at the Bothwell Garage for fuel and it is the responsibility of the driver to ensure the vehicle is filled at every reasonable opportunity. If at any stage the driver has to pay for fuel this will be reimbursed by Council (a receipt must be provided);
- A driver must have a current and complete Tasmanian photo driver's licence and be over the age of 25 years;
- The vehicle is equipped with a tow bar/ball and available for towing by request only;
- All road infringement notices / parking fines incurred by the driver will be paid in full by the driver. Council holds no responsibility for any road infringement notices and/or parking fines;
- The vehicle must be returned at the specified time unless notified otherwise;
- The vehicle must be left clean on return (inside and outside);
- The log book kept in the vehicle must be completed by the designated driver for each trip, documenting date of journey, purpose of trip including organisation name, odometer start and finish and total kilometres travelled.
- It is the responsibility of the driver to inspect the vehicle before and after each trip for any damage. Any damage or concerns regarding the vehicle must be reported to Council at the earliest possible time.
- Vehicle keys are available from Council's caretaker at 'Rothamay' Hollow Tree Road, Bothwell between 9am and 5pm from Monday to Friday. For early morning departures please make sure arrangements are made for collection of keys. For late night returns, special arrangements will need to be made between the driver/organisation and Council's Caretakers Mr Duncan & Mrs Anita Campbell regarding returning keys.
- The vehicle is to be locked (including windows) when unattended.

Contact Persons Responsibilities

• The person booking the vehicle shall be known as the contact person and it is their responsibility to make booking arrangements with the Bothwell office;

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 3 of 17

- It is the responsibility of the contact person to read and understand the Community Bus Guidelines;
- It is the responsibility of the contact person to complete and sign a booking form;
- It is the responsibility of the contact person to inform the driver (if different from the contact person) that they will be required to sign the Drivers Details section of the Booking Form;
- No food or beverages (other than water) are to be consumed in the vehicle;
- It is the responsibility of the contact person to ensure the vehicle interior is returned in clean condition; and
- In the event that any damage occurs to the interior of the vehicle while it is being hired, (e.g.; excessive dirt/mud, torn or marked seats/floor/roof) the hirer will take full responsibility and shall be invoiced the full costs to repair/ cleaning any such occurrences.

Drivers Responsibilities

- If urgent minor repairs are needed to the vehicle whilst on a trip, firstly telephone the Bothwell Office on 03 6259 5503 to authorise repairs;
- The driver of the bus is required to sign the Drivers Details section of the Booking Form;
- The person responsible for driving the bus must have; a full Tasmanian Photo license, be the age of 25 or over and have had no drink driving offences in the last five years;
- The driver is required to fill out the log book on board the bus;
- The driver is responsible for all road and parking infringements while they're driving the bus;
- The driver must have 0.00 blood alcohol / illicit drug reading while driving the bus; and
- The driver is required to list all passengers on the booking form including receipt number and confirmation of payment (Where this breaches organisations confidentiality policy numbers of passengers will be required).

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 4 of 17

Drugs & Alcohol

- The driver shall have a zero Blood Alcohol Concentration and must be free of any type of illicit drugs whilst driving the vehicle.
- The driver has the right to refuse entry to any passengers that are:
 - 1. Intoxicated
 - 2. Behaving in an offensive or dangerous manner to themselves or others
- In such unlikely cases it is also necessary to ensure the person/s are left in a safe environment and the nearest Police Station notified.
- The vehicle is a **smoke free** vehicle.

Drivers – Accidents

- In the event of an accident with another vehicle or any other object Council **MUST** be notified as soon as practical.
- In the event of an accident it is a mandatory requirement that the Police be notified.

Volunteer Driver Authorisation

Organisations / groups using Council's Community Bus are encouraged to provide their own driver, who will need to apply for authorisation using the Volunteer Driver Form, or a volunteer driver may be provided by Council (if available).

Volunteer Drivers will be authorised on an annual basis for up to one (1) year.

Organisations / groups are required to include a list of nominated drivers at the time or applying for accreditation. Additional drivers can be authorised during the year. To become a volunteer driver, persons must hold a current Tasmanian Photo Drivers Licence, complete a Volunteer Driver Form. When applying for authorisation, drivers will need to produce their licence, provide a certified copy of their National Police Certificate, Working with Vulnerable People Registration Card which will be photocopied and undertake an online induction.

Payment Details

Payment for the vehicle will be invoiced to the designated person on the Community Bus Booking Form at the end of each month and a receipt will be provided. All fees and charges must be paid within 14 days from the date of invoice.

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 5 of 17

3. HIRE FEES

Hiring Fee:

- The fee for transport less than 20km return is \$7.00 per person;
- The fee for transport 20km 100km return is \$12.00 per person;
- The fee for transport greater than 100km return is \$15.00 per person;
- A Carer is not required to pay when travelling with the person they are caring for;
- The fee for families will be a maximum of \$20.00 for 2 people / \$30.00 per family;
- No-one shall be disadvantaged by the inability to pay for this service and the fee may be reduced or wavered on agreement by Council's General Manager; and
- For organised community groups / organisations the vehicle is hired at a fee of 96c per kilometer PLUS a \$5.00 booking fee.

4. BOOKINGS

Bookings are co-ordinated through Councils Bothwell Office by completing a Community Bus Booking application form and drop it off at the Bothwell Office.

It is advised that on each hiring occasion that contact is made with the Bothwell Office advising of proposed hiring dates before sending through the booking form.

Bookings will be assessed on their individual merit and in accordance with Council's Community Bus policy.

Bookings may be made up to four weeks before, but not less than one week before, the date of use.

Bookings will be assessed in order of receipt and are dependent upon bus availability.

Bookings should nominate the Volunteer Driver details if possible – this is the only person, who will be authorised to collect, drive and return the bus.

All fees and charges must be paid within 14 days from the date of invoice.

Council reserves the right to reject any booking.

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 6 of 17

COMMUNITY BUS BOOKING FORM

About this form

You can use this form to apply for a community bus booking. Please note: A separate application form needs to be completed for each different purpose or project/journey.

Part 1: Applicant Details

Name of Organisation / Group:				
Contact Persons:				
Position:				
Mr, Miss, Ms, Mrs: First Name: Last Name:				
Street Address:				
Town/Suburb: Postcode:				
Telephone (Home) Mobile:				
Email:				
Part 2: Booking Type (please tick below)				
Private Individual		Family		
School		Youth Group		
Non-profit community organisation		Service for people with disabilities		
Senior Group		Community Child Care		
Sporting Group		Cubs / Scouts / Guides etc.		
Social Club		Church Group		
Other				

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 7 of 17
Part 3: Organisation / Group Details

Is your organisation / group (please tick box applicable below)				
A registered charity		Incorporated organisation		
A registered co-operative		An informal group		
If your organisation does not fit the abov	ve cate	gories please provide a description below	<i>ı</i> :	
What services and activities does your o	rganisa	ation / group provide?		
How many members are in your organis	ation /	group?		
How does you organisation / group obta	in func	ds? (please tick box below)		
Government funding		Fund raising		
Charging fees		Seeking donations		
If you raise funds in other ways, please provide a description below:				

.....

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 8 of 17

Part 4: Community Bus Requirements

Please advise of the purpose/s for which the Community Bus will be used? Do you have access to other vehicle? community transport, family support, own vehicle? If you do not obtain the community bus when required, what transport will you use? Please provide any other information which could be useful in assessing your application for use of the community bus:

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 9 of 17

Part 5: Nominated Drivers

Please note: You are required to supply your own driver if possible. Please nominate your driver's below. Each driver must complete a separate VOLUNTEER DRIVER FORM and lodge it in person at the Bothwell Office, before being allowed to drive the Community Bus.

DRIVER ONE

Given Name:	First Name:
Address:	
Town/Suburb:	Postcode:
Telephone (Home)	Mobile:
Licence	Licence Class
Licence expiry date:	
DRIVER TWO	
Given Name:	First Name:
Address:	
Town/Suburb:	Postcode:
Telephone (Home)	Mobile:

Licence Licence Class

Licence expiry date:

Please Note: If there are additional drivers, please photocopy this page and attach their details with the application.

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 10 of 17

Part 6: Applicant Declaration

I have read and agree to abide by Council's 'Community Bus Policy", and understanding that I / community organisation / group and our nominated driver/s take responsibility when in possession of a Council bus. I understand that failure to comply with Councils policies / procedures and instructions may result in the suspension of future use of the Community Bus by me / our community organisation / group and that we may be required to cover costs of the vehicle if returned in an unsatisfactory condition.

pplicant Name:

Applicant Signature:

Date:

Office Use Only

Receiving Officer:

Date Received:

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 11 of 17

5. VOLUNTEER DRIVER FORM

VOLUNTEER DRIVER FORM

Mr, Miss, Ms, Mrs:	First Name:	Last Name:
Street Address:		
Town/Suburb:	Рс	ostcode:
Telephone (Home)		Mobile:
Email:		
Date of Birth: / /		
Emergency Contact Person: .		
Relationship (e.g. Parent, Par	rtner):	
Telephone (Home)		Mobile:
Fmail		

Proof of Identity

Proving your identity is an important step in the application process to be a volunteer driver. This step establishes your identity including your age, residential address and that you have a Tasmanian drivers licence that is current.

You must provide proof of your identity when completing the application process with Council. The best way to prove your identity is by presenting a current Tasmanian Photo Driver Licence with your correct name and address details on it.

Certified Documents

Must be certified by one of the following people, that your document is true and correct:

Justice of the Peace, police officer, minister of religion (who is authorised to celebrate marriage), barrister, solicitor, doctor, judge or Council officer with at least five years of service.

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 12 of 17

Tasmanian Drivers Licence	(required)			
Do you have a Tasmanian Photo Drivers Licence?				
	Yes	No	(please circle)	
Please provide certified copy	y with application	on.		
Driving Offences				
Have had any drink driving o	offences in the l	ast five years?		
	Yes	No	(please circle)	
	··· · · · · · ·			
Have you had any driving of	fices in the last	two years?		
	Yes	No	(please circle)	
	163	NO	(please clicle)	
National Police Certificate ((required)			
Please provide a copy of you		ce Certificate		
Working with Vulnerable P	eople Registrat	ion Card (requi	ired)	
Do you have a Working with	n Vulnerable Pe	ople Registratio	on Card?	
	Yes	No	(please circle)	
Please provide certified copy	y with application	on.		
Medical Conditions, allergie	es, disabilities o	or past injuries		
Do you have any medical of your participation?	conditions, aller	gies, disabilitie	es or past injuries that may affect	
	Yes	No	(please circle)	

If yes – Please complete the questions on the over the page.

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 13 of 17

CONDITIONS OF PARTICIPATION AS A VOLUNTEER DRIVER OF THE COMMUNITY BUS:

I agree to comply with the following terms that refer to my participation as a volunteer driver with Central Highlands Council:

- 1. I am a volunteer and not an employee of the Council, no payment will be made to me by Council.
- 2. As required by the Workplace Health and Safety Act 2012, I must follow all established practices, procedures and instructions of Council when driving the Community Bus.
- 3. Only while I am undertaking my role as a volunteer driver of the Community Bus will I be covered by Council's public liability insurance.
- 4. Should an injury occur to me while acting as a volunteer driver I must notify the Council immediately.
- 5. While acting as a volunteer driver, a limited personal accident insurance cover will be effected by Council subject to the terms and conditions of the policy. Council retains ownership of the policy and retains discretion in terms of any benefits payable under the policy.
- 6. I will perform the task of driving the Community Bus with all due care, skill and diligence.
- 7. I can only drive the Community Bus if I am over 25 years old, hold a current and complete Tasmanian photo driver's licence.
- 8. I have notified Council of any relevant medical conditions and pre-existing injuries, and I consent to the Council rendering or authorising such medical treatment as necessary and accept responsibility for all associated expenses;
- 9. I will not smoke, consume or store alcohol or illicit drugs while working as a volunteer driver for Council.
- 10. I shall respect the rights, feelings and property of all others while working as a volunteer driver for Council.
- 11. I shall cooperate with the Council staff members to ensure a safe, happy and hygienic team environment.
- 12. All volunteers must comply with the Personal Information Protection Act 2004 to protect the personal information of Council's customers, volunteers, employees and contractors.

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 14 of 17

- 13. Driving the Community Bus is at the discretion of the General Manager.
- 14. Photographs or videos taken of me why volunteering for Council may be used by Council for promotional purposes.

I understand that failure to comply with any of these conditions may result in Council removing me from the Volunteer Drivers Register.

SIGNATURE DATE: / /

Office use only - to be initialled and dated by the Council Officer who undertakes each step

Statement		DATE
1 All declared pre-existing medical conditions discussed with volunteer		
2 Online WHS Induction has been completed		
3 All information has been checked and complete		

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 15 of 17

Management Plan for Pre-Existing Injury or Medical Condition

1. What is the medical condition, allergy, disability or past injury?			
2. Information about the Condition	n/Iniury		
a) How serious is the condition if age		the following.)	
□ Potentially life threatening	Could require medical (doct	or, hospital) treatment	
Could require own medication	Could require rest or time of	ff work	
b) In your own words tell us how we aggravated.	recognise that your condition h	nas recurred or been	
c) When was the most recent episod	e?		
3. What actions, triggers or situations do you need to avoid?			
4. What is the management plan to eg. self medication, avoidance of		o the condition/injury?	
5. What is the emergency plan if s	erious aggravation does occ	ur?	
Volunteer			
Signature	Name	Date / /	
General Manager			
Signature	Name	Date / /	
Document:	Start Date: 20 Mar 2018	Page Reference:	
Community Bus Policy	Review Date: 31 Dec 2019	Page 16 of 17	

6. VOLUNTEER DRIVER REGISTER TEMPLETE

VOLUNTEER DRIVER REGISTER

Central Highlands Council thanks you for offering your services as a volunteer driver. As a volunteer driver the following conditions apply:

- 1. I am a volunteer and not an employee of the Council, no payment will be made to me by Council.
- 2. Only while you are driving the Community Bus you will be covered for Council's public liability insurance.
- 3. While acting as a volunteer driver, a limited personal accident insurance cover will be effected by Council subject to the terms and conditions of the policy. Council retains ownership of the policy and retains discretion in terms of any benefits payable under the policy.
- 4. Should an injury occur to you while you are acting as a volunteer driver you must notify the Council immediately.
- 5. As required by the Workplace Health and Safety Act 2012, you must follow all established practices, procedures and instructions of Council when driving the Community Bus.
- 6. You are expected to perform the task of driving the Community Bus with all due care, skill and diligence. You can only drive the Community Bus if you are over 25 years old, hold a current and complete Tasmanian drivers licence.

I confirm I have read and understand the conditions on this sheet prior to signing below.

Name	Activity	Date	Signature	Approved by

Document:	Start Date: 20 Mar 2018	Page Reference:
Community Bus Policy	Review Date: 31 Dec 2019	Page 17 of 17



Policy No. 2015-06

TENDERING AND PROCUREMENT POLICY

Responsible Officers:	General Manager	
For Review By:	General Manager	
Due Date for Review:	31 March 2020	
Approved by:	Mayor	// Date
	General Manager	// Date
Adopted at Council Meet Reviewed & Adopted:	ting:	20/01/2015 11/04/2017

CONT	TENTS:		Page No.
1.	Purpo	se	3
2.	-	ative Requirements, Regulations and Associated Council Policies, dures and Guidelines	4
3.	Glossa	ary of Terms	4 - 7
4.	Guide	lines – Tendering and Procurement Thresholds	7 - 8
5.	Proce	sses and Principles	9 - 12
	5.1	Specifications	9
	5.2	Public Notice	9 - 10
	5.3	Variations to a Tender	10
	5.4	Expression of Interest	10
	5.5	Invitation to Tender	10 - 11
	5.6	Opening of Tenders	11
	5.7	Acceptance or Rejection of Tender	11
	5.8	Tender Evaluation	11 - 12
	5.9	Award of Contract	12
	5.10	Notification of Awarding the Contract	12
6.	Comp	laints Process	12
7.	Exem	otions	13
8.	Repor	ting	13 - 14
9.	Confic	dentiality	14
10.	Specia	al Considerations	14 - 15
	10.1	Budgetary Restrictions	14
	10.2	Sensitive Information and Conflicts of Interest	14 - 15
	10.3	Disposals and Trade-Ins	15
	10.4	Disposal of Items to Staff, Contractors, Sub-Contractors,	
		Consultants and Elected Members.	15

1. Purpose

This Policy applies to all tendering and procurement which the Council is obliged to conduct under the Local Government Act 1993 (the Act). The Policy gives guidance for tendering and procurement procedures.

Central Highlands Council is committed to a tendering and procurement system that will produce the best value for money, quality goods and services to our residents and ratepayers, open and effective competition, enhancement of the capabilities of local business and industry and that treats all tenderers in a timely and fair manner. To help achieve this, this Policy sets out the steps that the Council will follow when procuring and tendering goods, services or works.

To achieve its objective the Council will ensure that the tender process is fair to all parties, and use its best endeavours to demonstrate that fairness to tenderers and potential tenderers. More specifically, it will:

- produce tender documents that clearly specify the Council's required outcomes to allow tenderers to bid for and price work accurately;
- package work put to tender in a manner which encourages competition and the best outcome for residents and ratepayers;
- not participate in, and actively discourage other parties from, improper tendering practices such as collusion, misrepresentation and disclosure of confidential information;
- require any conflict of interest to be disclosed immediately;
- have regard to the cost of tendering to tenderers, residents and ratepayers and seek to constrain that cost.

Council promotes a policy of supporting local business, i.e. within the municipal area, in the first instance where the local business is able to supply goods and services which are equivalent value and standard to external sources.

Council also has the opportunity to procure selected items through NPN (National Procurement Network); a service made available through LGAT. Prices may be significantly lower due to the increased purchasing power and there may also be significant time savings as specifications, tenders and contracts are all dealt with by NPN.

This policy restates the ethical principles applying to all parties in the tendering process and then describes all steps in the tendering process under the headings of obligations of the principal and of tenderers.

Adherence to this code provides for minimum acceptable levels of behaviour from those involved in the tender process but does not minimise all areas of potential risk and associated liability.

2. Legislative Requirements, Regulations and Associated Council Policies, Procedures and Guidelines.

This policy should be read in conjunction with applicable, appropriate and associated Legislative Requirements, Regulations, Council Policies, Procedures and Guidelines. These include but are not limited to:

- The Local Government Act 1993 particularly Division 2A;
- Local Government (General) Regulations 2015 (SR2005, No. 64) particularly Part 3 – Tendering and Contracting;
- Australian Standard AS4120 1994 Code of Tendering
- Code of Conduct Policies;
- Risk Management Policy and Procedures;
- Staff Induction Procedures;
- Duty Statements (Job Descriptions, etc.);
- Fraud Policies and Procedures;
- Delegations of Authority;
- Australian Standard 8001-2008 Fraud and Corruption Control.
- Purchasing and Payments Control Policy

3. Glossary of Terms

3.1. This Policy

2015-06 Tendering and Procurement Policy

3.2. Council

Central Highlands Council.

3.3. Tender Box

The point or place for lodgement of tenders.

3.4. Contractor

A contractor is defined as a person or organisation, external to Council, engaged under a contract for service (other than as an employee) to provide specified services to Council. A contractor generally works under the supervision of a Council Manager to provide services which are not readily available in the Council.

3.5. Expression of Interest

Is a means of identifying potential suppliers or contractors interested in a particular project which may ultimately submit a formal tender or quotation. This allows the Council to shortlist potential suppliers before seeking detailed offers,

depending on technical, financial and managerial capacity, thus restricting the issue of formal tenders to those suppliers with demonstrated capacity.

3.6. Open/Public Tender

The formal process of publicly inviting offers through an advertisement in a local newspaper to supply goods and services, or purchase surplus items, normally involving specifications and detailed documentation.

3.7. Procurement

The entire process by which all resources are obtained by an entity, including planning, design, standards determination, specification writing, selection of suppliers, financing, contract administration, disposals and other related functions.

3.8. Tender

Is a formal offer to supply goods or services at a stated cost. A tender may be public (advertised) or selective (bids from selected contractors sought).

3.9. Standing Tenders

From time to time the Council may utilise a standing tender in which one or more tenderers are contracted through an open tender process to provide specified goods or services over a period of time without the need for a further tender process. This may be particularly relevant to supplies of general items such as stationery, cleaning products, etc.

The way in which a standing tender is established is the same as for an open tender process where the specification and description of the tender describe the intent of the standing contract and the conditions of its use.

3.10. Multiple Use Register

From time to time the Council may utilise a multiple-use register process to establish a register of suppliers that Council has determined satisfy the conditions for participation in that register, and that Council intends to use more than once.

If it is determined that a such register will be established, the General Manager will invite expressions of interest from prospective applicants for inclusion on a register by publishing at least once in the major regional newspaper and on its website a notice specifying:

- A description of the goods and services, or categories thereof, for which the register may be used;
- The name and address of the council and other information necessary to contract the entity and obtain all relevant documents relating to the register; and
- Any deadlines for submission of application for inclusion on the register.

The General Manager will advise all prospective tenderers of the results of their application including all categories for which they are registered and the reasons for rejection of inclusion on the register as soon as practicable.

When Council wishes to use the register, the General Manager will invite all successful applicants that are registered for the relevant category to tender for the provision of the required good or service, and the tender process as outlined in this policy will be utilised.

Council will review any established register at least once every 2 years.

3.11. Multiple-Stage Register

From time to time the Council may utilise a multiple-stage tendering process. This is a process by which suppliers are evaluated through stages against criteria established by the Council. This is a useful process to:

- Gain market knowledge and clarify the capability of suppliers;
- Shortlist qualified tenderers; and
- Obtain industry input.

The General Manager may call for expressions of interest from prospective tenderers and will ensure that prospective tenderers are provided with all relevant information including details as to the various stages in the tender process.

As a final stage in a multiple-stage tender process the General Manager will invite all suppliers who have met the criteria set by the Council to tender for the supply of goods or services, in which event the tender process as outlined in this policy will be utilised.

3.12. National Procurement Network (NPN)

The NPN is an alliance of state and territory local government associations. The NPN combines the purchasing power of around 350 councils Australia wide.

Because LGAT is a member of the NPN, it is able to offer Council, as a member of LGAT, access to:

- Better pricing for a range of goods (savings on government list prices of up to 30%)
- Significant time saved in preparing tender and contract documentation
- Significant time saved in reviewing and appointing appropriate suppliers
- The benefit of nearly always being able to purchase the goods locally so providing support to local businesses.

By Using the National Procurement Network (NPN), there is no need for Council to draft contracts, advertise, evaluate tenders and award contracts. These functions represent hidden costs that have been estimated to be in the vicinity of \$5,500 per tender.

LGAT has purchased a VendorPanel license which allows councils to create online requests for quotations from preferred and pre-qualified suppliers. VendorPanel is a secure web based system used by organisations to increase transparency, compliance and savings.

4. Guidelines – Tendering and Procurement Thresholds

There are a number of tendering and procurement thresholds that require different levels of involvement in planning and executing the purchase. The following table refers to the thresholds and summarises what purchasing method Council utilises based on the total dollar value of the purchase.

Procurement Value	Minimum Requirement	Authority (refer to Purchasing and Payments Control Policy)
Under \$5,000	One verbal quotation where applicable. Council Purchase Order where appropriate.	Orders over \$1,000 to be authorised by applicable Manager
\$5,001 to \$10,000	Two verbal quotations, one of which to be from a local business, if applicable.	To be authorised by applicable Manager.

	Council Purchase Order where appropriate.	T . I
\$10,001 to \$30,000	Two written quotations, one of which to be from a local business, if applicable. Council Purchase Order where appropriate.	To be recommended by applicable Manager and authorised by Manager Finance & Administration or General Manager.
\$30,001 to \$99,999	Three written quotations, one of which to be from a local business, if applicable. Council Purchase Order where appropriate.	To be recommended by applicable Manager and authorised by Manager Finance & Administration or General Manager.
\$100,000 up to \$249,999	Council will, where it considers it beneficial or desirable, advertise each tender at a minimum in the local regional newspaper. Other advertising may be utilised as considered appropriate. To be advertised on the Council Website. Council to seek at least one tender from a local business, if applicable.	Contracts to be awarded and signed by the General Manager after acceptance and approval by Council.
\$250,000 or over	Council must advertise each tender at a minimum in the local regional newspaper and advertise on the Council website.	Contracts to be awarded and signed by the General Manager after acceptance and approval by Council.

NOTE:

Where Grants or Funding have been provided as a result of a successful application by Council, there is no requirement to re-submit or call for quotations for items less than \$100,000.

5. Processes and Principles

5.1. Specifications

The Council has responsibility to its residents and ratepayers to ensure services are properly delivered. It will therefore develop specifications that clearly set out the Council's expectations. Most specifications will focus on outcomes and quality requirements, rather than particular ways of delivering a service. Some specifications may include both input and output requirements for a service.

The tender documents will require tender proposals to indicate how the performance standards will be met, and how the tenderer would measure the satisfaction levels of service users.

The tender documents will require the tenderers compliance with Council's Work Health and Safety Policy.

In developing specifications, the Council will consider the requirements of service users and may seek the views of the providers of the existing service and others providing similar services, whether in the public or private sector.

The Council will identify in the specifications any Council assets to be made available to tenderers, whether in-house or external, and may set costs, terms and conditions for the use of the assets.

No potential tenderer will have access to the final specifications prior to their formal approval and public release by the Council.

5.2. Public Notice

Public notice is required under the Act to start a tender process. The Council will advertise in the Public Notice Section of the Mercury newspaper and may advertise in other newspapers or publications where appropriate. The Council will also place information on the tender on its website.

When advertising the Council will specify:

- The nature of the goods or services required;
- Any identification details allocated to the contract;
- Where the tender is to be lodged;
- Particulars identifying a person from whom further or detailed information relating to the tender can be obtained; and
- The period within which the tender is to be lodged.

5.3. Variations to a Tender

Where the Council seeks to amend or extend the closing date for a tender it will advertise the variation/s in the Mercury newspaper and on its website. If tender documents have been issued or a written tender has already been received then the General Manager will notify the recipients of the tender documentation and any tenderer in writing of the variation/s to the tender.

5.4. Expression of Interest

The Council may use an "expression of interest" process before it invites tenders. If so, it will advertise publicly the purpose and nature of the contract or project and the date by which it will invite tenders. The aim at the expression of interest stage is not to elicit tenders, but rather to assess the capacity of the respondents to undertake the work or project, and to refine the specifications. The Council will make the evaluation criteria for registration available to all respondents.

The Council will seek tenders from local business and industry if available.

The Council may invite tenders from some, all or none of the registrants, by the advertised date. If the Council does not invite tenders by that date, it will write to all registrants advising when tenders are to be invited. Respondents who are not invited to tender will be advised in writing. The Council will use this list of registrants to invite tenders for the advertised contract or project only.

5.5. Invitation to Tender

The Council will offer the same tender documents to all those who respond to an invitation to tender. A copy of this Policy will be attached to all tender documents.

The Council may impose a fee for tender documentation related to the cost of printing the tender documentation. The Council will not impose any additional fee for tender documentation unless it refunds the fee to each tenderer who submits a conforming tender. The Council will not request a tender deposit. In all cases the Council will seek to minimise the cost to suppliers of participating in the tender process.

The tender documents will include the tender evaluation criteria and identify the order of importance accorded to the criteria.

In addition, the Council will ensure that prospective tenderers are provided with all relevant information, including:

- Details of the goods or services required;
- Details of the duration of the contract, including extensions;

- Any mandatory tender specifications and contract conditions; and
- A reference to the Council's Tender Policy.

If the Council gives advice, written or verbal, to a respondent clarifying the meaning of the tender documentation, it will give the same information to all other respondents in writing. The Council will keep a written record of any other verbal advice. The Council will respect the confidentiality of a respondent who discloses information which has commercial or intellectual property value. The Council will consider conducting a pre-tender briefing and may determine not to give additional information apart from the briefing.

Tenderers will generally be given a minimum of 21 days from the date on which tenders were invited in which to submit tenders. All tenders must be in writing. The submission period is determined by the nature of the tender and the Council will advise respondents in writing when it invites tenders if a longer or shorter submission period is to apply.

5.6. Opening of Tenders

The opening of tenders is not a public event. Tenders are to be opened jointly by a Councillor and either the General Manager or Council officer.

All details are to be entered into the Tender Register and must be signed off by those opening the tenders. The Tender Register is to be stored in the safe.

5.7. Acceptance or Rejection of Tender

Late tenders will not be accepted.

Any proposal that does not conform to the tender conditions may be rejected as non-conforming. The General Manager will notify any tenderer of the rejection and the reasons for the rejection.

The Council will acknowledge receipt of all tenders in writing.

5.8. Tender Evaluation

The relevant manager shall prepare an evaluation report on tenders received.

Plant and vehicle tenders shall be considered by Council's plant committee with a recommendation being made to Council for awarding of the successful tender.

All tenders will be discussed by Council in a closed session of a Council meeting.

5.9. Award of Contract

The Council may negotiate with tenderers to determine the award of the contract but must have regard to the scope of the invitation to tender at all times.

The Council will not trade the price of one tenderer against that of another tenderer. The Council will exhaust negotiations with one tenderer before beginning negotiations with another tenderer.

The decision to award a contract will be made by the Council or its delegated officer. The Council will award the contract on the basis of the best quality and value for money for the community.

The Council will have regard to the written tender evaluation report and may also have regard to other factors impacting on the best quality and value for money outcome.

The Council will promptly notify the successful tenderer by telephone and in writing and unsuccessful tenderers will be notified in writing.

Notification of Awarding the Contract

Once the successful tenderer has been notified the Council will promptly advise the unsuccessful bidders in writing of:

- The tender outcome; and
- The successful contractor.

All unsuccessful tenderers will be offered the opportunity of attending a debriefing session, and Council will document the proceedings of the debriefing sessions.

6. Complaints Process

The Council will deal promptly with any complaints about its tendering process. Each complaint will be recorded in writing and the complainant given an opportunity to discuss his or her complaint with the General Manager or a delegated senior officer.

7. Exemptions

The Regulations provide that Councils must publicly invite tenders for the purchase of goods and services with a value in excess of \$250,000.00 (ex GST).

The Council is committed to encouraging open and effective competition between suppliers with the objective of obtaining value for money and enhancing opportunities for local business. However, Council may not issue a tender or use a quotation process where the goods and services sought relate to:

- An emergency if, in the opinion of the General Manager, there is insufficient time to invite tenders for the goods or services required in that emergency;
- A contract for goods or services supplied or provided by, or obtained through, an agency of a State or of the Commonwealth;
- A contract for goods or services supplied or provided by another Council, a single authority, a joint authority or the Local Government Association of Tasmania;
- A contract for goods or services in respect of which the Council is exempted under another Act from the requirement to invite a tender;
- A contract for goods or services that is entered into at public auction;
- A contract for insurance entered into through a broker;
- A contract arising when the Council is directed to acquire goods or services due to a claim made under a contract of insurance;
- A contract for goods or services if the Council resolves by absolute majority and states the reasons for the decision, that a satisfactory result would not be achieved by inviting tenders because of –
 - extenuating circumstances; or
 - o remoteness of the locality; or
 - the unavailability of competitive or reliable tenderers;
- A contract of employment with a person as an employee of the Council.

8. Reporting

Council will publish in its Annual Report in relation to all tenders valued over \$250,000 (excluding GST) and all contracts for the supply or provision of goods and services valued at or above \$100,000 (excluding GST), awarded or entered in the financial year, including extensions granted:

- A description of the contract;
- The period of the contract;
- The periods of any options for extending the contract;
- The value of any tender awarded or, if a tender was not required, the value of the contract ex. GST;
- The business name of the successful contractor; and
- The business address of the successful contractor.

Where an exemption has been granted from a tender process the following details will be reported in Council's Annual Report:

- A brief description of the reason for not inviting public tenders;
- A description of the goods or services acquired;
- The value of the goods or services acquired; and
- The name of the supplier.

The General Manager will provide Council with a quarterly report of any instance where a purchase of a good or service is made where a public tender or quotation process is not used where an exemption applies from the tender process.

9. Confidentiality

Council treats information provided by suppliers as confidential and will not provide this information to unauthorised persons.

10. Special Considerations

10.1 Budgetary Restrictions:

Generally, where staff initiate purchases, they are authorising the procurement and certifying that the purchase is within budget allowances and is a genuine requirement of their budget area. Regardless of delegated responsibilities and monetary limits that may be imposed on staff, procurement of goods and services are to reflect budgetary restrictions unless special authorisation has been granted by the General Manager or by Council.

Councils Purchasing and Payments Control Policy shall be read in conjunction with this policy.

10.2 Sensitive Information and Conflicts of Interest

Council employees, contractors, sub-contractors, consultants and elected members are reminded that the best interests of the Council are fundamental and are to be served at all times. Notifications of conflicts of interest (actual and perceived) are to be advised and recorded as early as possible. Disclosure of sensitive and confidential information, including prices, terms and conditions are strictly commercial in confidence and their unauthorised disclosure, particularly with a motive to provide personal financial gains or benefits is contrary to the principles of ethical behaviour and may result in dismissal, prosecution or other sanctions.

10.3 Disposals and Trade-Ins.

The disposal or trade-in of obsolete assets is an area that can be open to criticism and one in which the possibility of unethical behaviour can be

perceived and needs to be controlled with guidelines and processes that will prevent or lessen unfounded criticism or claims. All disposals, write-offs, cannibalisation and trade-ins are to be considered on a case by case basis and are to be authorised by the General Manager and recorded in a Disposals Register.

Disposals of a minor nature may be negotiated between the General Manager and a third party.

Disposal of assets of considerable value or high interest items will be subject to disposal either through a tender process or be traded-in as part of the procurement deal, whichever is the most cost-effective to Council.

Generally, Tenders and Trade-ins are to be managed independently by the Finance and Administration Section under the supervision of the General Manager. This approach should lessen the opportunities (whether real or perceived) for the leaking of expected prices and the unethical and illegal manipulation of returns to Council.

10.4 Disposal of Items to Staff, Contractors, Sub-Contractors, Consultants and Elected Members.

Subject to the terms, conditions and provisions contained within this Policy, staff, contractors, sub-contractors, consultants and elected members are not excluded from tendering or applying for the purchase of items to be disposed of.



Policy No. 2013-07

Council Camping Ground Facilities Policy

Document:	Start Date: 15 Oct 2019	Page Reference:
Council Camping Ground Facilities Policy	Review Date: 15 Oct 2022	Page 1 of 6

Introduction

This policy has been prepared to address the management of Council owned camping facilities in the Central Highlands.

Use of Camping Facilities

<mark>(a) Short Term Stays</mark>

Camping facilities are provided for short term stays only and subject to the following maximum night stays per calendar year:

Bothwell Camping Facility:	No more than seven (7) nights (be they consecutive or not) in any calendar month year.
Hamilton Camping Facility:	No more than seven (7) nights (be they consecutive or not) in any calendar month year.

(b) Longer Term Stays

<mark>Longer Term Stays will only be considered by Council and acceptance of a</mark> request will be guided by the following:

- From people employed in the Central Highlands municipal area upon a formal written request and supported by a letter from that person's employer. The request is to specifically state the dates for which the longer term stay is required and must not exceed the maximum period allowed in this policy.
- From current Central Highlands residents experiencing housing difficulties.

Longer Term Stays will not be permitted

Document:	Start Date: 15 Oct 2019	Page Reference:
Council Camping Ground Facilities Policy	Review Date: 15 Oct 2022	Page 2 of 6

Fees

Council will review its fees for camping facilities at least annually:

When setting fees, Council will ensure that all direct and indirect costs are included together with a rate of return to Council;

Fees will be set for powered and un-powered sites.

Terms and Conditions for Use of Camping Facilities

The attached Terms & Conditions of Use (Appendix A) will be displayed at Council Camping Facilities.

Duly Authorised Council Officer

The Development & Environmental Services Manager is the duly authorised Council Officer with the powers of eviction.

Review

This policy will be reviewed every 3 years

Document:	Start Date: 15 Oct 2019	Page Reference:
Council Camping Ground Facilities Policy	Review Date: 15 Oct 2022	Page 3 of 6

APPENDIX A

TERMS AND CONDITIONS FOR USE OF COUNCIL CAMPING FACILITIES

Payment of Fees

Fees must be paid in advance and your receipt displayed on your vehicle/motorhome dashboard.

Fees are payable at the following places:

Bothwell	-	Council Offices, Alexander Street, Bothwell
	-	Bothwell Garage, Patrick Street, Bothwell
Hamilton	-	Council Offices, Tarleton Street, Hamilton
	-	By deposit into receptacle near public conveniences

Duration of Stays

Bothwell Camping Facility:	No more than seven (7) nights (be they consecutive or not) in any calendar month year.
Hamilton Camping Facility:	No more than seven (7) nights (be they consecutive or not) in any calendar month year.

Noise/Behaviour

To enable all campers to enjoy their stay:

- Noise, intoxication, bad language, physical or verbal abuse to any guest, visitor, member of the public or Council staff, or any other offensive behaviour will not be tolerated. This type of behaviour will result in the camper being evicted from the site.
- All noise audible from the next closest site must cease between 9 pm. and 7 am.
- Campers are responsible for the behaviour of visitors to their site
- The use of generators is prohibited at the Council Camping Facilities at Bothwell and Hamilton.

Document:	Start Date: 15 Oct 2019	Page Reference:
Council Camping Ground Facilities Policy	Review Date: 15 Oct 2022	Page 4 of 6

 The use of generators is prohibited between the hours of 9 pm. and 7 am. at the Council Camping Facilities at Hamilton

Fire Safety

Fires are strictly prohibited at Council camping facilities

Rubbish

General campsite waste only is to be placed in bins provided.

Amenities/Ablutions

- Use showers sensibly with due regard to fellow campers and any water restrictions.
- Cooking and dishwashing is not permitted in amenity areas.
- Children must be accompanied to showers/toilets by an adult

Laundry Facilities

Laundry facilities (washing machine and dryer) are available at both sites:

- Bothwell Camping Ground a key is provided when you pay your fee
- Hamilton Camping Ground a key to the laundry facilities is available by paying a refundable deposit at the Hamilton Council Offices

No washing of animal bedding /toys /outfits in the washing machines.

Discharge of Liquid

Discharge of sullage or grey-water onto the site or into any waterway is prohibited. Facilities are available at this site for disposal of sullage and grey water.

Pets

Pets are allowed but must be restrained and under the effective control of the owner. The dog owner is to ensure that all faeces from the dog is removed and disposed of responsibly.

Document:	Start Date: 15 Oct 2019	Page Reference:
Council Camping Ground Facilities Policy	Review Date: 15 Oct 2022	Page 5 of 6

Other

- No washing of vehicles, motorhomes or caravans is permitted at camping sites
- No washing of pets or their bedding / toys / outfits is allowed in the amenities block

Use of Laundry and Shower Facilities by Non-Campers

Laundry and shower facilities may be used by non-campers on the following conditions:

Bothwell Camping Ground:

- Key to be picked up from the Bothwell Council Office
- Refundable bond of \$5.00 per key
- Payment of \$10.00 for the use of the laundry facilities
- Payment of \$3 per person per shower
- Key to be returned promptly to the Bothwell Office

Hamilton Camping Ground

- Key to be picked up from the Hamilton Council Office
- Refundable bond of \$5.00 per key
- Laundry & Showers are coin operated
- Key to be returned promptly to the Hamilton Office

No washing of animal bedding /toys /outfits in the washing machines or in the amenities block.

Breach of Terms & Conditions

Without prejudice to any other rights that Council may have, if you contravene any of the Terms & Conditions as outlined in Appendix A, Council or an Authorised Person may:

- (i) Refuse you entry to the camping grounds;
- (ii) Eject you from the camping grounds

Council reserves the right to take legal action for recovery of costs for any damage to Council property.

Document:	Start Date: 15 Oct 2019	Page Reference:
Council Camping Ground Facilities Policy	Review Date: 15 Oct 2022	Page 6 of 6





Introduction

Biosecurity is the protection of public health and wellbeing, industries, the environment and cultural values from the negative impacts of introduced pests (vertebrate and invertebrate fauna), weeds and diseases.

Biosecurity threats to the Tasmanian Wilderness World Heritage Area (TWWHA) include introduced pests, weeds and diseases of both terrestrial and aquatic (marine and freshwater) environments. Biosecurity risks include the activities or conditions associated with the introduction or spread of those threats.

The Department of Primary Industries, Parks, Water and Environment (Natural and Cultural Heritage Division) is developing an over-arching biosecurity strategy to protect and enhance the natural and cultural values of the TWWHA. Your responses to this survey will help to inform the development of the strategy by highlighting the key biosecurity risks and threats to TWWHA values, as well as some of the issues surrounding the management of them.

It is not essential to answer every question (essential questions are marked with an asterix). If you are unsure of an answer or don't have a strong view, we suggest you select the option 'unsure' or skip to the next question.

Some of the questions offer an opportunity to elaborate and provide additional text. We encourage you to do so if you have explanations, perspectives or expertise to offer.

This information will not be shared or made public however, you have the option to complete the survey anonymously if you wish. The responses will be collated rather than treated individually.

The survey will take approximately 15 minutes to complete.

5%

Next

Powered by SurveyMonkey See how easy it is to create a survey.

Privacy & Cookie Policy



Background Information

1. What is your name? (OPTIONAL)

2. Which group or organisation do you represent (if any)? (OPTIONAL)

* 3. Which stakeholder group do you represent?

(If multiple, select the one which you most closely align with when considering biosecurity issues in the TWWHA)

* 4. How important is biosecurity for the protection of the TWWHA?

Not at all Slightly Moderately Very important important important Important Unsure

 \circ \circ

27

10%

Prev

Next

Powered by SurveyMonkey See how easy it is to <u>create a survey</u>.



Your involvement in biosecurity in the TWWHA

5. As a stakeholder, do you contribute to improving or maintaining biosecurity in the TWWHA?

~	
()	1/00
	YPS
\smile	100

1	1	
į.,)	0
1	/	$\mathbf{\circ}$

🔵 Unsure

14% Prev Next

Powered by SurveyMonkey See how easy it is to <u>create a survey</u>.



Biosecurity RISKS

A biosecurity risk refers to the risk of introducing or spreading weeds, pest animals or diseases.

The following questions relate to activities or conditions that present a biosecurity risk to the TWWHA.

To you, how important is the management of the following biosecurity risks in the TWWHA? (applies to the following three questions)

* 6. Management activities introducing or spreading pest plants, animals and diseases, for example:

- Transport of natural building materials (rock, gravel, wood, soil, water)

- Vessel movements
- Vehicle movements
- Aircraft movements
- Scrub cutting and slashing on roadsides, tracks & trails
- Revegetation and landscaping

	Not at all important		Moderately important	Important	Very important	Unsure
How important is it to manage this risk?	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
7. Tourism introducin animals a - Walkers s seeds on b - Vessel m - Vehicle m - Aircraft m - Firewood transportin - Campers contamina - Illegal / in to new are	ng or spr nd disea spreading oots ovement novemen novemen collection franspor ted tent	eading ses, for g contar ts ts on and s ebrates ting pes pegs or	pest plai example minated r upply – sts / water	nts, e: mud /		
How important is it to manage this risk?	Not at all important in		Moderately important I	mportant i	Very mportant (Jnsure
8. Changin introductio animals an - Climate cl	on or spr d diseas	ead of p	oest plan	nts,		

- Range expansion of pests outside the TWWHA

- Extreme weather events causing erosion and transport of contaminated material

	Not at all important	Slightly important	Moderately important	Important	Very Important	Unsure
How important is it to manage this risk?	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc

* 9. Which of these risk categories do you consider to be the *highest* priority? (select one)

10. Thinking generally about the spread of *existing* weeds, pests and diseases in the TWWHA, compared with the introduction of *new* weeds, pests and diseases (i.e that aren't currently in the TWWHA), which do you think is a higher priority for biosecurity risk management / mitigation?

O The spread of existing threats

- O The introduction of new threats
- Both are of equal importance
- 🔘 Unsure
- Other (please specify)



Biosecurity RISKS

* 11. If you were to encounter a biosecurity risk in the TWWHA, how would you report it?

52%

Prev

Next

Powered by SurveyMonkey See how easy it is to <u>create a survey</u>.



THREATS: Pest plants

The following questions relate to pest plants (weeds) currently in the TWWHA.

- * 12. Are there any pest plants that are currently in, and presenting a threat to, the TWWHA?
 - 🔿 Yes
 - 🔘 No

◯ Unsure

57%

Prev

Next

Powered by SurveyMonkey See how easy it is to <u>create a survey</u>.



THREATS: Pest animals

The following questions relate to introduced animal species currently in the TWWHA. Note that this section includes invertebrate as well as vertebrate fauna. Please consider marine, freshwater and terrestrial environments.

- * 13. Are there any pest animals that are currently in, and presenting a threat to, the TWWHA?
 - ◯ Yes

O No

O Unsure

67%

Prev

Next

Powered by



THREATS: Diseases

The following questions relate to plant and animal diseases in the TWWHA. Please consider marine, freshwater and terrestrial environments.

- * 14. Are there any diseases currently in, and presenting a threat to, the TWWHA?
 - 🔵 Yes

🔿 No

🔘 Unsure

76%

Prev

Next

Powered by SurveyMonkey See how easy it is to <u>create a survey</u>.



THREATS: Biosecurity threats not currently in the TWWHA

The following questions relate to any pest animal, plant or disease that is not currently in the TWWHA, but presents a threat (I.e. could be introduced to the TWWHA and threaten values of the TWWHA).

* 15. Are there any pest animals, plants or diseases not currently in the TWWHA, but that present a threat? (I.e. could be introduced)

◯ Yes

O No

🔵 Unsure

86%





Further feedback

16. Do you have any other comments or recommendations regarding biosecurity in the TWWHA?

17. Do you have any further feedback to provide which has not been captured in this survey?

O No

Yes - I will provide further feedback via email to

twwhabiosecurity@dpipwe.tas.gov.au

Yes - please contact me (provide your preferred contact details):



Survey End

Thank you for completing this survey - we value your feedback.

A draft biosecurity strategy will be distributed for comment in later stages of this project.

For any enquiries regarding this survey or the TWWHA Biosecurity Strategy project, please email:

TWWHAbiosecurity@dpipwe.tas.gov.au

100%

Prev

Done

Powered by SurveyMonkey See how easy it is to <u>create a survey</u>.