

SOUTHERN  
MIDLANDS  
COUNCIL



# **PUBLIC COPY ATTACHMENTS ORDINARY COUNCIL MEETING**

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Wednesday, 27<sup>th</sup> March 2019  
Levendale Hall  
10.00 a.m.

- |                    |   |
|--------------------|---|
| <b>Item 4.1</b>    | Draft Council Meeting Minutes (Open) – 26 <sup>th</sup> February 2019   |
| <b>Item 4.2.1</b>  | Minutes – Woodsdale Hall Management Committee – 15 <sup>th</sup> January 2019.<br><br>Minutes – Callington Park and Lake Dulverton Management Committee – 12 <sup>th</sup> March 2019                         |
| <b>Item 4.3.1</b>  | STCA Draft Minutes – 18 <sup>th</sup> March 2019  |
| <b>Item 14.1.1</b> | Final Project Report - 5x5x5 Project  |
| <b>Item 18.1</b>   | Grant Deed – Mangalore Recreation Ground<br>Grant Application – Twin Arenas Mangalore<br>Supplier Letter from VEC<br><br>Aboriginal Heritage Test Pitting Report – Mangalore Recreation Ground Arenas Project |

SOUTHERN  
MIDLANDS  
COUNCIL



# **MINUTES**

## **ORDINARY COUNCIL MEETING**

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Tuesday, 26<sup>th</sup> February 2019

Tunbridge Community Hall  
99 Main Road, Tunbridge

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# OPEN COUNCIL MINUTES

MINUTES OF AN ORDINARY MEETING OF THE SOUTHERN MIDLANDS COUNCIL  
HELD ON TUESDAY, 26<sup>TH</sup> FEBRUARY 2019 AT THE TUNBRIDGE HALL, 99 MAIN  
ROAD, TUNBRIDGE COMMENCING AT 10:05 A.M

## 1. PRAYERS

Rev Dennis Cousens recited prayers.

## 2. ATTENDANCE

Mayor A O Green, Deputy Mayor E Batt, Clr A Bantick, Clr A Bisdee OAM, Clr K Dudgeon, Clr D Fish, Clr R McDougall

Mr T Kirkwood (General Manager), Mr J Lyall (Manager, Infrastructure & Works), Miss E Lang (Executive Assistant).

## 3. APOLOGIES

Nil.

## 4. MINUTES

### 4.1 ORDINARY COUNCIL MINUTES

#### DECISION

*Moved by Deputy Mayor E Batt, seconded by Clr K Dudgeon*

**THAT the Minutes (Open Council Minutes) of the previous meeting of Council held on the 23<sup>rd</sup> January 2019, as circulated, be confirmed.**

#### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

## 4.2 SPECIAL COMMITTEES OF COUNCIL MINUTES

### 4.2.1 SPECIAL COMMITTEES OF COUNCIL - RECEIPT OF MINUTES

- Minutes – Campania Recreation Ground Management Committee meeting held 31<sup>st</sup> January 2019.
- Minutes – Chauncy Vale Management Committee meeting held 12<sup>th</sup> February 2019.

#### DECISION

*Moved by Clr A Bantick, seconded by Clr K Dudgeon*

**THAT the minutes of the above Special Committee of Council be received.**

#### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

### 4.2.2 SPECIAL COMMITTEES OF COUNCIL - ENDORSEMENT OF RECOMMENDATIONS

- Minutes – Campania Recreation Ground Management Committee meeting held 31<sup>st</sup> January 2019.
- Minutes – Chauncy Vale Management Committee meeting held 12<sup>th</sup> February 2019.

#### DECISION

*Moved by Clr D Fish, seconded by Clr R McDougall*

**THAT the recommendations contained within the minutes of the above Special Committee of Council be endorsed.**

#### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

#### 4.3 JOINT AUTHORITIES (ESTABLISHED UNDER DIVISION 4 OF THE LOCAL GOVERNMENT ACT 1993)

##### 4.3.1 JOINT AUTHORITIES - RECEIPT OF MINUTES

The Minutes of the following Joint Authority Meetings, as circulated, are submitted for receipt:

- Southern Tasmanian Councils Authority – 19<sup>th</sup> November 2018.
- Southern Tasmanian Councils Authority (Waste Strategy South) – Nil.

#### **DECISION**

*Moved by Clr A Bisdee, seconded by Clr R McDougall*

**THAT the minutes of the above Joint Authority be received.**

#### **CARRIED**

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

##### 4.3.2 JOINT AUTHORITIES - RECEIPT OF REPORTS (ANNUAL & QUARTERLY)

- Southern Tasmanian Councils Authority – Nil.

#### **DECISION NOT REQUIRED**

## 5. NOTIFICATION OF COUNCIL WORKSHOPS

### DECISION

*Moved by Cllr K Dudgeon, seconded by Deputy Mayor E Batt*

**THAT the information be received.**

### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Cllr A Bantick	√	
Cllr A Bisdee OAM	√	
Cllr K Dudgeon	√	
Cllr D F Fish	√	
Cllr R McDougall	√	



**6. COUNCILLORS – QUESTION TIME**

**6.1 QUESTIONS (ON NOTICE)**

Nil.

## 6.2 QUESTIONS WITHOUT NOTICE

Section 29 of the *Local Government (Meeting Procedures) Regulations 2015* relates to Questions without notice.

An opportunity was provided for Councillors to ask questions relating to Council business, previous Agenda items or issues of a general nature.

**Clr D Fish** – Roche Hall (73 High Street, Oatlands) - advice that the timber woodwork/window frames at the front of the building require painting.

**Clr D Fish** – Horse Drawn Heritage Carriage Shed (Kempton) – connect stormwater pipe and water tap connection (request from J Jones).

**Clr D Fish** – 110 High Street, Oatlands – removal of tree stump and re-planting of tree.

**Clr McDougall** – High Street, Oatlands (white markings on footpath etc.) – confirmed that the markings are a result of a risk assessment and rectification works are to be prioritised and scheduled.

**Clr McDougall** – Oatlands Parking Advisory Group - what progress has been made?

*The General Manager advised that the Deputy General Manager has been progressing this matter. It has been initially raised with the High Street Traders Group for feedback, with the intent of convening the Advisory Group which will also need to consider the broader consultation processes.*

Clr McDougall advised that there are a number of traders that are not involved in the High Street Traders Group.

**Clr McDougall** – clarification regarding people's names being published in the public copy of the Agenda when submissions are made in response to Council's invitation to provide comment on various issues.

*The General Manager advised that there is no formal policy, however names are generally published unless it is specifically requested that a submission be treated as anonymous.*

**Clr Dudgeon** – question regarding the sale of the old wheelie bins and when they will be available for sale?

*Question taken on notice and to be referred to the Manager – Development & Environmental Services.*

**Deputy Mayor E Batt** – 81 High Street, Oatlands (property adjacent to the Commissariat property) – has the necessary approvals been sought for the erection of the shed on this property?

*Question taken on notice and to be referred to the Manager – Development & Environmental Services.*

## **7. DECLARATIONS OF PECUNIARY INTEREST**

**Clr A Bantick**

Agenda Item 20.4 – Tenders – Annual Reseal and Road Reconstruction Program

## 8. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

The General Manager reported that the following item needs to be included on the Agenda. The matter is urgent, and the necessary advice is provided where applicable:-

1. TENDERS – ANNUAL RESEAL AND ROAD RECONSTRUCTION PROGRAM (CLOSED SESSION)
2. CAPITAL WORKS PROGRAM EXPENDITURE (CLOSED SESSION)

### DECISION

*Moved by Deputy Mayor E Batt, seconded by Clr D Fish*

**THAT the Council resolve by absolute majority to deal with the above listed supplementary item not appearing on the agenda, as reported by the General Manager in accordance with the provisions of the *Local Government (Meeting Procedures) Regulations 2015*.**

### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

## 9. PUBLIC QUESTION TIME (SCHEDULED FOR 12.30 PM)

### DECISION

*Moved by Cllr K Dudgeon, seconded by Cllr A Bisdee*

**THAT Item 9 - Public Question Time be deferred until later in the meeting.**

### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Cllr A Bantick	√	
Cllr A Bisdee OAM	√	
Cllr K Dudgeon	√	
Cllr D F Fish	√	
Cllr R McDougall	√	

### 9.1 Permission to Address Council

Permission was granted for the following person(s) to address Council:

- Representatives from the Oatlands District Progress Association will address Council at 12.00 p.m.
- The Chair of the Southern Midlands Regional News Advisory Group (Nan Bray) will address Council at 12.15 p.m.

## DECISION

*Moved by Cllr R McDougall, seconded by Deputy Mayor E Batt*

**THAT permission be granted for Nan Bray (Chair of the Southern Midlands Regional News Advisory Group) to address Council prior to consideration of Agenda Item 10.1.**

## CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Cllr A Bantick	√	
Cllr A Bisdee OAM	√	
Cllr K Dudgeon	√	
Cllr D F Fish	√	
Cllr R McDougall	√	

## PERMISSION TO ADDRESS COUNCIL – NAN BRAY

Nan Bray (Chairman, Southern Midlands Regional News Advisory Group) addressed Council in regard to the Southern Midlands Regional News (SMRN). Current members of the advisory group are Nan Bray, Chris Harman and Terry Loftus. An additional member of the community has expressed an interest in becoming a member of the advisory group.

Nan advised that the SMRN is an independent publication in the community. The advisory group is concerned about the continuing deterioration in relationship between SMRN and Council. Nan wishes to re-establish a constructive working relationship with Council and firmly believes that the relationship between SMRN and Council could be handled better in future.

The advisory group is committed to address and clearly delineate between reporting and opinion. It is proposed that an editorial page will be introduced and will welcome guest editorials from members of the community. Another issue the advisory group wish to address is whether there are factual errors in what the SMRN reports. If evidence is provided in factual errors that have been printed then SMRN will print a correction.

In future, direct reporting on Council meetings can be reported through the agenda and minutes to reduce inadvertent factual errors and no one from SMRN will attend council meetings.

The Chairman of the advisory group will now be the liaison directly between Council (Mayor) and SMRN. The content of SMRN rests with the Editor (Terry Loftus) but the Chairman will review each edition prior to publication as it relates to Council and liaise with the Mayor on future issues as necessary.

The Mayor thanked Nan for her address and advised that himself and the General Manager have met with Nan recently and commended her for the spirit of which she approached the meeting and agreed to reconvene again in May to assess. The Mayor advised that the new approach the Chairman of the advisory group has adopted should address historic concerns with SMRN.

Clr Bisdee presented a letter to be submitted to the Editor of SMRN through the Chairman.

The Deputy Mayor advised he would like to see more stories and information about what is actually happening in the community such as the schools, community events, initiatives in wool industry etc. Presently the SMRN is not delivering this type of information on what is actually happening in the Southern Midlands.

Nan advised that the intent going forward is to reduce the amount of content dedicated to Council stories and increase stories about community.

**10. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN UNDER REGULATION 16 (5) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2015**

**10.1 SOUTHERN MIDLANDS REGIONAL NEWS**

*Clr D Fish has submitted the following Notice of Motion:*

THAT:

- a) the Southern Midlands Council record its total dissatisfaction with the nature of reporting in the Southern Midlands Regional News;
- b) Council undertake an assessment of each edition of the Southern Midlands Regional News with the intention of seeking appropriate advice as to whether any content is of a defamatory nature relating to any Councillor or Council employee; and
- c) Council advise the Chair of the Southern Midlands Regional News Advisory Group (as per advice provided to the previous Chair) that any awareness or allegations relating to corruption, fraud (or similar), should be reported to the relevant authority and evidence provided so that any allegation can be investigated.

**BACKGROUND (*Comments provided by Clr D Fish*)**

This Motion is submitted in response to representations that have been made by members of the community in relation to the 'reports' contained in the Southern Midlands Regional News.

**General Manager's Comments:**

Nil.

**DECISION**

*Moved by Clr D Fish, seconded by Clr A Bisdee*

**THAT**

- a) the Southern Midlands Council record its dissatisfaction with the nature of some of the previous reporting in the Southern Midlands Regional News as it relates to the Southern Midlands Council; and
- b) Council advise the Chair of the Southern Midlands Regional News Advisory Group (as per advice provided to the previous Chair) that any awareness or allegations relating to corruption, fraud (or similar), should be reported to the relevant authority and evidence provided so that any allegation can be investigated.

**CARRIED**



Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

## DECISION

*Moved by Clr K Dudgeon, seconded by Clr D Fish*

**THAT the meeting be adjourned for a break at 10.56 a.m.**

**CARRIED**

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

## DECISION

*Moved by Clr D Fish, seconded by Clr R McDougall*

**THAT the meeting be reconvened at 11.27 a.m.**

**CARRIED**

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

**11. COUNCIL ACTING AS A PLANNING AUTHORITY PURSUANT TO THE LAND USE PLANNING AND APPROVALS ACT 1993 AND COUNCIL'S STATUTORY LAND USE PLANNING SCHEME**

*Session of Council sitting as a Planning Authority pursuant to the Land Use Planning and Approvals Act 1993 and Council's statutory land use planning schemes.*

**11.1 DEVELOPMENT APPLICATIONS**

Nil.

**11.2 SUBDIVISIONS**

Nil.

**11.3 MUNICIPAL SEAL (Planning Authority)**

Nil.

## 11.4 PLANNING (OTHER)

### 11.4.1 PLANNING APPEAL (REFERENCE 159-18P) EMMA RILEY ASSOCIATES V SOUTHERN MIDLANDS COUNCIL - DEVELOPMENT APPLICATION (DA 2018/90) FOR A WHISKEY DISTILLERY AND ASSOCIATED VISITOR SERVICES (RETAIL, TOURS, TASTINGS) AND FOOD SERVICES (CAFÉ) AT 99 HIGH STREET AND 6 MILL LANE OATLANDS

#### DECISION

*Moved by Cllr A Bisdee, seconded by Cllr K Dudgeon*

#### THAT

A. The Planning Authority ratify the decision to sign the Consent Memorandum dated 14<sup>th</sup> February 2019 in the Appeal (Reference 159/18P) agreeing to modify the Condition 14 of the Permit DA 2018/90 to:

14) *Prior to the commencement of use the developer must pay a contribution to the Southern Midlands Council for \$21,600 for upgrading of the existing Barrack Street car park. The contribution is based on 18 car spaces at \$1200 per space.*

B. The Planning Authority subject to a decision and direction of the Resource Management and Planning Appeals Tribunal under Section 17 of the *Resource Management and Planning Appeal Tribunal Act 1993* issue the permit DA 2018/90 with the modified Condition 14.

#### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Cllr A Bantick	√	
Cllr A Bisdee OAM	√	
Cllr K Dudgeon	√	
Cllr D F Fish	√	
Cllr R McDougall	√	

## 12. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE)

### 12.1 Roads

Nil.

### 12.2 Bridges

#### 12.2.1 UPDATE - BLACKMAN RIVER BRIDGE, TUNBRIDGE - RENEWAL WORKS – DEPARTMENT OF STATE GROWTH

#### DECISION

*Moved by Cllr R McDougall, seconded by Cllr K Dudgeon*

#### THAT :

- a) the information be received;
- b) Council request the Department of State Growth to convene a community meeting at Tunbridge for the purpose of seeking community input and feedback regarding the possible design options; and
- c) Council write to the Northern Midlands Council seeking its support and involvement in the project.

#### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Cllr A Bisdee OAM	√	
Cllr K Dudgeon	√	
Cllr D F Fish	√	
Cllr R McDougall	√	

*Cllr A Bantick left the meeting at 11.33 a.m.*

*Cllr A Bantick returned to the meeting at 11.37 a.m.*

**12.3 Walkways, Cycle ways and Trails**

Nil.

**12.4 Lighting**

Nil.

**12.5 Buildings**

Nil.

**12.6 Sewers / Water**

Nil.

**12.7 Drainage**

Nil.

**12.8 Waste**

**12.8.1 COUNCIL ROADSIDE COLLECTION SERVICE FOR GARBAGE AND RECYCLING – 6 MONTH EVALUATION OF CHANGES INTRODUCED AUGUST 2018 (AND OVERALL REVIEW OF PROJECT PERFORMANCE)**

**RECOMMENDATION**

THAT the report be received.

**DECISION**

*Moved by Clr R McDougall, seconded by Clr D Fish*

**THAT**

- a) the report be received (noting that Runnymede should be included in the service district); and
- b) an article be placed in the next Council Newsletter advising residents that they should register their names (through the Kempton Office) if they are interested in obtaining the smaller 140 litre wheelie bins on the basis that they are more easily managed.

**CARRIED**

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

## 12.9 Information, Communication Technology

Nil.

## 12.10 Officer Reports – Infrastructure & Works

### 12.10.1 MANAGER – INFRASTRUCTURE & WORKS REPORT

#### QUESTIONS WITHOUT NOTICE TO MANAGER, INFRASTRUCTURE & WORKS

Manager informed Council of damage to sandstone wall at Campania Flour Mill Park Toilets. This was caused by reckless driving and will need to be repaired. Bollards may need to be installed? Pavers to be replaced with concrete.

Manager advised that additional 240 litre wheelie bins have been ordered approx. three months ago. They will be distributed when received.

Clr McDougall – request for the ‘No Standing’ signs on Wellington Street, Otlands (opposite school and child care centre) be turned around as they are currently in the wrong position and may need to be made clearer.

Clr Bantick – request for street light at intersection of Wilsons Road and Midland Highway, Bagdad.

Clr Bantick – when will seal on Huntington Tier Road commence? Advised within the next month.

Clr Bantick – advice of culvert at Clays Road and East Bagdad Road causing significant washouts. Will confirm whether works have been undertaken.

Clr Bantick – question regarding the BBQ shelter at Tunbridge Park and when is the additional screen(s) to be erected? Taken on notice but believes there is a reason why this hasn't been completed.

Clr Dudgeon – appreciation to works staff regarding the clean out of culverts at Nala and Pawtella Roads and for delivery of the rubbish bins to the Mt Pleasant Recreation Ground.

Mayor – advice that a member of the public has fallen near the Campania Shop (manhole cover). Manager advised that TasWater have been notified many times about this issue, will follow up.

#### DECISION

*Moved by Deputy Mayor E Batt, seconded by Clr A Bisdee*

**THAT the Infrastructure & Works Report be received and the information noted.**

#### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

*The Manager, Infrastructure and Works (Jack Lyall) left the meeting at 11.51 a.m.*

**13. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)**

**13.1 Residential**

Nil.

**13.2 Tourism**

Nil.

**13.3 Business**

Nil.

**13.4 Industry**

Nil.

## 14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LANDSCAPES)

### 14.1 Heritage

#### 14.1.1 HERITAGE PROJECT PROGRAM REPORT

#### DECISION

*Moved by Cllr R McDougall, seconded by Cllr D Fish*

#### THAT:

- a) the Heritage Projects Report be received and the information noted; and
- b) the Southern Midlands Council Historic Heritage Strategy 2019-2023 be listed for further discussion at a future Council workshop.

#### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Cllr A Bantick	√	
Cllr A Bisdee OAM	√	
Cllr K Dudgeon	√	
Cllr D F Fish	√	
Cllr R McDougall	√	



## 14.2 Natural

### 14.2.1 LANDCARE UNIT – GENERAL REPORT

#### DECISION

*Moved by Cllr D Fish, seconded by Cllr K Dudgeon*

**THAT the Landcare Unit Report be received and the information noted.**

#### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Cllr A Bantick	√	
Cllr A Bisdee OAM	√	
Cllr K Dudgeon	√	
Cllr D F Fish	√	
Cllr R McDougall	√	

**DECISION**

*Moved by Clr R McDougall, seconded by Clr K Dudgeon*

**THAT the meeting be suspended for a short break at 11.58 a.m.**

**CARRIED**

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

**DECISION**

*Moved by Clr K Dudgeon, seconded by Clr R McDougall*

**THAT the meeting be reconvened at 12.03 p.m. to receive an address by the Oatlands District Progress Association.**

**CARRIED**

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

## **PERMISSION TO ADDRESS COUNCIL – OATLANDS DISTRICT PROGRESS ASSOCIATION**

Karen Mathieson and Martin Bloomfield, representing the Oatlands District Progress Association (ODPA), addressed Council in relation to a survey recently undertaken with various Oatlands businesses in regard to Tourism in Oatlands.

It was advised that 20 businesses were approached and 18 responded to the online survey (a copy was circulated to all present).

Karen and Martin gave an overview of the survey results and the range of questions that local businesses were asked to complete (via online Survey Monkey). Some of the questions related to tourism and marketing in Oatlands; highway signage; why people visit; tourism complaints; what changes they would like to see etc.

It was advised that it was an indicative survey at this stage but the ODPA would like to do a more comprehensive survey in future, focusing on Oatlands as a starting point. Karen and Martin spoke with all key businesses in Oatlands and all felt they need to have a linkage into Council to better promote the area.

The ODPA identified the following strategic solutions – tourism sub-committee; centralised distribution point for literature; tourism facility; tourism/marketing position for Southern Midlands and utilisation of TripAdvisor. Solutions such as unique experiences/drawcards when tourists are visiting Oatlands were outlined.

The ODPA wish to work collaboratively with Council to upload activities/attractions in Oatlands, specifically on websites such as TripAdvisor, Expedia etc. Currently there is little or nil information relating to activities in Oatlands. ODPA have the resources to upload information etc. but require permission to undertake this task on behalf of Council.

Items such as combining the Farmers Market and Community Market on the same day each month with an attraction such as Nigel Fish' steam engine would be a unique drawcard for visitors to Oatlands.

Karen and Martin advised that the ODPA wish to work with Council and move this project forward.

The Mayor thanked Karen and Martin for the presentation and stated that it was an excellent initiative of the ODPA to undertake and that it was particularly timely with the development of an Economic Development Strategy for the Southern Midlands in the near future.

## **PUBLIC QUESTION TIME (12.34 p.m)**

Councillors were advised that, at the time of issuing the Agenda, the following 'Questions on Notice' had been received from Nan Bray (Oatlands).

### **Q1. Kennel at Hastings Street in Oatlands (Tull Luttrell, owner)**

I have for some time had concerns about animal welfare and noise issues associated with this kennel. Although I live about 5 km away, I can often hear the dogs barking. I'm also concerned that the conditions provided for the dogs may not be up to standard. As a kennel licensee of the Council myself, I know that SMC kennel owners are held to strict standards for animal welfare and noise, and I want to ensure the same is true for the kennel in question. I am also concerned for the resident who live nearby the kennels, as the noise must be very vexing to them. My queries are:

- Does the Hastings Street kennel have a licence?
- When was it licensed?
- Was the requisite public notification carried out, and if so, when and in what newspapers etc?
- How many dogs is the kennel licensed to carry?
- How many dogs are currently in the kennel?
- When was the last thorough inspection by Council?
- Has RSPCA ever been called to respond to community concerns about conditions in the kennel?
- If so, what were their findings?
- How many noise complaints have been made since the kennel was established?
- How have those complaints been dealt with?
- What, if any, is Council's plan for reducing the noise?
- Has Council considered that it might not be wise to license such a large number of dogs so close to the centre of town?

### **Response from Manager, Development & Environment Services:-**

- *Section 50 (1) of the Dog Control Act 2000 requires the following:*
  - (1) *A person, without a licence, must not keep or allow to be kept, for any period of time, on any premises –*
    - (a) *more than 2 dogs, other than working dogs, over the age of 6 months; or*
    - (b) *more than 4 working dogs over the age of 6 months.*
- *The number of dogs kept at the Hastings Street property exceeds this number.*
- *A Licence to keep this number of dogs under the Dog Control Act 2000 has not been granted by the Council.*
- *A Permit under the Land Use Planning and Approvals Act 1993 was granted in 2012 which allows for the training of dogs on the land.*
- *One (1) complaint has been lodged with Council regarding alleged noise nuisance caused by the dogs on the land in the past 6 years.*
- *Council has no record of any RSPCA visits to the land.*

- *The issue surrounding the keeping of more than 4 working dogs on the land without a Licence is an ongoing compliance matter between Council and the owner of the land. Council cannot disclose any further particulars at this point in time.*
- *Council is required to enforce those requirements of the Dog Control Act 2000 and will continue to work towards a suitable outcome.*
- *Your concerns have been recorded.*

## **Q2. Electronic waste depot for Southern Midlands**

This issue is one I've been considering for a couple of years, as the proliferation of computing equipment and personal phones has made the safe and effective disposal/recycling of e-waste a priority around the world. As far as I know, Kingborough Council has the only e-waste depot in the southern part of the state.

- Has Council considered the issue of e-waste in past deliberations?
- Would Council feel this is an issue worth taking on?
- Could some kind of agreement be reached with Kingborough Council to cooperate in an e-waste program for SMC?
- Would it be possible to establish an e-waste container at the different waste transfer stations in the municipality?

### **Response from Manager, Development & Environment Services:-**

- *The issue of E-Waste was considered as part of the 2016 review of Southern Midlands waste management and in the preparation of Council's Waste Management Strategy (August 2016).*
- *Council made no specific recommendations in the strategy toward a dedicated E-Waste disposal area at any of the 3 waste transfer stations.*
- *Currently any ratepayers/customers to the waste transfer stations would dispose of such E-waste in the general waste stream – unless any steel can be separated in which case steel is recycled.*
- *In Tasmania only some of the larger Council's can afford (and have the population) to dedicate resources to collect E-Waste separately. Places such as Hobart generate vastly higher quantities of E-Waste to other Councils given the large amount of offices in the city. This would make it more feasible.*
- *Most Council's work collaboratively through the respective regional waste groups to find simple and affordable solutions. One such solution was free "temporary" collection points setup in convenient locations. A couple of these were held in the North last year.*
- *There hasn't been one in the South for sometime. Council can raise the matter at the next regional meeting. The group is the Southern Waste Strategy under the Southern Tasmanian Council Authority (STCA). Mayor Alex Green is Council's Elected Representative.*
- *An option therefore available to Southern Midlands is to use our communications networks to lobby for another E-Waste collection drive and spread the message to the community. There is then an opportunity for community persons to then assist each other in a community collection.*

Mayor A O Green then invited questions from members of the public in attendance.

There were 12 members of the public in attendance.

**Jayne Paterson – Oatlands**

Question regarding tenders for the Oatlands Aquatic Centre project and has all contaminated soil been removed?

*The General Manager advised that tenders for the Aquatic Centre have not yet been called. In relation the site, test samples of the soil are still being assessed by EPA who then certify the grading of the material and provide certification of where it can be deposited.*

Question regarding the Southern Midlands Recreation Plan (J Hepper - Inspiring Place) – has this been released?

*Copy to be provided.*

Congratulated the Mayor on handling the motion regarding Southern Midlands Regional News and made a statement regarding alleged defamation.

**Craig Williams – Jericho**

Statement made about Southern Midlands Regional News and that the commentary within the publication should stop criticising people/individuals and focus on the issues at hand.

**David Laugher – Oatlands**

Comment regarding the tourism strategy for Oatlands and the need to develop a tourism action plan. Needs to be clear in terms of the target market. Change is not something all local operators will embrace quickly.

**Paul Worldon - Tunbridge**

Thanked Cllr Bisdee for all of his support during his tenure as Mayor and his involvement with community members in Tunbridge over the years.

Question regarding Blackman River Bridge, any progress?

*The General Manager advised that a representative from the Department of State Growth was invited to attend the meeting but was unavailable. Reference to agenda item 12.2.1 which provides an update on the bridge. Council will also be asking the Department of State Growth to convene a community meeting in Tunbridge and also seek the support of the Northern Midlands Council.*

Question regarding culverts to be cleaned out in Tunbridge - currently 5 that require cleaning out.

*The General Manager advised that he will arrange for the Works Coordinator to do a site visit with Mr Worldon and inspect.*

Question regarding why the bus shelter in Tunbridge was relocated and now a 'street library' has been placed in the middle of it? It is no longer suitable for a bus shelter.

*The General Manager advised that the bus shelter was relocated consistent with requests of the Tunbridge community.*

Nova Miller (Tunbridge Town Hall Committee) responded that the street library project came about as an initiative of the Tunbridge Town Hall committee and based on literacy and visitation. The bus shelter had fallen into disrepair and the committee asked that it be relocated and believes that there was due consultation in the community.

**Nova Miller - Tunbridge**

Expressed appreciation to Council staff for their continued support on a number of projects in Tunbridge and is unable to count the large number of items the committee has achieved in conjunction with Council. Nova also acknowledged the SMC small grants program for the provision of a commercial dishwasher in the town hall kitchen. It was further advised that the toilet and storage facility project as part of a successful TCF grant would not have been achievable without the support, mentoring and assistance from council staff.

**Nan Bray - Oatlands**

Question regarding the 'question on notice' included in the agenda. It was commented that this issue was raised as a private individual and not in her capacity as Chairman of the Southern Midlands Regional News. Question regarding the kennel licence in Hastings Street and that 6 years seems excessive not to have kennel licence issued. It sends an unfortunate message for those doing the right thing in managing kennels.

Reference was made to the issue of 'e-waste' and encouraged council to take some action in this regard.

**Karen Mathieson - Oatlands**

Advised that the Oatlands Community Association are happy to discuss any potential for involvement regarding e-waste.

*Advised that this matter will be included in upcoming meeting scheduled with the General Manager.*

**Paul Worldon – Tunbridge**

Question regarding the streetscape in Butler Street, Tunbridge. Why are trees growing in the middle of the footpath? Advice that the tree(s) in front of his property won't live. Request that consultation occur in future before these things happen.

*Noted.*

**DECISION**

*Moved by Clr K Dudgeon, seconded by Deputy Mayor E Batt*

**THAT the meeting be adjourned for lunch at 1.00 p.m.**

**CARRIED**

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

**DECISION**

*Moved by Clr R McDougall, seconded by Clr K Dudgeon*

**THAT the meeting be reconvened at 2.05 p.m.**

**CARRIED**

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	



**14.3 Cultural**

Nil.

**14.4 Regulatory (Other than Planning Authority Agenda Items)**

Nil.

**14.5 Climate Change**

Nil.

**15. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LIFESTYLE)**

**15.1 Community Health and Wellbeing**

Nil.

**15.2 Youth**

Nil.

**15.3 Seniors**

Nil.

**15.4 Children and Families**

Nil.

**15.5 Volunteers**

Nil.

**15.6 Access**

**15.6.1 OATLANDS DISTRICT PROGRESS ASSOCIATION – REQUEST FOR BUS SHELTER (HIGH STREET, OATLANDS)**

**DECISION**

*Moved by Cllr A Bantick, seconded by Deputy Mayor E Batt*

**THAT**

- a) The information be received;
- b) Council confirm its acceptance of the proposed design (as previously submitted noting the proposed change to use unpainted vertical corrugated iron (as opposed to colorbond material); and
- c) That an amount of \$14,000 be committed in the 2019/20 Capital Works Program for construction of a Bus Shelter in High Street, Oatlands.

**CARRIED**

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Cllr A Bantick	√	
Cllr A Bisdee OAM	√	
Cllr K Dudgeon	√	
Cllr D F Fish	√	
Cllr R McDougall	√	

**15.7 Public Health**

Nil.

**15.8 Recreation**

Nil.

**15.9 Animals**

Nil.

**15.10 Education**

**15.10.1 BAGDAD PRIMARY SCHOOL – VEHICLE PARKING AND TRAFFIC CONGESTION IN SCHOOL PRECINCT**

**DECISION**

*Moved by Clr A Bantick, seconded by Clr R McDougall*

**THAT**

- a) The information be received; and
- b) subject to not receiving any feedback opposing the proposed design, the design concept (as amended) be confirmed and submitted for development approval.

**CARRIED**

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

**16. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY)**

**16.1 Capacity**

Nil.

**16.2 Safety**

Nil.

**16.3 Consultation & Communication**

Nil.

**17. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION)**

**17.1 Improvement**

Nil.

**17.2 Sustainability**

**17.2.1 LOCAL GOVERNMENT SHARED SERVICES UPDATE (STANDING ITEM – INFORMATION ONLY)**

**DECISION**

*Moved by Cllr A Bisdee, seconded by Cllr K Dudgeon*

**THAT the information be received.**

**CARRIED**

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Cllr A Bantick	√	
Cllr A Bisdee OAM	√	
Cllr K Dudgeon	√	
Cllr D F Fish	√	
Cllr R McDougall	√	

## 17.2.2 ORDINARY COUNCIL MEETINGS – MEETING COMMENCEMENT TIMES

### DECISION

*Moved by Clr R McDougall, seconded by Clr A Bisdee*

**THAT consideration of this Item be deferred to the March 2019 meeting.**

### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

## 17.2.3 SOUTHERN TASMANIAN COUNCILS AUTHORITY – FUTURE

### DECISION

*Moved by Clr A Bisdee, seconded by Clr K Dudgeon*

### THAT:

- a) 'in-principle', the Southern Midlands Council support maintaining a regional body that, as a minimum, is capable of acting in an advocacy role for the entire region; and
- b) Council support and endorse the Motion passed by the STCA Board which effectively provides a further twelve months to consider and confirm the future of the Southern Tasmanian Councils Authority.

### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

## 17.2.4 REVIEW OF TASMANIA'S LOCAL GOVERNMENT LEGISLATION FRAMEWORK (DISCUSSION PAPER)

### DECISION

*Moved by Clr R McDougall, seconded by Clr K Dudgeon*

### THAT:

- a) the information be received; and
- b) Council elect not to make a submission at this stage acknowledging that the Local Government Association of Tasmania will be lodging a submission on behalf of the sector (copy to be circulated to all Councillors).

### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

## 17.2.5 POLICY REVIEW – FRAUD CONTROL AND CORRUPT CONDUCT PREVENTION POLICY

### DECISION

*Moved by Deputy Mayor E Batt, seconded by Clr A Bisdee*

### THAT Council

- a) Receive and note the report; and
- b) Adopt the revised Fraud Control and Corrupt Conduct Prevention Policy; which includes the Fraud Control and Corrupt Conduct Investigation Procedure; Fraud Control and Corrupt Conduct Prevention Strategy and Fraud Detection and Risk Management Strategy.

### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

## 17.2.6 CODE OF CONDUCT (ELECTED MEMBERS) - POLICY REVIEW

### DECISION

*Moved by Deputy Mayor E Batt, seconded by Clr R McDougall*

### THAT Council

- a) adopt the Elected Members Code of Conduct (incorporating amendments to the *Local Government Act 1993* and *Local Government (Model Code of Conduct) Order 2016*; and
- b) Revoke its existing Code of Conduct for Elected Members.

### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

## 17.2.7 POLICY POSITION BY THE STATE GOVERNMENT – PUBLIC CAMPING ON COUNCIL LAND

### DECISION

*Moved by Clr A Bisdee, seconded by Clr D Fish*

**THAT Council receive and note the report.**

### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	



## 17.2.8 TABLING OF DOCUMENTS

Nil.

## 17.3 Finances

### 17.3.1 MONTHLY FINANCIAL STATEMENT (JANUARY 2019)

#### DECISION

*Moved by Clr K Dudgeon, seconded by Clr R McDougall*

#### THAT:

- a) the Financial Report be received and the information noted; and
- b) a detailed breakdown be provided for the Commissariat project in terms of the grant funded component; and the previous project components that are still recognised as 'Works in Progress' but pre-dated the grant.

#### CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

## **18. MUNICIPAL SEAL**

Nil.

**19. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA**

Council to address urgent business items previously accepted onto the agenda.

**Item 20.4 – Tenders – Annual Reseal and Road Reconstruction Program  
(Closed Session)**

**Item 20.5 – Capital Works Program Expenditure (Closed Session)**

**DECISION**

*Moved by Clr K Dudgeon, seconded by Clr A Bisdee*

**THAT in accordance with Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015*, the following items are to be dealt with in Closed Session.**

<b>Matter</b>	<b>Local Government (<i>Meeting Procedures</i>) Regulations 2015 Reference</b>
<i>Closed Council Minutes - Confirmation</i>	15(2)
<i>Applications for Leave of Absence</i>	15(2)(h) <i>Applications by councillors for a leave of absence</i>
<i>Property Matter – Tunnack</i>	15(2)(f)
<i>Tenders – Annual Reseal and Road Reconstruction Program</i>	15(2)(d)
<i>Capital Works Program Expenditure</i>	15(2)(d)

**CARRIED**

<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

**DECISION**

*Moved by Deputy Mayor E Batt, seconded by Clr D Fish*

**THAT in accordance with Regulation 15(2) of the *Local Government (Meeting Procedures) Regulations 2015*, Council move into Closed Session and the meeting be closed to members of the public, noting that Mr Williams will remain in the meeting as he has been given permission to address Council prior to consideration of Agenda Item 20.3.**

**CARRIED**

<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

## **CLOSED COUNCIL MINUTES**

### **20. BUSINESS IN “CLOSED SESSION”**

*In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.*

#### **20.1 CLOSED COUNCIL MINUTES - CONFIRMATION**

*Item considered in Closed Session in accordance with Regulation 15 (2) of the Local Government (Meeting Procedures) Regulations 2015.*

#### **20.2 APPLICATIONS FOR LEAVE OF ABSENCE**

*Item considered in Closed Session in accordance with Regulation 15 (2)(h) of the Local Government (Meeting Procedures) Regulations 2015.*

#### **20.3 PROPERTY MATTER – TUNNACK**

*Item considered in Closed Session in accordance with Regulation 15 (2)(f) of the Local Government (Meeting Procedures) Regulations 2015.*

#### **20.4 TENDERS – ANNUAL RESEAL AND ROAD RECONSTRUCTION PROGRAM**

*Item considered in Closed Session in accordance with Regulation 15 (2)(d) of the Local Government (Meeting Procedures) Regulations 2015.*

#### **20.5 CAPITAL WORKS PROGRAM EXPENDITURE**

*Item considered in Closed Session in accordance with Regulation 15 (2)(d) of the Local Government (Meeting Procedures) Regulations 2015.*

**DECISION**

*Moved by Deputy Mayor E Batt, seconded by Cllr K Dudgeon*

**THAT Council move out of “Closed Session”.**

**CARRIED**

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Cllr A Bantick	√	
Cllr A Bisdee OAM	√	
Cllr K Dudgeon	√	
Cllr D F Fish	√	
Cllr R McDougall	√	

## OPEN COUNCIL MINUTES

### 21. CLOSURE

The meeting closed at 3.39 p.m.



# Woodsdale Community Memorial Hall ATTACHMENT Agenda Item 4.2.1

Est. 1905

## Minutes

FOR

General Committee Meeting

On

Tuesday 15<sup>th</sup> January, 2019

At

Woodsdale Hall – Commencing at 7:05pm

### 1. Welcome/opening

1.1 The President welcomes members to the meeting.

1.2 The President declares the meeting open at

2. **Attendance:** Mrs Kaye Rowlands, Ms Kate Bourne, Mr Leon Scott, Mrs Ann Scott and Councillor Karen Dudgeon

3. **Apologies** Mrs Frances Hillier and Mr Jim Wiggins

**Moved by** Mrs Ann Scott **Seconded** Ms Kate Bourne that the apologies be accepted

**Motion Carried**

### 4. Confirmation of Minutes – Meeting 6<sup>th</sup> November, 2018

**Moved by** Kate Bourne that the Minutes from the 6<sup>th</sup> November, 2018 as read and distributed by mail and email be accepted

**Seconded:** Mr Leon Scott

**Motion Carried**

### 5. Business Arising from Previous Minutes of 6<sup>th</sup> November, 2018

5.1 Heritage Floors will be able to do the resurfacing of the Hall Floor mid February 2019 as the quote is now 2 years old the new quote will be with a 10% increase to old quote. The invoice to be given to the Southern Midlands Council for payment, the Hall will pay SMC minus the GST amount.

**Moved by** Ms Kate Bourne that the committee accept the new quote.

**Seconded** Mrs Ann Scott

**Motion Carried**

### 6. Financial Report:

Total Funds as of 15<sup>th</sup> January, 2019 is \$6,838.31

#### Y.T.D. Financials

	Opening Balance			\$6,961.10
	Incoming	YTD	\$365.00	
Luncheons	\$			
Hall Hire	\$	135.00		
Supper Room Hire	\$	150.00		
Miscellaneous	\$	80.00	\$365.00	(\$7,326.10)

	<b>Outgoing</b>	<b>YTD</b>	<b>\$487.79</b>	<b>\$6,838.31</b>	<b>ATTACHMENT</b>
<b>Catering</b>	\$				<b>Agenda Item 4.2.1</b>
<b>Aurora</b>	\$	<b>412.79</b>	<b>\$412.79</b>		
<b>Expenses</b>	\$				
<b>Licences</b>	\$				
<b>Petty Cash</b>	\$	<b>75.00</b>	<b>\$487.79</b>		
<b>Closing Balance</b>				<b>\$6,838.31</b>	

**Moved by** Kate Bourne that the Financial Report as distributed to members be accepted, **Seconded by** Mr Leon Scott

**Motion Carried.**

## 7. Business arising from Financial Report: Nil

## 8. Consideration of Correspondence

8.1 In - Nil

8.2 Out – Nil

## 9. General Business:

9.1 - Cisterns in ladies toilet to be replaced on going, one replaced, second to completed.

9.2 – Heat Pump filters still to be cleaned – to be postponed until floor resurfaced.

9.3 – Mrs Ann Scott to arranged for flowers to be sent to Mrs Frances Hillier at Royal Hobart Private Hospital.

**Moved by** Mr Leon Scott **Seconded by** Mrs Ann Scott that flowers be sent.

**Motion Carried**

## 10. Bookings

10.1 – Hairdresser 2<sup>nd</sup> February 2019  
16<sup>th</sup> March 2019  
27<sup>th</sup> April 2019

## 11. Next General Committee Meeting

To be held on Monday 4<sup>th</sup> March, 2019

**Meeting Closed at 7.35pm**

**LAKE DULVERTON & CALLINGTON PARK MANAGEMENT COMMITTEE  
MINUTES**

**Tuesday 12<sup>th</sup> March 2019  
Council Chambers, Oatlands 6.30 p.m.**

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## LAKE DULVERTON & CALLINGTON PARK MANAGEMENT COMMITTEE

**Minutes**  
**Tuesday 12<sup>th</sup> March 2019**

**6.30 p.m. Council Chambers**  
**Oatlands**

**MEMBERS:**

**Chairman:** Councillor Don Fish (Proxy: Cllr K Dudgeon)

**Parks & Wildlife Rep:** Matthew Lindus (Proxy: t.b.c)

**Resident Representatives:** Mrs Maria Weeding, Mr Athol Bennett, Dr Robert Simpson, Mr Robert Foster, Mrs Stephanie Burbury, Ms Helen Geard, Mrs Jenni Muxlow

The meeting commenced at 6.33 p.m.

**1. ATTENDANCE**

Councillor Don Fish, Athol Bennett, Stephanie Burbury, Maria Weeding, Helen Geard, Jenni Muxlow, Matthew Lindus, General Manager Tim Kirkwood for Item 4.1.

**2. APOLOGIES**

Cllr Karen Dudgeon.

**3. CONFIRMATION OF MINUTES**

The Committee to confirm the 15<sup>th</sup> October 2018 minutes.

**RECOMMENDATION**

That the Committee confirm the Minutes of the Lake Dulverton & Callington Park Management Committee meeting held on 15<sup>th</sup> October 2018.

**SUB COMMITTEE RECOMMENDATION TO COUNCIL:**

**MOVED** Mr Athol Bennett

**SECONDED** Mrs Stephanie Burbury

**THAT** the Committee confirm the minutes of the Lake Dulverton & Callington Park Management Committee meeting, held on 15<sup>th</sup> October 2018.

**CARRIED**

#### 4. BUSINESS ARISING FROM PREVIOUS MEETING

##### 4.1 MACROCARPA TREE AREA BESIDE MAHERS POINT

The following is a summary of the situation following on from the removal of the trees in September 2018.

- No further works have been undertaken on the site following the initial removal works done in week of 17 September – after Parks & Wildlife (P&W) (Brian Campbell) advised that they would like the works to cease.
- Met with P&W representatives on 24 September on site. It was suggested that a Reserve Activity Assessment (RAA) form be filled in and submitted to P&W, for the removal of the stumps.
- 9 October - RAA was compiled and sent to the Lake Dulverton & Callington Park Committee's P&W Representative Peter Feil (as was suggested at the on-site meeting). The RAA was seeking permission for the removal of the stumps. *(It is not clear that this application was then forwarded on for assessment or not?)*
- 18 October - Scheduled on-site meeting with Matt Schlitz, Operations Manager – Aboriginal Heritage Tasmania to investigate Aboriginal cultural and heritage considerations. P&W reconfirmed that no further on site works are to be undertaken until P&W have got back to us. *(It was also suggested that the stump removal RAA could be amended if we wanted to do so. We would need permission to put up the proposed post and rail fence as per the landscape plan).*
- Mid December - Jerard Flakemore rang advising that Peter Feil was no longer working at the P&W South East region office and he was the Acting Ranger in the South East Region.
- 7 January 2019 - P&W (Brian Campbell) contacted via phone to see where things 'are at'. Left a message asking to have call returned.
- 14 January - spoke with Jerard Flakemore. Followed up with an email, seeking clarification about the status of RAA for Stump Removal. Also asked that the RAA be withdrawn if it had gone in, as it was now clear that the removal of the stumps would not be permitted. This was based on feedback from similar applications elsewhere in the state. Email requested that the area be allowed to be tidied up, the remaining stumps lowered (not removed entirely) and the site have grasses sown on it similar to the balance of the foreshore area. The email reassured that no works had proceeded or would occur until we had heard from P&W as to permission granted or not.
- 18 January - Brian Campbell advises that the new Ranger in Charge is Matthew Lindus. Also advised that P&W would not get back to us for a while due to the fires in the State.
- 4 March - rang Matthew Lindus. Mathew will follow up and provide any information that he can to the next Committee meeting.

At the meeting Matthew Lindus said that information in regard to the removal of the trees had been forwarded to Wildlife Operations by the Aboriginal Heritage Trust (AHT). Wildlife Operations are to consider if there had been any breach of advice given by AHT in relation to the removal of the trees and any impact on the site in terms of Aboriginal heritage. The message is to continue to do nothing more with the site at the present time.

Much discussion took place. It has become obvious over the last few months that a lot of misunderstanding as to the planned activities/ process from the Parks & Wildlife (P&W) perspective and the SMC / Lake Committee works had not met with each others expectations as to the methodology of the removal of the trees and the forward planned landscape works.

It was recognised that the Council's Works & Technical Services had changed its removal of the trees method to accommodate the stumps remaining in situ. This was following advice from AHT in response to the Reserve Activity Assessment that had been lodged. It was mentioned that having machinery on this area was not unusual as this had been a common practice in the past history of the site when it was used as a gravel dump. The impact of machinery usage on site was not out of the ordinary.

Matthew mentioned that he thought one stump had been removed. This could not be confirmed either way as no member of the Committee has a detailed knowledge of the actual on site works undertaken. Works had been done with consideration of the heritage of the area, there was also a duty of care for safety of the workers involved in removing the trees. If a stump had been removed it was suggested that this may have been for logistical / safe work site reasons. Tree limbs had been cut down using a chain saw which had been a high risk operation when compared to the original proposal of removing the trees with a machine only. No stumps being left as per the original plan would have enabled the area to be easily replanted.

The site looks very untidy now, as there were several loads of soil bought in some time back and placed there ready for use in the areas where new trees were to be planted. It was mentioned that the community were continuing to ask when the area could be tidied up. It is clear that no further works are to be done until advised by P&W.

It was mentioned that the planned works and the landscape plan had been outlined in considerable detail in previous minutes of the Committee so all information should have been available to understand the overall plan for the site.

The Reserve Activity Assessment (RAA) process was queried. It was suggested that perhaps, in light of the knowledge that we have now, far more detail should have been put into the initial RAA. The RAA had been done on behalf of the committee by a previous P&W representative on the committee. Had the detail been there, then perhaps the response from the AHT would likely have covered off in more detail other matters over and above the proposal to remove the trees.

Matthew Lindus said that he did not know what the next steps were. Matthew offered to speak with the AHT Officer/s and others on behalf of the Lake Committee. Members agreed that this would be very much appreciated. Matthew would ask AHT to provide advice as to how we should manage the site going forward, including lowering the remaining stumps, as well as seeking clarification as to the process from here.

Matthew also mentioned that he thought that the lease between P&W and Southern Midlands Council relating to the Lake Dulverton Conservation Area is due for renewal in 2020. Given the lack of clarity as to what can and cannot be done in terms of works, he explained that he had seen detailed lists as to what could and could not be done as maintenance works. This would provide better certainty as to when approvals were required. Parks & Wildlife also has agreements in some cases with volunteer groups. Councils General Manager indicated that the Council would be looking at the risks and benefits for Council to maintain the current management role that it has in relation to the Lake. This is part of the process in considering renewal with any lease or agreement. It currently costs a lot for Council to manage the lake environment each year. There is a Lake Dulverton Committee budget, and the operational budget under the Works & Services Department.

#### **RECOMMENDATION**

That the Committee note the information and continue to work with Parks and Wildlife to work through what is required – as advised.

#### **SUB COMMITTEE RECOMMENDATION TO COUNCIL:**

##### **RESOLVED**

**THAT** Matthew Lindus seek advice on behalf of the Committee from the Aboriginal Heritage Trust Unit as to the process from here.

*{General Manager Tim Kirkwood left the meeting}*

#### **4.2 STONE WALL – CORNER OF CALLINGTON PARK**

The section of stone wall at the corner of Callington Park that had fallen down was rebuilt at a working bee on Saturday 10<sup>th</sup> November. Athol, Maria and Don repaired the wall – rebuilding the section from the base stones up.

#### **RECOMMENDATION**

That the Committee note the information.

#### **SUB COMMITTEE RECOMMENDATION TO COUNCIL:**

##### **RESOLVED**

**THAT** the information be noted.

#### **4.3 KEEP AUSTRALIA BEAUTIFUL - OATLANDS STATE WINNER**

Oatlands was announced as the winner for the State in the 2019 Keep Australia Beautiful Tidy Towns Awards. The town is now a finalist in the Australian Tidy Towns Awards. Lake Dulverton and Callington Park were part of the overall submission in the Environmental Sustainability Award – Natural Environment Management category and the Water category, plus the Environmental Communications and Engagement Award.

The national judge has been visiting each state, starting December 2018 and concluding on 8<sup>th</sup> March 2019. The judge was in Tasmania in Oatlands on Monday 25 and Tuesday 26 February. The judge indicated that she was very impressed with the amount of time and work

effort that had occurred in and around the lake in trying to keep the lake a place for the wildlife and the community to enjoy.

A copy of the information that was provided to the judge as an appendix document is provided for the Committee to note. A summary page of the various categories that were judged is also provided for the Committee to note. – See attached.

The Australian winner is to be announced in April.

#### **RECOMMENDATION**

That the Committee note the information.

#### **SUB COMMITTEE RECOMMENDATION TO COUNCIL:**

##### **RESOLVED**

**THAT** the information be noted.

#### **4.4 CALLINGTON PARK – PARK GROUNDS AROUND BBQ HUT/PLAYGROUND**

The park grounds around the BBQ hut continue to be used for a playground area and the balance of the area has been retained to date for public open space events – such as the Christmas Pageant, Bullock Festival, Spring Festival etc. It is generally recognised that well maintained park areas are an important part of a community's health and well-being. Currently the area at Callington Park becomes dry and parched throughout the long summer months. This is the period when the area is used the most due school holidays and increased visitor numbers.

Upgrading the site to have a better presented green grass area immediately around the BBQ / playground area of Callington Park could be something that the Committee may want to consider. Funding for this type of improvement could be considered for the 19/20 Council budget year and/ or sought from somewhere like the Tas Community Fund in combination with an allocation from Council as an option.

Further information as to a cost to do this upgrade will be provided at the meeting. Discussion on the playground equipment occurred and the thought of upgrading the area in general was agreed that this would be welcomed.

*{This agenda item is similar to the item 4.6. The balance of the discussion on upgrading the area and the final recommendation to Council has been recorded in item 4.6 – as this item is more specific to the playground information.}*

#### **RECOMMENDATION**

That the committee note the information.

#### **SUB COMMITTEE RECOMMENDATION TO COUNCIL:**

Nil – see item 4.6 for the recommendation.



#### **4.5 CALLINGTON PARK – POST AND RAIL FENCE**

A section of the post and rail fence adjacent to the Barrack Street car park area is missing. When the original post and rail fence was constructed, this section was left out to allow for the old Callington Mill cap to exit the site should it be transported to a new destination at some stage. This was the only way out of the site for such a high load. The cap, as we know was eventually dismantled on site and effectively disposed of after a long campaign to try to come up with a 'new' life for it.

A quote has been sought to have the final section of fence built. This is from Graeme Green, who has made a number of fences in the past that would match the existing section. For discussion.

#### **RECOMMENDATION**

That the Committee note the information.

Graeme Green be requested to build the section of post and rail fence noting that the cost will be in the vicinity of \$755.00.

#### **SUB COMMITTEE RECOMMENDATION TO COUNCIL:**

**MOVED** Mrs Stephanie Burbury

**SECONDED** Mr Athol Bennett

**THAT** the quote to finish the post and rail fence at Callington Park as provided by Graeme Green be accepted .

**CARRIED**

**Callington Park Fencing indicative pricing**

Item	Specifications	Unit Price	Quantity	Total
Split hardwood shingle	(480 mm) 17"-18"	\$ 1.60		
Split hardwood paling	(170 mm wide, 1200 mm long)	\$ 7.50		
Split hardwood paling (pointed)	(170 mm wide, 1200 mm long)	\$ 8.00		
Split hardwood fence rail (adzed)	8'-9'	\$ 45.00	9	\$405.00
Split hardwood post (2 mortices)	6'	\$ 42.00		
Split hardwood post (3 mortices)	6'	\$ 50.00	3	\$150.00
	Labour	\$50/hour	4	\$200.00
	<b>Total</b>			<b>\$755.00</b>

#### 4.6 CALLINGTON PARK PLAYGROUND EQUIPMENT

As part of an internal planning session by senior staff, it was identified that good quality play spaces for young people are a valuable asset to the community. Callington Park is one such area that was considered in the mix of recreation areas around the municipality.

##### Background:

In the 1980's 1990's the old historic sheep sale yards were set up to be a playground maze, using all natural wooden playground equipment items or something that would be found on a farm. The items were built to enable access from one pen to the next pen. Each item built was different. Stepping stone logs, log bridge, tractor tyre, sheep race. It was aimed at youth around 5 to 12 years of age. To add to this, the old hollowed out tree was placed on site, some internal floors built in and an exit at the top to access a slide that to travelled around the outside of the log back to the ground. All the work and instillation of such, including transport of the 13 ton log to the site was done by local volunteers. The tree used for the playground was noted at the time as one of the biggest remaining remnant trees in the immediate vicinity of Oatlands township. It had naturally fallen in recent times before it was used for the playground. It had grown on one of the skyline hills around Oatlands and would have been easily visible from town for decades due to its height in comparison to the other trees noted at the same location. (radio tower) This tree no longer has the slide, but has a number of wooden carved animals on it. Its form somewhat 'mimics' the nearby Callington Mill. The sheep yards have only one or two items of the earlier equipment remaining on the site.

A thought from the internal planning session with staff was to investigate reviving the old sheep yard area with a series of smaller play equipment pieces, one in each pen. The smaller equipment would be aiming at the very young (suitable equipment likely to fit into the yard area). A play equipment company has been asked to come up with a concept plan/ proposal for the Committee to consider. It is hoped that this information is available for the time of the meeting.

The existing equipment around the tree area is still operational. It was thought that this should be left in place, with an additional piece of equipment added that will suit the older youth age group. Further information on possible play equipment will be provided at the meeting. For discussion.

At the meeting, the playground was discussed and it was explained that as part of a proposed upgrade of the area in general some new play equipment to be placed beside the existing could be worthy of consideration. There was also discussion on the old sheep sale yards area. A revitalisation of that area with a focus on the very young was a possibility. As part of the community development role, Council's Deputy General Manager has provided concept plans for the upgrade for the committee to consider.

Both plans have come from Kompan Ultimate Play. The larger item, proposed to be placed at the edge of the existing play area was selected in that it suits older children, and the style and colours of the equipment suggest an 'artistic' rural theme of 'wheat' or barley plants, complimenting the adjacent Callington Mill site. Details of the concept were provided to the Committee.

The second plan – drawn separately is to revitalise the historic sheep yards area where there was previously a maze playground. Items for this area have been chosen to cater for the very

young. The minimum area needed around the elements is not large – so this young age group equipment can be accommodated in the old yards without moving the railings. .

Committee Members expressed support for the idea of playground equipment being added to the area, with the existing equipment being left there (the swing to be repaired).

The cost of the equipment is very high, particularly when the soft fall rubber mat ground surface is included. The committee supported the idea of an upgrade to the area, including playground elements. The committee would like Council to include this a part of the Council's election package that is to be forwarded to the candidates for the upcoming Federal Election. The nominated amount would be to seek funds of around \$500,000. This would be used to upgrade the park in terms of playground equipment and other aspects of the park area.

The information provided to the meeting had only been received just prior to the meeting. The Committee agreed to take the information away and have more time to look at.

## **RECOMMENDATION**

### **SUB COMMITTEE RECOMMENDATION TO COUNCIL:**

**MOVED** Mrs Jenni Muxlow

**SECONDED** Mr Athol Bennett

**THAT** an upgrade for Callington Park, that includes playground equipment be considered by Council for inclusion in Council's Federal Election Package, with the amount sought for Callington Park to be \$500,000.

**CARRIED**

#### **4.7 EXISTING PATHWAY ON THE FORESHORE ESPLANADE – UPGRADE**

Last year the Committee recommended to Council that the pathway adjacent to the foreshore between the stop over area through to opposite the infant school be upgraded. The cost of this was put forward as a budget item for consideration. The Committee need to consider if they would like to pursue this again at this point in time. More details were provided at the meeting. It was decided that this would not considered at this meeting – possibly at a later time.

### **SUB COMMITTEE RECOMMENDATION TO COUNCIL:**

Nil.

#### **4.8 WATER LEVELS IN LAKE DULVERTON**

The water levels in the Recreation Zone of Lake Dulverton have been recorded weekly since a water level marker was installed in 2016. An analysis of the levels has just been completed. A chart of the results were provided at the meeting for information.

The Tasmania Irrigation winter water allocation that Council has access to commenced flowing into the Lake on Tuesday 5<sup>th</sup> March. The winter take period commenced on 1<sup>st</sup> March. It is clear that without the Tas Irrigation water, the Lake would be completely dry again now. This is the case in the back zone of the lake called the Natural Zone. The Natural

Zone receives all the catchment run off, but with virtually nil run off in recent times the water has dried up. All the water in the section of the lake closest to the town foreshore is supplementary water, with only direct overhead rainfall added.

**RECOMMENDATION**

That the information be noted.

**SUB COMMITTEE RECOMMENDATION TO COUNCIL:**

**RESOLVED**

**THAT** the information be noted.

**4.9 BIRDLIFE RECORDS – LAKE DULVERTON**

There are a few keen Lake Dulverton bird watchers who regularly observe what wildlife is using the lake. Shirely Fish is a local enthusiast and has been kind enough to share some of her records for the Committee to note.

See attached.

**RECOMMENDATION**

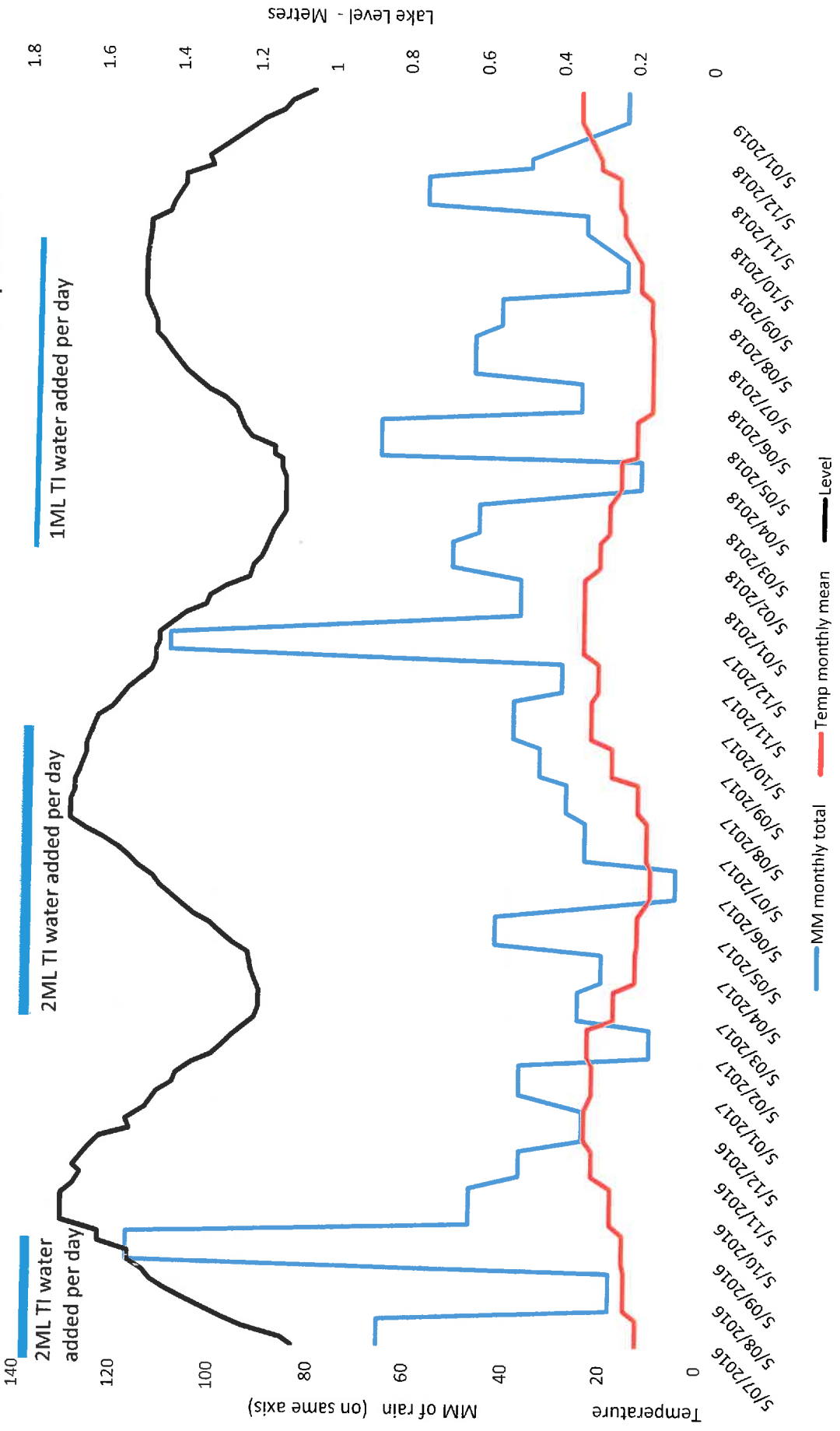
That the information be noted and Shirley be thanked for providing the information.

**SUB COMMITTEE RECOMMENDATION TO COUNCIL:**

**RESOLVED**

**THAT** the information be noted.

Lake Dulverton - water levels in comparison to monthly rainfall and mean temperature



**Birds Observed Lake Dulverton Feb 2019 (in addition to below group)**

Darter Brown falcon Superb blue wren Musk lorikeet	Sharp-tailed sandpiper Lesser golden plover Australian hobby Australian pelican
---	--

The sandpipers are there at present, people with a scope today counted 52.  
{To add to the list below – source – Shirley Fish – email 22.02.2019}

**Birds Observed Lake Dulverton Oct 2018**

Chestnut teal Grey teal Australian shoveller Australian shelduck Blue billed duck Hardhead Musk duck Black duck Mallard Black swan Purple swamphen Great egret White-faced heron Eurasian coot Hoary-headed grebe Little pied cormorant Black cormorant Black-fronted dotterel Masked lapwing Lathams snipe	Sea eagle Wedgetailed eagle Swamp harrier Silver gull Forest raven Yellow-tailed black cockatoo Black-fronted chat Yellow-rumped thornbill Welcome swallow Tree martin Goldfinch Black-faced cuckoo shrike Yellow-throated honeyeater Eastern spinebill Striated pardalote Australian magpie Blackbird House sparrow Common starling Brush wattle-bird
--	---

{File Note: List provided by Shirley Fish from Oatlands. Shirley is a keen bird watching enthusiast.  
List provided by email 21.10.18 to Maria Weeding}

**Other notes:**

Records of breeding of **Black-winged stilt** on Lake Dulverton ( they are only an occasional visitor to Tasmania)

2 adult stilts seen on 24/10/99, they were seen to have 3 young on 30/12/99

The family (now only 2 chicks) was still here in the middle of January 2000. not seen after this but reports of being seen at Richmond.

December 2002, pair of stilts nesting.

03/01/03: Pricilla Park bought a scope up and we were able to see 4 young

Not seen after end of January 2003 but seen at Lauderdale

21/12/03: Pair of stilts seen acting aggressively.

31/12/03: Bill and Els Wakefield bought a scope up and we were able to see 4 young. Still present 08/02/03

09/11/04: Two adult and at least three immature stilts back on lake.

13/12/04: Pair have one chick

( 7 pelicans on back section of lake, stayed for some time)

I have not seen any black-winged stilt since then.

{Notes provided by Shirley Fish from Oatlands. List provided email 22.10.18 to Maria Weeding}

**SUB COMMITTEE RECOMMENDATION TO COUNCIL:**

**4.10 BBQ PLATES FOR CALLINGTON PARK BBQ'S**

The Committee has a budget for the purchase of two new stainless steel BBQ plates for the BBQs at Callington Park. One of the current plates has buckled and they both do not work very well. The current plates have been there for many years. The new plates ordered will be delivered in mid March.

**RECOMMENDATION**

That the information be noted.

**SUB COMMITTEE RECOMMENDATION TO COUNCIL:**

**RESOLVED**

**THAT** the information be noted.

**5.0 TREASURER'S REPORT**

A statement detailing Receipts and Expenditure for the financial year to date (Councils budget allocation) was tabled at the meeting.

**SUB COMMITTEE RECOMMENDATION TO COUNCIL:**

**MOVED** Mrs Jenni Muxlow

**SECONDED** Mrs Stephanie Burbury

**THAT** the statement detailing Receipts and Expenditure for the financial year to date be received and endorsed.

**CARRIED**





## 6.0 OTHER MATTERS

### *6.1 Other Matters*

#### **Gorse and Broome on the Foreshore**

It was noted that there is a few gorse and broom plants close to the township at the start of the walking track. The plants are on the steep foreshore bank. Maria will ask if the Works & Services Department can include this on their weed control program.

## 7.0 NEXT MEETING

Tuesday 16<sup>th</sup> April, Council Chambers Oatlands – 6.30 p.m.

The meeting closed at 8.35 p.m.

\* \* \* \* \*

CONFIRMED THIS ..... DAY OF ..... 2019

..... CHAIRMAN

## State Winner - Oatlands

Keep Australia Beautiful has announced the Tasmanian finalist is Oatlands, with Oatlands now going into the 2019 Australian Tidy Towns Awards, at an event hosted by last year's winner in April 2019.

Running nationally since 1990, the Australian Tidy Towns Awards have evolved to encompass projects and initiatives with a focus on environmental sustainability and resource management to reflect a growing awareness of the importance of community-led environmental action. They set out to recognise the hard work undertaken by individuals and groups in rural communities, and share these best practices and ideas to continue to improve Australia's vibrant rural towns.

The National Awards comprise the following categories. A submission of four hundred and fifty words, along with images and supporting documentation for each category has been provided, namely;

### **Dame Phyllis Frost Litter Prevention Award**

This award recognises innovation and achievements in litter prevention or reduction through education, effective litter management or behaviour change. It is for projects or programs that reduce or prevent litter and could involve behaviour change techniques, the creation of partnerships or networks or the development of effective infrastructure and place design. *Council's Waste Management Strategy*

### **Resource Recovery and Waste Management Award**

This award recognises innovation and achievements in recycling or waste reduction including initiatives that conserve resources or recover and re-use materials. *Millie Birchall and 79 High Street restoration*

### **Heritage and Culture Award**

This award recognises outstanding commitment to the conservation and celebration of a community's indigenous and non-indigenous heritage and culture. *Heritage & Bullock Festival 2019, 79 High Street restoration & reuse.*

### **Young Legends Award**

This award recognises achievements by an individual or group/s of young people (under 25) who have demonstrated significant commitment to the environment and/or have made significant contributions to any of the other categories. *Millie Birchall, PCYC & Henry McShane (young 'Archaeologist'), Edmund Rice Foundation Tas.*

### **Environmental Sustainability – Energy Award**

This award recognises leadership and innovation in energy conservation and management in the face of a changing environment. *Energy assessment for the proposed Oatlands Aquatic Centre*

### **Environmental Sustainability – Water Award**

This award recognises leadership and innovation in water conservation and management for the future. *Lake Dulverton irrigation water top up*

### **Environmental Sustainability – Natural Environment Management**

This award recognises the protection, conservation and enhancement of the natural environment (including waterways, flora, fauna, corridors, roadsides and recreation areas) *Lake Dulverton natural resource management*

### **Environmental Communication & Engagement Award**

This award recognises outstanding achievements in raising awareness in environmental sustainability, leading to empowerment and behavior change amongst the target audience. Open to projects from both formal and informal educational institutions egg community groups, business, childcare centres etc *Lake Dulverton Combungi hunt.*



### **Community Health, Wellbeing and Interest Award**

This award recognises initiatives for the health and well-being of a community. (e.g. programs and interest groups for various age groups including sporting facilities, community gardens, cycling/walking trails, fitness programs, men's sheds, lifestyle programs etc) building a strong, healthy vibrant and accessible community. *Rural Alive & Well, Blacksmith in Callington Mill, Heritage Hub Social Enterprise.*

### **Overall Winner Category Award**

All state winners automatically qualify to be considered for the Overall Tidy Towns Award. The Overall Winner is determined by the National Judge as a result of the assessment visit.

Australian Tidy Towns judge Gail Langley, who is from a farming community in NSW is the National Judge this year. Gail will be arriving in Oatlands on the evening of Sunday 24<sup>th</sup> February 2019 with her being shown around the Oatlands village on Tuesday 26<sup>th</sup> February as the formal assessment process and then Gail will be leaving that evening.

## **GAIL LANGLEY NATIONAL JUDGE**



Gail's formal training lies in agriculture, banking, education and counselling. She has had international, national, state, local and regional involvement in agriculture; building social rural entities; and working as an Australian Counselling Association member dealing with children, youth, families and health within the school education system.

She has lived in small rural and larger regional areas, working on the land or being professionally employed in towns.

Gail has held numerous positions with various local NSW farmer organisations. She was a Board Member on the local Lyndon House Drug & Alcohol Rehabilitation Centre and belonged to the local Aboriginal Education Council.

Gail's judging experience includes judging for the Sydney Royal Agricultural Show Society in regional and rural areas in various engagements. She has also been awarded three Carbon Cocky Awards in 2014: Finalist National Carbon Cocky of the Year, Outstanding Innovation/Invention and Outstanding Performance in Carbon Sequestration.

She is currently studying for a degree in 'Globalisation', and is looking forward to working with the Climate Change Institute in Canberra.

If you happen to see Gail around Oatlands please make her feel welcome.

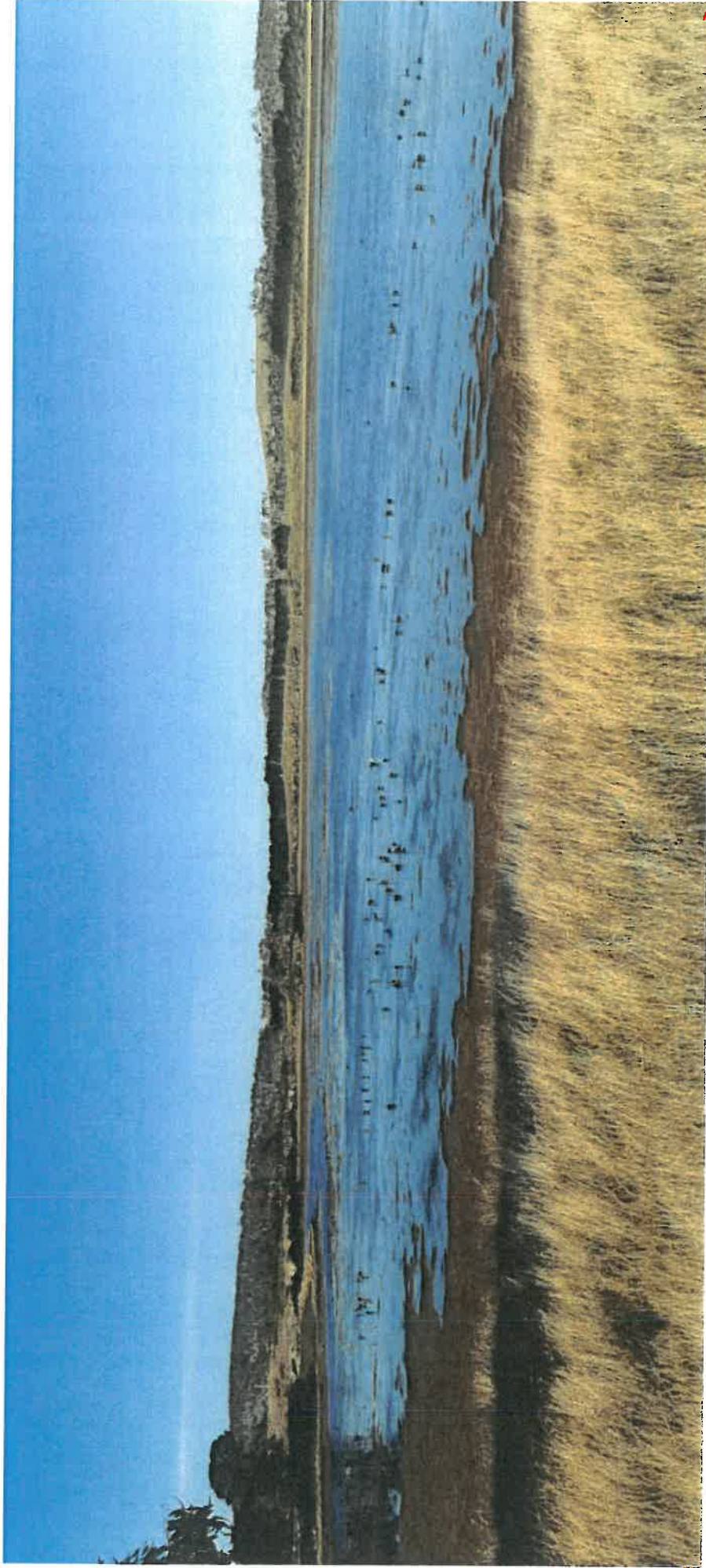
### ***Carpe Diem Oatlands***

*For further information, please contact:*

*Andrew Benson, Deputy General Manager, Manager Community & Corporate Development  
[abenson@southernmidlands.tas.gov.au](mailto:abenson@southernmidlands.tas.gov.au), 0429 852 730*

***Section: Environmental Sustainability – Natural Environment Management***

**Lake Dulverton Conservation Area, Oatlands Tasmania – a unique part of the world.....**



May 2018

**A special place.....**

There is something genuinely special about Lake Dulverton. Not only is it an important wetland with over 77 different bird species recorded it is a focal point for the Oatlands township, enjoyed by visitors and residents.



July 2017



May 2017



January 2017

**There is a lot to enjoy!**

Our visitors and residents enjoy what Lake Dulverton and the surrounding area has to offer- a walking track, stop over area, fishing, magic views, spotting wildlife and exercise options.



August 2018



May 2017





**There are environment challenges to manage.....**

When you manage an area as sensitive and as beautiful as Lake Dulverton (215ha) there will always be some environment challenges. These challenges have included falling tree limbs, feral cats in the wider surrounding area and weed management both within and on the foreshore of the Lake.

**Tree and tree limb removal**



August 2017

**Supporting feral cat research (Uni of Tas)**



January 2017 –  
feral cat monitoring being undertaken

**Managing dog waste**



May 2018 – installed new  
dog tidy bag dispenser

# The great Cumbungi hunt!



## PROTECTING LAKE DULVERTON FROM THE THREAT OF CUMBUNGI

Cumbungi or Bullrush (*Typha latifolia*) is an introduced weed that can invade lakes, waterways and wetlands throughout Tasmania mainland states and overseas. It prefers slow moving water up to two meters deep with high nutrient levels and lack of shade. The dense stands and rapid growth of cumbungi make it one of the most troubling of the invasive aquatic weeds, causing restricted water flow and siltation. Decreasing top growth can lead to anoxic (no oxygen) conditions which foul the water and reduce water quality impacting the general aquatic habitat including invertebrates and fish. Once established in an area it begins to produce rhizomes (running roots) which may extend the plant to a diameter of 3 metres in its first year.

In December last year, the Landcare Office staff responded to public reports of cumbungi along Lake Dulverton foreshore. The reported areas were surveyed and all seed heads removed prior to spraying the weeds with a water safe herbicide. We then surveyed the entire lake early this year and found over 50 additional infestations ranging from seedlings to mature plants. All of these areas have now been treated.

The question remained – where does the seed come from to infest Lake Dulverton? Most new colonies arise from the germination of seed carried by the wind or in mud on the feet of birds, livestock or people, or on agricultural implements.

So the search began to find cumbungi within about two kilometers of the Lake. Council works staff reported cumbungi along sections of the Midland Highway near Oatlands and another staff member saw plants on a couple of nearby dams. Landcare staff then removed all seed heads at the five sites along the Midland Highway and also on the two dams, where we are working cooperatively with the landholder. Another proactive landholder with dams within two kilometers of the lake has also removed seed heads and sprayed plants.

If you have a dam or wet area with cumbungi on your property and are within 2 km of the Lake, please be proactive and at least prevent seeding this year by cutting off, bagging and safely disposing of the seed heads. To assist us in preventing cumbungi taking over the lake, please report any Cumbungi plants seen in Lake Dulverton or in nearby dams to the Landcare Office on 6254 5048 or email [landcare@tas.gov.au](mailto:landcare@tas.gov.au).

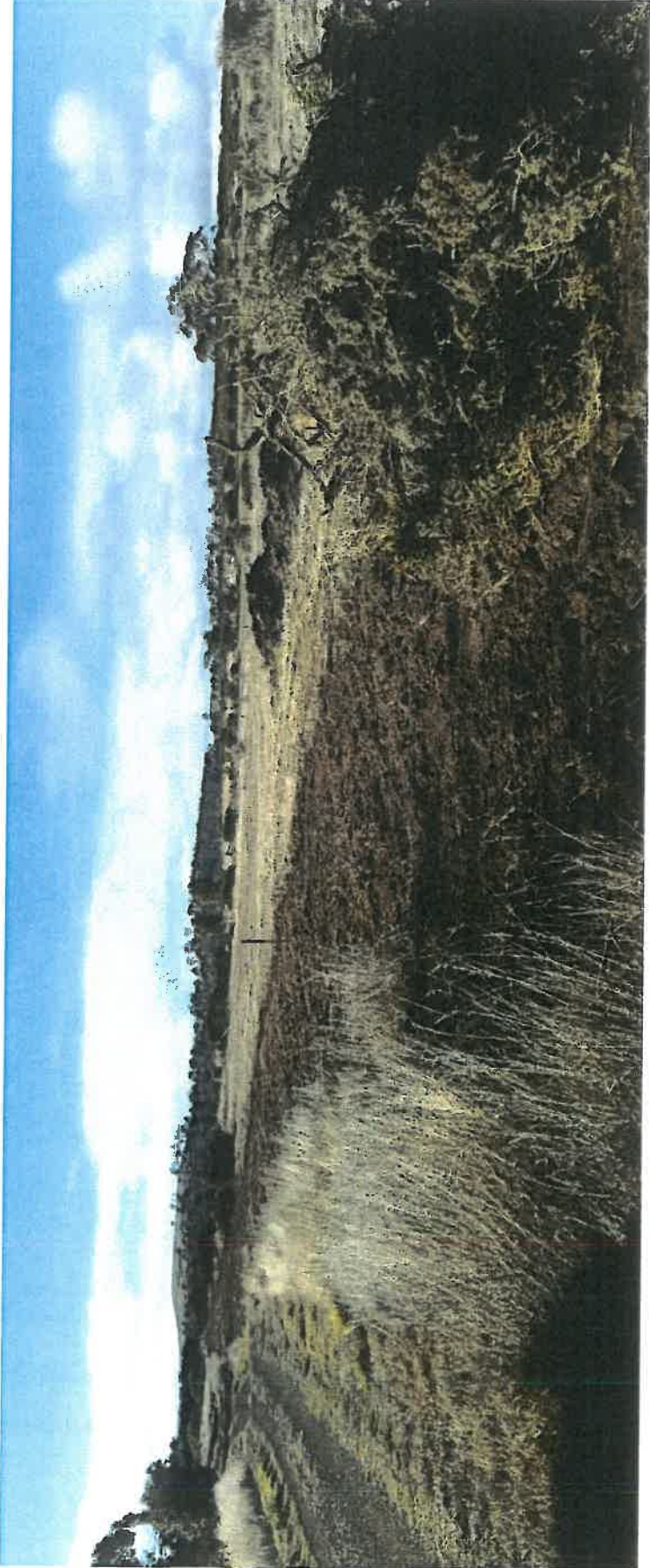


March 2018



January 2018 – working with neighbouring landholders

**On-going weed management is important to maintain a healthy environment.**



July 2017 – English broome and gorse weed removal

**There are people related challenges to manage.....**

Visitor numbers to Oatlands and Lake Dulverton have been increasing and this demand was placing strain on existing infrastructure (est. 86,000 flushes). The foreshore toilet block built in the 1970s was no longer fit for purpose and needed to be upgraded.



October 2016 – foreshore toilet block built in the 1970s



# The refurbished toilet block



October 2017 – construction made easier with a little help from our friends



January 2018 – new toilet block functions well and there are many positive comments

## Another new toilet

In response to feedback from walkers on the Dulverton walking track and the need to protect/manage our environment a 'permanent' Portaloo is now available.



February 2017 – Portaloo placed strategically to minimise visual impact



June 2017 – plantings to further reduce visual impact of the Portaloo

**Keeping people safe and happy in our environment.....**

Council has spent time installing infrastructure that will continue to look after the safety, health and well being of our Dulverton Walking Track users.



July 2017 – 1 of 4 solar lights installed \ on the walking track



March 2017 – railing (recycled plastic) installed for added safety at the top of a steep bank section of the walking track (1 of 3 lots installed)



June 2017 – seat installed for the use of walkers after consultation with the community



February 2017 – installation of a picnic table at a sheltered and partially shaded location – perfect for rest and revival of walkers



February 2017 – shelter shed for track users placed at one of the more remote sections of the walking track



**Works to enhance our environment.....**



**August 2018**



**June 2017**

**and so the story will continue.....!**



## Section: Environmental Communication and Engagement

### Lake Dulverton Conservation Area, Oatlands Tasmania - The Great Cumbungi Hunt!

The Southern Midlands Council has a long history of managing weeds on roadsides and on the property it manages. The Council also works in close collaboration with landholders to support them in the management of weeds on private property. Work in this area is guided by the *Southern Midlands Weed Management Strategy 2017*. This Strategy has been developed and periodically revised, in consultation with the wider community, since 1999.

In the Weeds Strategy, it is recognised that communication and education is an essential element of managing weeds. The Council have therefore put a great deal of time and energy into developing ways to spread the message about weeds and highlight the potential impact weeds can have on the landscape.

The Weeds Strategy was instrumental in guiding the work of Council to solve a potential weed issue in Lake Dulverton (a declared Conservation Area). Significant patches of Cumbungi (a water weed) were found in Lake Dulverton during the early part of 2018 and if left untreated had the potential to spread across the entire Lake. The Lake is particularly susceptible to Cumbungi infestations because of its shallow water depth.

The Council responded immediately and treated the infestations. It was however important to work with the community to raise awareness of Cumbungi for two key reasons. Council needed the help of residents to 'look out' for any potential infestations and report them to Council. Residents therefore needed to know how to identify Cumbungi within the Lake environment. The second reason was that landholders surrounding the Lake needed to understand the importance of controlling any Cumbungi on their properties to reduce the threat of the Lake being re-infested.

The Council utilised its ratepayer newsletter to raise awareness in the general community and it also directly contacted landholders within a 2km radius of the Lake. The Council's weed officer then visited landholders to gain a better understanding of the situation in the wider area.

The results were immediate – Cumbungi became the talking point at the local pub and beyond. Residents immediately understood the impacts and were keen to assist. Council to this day receives the occasional report of one or two plants which means that Council can act swiftly to treat the Cumbungi. Land holders in the surrounding area are more vigilant and are controlling their Cumbungi in a more effective manner.

The 'Great Cumbungi Hunt' is one example of Council working with the community to ensure the long-term environmental sustainability of important natural assets and the wider area.



## PROTECTING LAKE DULVERTON FROM THE THREAT OF CUMBUNGI



Hard to spot - Cumbungi highlight-

Cumbungi or Bullrush (*Typha latifolia*) is an introduced weed that can invade lakes, waterways and wetlands throughout Tasmania, mainland states and overseas. It prefers slow moving water up to two meters deep with high nutrient levels and lack of shade. The dense stands and rapid growth of cumbungi make it one of the most troublesome of the invasive aquatic weeds, causing restricted water flow and siltation. Decaying top growth can lead to anaerobic (no oxygen) conditions which foul the water and reduce water

quality impacting the general aquatic habitat, including invertebrates and fish. Once established in an area it begins to produce rhizomes (running roots) which may extend the plant to a diameter of 3 metres in its first year!

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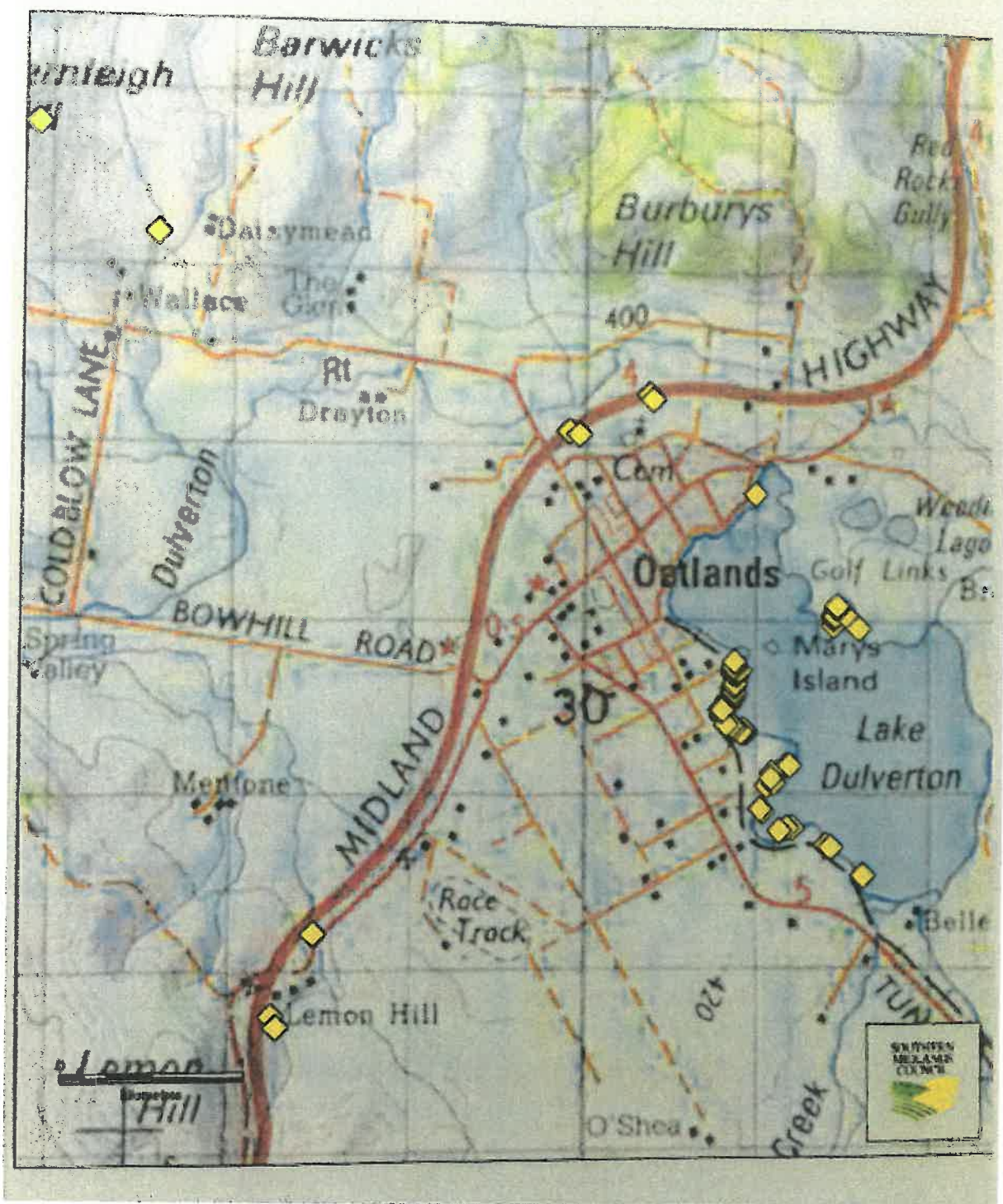


Extract from Council Ratepayer newsletter early 2018 edition.



Treating the Cumbungi and visiting landholder properties.

Cumbungi (*Typha latifolia*) records - 20th February 2018





## Oatlands, Tasmania

### Tidy Towns National Awards

#### Section – Environmental Sustainability – Water

Oatlands, being in the Midlands region of Tasmania is known for cold winters, and very hot dry summers. The average rainfall for Oatlands is around 500mm, but recently the annual totals have been less. Drinking water for the township is sourced from the Interlaken area on the edge of the Central Highlands. Councils in Tasmania no longer directly manage water and sewer services.

However Southern Midlands Council does manage some water, and lots of it! More than ever before!! Water for our environment is high on Southern Midlands list of priorities when it comes to Lake Dulverton at Oatlands. Lake Dulverton is renown for its range of bird species that inhabit the area. However, the 215 Ha lake is now prone to drying up as a result of lower annual rainfall and seemingly an increase in the number of days of high temperatures over the summer. Council secured an allocation of water (215 Megalitres – or 215,000,000 litres) per year to add to Lake Dulverton in order to assist in maintaining water in this important Conservation Area, (listed on the Directory of Important Wetlands, Australia). The water sourced is of high quality, and is derived from Arthurs Lake in the Central Highlands. It is piped around 80Kms to reach Lake Dulverton. The water is delivered through the recently completed Midlands Water Scheme, an irrigation scheme set up for agriculture. The Lake is the only beneficiary of the scheme that is a 'non farming' enterprise. This use of the water was secured after lengthy negotiation with the State Government Minister for Primary Industries, Water and Environment in 2011 – 2012, prior to the 99 year scheme being completed. Council pay for the water each year.

Each year, the 215 ML of water is added in the winter months to the area of the Lake known as the Township Zone and the Recreation Zone. These sections are defined by bund walls, and are the zones closest to the township. The bund walls were deliberately put into the lake during a dry lake period. This was to provide the ability to better manage water levels in the lake, given that trying to manage the large 215 Ha area was not possible. A Water Operations Plan has been developed with Parks and Wildlife and Inland Fisheries Departments, as a guide to best practice. Water levels are monitored weekly. Since having obtained this water, our wildlife has been able to live at the lake due to the ongoing presence of water. Without the additional water, the lake would have now dried up again. Wildlife flourish and breed in the Lake environment year round. The Oatlands town folk and our visitors cherish this special place too – Lake Dulverton!!

See 4 photos below.



Council NRM Officer Helen Geard, Doing some maintenance and the weekly check on the water level at Lake Dulverton, Oatlands. Photo – 7<sup>th</sup> January 2019





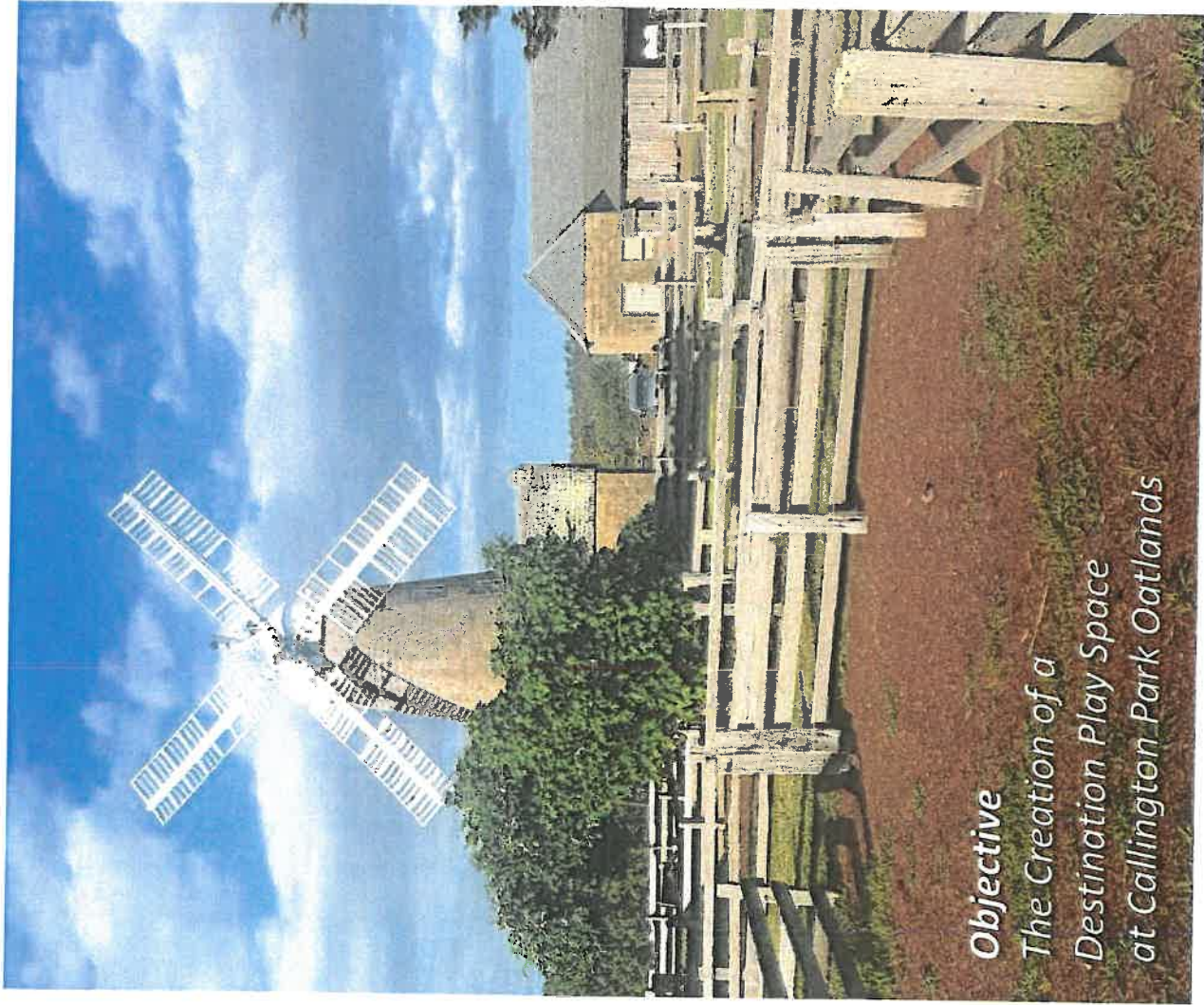
Lake Dulverton, Oatlands A winter scene. Area showing is the Recreation Zone.



Lake Dulverton Oatlands – a few of the many bird species found at the lake. As many as 77 bird species have been recorded at this lake.



Midlands Water Scheme outlet. Water pouring into Lake Dulverton that has been sourced from the Arthurs Lake in the Central Highlands. Without this water the lake would now be dry once again. This information is based on the knowledge of what the water levels have been over the last few years, thanks to our water monitoring data.



**Objective**  
*The Creation of a  
 Destination Play Space  
 at Callington Park Oatlands*



SOUTHERN  
 MIDLANDS  
 COUNCIL



# Proposed Oatlands Playground

Compiled

By

Andrew Benson

*from information and images supplied  
 by Kompan and Ultimate Play*

March 2019

**Belinda Davey**

ULTIMATE PLAY

belinda@ultimateplay.com.au

0408 833 384







Location Plan  
Oatlands

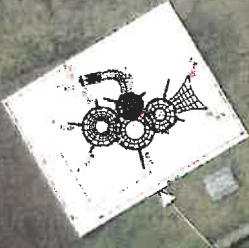




map data ©2017

Slide 4 of 12


Site Plan  
Callington Park



Proposed  
New Installation








**Colour concept rope**





Hemp


**Colour concept steel post / construction**

	RAL 1024 Ochre Yellow
	RAL 6010 Grass Green
	RAL 6016 Turquoise Green
	RAL 6018 Yellow Green
	RAL 6019 Pastel Green


**Colour concept EPDM elements**

	Beige
	Reseda Green




**Colour concept membrane**

	Black
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**Climbing grips**

	Green
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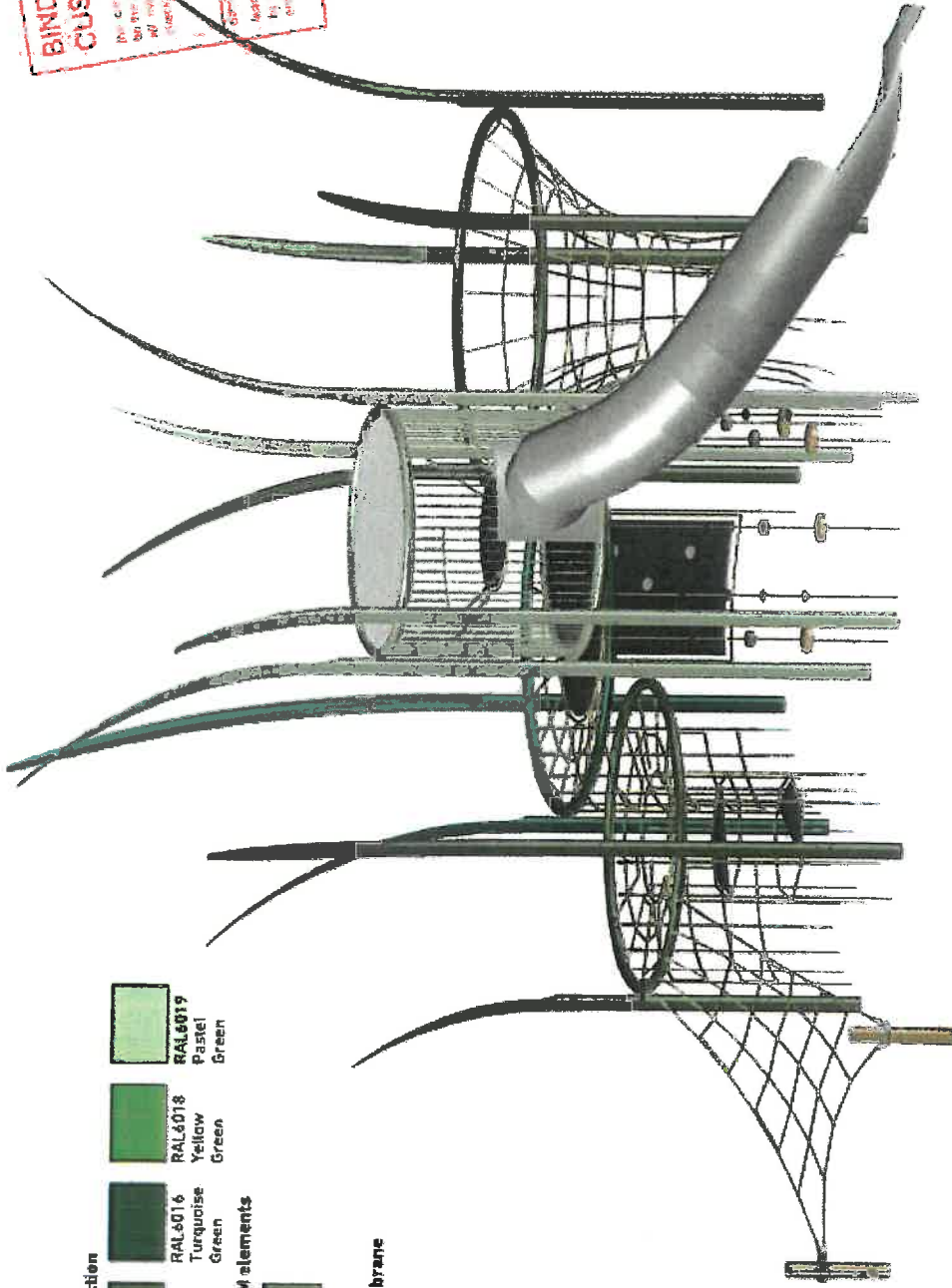
**Protection net**

	Stainless steel
	Slides
	Stainless steel

**BINDING APPROVAL FOR CUSTOM DESIGN**

The client needs us to be seen on this page and in the book for the entire project. We will be responsible for the entire project and we will be responsible for the entire project.

Copyright © 2018  
KOMPAN  
www.kompan.com

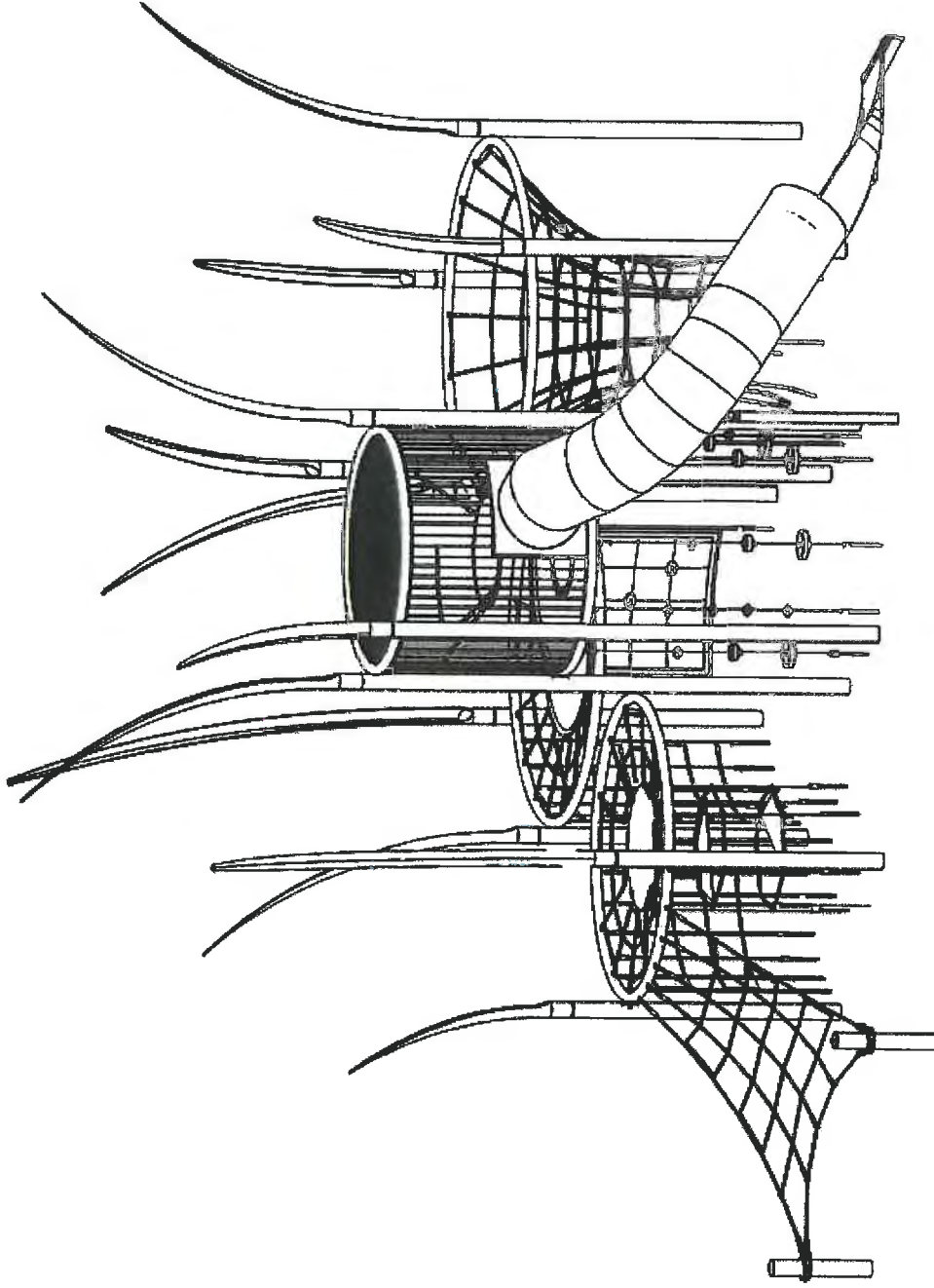


# COROCORD17-0238-5C1

## DESIGN APPROVAL

**KOMPAN DESIGN STUDIO**  
playmazing landmarks





**COROCORD17-0238-5C1**

**PERSPECTIVE VIEW**

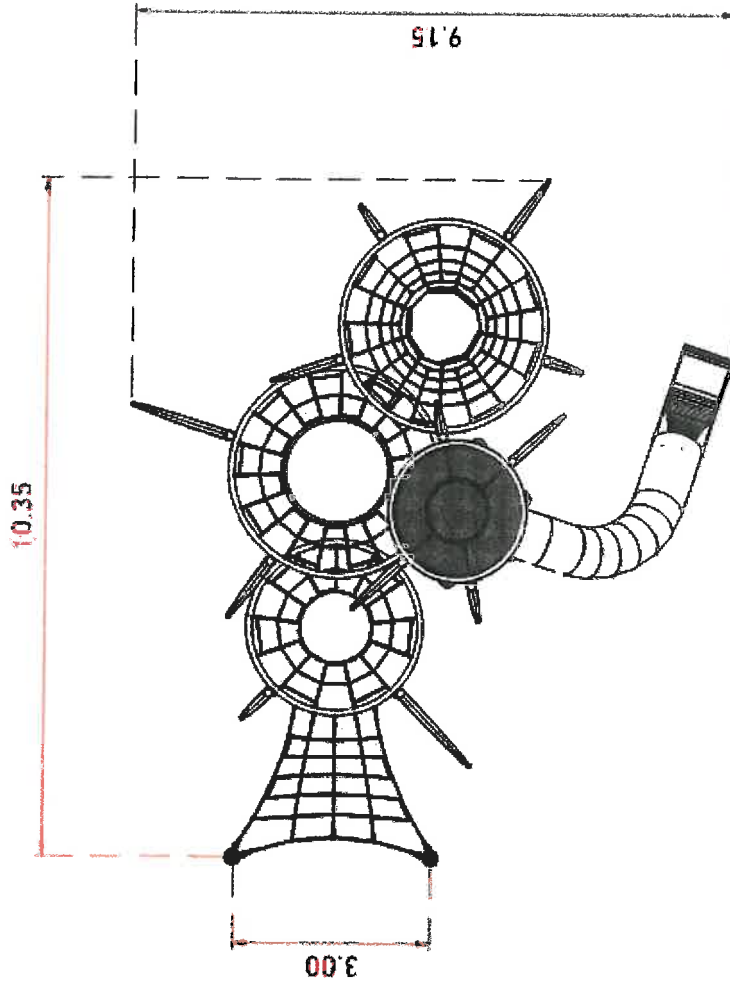
**KOMPAN' DESIGN STUDIO**  
playmazing landmarks

Subject to modifications - products cat: vary from shown presentation R: Mattias

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custom@designstudio.kompan.com

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Slide 6 of 12



## COROCORD17-0238-5C1

PLAN

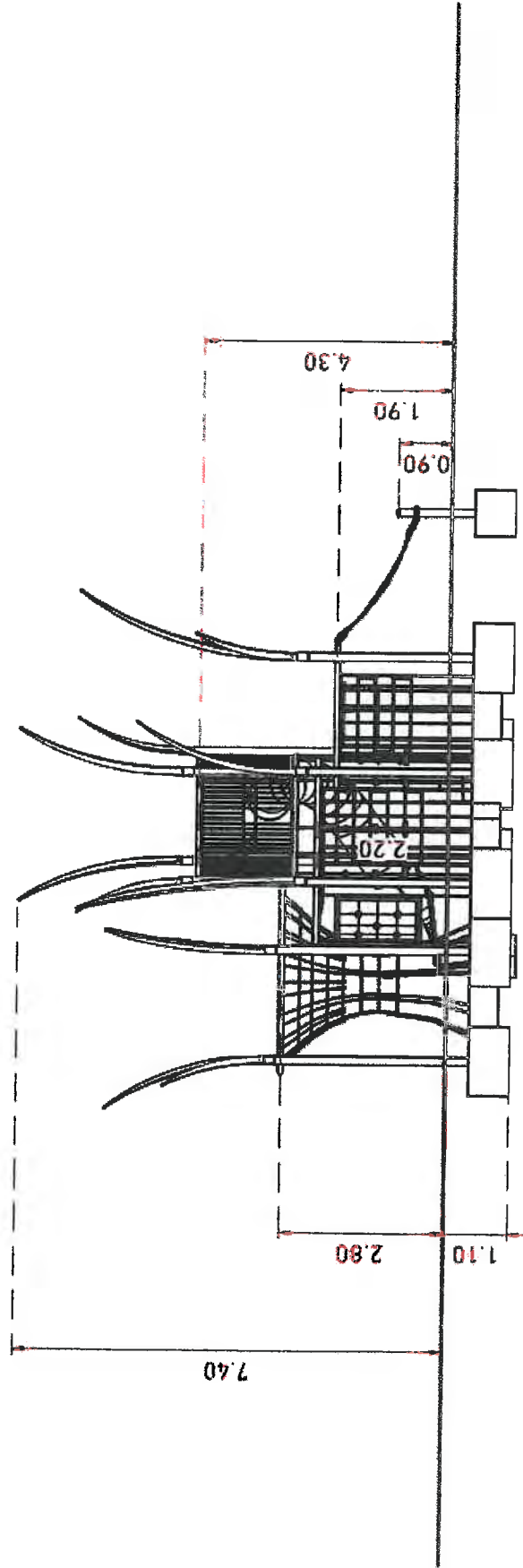
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**KOMPAN** DESIGN STUDIO  
playmazing landmarks

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system@designstudio.kompan.com

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## COROCORD17-0238-5C1

### SIDE VIEW

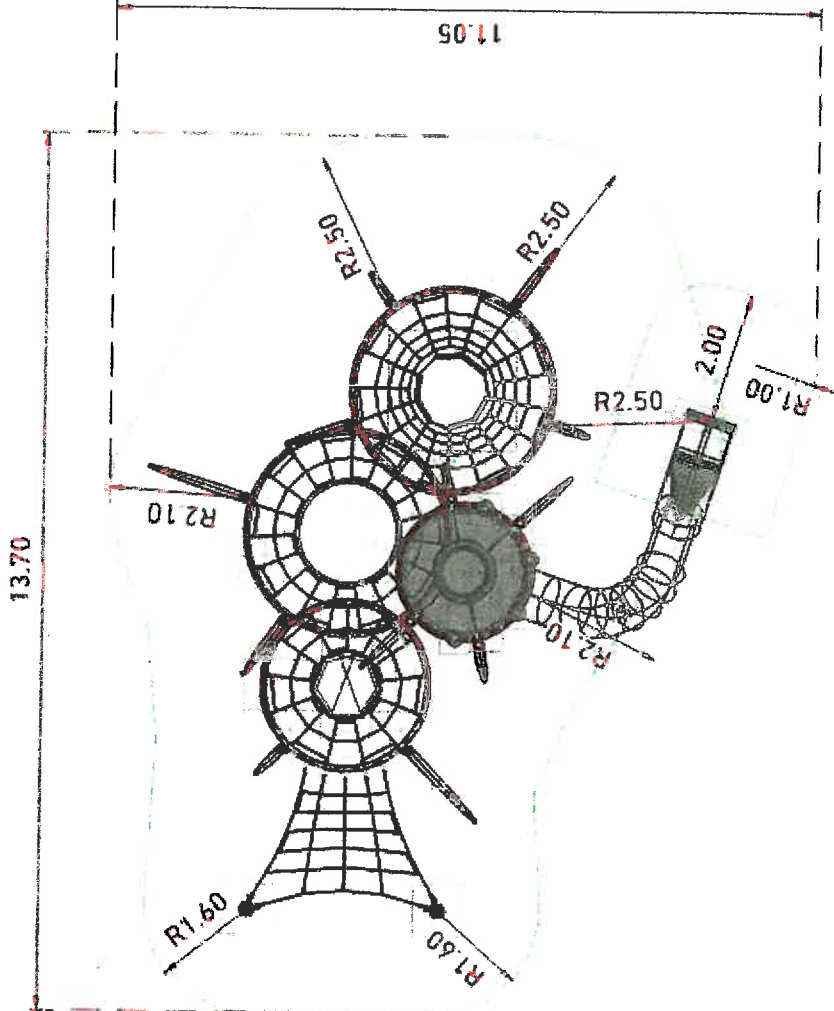
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**KOMPAN** DESIGN STUDIO  
playmaking landmarks

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custom@designstudio.kompan.com

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**COROCORD17-0238-5C1**

IMPACT AREA with Free Height of Fall (EN 1176-1)

max. Free Height of Fall: 2.80 m  
applies to a coverage of the foundations of all cr.

**KOMPAN DESIGN STUDIO**  
playmaking landmarks

SCALE 1:100

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custom@designstudio.kompan.com

## Estimated Cost

### The COROCORD17-0238-5C1 cylinder combination tower

- fits neatly into the “wheat” and agricultural theme, encompassing a diverse range of play value whilst representing wheat stems and cylindrical wheat bales.
- EPDM rubber climbing discs could represent the grinding wheels of the mill and this concept would remain sympathetic to the site location and dominate the landscape.
- The colours represented here can easily be changed to represent the later stages of germination if required.
- “Supply only” pricing (inclusive of freight) for the COROCORD17-0238-5C1 is (valid until 17-10-2019)  
\$ 264,240 + GST

• Installation pricing	\$
• Soft fall supply and install pricing	\$
• TOTAL price of Supply Install and soft fall	\$

# WARRANTY

A playground is only as good as it is reliable

**LIFETIME WARRANTY**

- Galvanized structural parts
- Steel poles
- Cast beams
- Floor frames
- Pop brackets
- Shrinkless steel hardware
- EcoGrip™ and other HDPE panels

**10 YEARS WARRANTY**

- MP, floors & panels
- Galvanized and aluminum metal parts with painted top layer
- Other galvanized metal parts
- Office stainless steel parts
- 3" Clamps on KiteCubes tops
- Soft plastic parts
- Non-painted metal parts
- Engineered Robbio Lamber

**5 YEARS WARRANTY**

- Resin coated plywood plies
- Yellow plastic parts
- Other painted metal parts
- Spring & ball bearing assemblies
- Rope & net components
- Concrete elements
- Flaxtop virgin EPDM

**3 YEARS WARRANTY**

- Moveable plastic & needed net
- EPDM rubber membranes
- netting
- Electronic components
- Flaxtop™ weaving EPDM
- Shrinkable & seal solutions

**1. WARRANTY COVERAGE**

This warranty applies to KOMPANY products for the time periods described for each product type below and with the limitations described in this warranty. The warranty period applies from the date of purchase by the first customer. This warranty covers only defects in materials, KOMPANY's fabric, or other components, or workmanship, or replacement of parts for materials, workmanship, or KOMPANY's attention. Defective electronic components will be delivered and changed by a KOMPANY LLC or Professional Installer, free of charge.

**2. WARRANTY APPLIES ONLY IF PRODUCTS HAVE BEEN PROPERLY INSTALLED AND MAINTAINED**

This warranty only applies to KOMPANY products have been installed according to the instructions provided by KOMPANY and maintained correctly according to the KOMPANY Maintenance Manual. The warranty for the EPDM electrical components is dependent on these products being installed by an ACSE trained and approved installer.

**3. NO COVERAGE FOR ACCIDENTS, WEAR, TEAR, COSMETIC ISSUES, MISUSE OR VANDALISM**

This warranty does not cover any damage caused by fire, theft, vandalism, falls, negligence, normal wear and tear, surface corrosion on metal parts, discolored surfaces and other cosmetic issues or failure due to misuse or companion. Natural changes in wood color over time are considered aesthetic issues and not covered.

**4. PRODUCTS INSTALLED NEAR WATER:**

Products installed in direct contact with underground water or surface water (streams, or products installed with occasional contact with such water or installed so close to the shore they are subjected to salt spray) are not covered by the KOMPANY warranty for any defects caused by corrosion. Products installed in coastal areas, within 200 meters from the shore, will only be covered by the warranty for that the period of the standard product warranty in relation to defects caused by corrosion. KOMPANY's lifetime warranty if applicable is limited to a 3 year warranty in relation to such products.

**5. THIRD PARTY SUPPLIED PRODUCTS & SERVICES**

KOMPANY provides the KOMPANY branded products and installation services performed by certified third party suppliers. This General KOMPANY warranty does not apply to such non-KOMPANY branded products and installation services, which may carry their own warranties. KOMPANY will provide information on such warranties where possible.

You will find universal design everywhere in our playgrounds – not least in the many openings and details that encourage play, encourage performing children, inspire and enrich the play experience.

**THREE LEVELS OF INCLUSIVE PLAY**

AT KOMPANY, we design playground activities in three categories:

- Graded level activities
- Universal level activities
- Multi-level activities

The activities are based on the Annexes with Disabilities Act's Accessibility Guidelines for Play Areas (ADAAG), which state that if there is an equal number of elevated and ground level activities, the playground can be defined as "universal design" and "play for all".

In addition to this, we also provide multi-level activities that can be ordered and used from both ground and elevated levels, engaging more children and diverse opportunities for play.

At KOMPANY, we believe that every child should have the right to leisure and play – regardless of their physical and intellectual abilities. This belief is in line with the United Nations' Convention on the Rights of the Child, the most widely supported UN instrument ever. Over the last few years, most nations have signed the United Nations' Convention on the Rights of Persons with Disabilities, which recommends that public spaces be designed in accordance with universal design principles.

**WHAT WE DO TO INCLUDE EVERYONE IN PLAY**

The belief in universal play runs deep at KOMPANY. "Play Together" – of the job that every child should be intended to play – is a fundamental pillar in our philosophy of play. We design our products to be used universally and to become playful activities that are relevant for all children.

**SIX PRINCIPLES FOR UNIVERSAL, INCLUSIVE DESIGN**

PRODUCTS THAT ARE UNIVERSAL AND INCLUSIVE SHOULD BE:

1. Accessible
2. Multifunctional (where possible)
3. Durable
4. Engaging with diverse play opportunities
5. Clear to understand and interpret signals
6. Flexible with options for special needs, where relevant



12/30 Innocent Street,  
Kings Meadows,  
Tasmania,  
Australia. 7249

Mobile 0408 833 384



Playground Installers of Tasmania

# ESTIMATION

ATTENTION: Andrew Benson  
CUSTOMER: Southern Midlands Council  
SITE : Oatlands Playground - COROCORD Equipment  
TOWN / SUBURB: 71 High Street, Oatlands  
STATE: Tasmania  
PHONE: 03 6259 3011

ABN: 42 559 336 415

DATE: 12-March-2019

Quote NO.:

**UP-191204**

POST CODE: 7120

Sales Rep: Belinda

PRODUCT	RRP			NET PRICE	
<b>Supply and Installation of Corocord Custom Tower at Oatlands - OPTION 1 -BARK SOFTFALL</b>					
* <u>Supply</u> COROCORD17-0238-5C1 - Custom Cylinder Combination Tower	\$ 293,600.00	1	Equipment Discounted	\$ 264,240.00	
* <u>Installation</u> of COROCORD17-0238-5C1 including : site prep/markout, supply and installation of temporary security fencing, site and footing excavation, removal of excavated soil to elsewhere onsite (TBA by Council). Delivery of equipment to site, equipment pre-assembly, crane/rigger hire, telehandler, boom lift, concrete, reinforcing bar, labour, travel and accommodation. Onsite equipment certification, project management, insurance and specialist COROCORD installer.		1	Installation	\$ 93,925.00	
Supply and installation of certified "Bark Softfall" to the required equipment fall zone areas.				\$ 3,950.00	
<b>SUB TOTAL</b>				\$ 362,115.00	
PLEASE NOTE: Underground Asset and Services location is to be provided by Council prior to works commencing. The presence of bedrock, underground services or other impediments would render this quotation null and void. New pricing will be calculated on the basis of the existing conditions.				<b>GST</b>	\$ 36,211.50
				<b>Total Inclusive of GST</b>	\$ 398,326.50

This Quote is Valid for 90 days

\* Please make purchase orders out to:

**KOMPAN = Equipment**

**ULTIMATE PLAY = Installation and Softfall**

If you have any questions concerning this Quotation, contact Belinda Davey, 0408 833 384, belinda@ultimateplay.com.au



12/30 Innocent Street,  
Kings Meadows,  
Tasmania,  
Australia. 7249



Mobile 0408 833 384

Playground Installers of Tasmania

# ESTIMATION

ATTENTION: Andrew Benson  
CUSTOMER: Southern Midlands Council  
SITE: Oatlands Playground - COROCORD Equipment  
TOWN / SUBURB: 71 High Street, Oatlands  
STATE: Tasmania  
PHONE: 03 6259 3011

ABN: 42 559 336 415  
DATE: 12-March-2019  
Quote NO.: **UP-191205**

POST CODE: 7120  
Sales Rep: Belinda

PRODUCT	RRP			NET PRICE
<b><u>Supply and Installation of Corocord Custom Tower at Oatlands - OPTION 2 - RUBBER SOFTFALL</u></b>				
* <u>Supply</u> COROCORD17-0238-5C1 - Custom Cylinder Combination Tower	\$ 293,600.00	1	Equipment Discounted	\$ 264,240.00
* <u>Installation</u> of COROCORD17-0238-5C1 including : site prep/markout, supply and installation of temporary security fencing, site and footing excavation, removal of excavated soil to elsewhere onsite (TBA by Council). Delivery of equipment to site, equipment pre-assembly, crane/rigger hire, telehandler, boom lift, concrete, reinforcing bar, labour, travel and accommodation. Onsite equipment certification, project management, insurance and specialist COROCORD installer. Supply and installation of certified "Rubber Softfall" to the required equipment fall zone areas and free height of fall requirements including supply/installation/compaction of stabilised FCR gravel base works (Colours TBA) travel and accommodation		1	Installation	\$ 93,925.00
				\$ 48,760.00
<b>SUB TOTAL</b>				\$ 406,925.00
PLEASE NOTE: Underground Asset and Services location is to be provided by Council prior to works commencing. The presence of bedrock, underground services or other impediments would render this quotation null and void. New pricing will be calculated on the basis of the existing conditions.				
				<b>GST</b>
				\$ 40,692.50
				<b>Total Inclusive of GST</b>
				\$ 447,617.50

This Quote is Valid for 90 days

\* Please make purchase orders out to:

**KOMPAN = Equipment**

**ULTIMATE PLAY = Installation and Softfall**

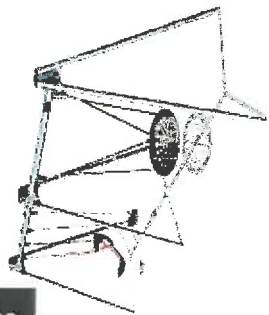
If you have any questions concerning this Quotation, contact Belinda Davey, 0408 833 384, belinda@ultimateplay.com.au



## KSW-CUSTOM-20046013 TWO BAY A FRAME W/ YOU & ME SEAT

Age: 2+ Years

They will try to touch the clouds. This sturdy swing set is up to the challenge and support children's balance, spatial awareness and bone density when jumping or swinging together, compete in jumping or just sit and chat with friends.

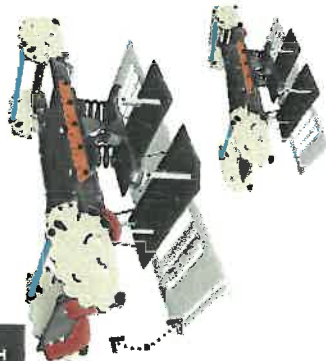


5

## MOM-CUSTOM-161395 SHEEP SEESAW W/ BACK REST

Age: 3+ Years

Take a journey with dolphins and sharks. A large number of players can find space to join the trip on this raft. Safely seated at both ends with hands and feet occluded on secure bars, the youngest will enjoy a good rocking. The more experienced player can sit, lie or stand on the center plate, from where they can influence the ride considerably. All involved players will have to cooperate, to find out how to make the ride a success for all. The soothing movement makes one want to sing and enjoy the rhythm.



1

## MOM-CUSTOM-161427 SHEEP SPRINGER

Age: 2-6 Years

The springer is a playground classic with a strong appeal to all children. Every springer in our range is just waiting for a child to unlock its imaginative potential.

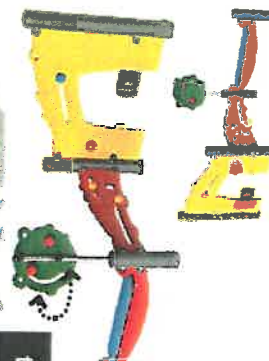


2

## PCM000310-XX01 TALK & TUMBLE

Age: 2-6 Years

The creative design of Talk & Tumble comes with a vast variety of manipulative and tactile elements that stimulates language development through naming, reporting and comparing. The recognizable themes of doors, megaphones, trees and key holes are all part of the close-to-home world of the toddler.



4

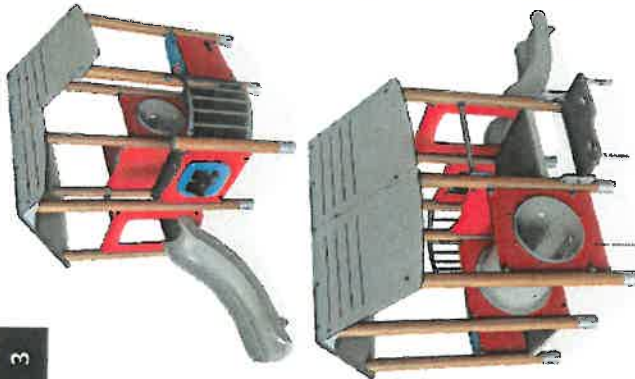


3

## PCM002400-XX01 MULTI DECK PLAYHOUSE

Age: 1 Years

This multi deck playhouse with roof is the ultimate play experience for the developing toddler. On the physical front, children will train their gross motor skills by climbing up and down from the multiple levels, and by crawling through the fun tunnel. Toddlers will also get their first taste of speed and excitement by sliding down the toddler-sized slide, which will also strengthen their quickly growing explorative nature and curiosity. From the balcony, toddlers can interact with their care-givers and other children, and use the railing to pull themselves up.



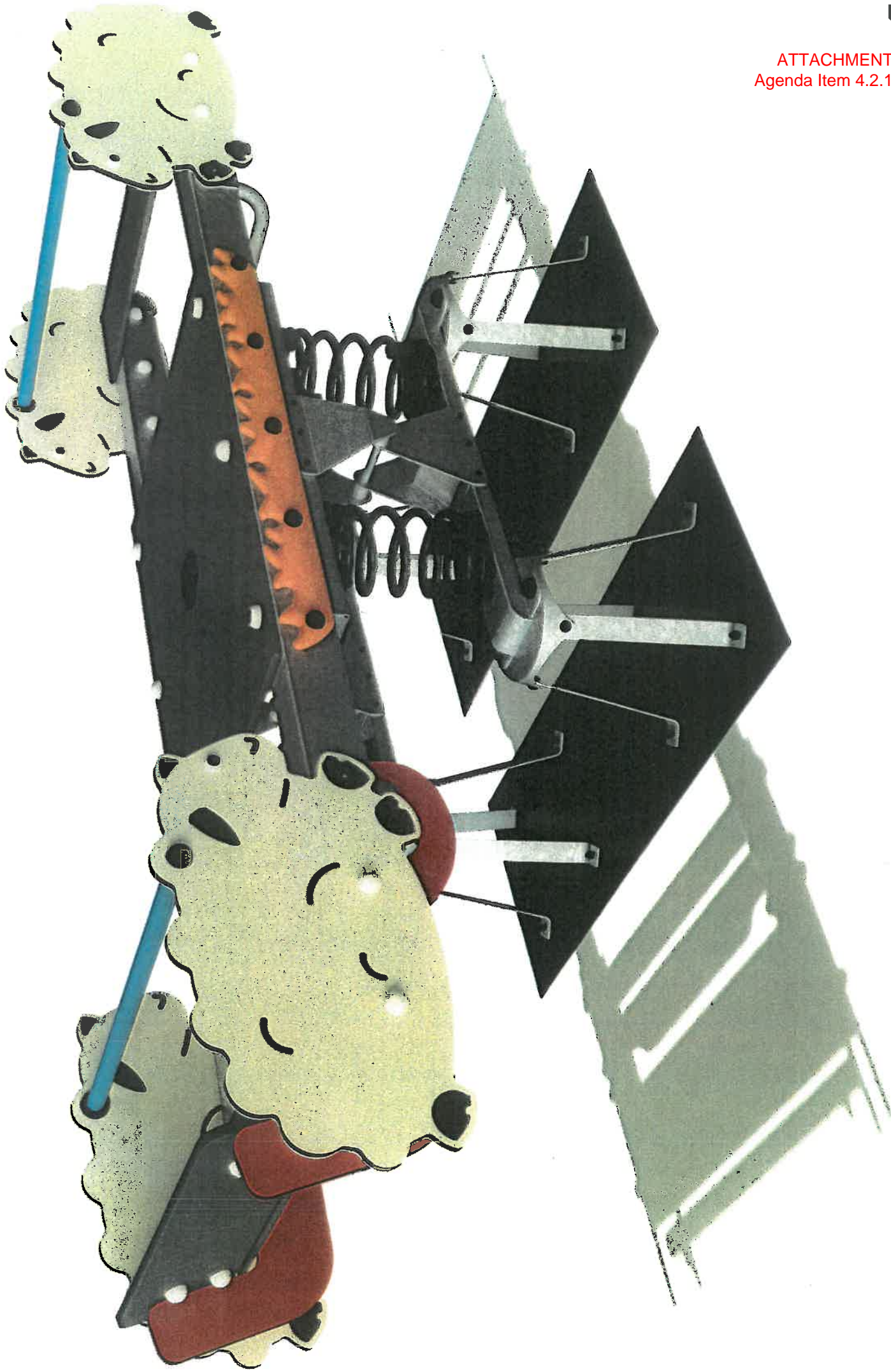
This spacious playhouse also facilitates children's social development. By interacting with other children, toddlers will learn the foundations of social interaction, and their solitary play will soon turn to parallel play.

The playhouse has two activity panels. The peek-a-boo panel has window curtains that can be drawn and closed. This activity requires children to use their fine-motor skills, and cognitively it will support their learning of object permanence. Additionally, the playhouse includes a shop counter with a conveyor belt made of small wheels, which provide a fun tactile sensation for the toddler to explore.

As toddlers mature, their play will take on complexity as they start pretending. The playhouse offers maximum play value in this regard, as it will become a pirate ship, a castle – there are few limits to a child's imagination!



Ability to customise PCM products to meet Southern Midland's brief. For example: colours, patterns and logos, ie 'Shearing Shed'





PCM002400

# Multi deck playhouse with roof, wood posts, plastic slide

ATTACHMENT  
Agenda Item 4.2.1  
**KOMPAN**  
Let's play



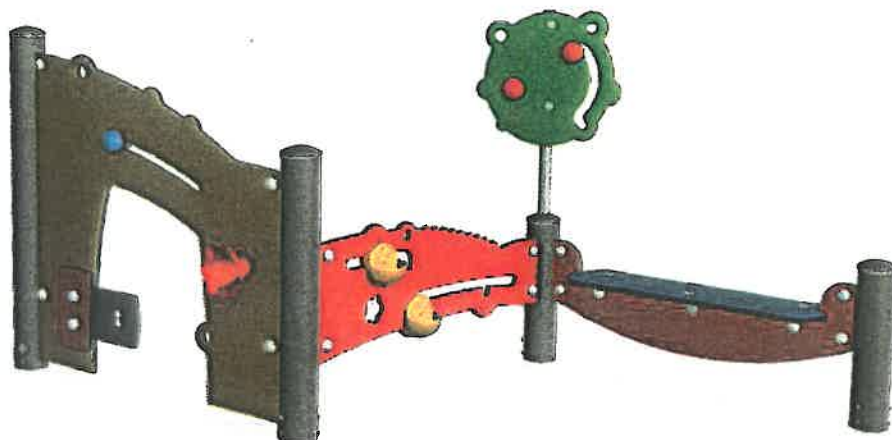
For the ultimate play experience this playhouse offers a variety of activities and panels. On the physical front, children will train their gross motor skills by climbing up and down from the different levels or by crawling through the fun tunnel or sliding down the toddler-sized slide. From the balcony, toddlers can interact with their caregivers and peers. A peek-a-boo panel encourage the use of fine-motor skills while the shop counter can be used for exploring.

<b>Product Line</b>	Traditional Play
<b>Category</b>	Playhouses
<b>Age group</b>	1 - 6
<b>Max. fall height (CM)</b>	100
<b>Total height (CM)</b>	215
<b>Safety Zone</b>	22 m2



**IN-  
GROU.**

PCM0003  
Talk & Tumble



The creative design of Talk & Tumble comes with a vast variety of manipulative and tactile elements that stimulates language development through naming, reporting and comparing. The recognizable themes of doors, megaphones, trees and key holes are all part of the close-to-home world of the toddler.

<b>Product Line</b>	Themed Play
<b>Category</b>	Toddler play
<b>Age group</b>	1 - 4
<b>Max. fall height (CM)</b>	29
<b>Total height (CM)</b>	107
<b>Safety Zone</b>	16.7 m2



**SURFACE**



**ASTM**



Total 8,210 AUD

Save w/o variant

Save w/ variant

PREVIEW

KSW904-CUSTOM-20045013

Accessories (17)



Image

Main

- Safety Norm
- Unit of Measure
- Foundation
- Height
- Posts Material
- Design Panels

EN1176	...
cm	...
Inground 85 cm	...
2.5 M	...
Steel	...
No Deco Panel	...

Swing Bay 1

- Hangers Type
- Swing Seat 1
- Swing Seat 1 - Chain
- Birdsnest Color
- Swing Seat 2
- Swing Seat 2 - Chain

Basic	...
You & Me Seat	...
Chain Stainless Steel	...
No color	...
Basic Seat	...
Chain Stainless Steel	...

Swing Bay 2

- Hangers Type
- Swing Seat 1
- Swing Seat 1 - Chain
- Birdsnest Color
- Swing Seat 2
- Swing Seat 2 - Chain

Basic	...
Rope Birdsnest Ø100 CM	...
No Chain Type	...
Red	...
No Seat	...
No Chain Type	...

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14/STAHAC



12/30 Innocent Street,  
Kings Meadows,  
Tasmania,  
Australia. 7249

Mobile 0408 833 384



Playground Installers of Tasmania

# QUOTATION

ATTENTION: Maria Weeding  
CUSTOMER: Southern Midlands Council  
SITE : Oatlands Sheep Yard Playground  
TOWN / SUBURB: 71 High Street, Oatlands  
STATE: Tasmania  
PHONE: 03 6259 3011

POST CODE: 7120

ABN: 42 559 336 415

DATE: 12-March-2019

Quote NO.:

**UP-191203**

Sales Rep: Belinda

PRODUCT	RRP			NET PRICE	
<b><u>Supply and Installation of Kompan Playground Equipment at the "Sheep Yards" Oatlands</u></b>					
* MOM-CUSTOM-161395 - Sheep Seesaw	\$ 8,987.00	1	Equipment	\$ 8,987.00	
* KSW904- CUSTOM-20045013 - Steel Double Bay Swing with 1 x standard seat and 1 x You and Me Seat and 1 x Birdsnest Swing seat.	\$ 8,210.00	1	Equipment	\$ 8,210.00	
* MOM-CUSTOM-161427 - Sheep Springer	\$ 2,347.00	3	Equipment	\$ 7,041.00	
* PCM002400-0601 - Multi Desk Playhouse	\$ 16,400.00	1	Equipment	\$ 16,400.00	
* PCM000310-0601- Talk and Tumble	\$ 3,680.00	1	Equipment	\$ 3,680.00	
* Site prep/markout, supply and installation of temporary security fencing, delivery of equipment to site, footing excavation, concrete and labour		1	Installation	\$ 1,750.00	
* Installation of Kompan equipment including : equipment pre-assembly, footing excavation, removal and disposal of soil elsewhere onsite (council to advise where), concrete, labour.		1	Installation	\$ 9,750.00	
* Travel and accommodation (3 hr Return trip- Kings Meadows to Oatlands for 3 x installers)		1	Installation	\$ 985.00	
* Supply and installation of certified bark softfall mulch to the required equipment fall zone areas of the Seesaw, Multi Deck Unit and Swing.		1	Softfall	\$ 2,600.00	
<b>SUB TOTAL</b>				<b>\$ 59,403.00</b>	
PLEASE NOTE: Underground Asset and Services location is to be provided by Council prior to works commencing. The presence of bedrock, underground services or other impediments would render this quotation null and void. New pricing will be calculated on the basis of the existing conditions.				<b>GST</b>	<b>\$ 5,940.30</b>
				<b>Total Inclusive of GST</b>	<b>\$ 65,343.30</b>

This Quote is Valid for 90 days

\* Please make purchase orders out to:

**KOMPAN = Equipment**

**ULTIMATE PLAY = Installation and Softfall**

If you have any questions concerning this Quotation, contact Belinda Davey, 0408 833 384, belinda@ultimateplay.com.au



**SOUTHERN TASMANIAN COUNCILS AUTHORITY  
DRAFT MINUTES**

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**Minutes of a special meeting of the Southern Tasmanian Councils Authority held on  
18 March 2019 commencing at 12.00pm in the Lord Mayor's Court Room, Town Hall,  
Hobart**

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**Present:** Brighton Council – Mayor Tony Foster and Mr James Dryburgh  
Central Highlands Council – Mr Adam Wilson  
Clarence City Council – Mayor Doug Chipman and Mr Andrew Paul  
Derwent Valley Council – Mayor Ben Shaw  
Glamorgan/Spring Bay Council – Mayor Debbie Wisby  
Glenorchy City Council – Mayor Kristie Johnston and Mr Tony McMullen  
Hobart City Council – Lord Mayor Anna Reynolds and Mr Nick Heath  
Huon Valley Council – Mayor Bec Enders and Mr Emilio Reale  
Sorell Council – Mayor Kerry Vincent and Mr Robert Higgins  
Southern Midlands Council – Mayor Alex Green and Mr Tim Kirkwood  
Tasman Council – Ms Kim Hossack

**Apologies:** Brighton Council – Mr Ron Sanderson  
Central Highlands Council – Mayor Loueen Triffitt and Ms Lyn Eyles  
Derwent Valley Council – Mr Greg Winton  
Glamorgan/Spring Bay Council – Mr Daniel Smee  
Kingborough Council – Mayor Dean Winter and Mr Gary Arnold  
Tasman Council – Mayor Kelly Spaulding



**1. Welcome and apologies**

The Chair opened the meeting at 12.07pm and welcomed members to the meeting with apologies for the meeting being noted and listed above.

**2. Confirmation of the minutes of the ordinary meeting of the Southern Tasmanian Councils Authority held on 18 February 2019**

**RECOMMENDATION**

*That the minutes of the ordinary meeting of the Southern Tasmanian Councils Authority (STCA) Board Meeting held on 18 February 2019 be confirmed as a true record of that meeting.*

*Moved: Mayor Green*

*Seconded: Mayor Enders*

**CARRIED**

**3. Matters Arising**

Nil

**4. STCA Financial Analysis and Future Options**

Mr Heath provided the Board with an overview of the information for discussion at today's meeting, including:

- Financial analysis as requested at the 18 February 2019 meeting;
- Options relating to the quantum of member subscriptions for 2019/20.

The Board discussed the options with the following recommendation being supported by members:

- *Waste Strategy South and the Regional Climate Change Initiative continue for a further 12 months (at an estimated cost of \$243,395);*
- *2019/20 secretariat support be funded out of reserves (at an estimated cost of \$30,000);*
- *2019/20 members subscriptions be set at nil.*

*The Board noted that based on the financial analysis undertaken that it is anticipated that there will be approximately \$136,715 in funds available for 2020/21 given the 2019/20 financial commitments for administrative support, Regional Climate Change Initiative, Waste Strategy South and the Regional Planning Initiative.*



***A Mayor's workshop be convened in mid-May 2019 to discuss ongoing regional collaboration, the role of the STCA after June 2020 and that this be supported by a communications strategy. Councils are to provide key priorities for regional collaboration for discussion at the workshop to the secretariat by end of April.***

***Moved: Mayor Chipman***

***Seconded: Mayor Vincent***

**CARRIED**

**5. Garage Sale Trail 2019 – Regional Approach**

The STCA Board discussed the Garage Sale Trail information which was tabled at the meeting and discussed the item.

***Recommendation***

***The Board agreed in principle to ongoing support for the Garage Sale Trail, subject to the General Manager of the City of Hobart meeting with the Garage Sale Trail Co-Founder for the purposes of providing a proposal which is to be considered at the Mayor's workshop in late May.***

***It was noted that any financial support provided to the Garage Sale Trail would impact on the anticipated 2020/21 end of year result.***

***Moved: Mayor Wisby***

***Seconded: Mayor Enders***

**CARRIED**

Meeting closed at 12.40pm

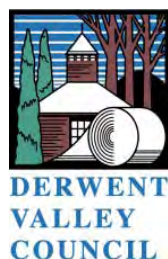


# 5x5x5 and Heritage reGeneration Project

## Final Project Report

Brad Williams

Project Manager – 5x5x5/Heritage reGeneration – September 2018



## 1. Background

The 5x5x5 (5 regions, 5 skill-sets, 5 projects/year) project was conceived by the Centre for Heritage at Oatlands in late 2014 with the aim of engaging disadvantaged youth in a heritage trades skills training program, working on community heritage assets.

The project was initially targeted at five regional Tasmanian Councils who have a stock of community heritage assets and are in areas of higher than average youth unemployment (or low youth retention rates). Whilst primarily a youth skills training program the project has the added benefit of reviving and perpetuating heritage skills which are known to be in decline and putting these skills to use on restoring community heritage assets which can be used long after the completion of each project. The project was designed to provide the basis of an ongoing, sustainable business model that continues to provide action-learning experiences for young people maintaining local built heritage and from this reinforces meaning and purpose for individuals and places.

Each 'project module' was formatted as a 21-day project (3 days per week, for 7 weeks) and aimed to engage eight 16-25 year olds to work on a council owned heritage asset in their local area. The initial project budget included a full-time (i.e. three days per week, during each project) trade supervisor, and a half-time education support officer. Five of these project modules were to be rolled out each year across the five regions (note that Southern Midlands and Brighton Council's signed up for 2 modules each, so their projects were each 42 days).

The project was funded 50:50 by the Tasmanian Community Fund and the collective contributions of the five councils.

## 2. Rollout of the project

As per the project plan, the following project modules were rolled-out:

Brighton Army Camp	Module 1	Brighton Council	Apr-July 2015
Brighton Army Camp	Module 2	Brighton Council	Aug-Oct2015
Paradise Convict Station	Module 1	Glamorgan S'Bay Council	Oct-Dec 2015
Brighton Army Camp	Module 3	Brighton Council	Mar-April 2016
Willow Court	Module 1	Derwent Valley Council	Oct-Dec 2016
Brighton Army Camp	Mod. 4,5,6	Brighton Council	Mar-Aug 2017
Oatlands Shop/Cottage	Module 1	Southern Midlands Council	Sep-Oct 2017

### 3. Administrative and project management collateral developed

Ahead of the project rollout, much administrative and project management time was invested in the development of collateral for the 'project model', which included:

- Logos and branding and a signage suite.
- A communications and publicity package.
- A risk assessment and OH&S package including proforma aligned to Workplace Standards Tasmania requirements.
- A recruitment process, policy and stationary package, which included:
  - o Selection criteria for participants, aligned to the desired TCF outcomes
  - o Application forms
  - o Interview process flowcharts and checklists
  - o Code of conduct
- A series of flyers, each aimed at various stakeholder groups (e.g. prospective participants, recruitment agencies, future council partners).

Detailed day-to-day project plans were also developed, so as participants knew the expectations and to plan for staffing the relevant trade supervisors, materials ordering etc.

**LEARN TRADE SKILLS ON THE JOB**

Are you 16-25  
and keen to get work in the building industry?

Programs in

- Brighton
- New Norfolk
- Oatlands
- Nubeena
- Triabunna

Each run for  
21 days  
over 7 weeks

You'll learn  
5 trade skills

You get  
Real experience  
A reference  
Certificate  
Free lunch!  
Travel assistance

These programs are offered at no cost  
and can lead to work in the building industry  
and further training. Participation may be  
eligible for Work for the Dole requirements  
(please check with your case manager)

Brad - 0418 303184  
www.centreforheritage.com.au  
Find us on Facebook (search 5x5x5)

**5x5x5**  
5 regions 5 projects 5 skills

Centre for Heritage  
at Oatlands  
HERITAGE EDUCATION AND SKILLS CENTRE

Generic flyer that was distributed around areas for prospective students.

**Centre for Heritage at Outlands**  
HERITAGE EDUCATION AND SKILLS CENTRE

**Application form**  
5x5x5  
5 Projects – 5 Regions – 5 Skills streams  
*Addressing youth capacity for conservation projects*

Name \_\_\_\_\_ DOB \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

What trade skills are you interested in? (Choose as many as you like)

- Painting
- Building/carpentry
- Plastering
- Bricklaying
- Stonemasonry
- Roofing/metalwork
- Glazing
- Track building (e.g. walking trails)

Do you have any experience in any of those skills? (experience is not necessary)

\_\_\_\_\_

\_\_\_\_\_

Are you currently:

- Employed
- At school/college
- Unemployed

Are you registered with any of these job network providers? (not essential)

- Workskills
- Max Employment
- Other

If so, which office, and who is your contact person? \_\_\_\_\_

Do you have a 'White Card' (construction industry induction card)? - If not, we will provide this

- Yes
- No

Do you have your own transport?

- Yes
- No

Can you commit to a 3-day per week project for 7 weeks?

- Yes
- No

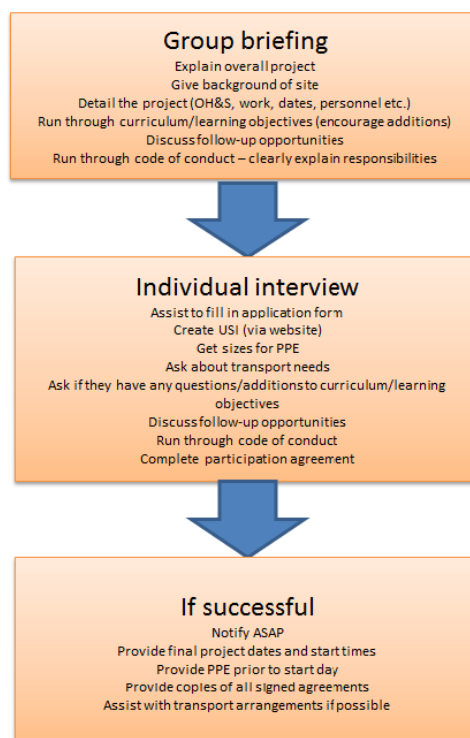
**Please return this form to:**  
Heritage Education and Skills Centre  
73 High Street  
OATLANDS TAS 7120  
[info@centreforheritage.com.au](mailto:info@centreforheritage.com.au)  
fax - 02541414

A Heritage Education and Skills Centre staff member will be in touch soon.

**Enquiries**

Bral Williams Project Manager 5x5x5 <a href="mailto:bral_w@centreforheritage.com.au">bral_w@centreforheritage.com.au</a> 0413303154	Thom Taylor Education Support Officer <a href="mailto:thom@centreforheritage.com.au">thom@centreforheritage.com.au</a> 0471908421
--	--

Sample application form



Sample recruitment process flowchart





### Safe Work Method Statement (SWMS)

ORGANISATION DETAILS			
Principal Contractor:		Contact number:	
Project Manager or Supervisor:		Contact number:	
Other PCBU's:		Contact number:	
Person completing the SWMS:		Contact number:	
Position:		Reviewed by:	
Date prepared:		Review date:	
PROJECT DETAILS			
What is the scope of the work			
Who else was consulted/involved in preparing this SWMS?			
What high risk work activities are covered by this SWMS?			
References: Legislation, Australian Standards, Codes of Practice, MSDS & SOP's			
Plant and equipment involved in the scope of work			

What "high risk" licence classes will be required to do the work?	
---	--

Identify each task in order	Specify the hazards you have identified	What are the risks to health and safety?	Describe your control measures, list as many as possible	Who is responsible for implementing and monitoring the controls?

Excerpt from safe work method statement that all participants were required to develop

### Proposed dates

Each working day will run from 8:30-4:30 with a half-hour lunch break (lunch provided) and 2x15 minutes morning/afternoon tea breaks with the following timetable. All venues will be at the former Brighton Army Camp hospital, entry off ~~Menin~~ Drive, Brighton.

Date	Activity	Supervisor
<b>Pre-start</b>		
21 March	Call for participants	
5 April	Meet prospective participants	
7 April	Confirm successful applicants	
<b>Project rollout</b>		
11 April	OH&S (white card and develop SWMS's etc.)	Brad Williams
12 April	Heritage approaches workshop, site orientation and setup site office/kitchen	Brad Williams
13 April	Site <del>cleanup</del> and prep	Brad Williams
18 April	Painting – Paint and colour selection, surface prep.	Mark Woodley and Brad Williams
19 April	Painting – Surface prep.	
26 April	Painting – Surface prep.	
27 April	Painting	Mark Woodley and <u>TBA</u> (note this week is Tue- <del>Thu</del> due to ANZAC Day)
28 April	Painting	
2 May	Painting	Mark Woodley and TBA
3 May	Glazing – instruction session & measure-up	
4 May	Glazing	
9 May	Glazing	Mick Cartledge and TBA
10 May	Joinery and timber repair	
11 May	Joinery and timber repair	
16 May	Joinery and timber repair	Mark Woodley and TBA
17 May	Plaster repairs	
18 May	Plaster repairs	
23 May	TBA (as needed)	TBA
24 May	Site <del>pack up</del> , clean etc.	
25 May	Wrap up, assessment etc.	

Note that a second 20-day project module with similar content will be offered on this site later this year.

At the end of the program, each participant will be given a statement of attainment detailing the skills they have learned during the project. It is aimed that this will assist in demonstrating the ability to learn heritage and trade skills and to assist in finding future employment or undertaking further training.

Example of a fine-detail project schedule.

## 4. Initial progress

As per the progress report submitted to the Tasmanian Community fund, the first year achieved a good degree of success. In the first year, 5 project modules were undertaken, on four projects in four municipal areas. These modules were<sup>1</sup>:

- Brighton, 2 modules, Brighton Army Camp Hospital
- Glamorgan/Spring Bay, 1 module, Paradise Convict Station and walking track
- Tasman, 1 module, Premaydena Officers Quarters
- Derwent Valley, 1 module, Willow Court Perimeter Walls

During that first year, 24 trainees were engaged, and an estimated 4400 'people-hours' of training provided on community heritage assets. Further detail on the success of that first year is provided in the progress report presented here as ATTACHMENT A.

## 5. An unforeseen difficulty

Only two modules of the planned five were rolled-out in 2016, and one of those modules was cut short due to participant pull-out – as a critical issue identified with the recruitment and retention of participants (see below). Several 'false starts' occurred during that year, where the project was ready to go, but with failure of recruitment, and participants either pulling out prior to commencement, or within the first week or so of the project.

Prior to 1 July 2016, the project had partnered with organisations such as Workskills and Max Employment to target long-term (i.e. >1 year) unemployed youth, who could use the 25 hours per week (i.e. 3 days) worked on the 5x5x5 project to discharge their responsibilities for Centrelink benefits through being an accredited 'Work for the Dole' (WFTD) activity. From July 1<sup>st</sup> that year, the Australian Government had changed the accreditation for such programs, in that they must be of a 6-month duration – which under the original project format we cannot offer (i.e. each project module falls just short of two months). This caused difficulty on two levels, in that it was more difficult to recruit participants as they knew that the 5x5x5 program will not count towards their reporting responsibilities, secondly when participants were recruited outside of that process, when they find opportunity of an accredited program they (naturally) take that opportunity.

Whilst the project was not designed to necessarily align with WFTD and was under no obligation to become a WFTD activity, the initial project modules meshed very well in that recruitment and retention of target beneficiaries was much easier as they were receiving added benefit (e.g. in addition to training) by meeting their Centrelink requirements. Several strategies to overcome that issue, further to the risk management strategy in the initial project plan, we attempted – including:

---

<sup>1</sup> Note that a project was not staged in Southern Midlands in the first year, as that larger project (Oatlands Convict Commissariat) was subject to a grant application to the National Stronger Regions fund, of which the 5x5x5 modules are to be a component of. Works to the site could not commence without jeopardising that application (i.e. the project could not have been commenced at the time of applying).

- Exploring models as to how we can combine our project with other programs and organisations (e.g. other council activities, Landcare, Community Blitz), to comprise an overall six-month project which we can have accredited as a WFTD project, however the age demographic for 5x5x5 limits the intake for other project partners who don't necessarily have that limiting factor ordinarily (varying the age range would have disqualified the project from TCF funding).
- Combining three project modules into one across multiple regions, to (almost) reach a six-month project. Whilst this would work in-principle, it would not allow three intakes of participants, therefore the KPI of 24 participants for three modules would be reduced to 8 (24 in a group would simply be unmanageable with the level of staffing). Logistics of travel would also then be difficult. Nonetheless, this model was staged successfully with Brighton as one of the major project partners.
- Working with schools as part of a 'work experience' program, where participants undertake a project module over a 20-day period spread over 10 weeks (this was trialled with the Glamorgan Spring Bay project). Whilst successful, there was concern that this was not completely in-line with the objectives of the project, as youth in the school system are at 'less risk' than the demographic of the target participants (i.e. the project sought to target those that are out of the 'system').
- Attempts to recruit through other possible recruitment partners (e.g. non-job placement agencies) such as Colony 47, Beacon, NDIS providers (etc.) was not fruitful.

It became apparent, that the target demographic was inevitably candidates for WFTD programs, and that job placement organisations (e.g. Workskills, Max etc.) were the most suitable recruitment partners. However, the change in national WFTD requirements essentially crippled the project.

**Nonetheless, this document reports on the great success of the project modules that have been rolled out in partial fulfilment of the overall project plan.**

## 6. Meeting of project objectives

The following table depicts the rollout of the project against the initial KPI's

Council	Project	Module	Days		Trainees		Outputs
			Aim	Actual	Aim	Actual	
Brighton	Army Camp Hospital	1	20	20	8	8	Extensive restoration of one wing of the 1938 Brighton Army Camp Hospital, including cladding repair and painting, glazing, floor finishing, plastering, interior painting, OH&S, project planning and carpentry.
		2	20	20	8	8	
		3	20	18	8	5	
		4	60	60	24	8	
		5					
		6					
	Pontville Trail						Not staged – Army Camp mod. 4-6 staged instead
Derwent Valley	Willow Court Walls	1	20	18	8	5	Brick indent repairs, wall capping and pointing and limewashing of a section of the 1830s wall surrounding the Willow Court Barracks.
		2	20		8		Not staged – recruitment session failed
	Pharmacy wing	3	20		8		Not staged
Glamorgan/Spring-Bay	Paradise probation station	1	20	21	8	5	Site cleanup, walking trail upgrades and interpretation installations at the 1840s Paradise Probation Station at Orford.
		2			8		Not staged - recruitment session failed
		3			8		
Southern Midlands	Shop/cottage	1	20	21	8	5	Restoration of the 1860s cottage and 1883 shop including carpentry (site and workshop), floor finishing, painting and basic stonemasonry work.
	Shop/cottage	2			8		Not staged
	Shop/cottage	3			8		
	Shop/cottage	4			8		
	Cemeteries care	5			8		Not staged
	Cemeteries care	6			8		
Tasman	Premaydena Officers quarters	1	20	21	8	5	Extensive catch-up maintenance program on convict-era residence, including masonry repair, landscaping, carpentry and painting.
		2			8		Not staged.
		3			8		
TOTALS			420	201	168	49	

## 7. Publicity

### Newspaper and TV news

The project gained considerable publicity from local media in the various areas, with examples being:

- Southern Cross and WIN News covering the Brighton project.
- Brighton community news
- Derwent valley community news
- Southern Midlands News.
- Local Government Association of Tasmania newsletter.
- Tasmanian Building and Construction Industry Training Board newsletter.
- ABC National Sunday radio interview.

The contribution of the Tasmanian Community Fund was acknowledged wherever possible.



Southern Cross News interviewing participants at Brighton.



Screen grab from Southern Cross News – Brighton Module 1.



Screen grab from Southern Cross News, Brighton Module 1.

WEDNESDAY, DECEMBER 2, 2015 - 03

news THE GAZETTE

## Volunteers start work at Willow Court



HERITAGE SKILLS: Restoration work has begun on the perimeter wall of Willow Court, built using convict labour in about 1830. Trade supervisor Mark Woodley, centre, works with trainees Tracie Hailer, left, and Cody Triffitt, both of New Norfolk.

## Council credit card use in focus

THE management of credit cards by the Derwent Valley Council will be discussed at the local council meeting of the week commencing this month.

The state Auditor-General drew attention to the council's management of credit cards for the third year in a row in a report to Parliament last week.

"Weaknesses in the management of credit cards reported to Council each year since 2012, I reassured myself," the Auditor-General said. "The matter related to a lack of adequate supporting documentation for credit card purchases."

The report recommended that the council support all credit card expenditure with "adequate documentation."

"We continued to review Derwent Valley Council of those matters and reviewed the associated audit risk to high," the report concluded.

Derwent Valley Council general manager Greg Winton told the Mercury the issue would be addressed at this month's council meeting and that a new policy around acceptable use of credit cards would be proposed.

## Building on our history

**REN WATERWORTH**

A MUCH needed restoration project began at New Norfolk's historic Willow Court last week.

The project is training local people aged 16 to 25 in a range of heritage trade skills, from masonry repair to stone working, pointing and mortar capping. It is part of a \$300,000 statewide program called In2it, the region's first purpose-built skills.

The Willow Court project was announced in June, applications opened last month and the work began last Monday.

A group of about eight people is working on the project to the closing works. The aim is to restore a wall to Willow Court to its original look from the 1830s.

Contractor and supervisor Mark Woodley said the project aimed to give renewed life to the wall which was close to 200 years old.

"It's a bit of a heritage nerd, so to speak on a project like this is amazing," he said.

"It will help the people involved understand the traditional methods of work like stone as well as giving them a bit of a history lesson and adding together another 200 years to the wall."

Work conducted on the site so far has involved clipping bricks out of the wall and flipping them around before re-mortaring them and applying a traditional lime wash.

Derwent Valley Mayor Martin Evans hailed the work.

"It's a wonderful thing actually because it engages the volunteer groups but also members of Vocatools to give them hands-on training and skills in heritage," he said.

"Tasmania is full of heritage and especially the Derwent Valley. These skills can be used elsewhere in other circles."

"So it's a great thing to preserve the wall and I'd love to commend the people on board and the volunteers who have pushed and really made this come to fruition. It will complement the ongoing work and preservation of Willow Court."

## When bushfire threatens. What will you do?

Local knowledge can save your life.

Download your Community Bushfire Protection PLAN NOW. Or freecall for a free copy.



Tasmania Fire Service

We urge you to:

- Visit the website to download your Plan.
- Learn about local safety options, including locations of nearby safety places.
- Apply the advice - develop a personal Bushfire Survival Plan (download a Survival Plan from our website).
- Check the website regularly - additional Plans are being added.

Derwent Valley Gazette – Derwent Valley Module 1, December 2015.

NEWSFRONT

HERITAGE SKILLS

HERITAGE SKILLS

## Heritage a boost to jobs

**DURCAN ABEY**

A HERITAGE restoration program aimed at providing young people with valuable trade skills is ready to breathe new life into the old Brighton army hospital.

Heritage Rejuvenation spokesman Charlie Renner said the six-month project was calling for applicants aged between 16 and 25 to learn practical skills in carpentry, plastering, and masonry while refurbishing a key piece of Tasmania's history.

"The trainees are under the constant supervision and guidance of an education officer and a trade all the time they are participating in the skills training," Mr Renner said.

"At the end of the training we put them in touch with others who can assist in their future employment pathways."

"We are urging young people to come on board and take this chance to enter the building industry in our exclusive course in heritage trade skills."

Brighton Council's James Dryburgh said the 1943 hospital was the only remaining structure of Tasmania's former army training facility.

"We believe the project will give our young trainees who otherwise would have difficulty finding work, important and lasting practical skills, as well as an appreciation and understanding of our heritage," he said.

Those interested can reach the project via [charlie.r@centreforheritage.com.au](mailto:charlie.r@centreforheritage.com.au).

PHOTOS: LUCY BOWDEN

ADVERTISMENT

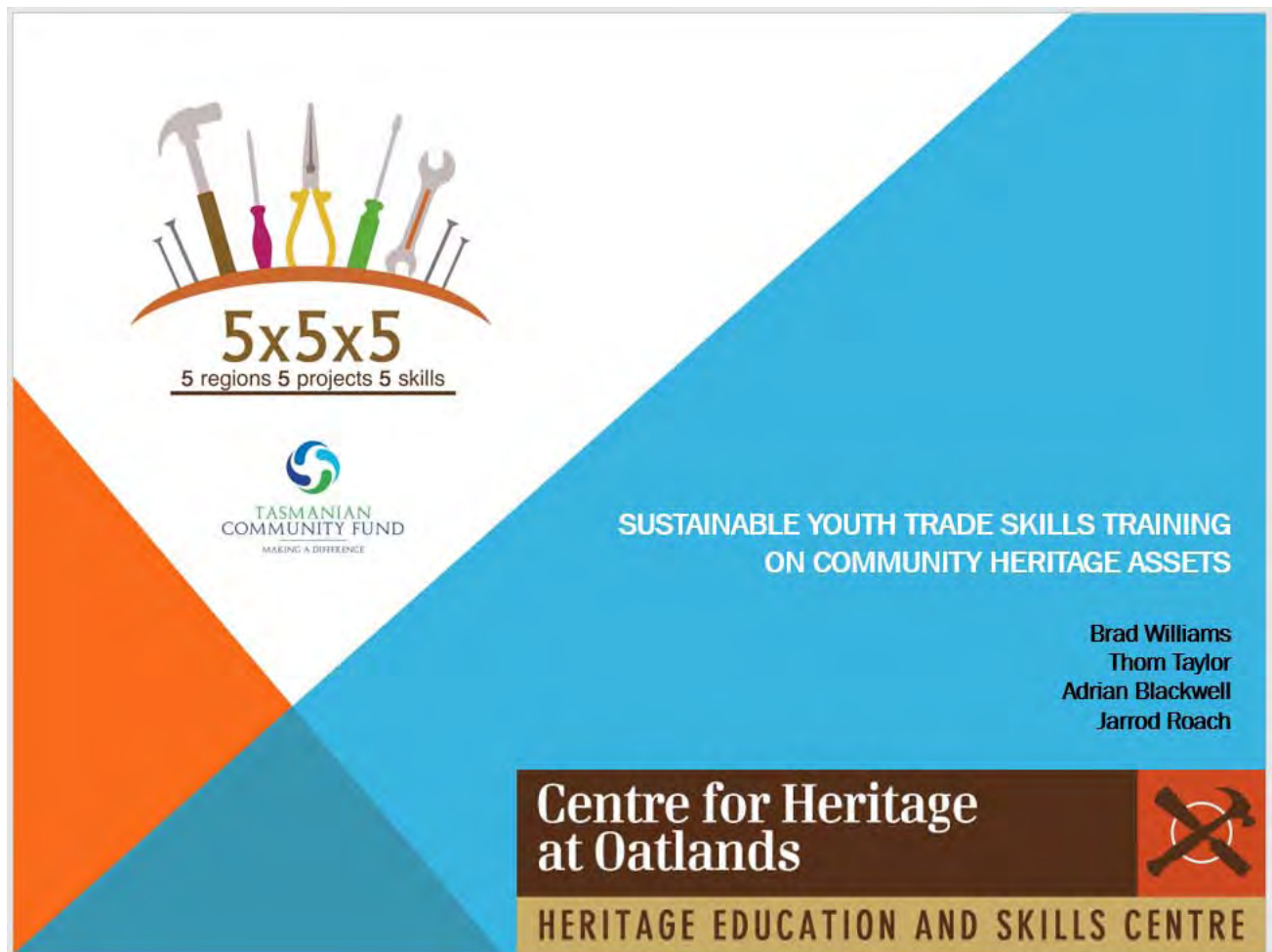
SATURDAY, MAY 6, 2017 - 27

Mercury coverage – Brighton Modules 4-6, May 2017.



### Industry Forums

Two of the students from the Brighton Module 1 assisted project supervisors in presenting the project to a state-wide Work for the Dole forum at Wrest Point in June 2015. This was attended by local government and industry representatives.



Presentation to the Wrest Point Work for the Dole forum.

## Site signage

Site signage also promoted the project and the TCF's contribution:



The signage features a header with the Centre for Heritage at Oatlands logo, the '5x5x5' project logo, and a crossed hammer and pickaxe icon. The main title is 'BRIGHTON ARMY CAMP HOSPITAL RESTORATION PROJECT'. Below this, it states that Brighton Council, in conjunction with the Heritage Education and Skills Centre and the Tasmanian Community Fund, is undertaking the restoration. It also mentions that 32 local youth will be trained over 2 years. Contact information for the Heritage Education and Skills Centre and Brighton Council is provided. Logos for the Tasmanian Community Fund and Brighton Council are at the bottom. A photograph of soldiers in uniform is at the very bottom.

**Centre for Heritage at Oatlands**  
HERITAGE EDUCATION AND SKILLS CENTRE

**5x5x5**  
5 regions 5 projects 5 skills

### BRIGHTON ARMY CAMP HOSPITAL RESTORATION PROJECT


Brighton Council, in conjunction with the Heritage Education and Skills Centre, with the support of the Tasmanian Community Fund, is undertaking the restoration of the former Brighton Army Camp Hospital for community use.

As part of the 5x5x5 project, the project will train 32 local youth (18-25) over 2 years, in a range of heritage and trade skills, in order to build skills and increase their potential to gain employment in the industry and/or the local area.

For further information, contact:  
Heritage Education and Skills Centre - 0418 303184  
Brighton Council - 6268 7000  
www.centreforheritage.com.au/5x5x5-project  
info@centreforheritage.com.au

**TASMANIAN COMMUNITY FUND**  
MAKING A DIFFERENCE

**BRIGHTON COUNCIL**



The signage features a header with the Centre for Heritage at Oatlands logo, the '5x5x5' project logo, and a crossed hammer and pickaxe icon. The main title is 'WILLOW COURT WALLS CONSERVATION PROJECT'. Below this, it states that Derwent Valley Council, in conjunction with the Heritage Education and Skills Centre and the Tasmanian Community Fund, is undertaking essential conservation work. It also mentions that 16 local youth will be trained over 2 years. Contact information for the Heritage Education and Skills Centre and Derwent Valley Council is provided. Logos for the Tasmanian Community Fund and Derwent Valley Council are at the bottom. A photograph of the Willow Court walls is at the very bottom.

**Centre for Heritage at Oatlands**  
HERITAGE EDUCATION AND SKILLS CENTRE

**5x5x5**  
5 regions 5 projects 5 skills

### WILLOW COURT WALLS CONSERVATION PROJECT

Derwent Valley Council, in conjunction with the Heritage Education and Skills Centre, with the support of the Tasmanian Community Fund, is undertaking essential conservation work to the historic Willow Court perimeter walls.

As part of the 5x5x5 project, the project will train 16 local youth (16-25) over 2 years, in a range of heritage and trade skills, in order to build skills and increase their potential to gain employment in the industry and/or the local area.

For further information, contact:  
Heritage Education and Skills Centre - 0418 303184  
Derwent Valley Council - 6261 8500  
www.centreforheritage.com.au/5x5x5-project  
info@centreforheritage.com.au

**TASMANIAN COMMUNITY FUND**  
MAKING A DIFFERENCE

**DERWENT VALLEY COUNCIL**

Also supported by:  
Friends of Willow Court  
The Derwent Valley Tidy Towns Committee  
Foodbank Tasmania



## Open Days and official visits

The project was subject to a number of official visits, including:

- Premier Will Hodgman (Oatlands Commissariat)
- The Hon. Kate Warner, Governor of Tasmania (Oatlands Commissariat)
- Brian Wightman MP (Brighton)
- Guy Barnett MP (Brighton)

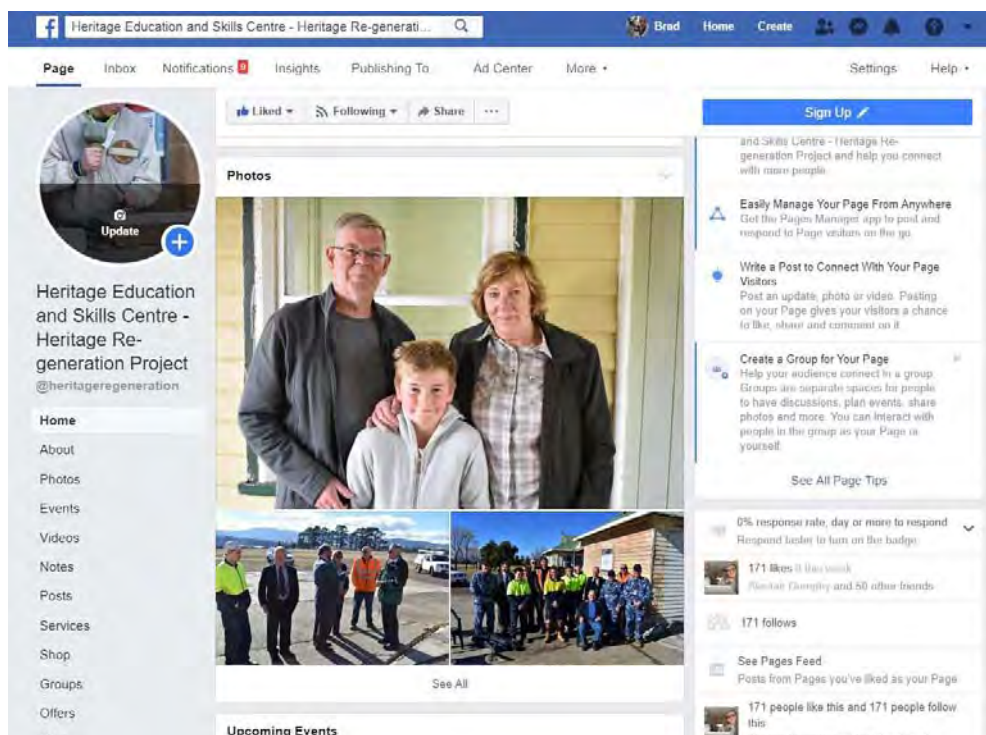
In July 2017 an open day was held for the Returned Services League at the Brighton Army Camp to highlight the work done and to introduce the participants to some retired soldiers who had actually trained at the camp. This was a valuable link for their project to the past and instilled a great deal of pride in the participants.

In August 2017 a public open day was also held at Brighton Army Camp to highlight the work of the participants. Associated with both of these events, participants planned for the events, catered, installed signage and tour-guided.



### Social media

The 5x5x5/Heritage regeneration Facebook page was established to promote the activities of the project and as a recruitment and engagement tool. The page also served as a discussion forum and the responses were overwhelmingly positive. Review of the Facebook analytics show that some posts received 1500 engagements which demonstrate community interest.



11/03/2017 7:59 PM		The Centre for Heritage at Oatlands is currently recruiting.... see the ad in			391	
10/10/2017 6:50 PM		It was fantastic to host Minister Guy Barnett (Minister for Building and			218	
09/28/2017 8:39 AM		We'll you'll all be glad to hear that despite the weather, our Community			162	
09/13/2017 9:00 PM		Heritage Education and Skills Centre - Heritage Re-generation Project			96	
09/13/2017 8:13 AM		Everyone is welcome!			719	
09/07/2017 10:12 AM		Hello again! This week at our re-Generation project, we were pleased			435	
09/06/2017 3:07 PM		Heritage Education and Skills Centre - Heritage Re-generation Project			64	
08/10/2017 10:34 AM		The participants of the re-Generation program at the Brighton Military			1.5K	
07/16/2017 12:51 AM		OK... the look of transfixed faces at day 1 of our traditional surface			190	
07/11/2017 9:57 AM		what a fantastic opportunity			87	
07/10/2017 10:35 AM		Federal MP Brian Mitchell for Lyons dropped in for a visit at the Brighton			881	
07/06/2017 12:21 PM		At The Heritage Education and Skills Centre, we've developed a really			1K	

Example of Facebook analytics showing post engagements.

## 8. Outputs and benefits of the project

The following is a selection of the specific project outcomes:

### Confidence

Whilst not a measurable commodity, the most notable benefit of this project as anecdotally conveyed by all project supervisors was the instilling of confidence in many of the youth participants. Notably, many of the participants were very 'cool' on the idea of work at the recruitment sessions and their first few days on site were often somewhat oppressive in terms of their participation. However, it was noted in more than half the cases that enthusiasm and confidence soon grew – with examples of many participants asking if they can do more than the prescribed three days per week as well as asking if they could join future programs. Their pride in their workmanship was clear on open days and official visits, where the more confident participants took the lead in touring dignitaries (e.g. MP's) around the sites and relaying their experience. It was also notable that when one of the sites was vandalised over a weekend, the participants took a very defensive attitude to the protection of 'their site'.

Particularly where project supervisors gave the participants some 'ownership' of the project by engaging them in planning, design, materials ordering etc. they participants commented that they felt like their participation was not mere 'labour' but as an integral; part of the project from start-to-finish.

### Local employment

A key driver of the recruitment process was to engage with local youth – particularly where the project was targeted in to more isolated areas (e.g. Tasman, Glamorgan-Spring Bay and Southern Midlands) where regular bus services are not provided and local youth may be inhibited by transport needs. The various open-days stages as part of the project allowed the participants to invite their family and friends to showcase the work they were doing and to show the community that the project has delivered tangible and on-ground benefits in the restoration of community heritage assets.

Whilst a formal process of following the pathways of the youth was not undertaken, anecdotally several participants went on to gain employment in the local area based partly on their new experience and references from the various tradespeople and administrators from this project. These are more specifically discussed below in the selected case studies.

Where feasible, local tradespeople were engaged to supervise the trainees which also assisted them in building networks of prospective future employers.

### Public engagement in the project

Given that the sites are all publicly owned (or under leasehold to a public organisation) a key aspect of the project was public engagement, both as a means of demonstrating the tangible benefits of the project to public heritage assets, but also as a means of promoting each council's, the Heritage Education and Skills Centre and the Tasmanian Community fund's commitment to youth heritage trade skills development and the promotion of employment and training pathways. The public engagement program also aimed to promote the project recruitment process – with many recruits deriving from word-of-mouth from the various communities. This was enhanced by the publicity as described above.

### Enhanced public heritage assets

The following specifically details the on-ground and tangible benefits this project has provided for the restoration of community heritage assets:

#### Brighton

The Brighton Army Camp project was by far the most successful and was rolled-out over four periods which completed 6 project modules (i.e. modules 4-6 were consolidated as a means of attempting to meet Work for the Dole accreditation). The army camp hospital is the only remaining building of dozens of WWII army camp buildings on the site and is owned by Brighton Council – having been acquired as part of public open space requirements of the subdivision of the adjacent former army camp grounds. At the start of the project, the buildings were boarded up, with practically every window smashed and one wing of the complex has in recent years fallen victim to an arson attack. The buildings have had no maintenance since the early 2000s when they were last used as a refugee camp. There is a desire to make these buildings accessible and useable by the public in conjunction with the adjacent subdivision, which is resulting in several hundred residences being constructed in close proximity to the buildings.

Almost 120 days were spent working on the site, with an average of 7 participants, which including supervisor time represents over 7000 hours of labour. Skills learned included:

- OH&S and project planning and management
- Glazing and window repairs
- Carpentry
- Plastering
- Painting
- Basic plumbing

This resulted in the following works being completed:

- Full restoration of two large rooms in the eastern wing of the building, which were completely re-glazed, painted, floors sanded and finished, electrical works undertaken (by others) and joinery repairs undertaken. It was satisfying that in 2016, one of these room was used for a Ten Days on the Island installation and event, which has breathed new life into the building as a temporary exhibition space.
- Interior repairs and selected re-glazing of the western wing in preparation for further work.





Plaster repairs in progress



Before and after example of rebuilt linkways.



Historic Image – hospital interior (National Archives of Australia)



Before work



Following works – note the room is now used for interpretation of heritage values.



### Derwent Valley

The Derwent Valley project involved one project module teaching traditional masonry repair skills on the restoration of the 1830s perimeter walls of the Willow Court precinct at New Norfolk. This was staged in conjunction with the *Friends of Willow Court* community group who assisted in mentoring the participants and building community capacity and partnerships. Five participants plus three representatives of FOWC undertook an 18-day project, which resulted in around 1300 hours of work done to the walls. The skills learned included:

- OH&S, site establishment, scaffolding etc.
- Preparation of traditional limestone-based restoration products (e.g. mortar, limewash)
- Brick indent repair
- Re-pointing of masonry
- Landscaping
- Limewashing

This project resulted in a length of the historic Willow Court walls being repaired, including brickwork repair, capping, pointing, limewashing etc. The project also trained the FOWC group for the ongoing maintenance of the walls.





Willow Court walls - before



Willow Court walls - after

### Glamorgan/Spring-Bay

The Glenmorgan-Spring Bay project involved public access and interpretation improvements to the Paradise Convict Probation Station near Orford and was run in conjunction with Triabunna District High School and the Glamorgan Spring-Bay Historical Society. Support was provided by the Glamorgan-Spring Bay Council's Landcare unit. The convict station is on private land, however the GSB Council has a leasehold arrangement with the owner to allow public access to the site, which is a very important part of the convict heritage of the east coast of Tasmania. Skills learned on this project included:

- OH&S and project planning
- Landscaping and land clearing (including brushcutter use)
- Gabion wall construction
- Mapping and surveying
- Track building

This project resulted in the following public access and presentation improvements to the site:

- Clearance and upgrade of the entrance track from Orford
- Substantial vegetation clearance from around the ruins of the convict station, including removal of fallen trees and trees growing through the ruins which were threatening destruction of them
- Mapping and surveying of the site, including finding and recording the previously unknown lime kiln, which is a very significant site feature
- Building of gabion cage plinths, which were filled with displaced convict bricks from the site (to ensure their security and avoid public 'souveniring' and for the future installation of interpretive signage).





### Southern Midlands

The Southern Midlands Council sponsored project involved restoration works on the Oatlands Commissariat (1828) and the Victorian shop building (c1883) at 79 High Street, Oatlands. These buildings are owned by Southern Midlands Council and their restoration is further to the Southern Midlands Integrated Heritage Hub project, which seeks to fit out the completed buildings as a community heritage trade/craft skills cooperative and as the home for the not-for-profit Heritage Education and Skills Centre. The works undertaken by the trainees assisted in the overall restoration of the building and trained them in a number of skills on a commercial heritage building which will be used for ongoing community use and access.

Sourced through local job-network providers, five participants undertook a 21-day program which included:

- Masonry repair (re-pointing sandstone and brick repairs)
- Carpentry (assisting with roof structure repairs)
- Joinery (preparation of new flooring and floorboards)
- Specialist paint finishes (joinery and flooring finishing).

This project resulted in the contribution to the larger project which involved the full restoration of these derelict buildings. The participants input was mainly in the Victorian shopfront building, which has been converted from derelict space to the shopfront for the Oatlands Heritage Hub.



Trainees first-day on site receiving inductions



Before – participants worked on the new floor and surface finishes.



After

### Tasman

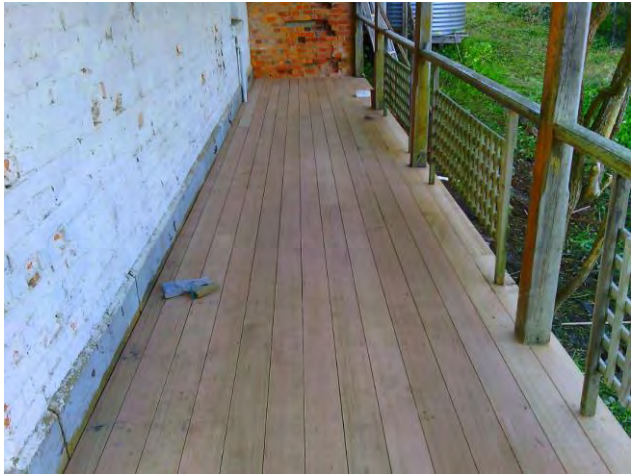
The Tasman Council sponsored project involved restoration works to the 1840s Superintendent's Quarters at the former Impression Bay Convict Probation Station. Five trainees sourced through the Tasman District High School undertook a 21-day program and assisted tradespeople in the following works:

- Brickwork restoration (veranda plinth and generally on walls and garden walls across the property).
- Stonemasonry – making an entrance sign for the Court House museum.
- Rebuild of part of the veranda flooring and framing
- Joinery repairs to the cell block at rear
- Landscaping
- Painting of deteriorated (and recently replaced) timber elements

This building is owned by Tasman Council and includes on the site a building used by the Tasman Historical Society for meeting rooms and a museum. A caretaker is resident in the house itself. This project allowed Council to undertake essential remedial works to this state heritage listed building, of high importance as part of a convict site. The trainees gained skills in several aspects of restoration and OH&S and worked collaboratively with the tradespeople, education supervisor and the residents of the building to gain real-life experience on a domestic-scale restoration project.



Repairs to cell block joinery, cladding and door



Repair of veranda floor



Repairing brickwork on the veranda plinth



Rebuild of rear porch wall



### Case studies – Participant success

The following are a selection of exemplar participants who participated in the program and have since continued into further education, training and/or employment in related fields:

#### Shannon (20, Bridgewater):

Shannon was a participant on the Brighton Module 1 and developed a keen interest in all of the trade skills offered. Working with Council's works crew on some landscaping and civil works on the site, he was spotted by the works manager, and offered a casual position as a town maintenance worker for the summer – and worked for Brighton Council for several months before gaining a maintenance position with Hobart City Council.

#### Jerrod (20, Gagebrook):

Jerrod was a participant on the Brighton Module 1 and developed a keen interest in carpentry and joinery, taking a lead in the window and floor restoration in the army camp building. Upon completion of the program he gained a place in a pre-trade program at the TAFE Bridgewater campus which would lead to a carpentry apprenticeship.

#### Nick (19, Bagdad):

Nick participated in the Brighton 3-month program (Modules 4-6) and developed an interest in the finer details of heritage restoration, in particular painting and traditional paint technology. He followed through to undertake the Southern Midlands module and upon completion of that module was employed by Heritage Building Solutions as a builder's hand and spent the following 18-months on the Oatlands Commissariat project – taking a very active role in the fine-detail heritage aspects of the project, in particular painting, stone restoration and detailed carpentry. Nick was certainly a 'favourite' amongst the team of tradespeople, all of whom gave him a glowing reference and upon the completion of that project he gained full-time employment as a maintenance hand for a local orchard.

#### Trixie (23, New Norfolk):

Trixie participated in the Derwent Valley Module 1 and developed an interest in masonry conservation and all aspects of heritage planning and management. A self-confessed 'heritage nerd' she went on to undertake several short-courses with the Heritage Education and Skills Centre. With a reference from the 5x5x5 project, she gained employment with a Hobart-based window restoration company, before gaining full-time employment with a New Norfolk estate as a grounds and maintenance worker (through association with Heritage Building Solutions). She is still in that role over 2-years later and is spoken very highly of by her colleagues.

**Overall, a great pleasure in facilitating this project is to see youth such as these mentioned above gain confidence and skills and to assist them in opening pathways to follow post-project.**



## 8. Transition programs

The entire premise of the program was that this was not a 'labour camp' and that the key objective was to take the participants and give them experience, training and direction to further pathways for training or employment. All participants had a tailored 'pathway plan' in order to give them guidance as to what their options might be post-program. This included:

- Tours of the TAFE facility at Bridgewater and Warrane and regular contact with course counsellors
- Meetings with local school counsellors
- 'Meet and Greet' barbeques with local tradespeople and building companies
- Resume writing
- Provision of completion certificates and references (where appropriate)



Example of a completion certificate

## 9. Where to from here?

The support of the Tasmanian Community fund has been integral to the staging of this project – although there has been interest from councils included in this project (e.g. Southern Midlands and Brighton) to seek to adopt a ‘commercial’ model for such, which does not necessarily rely on external funding (although there are a number of funding opportunities available). Other councils have also expressed interest in adopting the model as well as charity-based organisations.

The Heritage Education and Skills Centre has developed a commercial offer for project modules that can be offered to any organisation – as the original project model (i.e. the 21-day projects) is considered to be commercially viable - noting however that this format does not currently meet the accreditation guidelines for a Work for the Dole project, which brings in the issues identified in Section 5 above. A key obstacle in the future of such projects is the resolution of this issue – noting that the Heritage Education and Skills Centre has expended significant energy to try and overcome this issue, to limited success. Recruitment issues will not be resolved until such time as the WFTD guidelines are changed so that participants can gain credit for their inputs.

Whilst the Heritage Education and Skills Centre is equipped to manage the implementation of such projects on a commercial basis, HESC is not in a position to undertake the lead in lobbying for the required changes to various employment/training peak-bodies or government, however, is prepared to provide support to those who may be able to take the lead.

**It is recommended that key stakeholders continue to lobby for such changes, and this project has a high likelihood of a successful future. The Heritage Education and Skills Centre is keen to take a role with relevant partners to further pursue this project, subject to clear resourcing arrangements and a lead/partner organisation more equipped to lobby for the required changes taking the lead.**



## Grant deed

Grant program: 2018-19 Major Grants Program

---

The Crown in Right of Tasmania  
(represented by the Department of Communities Tasmania  
**(Grantor)**)

and

Southern Midlands Council  
**(Recipient)**

OCS APPROVED TEMPLATE  
Grant Docs-Grant deed (short form) template-3-2014-AU  
(December 2014)

REFERENCE AND CONTACT DETAILS  
Department: Communities Tasmania  
Contact officer: Manager, Grants, Sport and Recreation Infrastructure  
Telephone: 1800 204 224  
Email: csrgrants@communities.tas.gov.au

Doc Ref: Grant Deed - Southern Midlands Council (Mangalore Recreation Ground) - 2018-19  
Major Grants Program

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# Grant deed

## Details and recitals

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### Date:

### Parties:

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Name	<b>The Crown in Right of Tasmania</b> (represented by the Department of Communities Tasmania)
Short form name	<b>Grantor</b>
Notice details	C/- Department of Communities Tasmania, 15 Murray Street, Hobart TAS 7000 Email: <a href="mailto:csrgrants@communities.tas.gov.au">csrgrants@communities.tas.gov.au</a> Attention: Deputy Secretary, Communities, Sport and Recreation

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Name	<b>Southern Midlands Council</b>
ACN/ARBN/ABN	68 653 459 589
Short form name	<b>Recipient</b>
Notice details	PO Box 21, Oatlands TAS 7120 Telephone: (03) 6259 3011 Email: <a href="mailto:mail@southernmidlands.tas.gov.au">mail@southernmidlands.tas.gov.au</a> Attention: Mr Tim Kirkwood, General Manager

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### Recitals:

- A. The Grantor has agreed to provide a monetary grant to the Recipient upon the terms and conditions set out in this Deed.
- B. The Recipient has agreed to accept the Grant on the terms and conditions set out in this Deed.



## Information Table

<b>Item 1 (clause 1.1):</b>	<b>Approved Purpose for which the Grant is provided</b>
The Approved Purpose is to assist the Recipient with the construction of twin equestrian arenas at Mangalore Recreation Ground.	
<b>Item 2 (clause 2.1):</b>	<b>Grant Amount</b>
The grant amount is for thirty six thousand seven hundred and eighty four dollars (\$36,784.00) (excluding GST)	
<b>Item 3 (clause 3.1):</b>	<b>Payment method for the Grant</b>
The Grant is to be paid to the Recipient within 15 Business Days after the date of this Deed by electronic funds transfer.	
<b>Item 4 (clause 3.2(a)):</b>	<b>Conditions precedent to payment of the Grant</b>
Not applicable	
<b>Item 5 (clause 4.2):</b>	<b>Date for commencement of the Approved Purpose</b>
On signing of the grant deed.	
<b>Item 6 (clause 4.3):</b>	<b>Date for completion of the Approved Purpose</b>
The date for completion of the Approved Purpose is 30 June 2020.	
<b>Item 7 (clause 7.2):</b>	<b>Reporting requirements</b>
The Recipient must provide to the Grantor not later than 30 days after the Date for Completion (specified in Item 6), the following reports:  a) Final report on the carrying out of the Approved Purpose. b) Acquittal report on the Recipient's use and expenditure of the Grant.	
<b>Item 8 (clause 10):</b>	<b>Special terms and conditions</b>
As per section 5, the Recipient must acknowledge the support of the Tasmanian Government, as per Annexure A.	

# Agreed terms and conditions

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The parties agree as follows:

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## 1 Definitions and interpretation

### 1.1 Definitions

In this Deed, unless the context otherwise requires:

**Approved Purpose** means the purpose for which the Grant is provided as set out in Item 1.

**Authorised Officer** means:

- (a) if a party is the Crown or a Minister of the Crown, each of the Secretary of the department responsible for the administration of the Grant, an Acting Secretary of that department, a Deputy Secretary of that department, and a nominee of any of them; or
- (b) for any other party, a person authorised in writing by that party.

**Business Day** means a day that is not a Saturday, a Sunday, Easter Tuesday or a statutory holiday (as defined in the *Statutory Holidays Act 2000* (Tas)) generally observed in Hobart.

**Crown** means the Crown in Right of Tasmania.

**this Deed** means this deed and includes all its annexures, appendices, attachments and schedules (if any).

**Default Event** means each of the events specified in clause 9.1.

**Details** means the details and recitals set out above.

**Government Body** includes a body politic, a government (federal, state or local), a governmental, judicial or administrative body, a tribunal, a commission, a department or agency of any government, and a statutory authority or instrumentality.

**Grant** means the grant paid, or to be paid, by the Grantor to the Recipient pursuant to clause 2.1.

**Grantor** means the person or entity named above as Grantor and, where the context requires, includes the employees, authorised contractors and agents of that person. If the Grantor is a Minister of the Crown, a reference to the Grantor includes that Minister's predecessors and successors in office (as applicable).

**GST** means any goods and services tax or similar tax imposed by the Commonwealth of Australia (but excluding any penalty, fine, interest or similar payment).

**GST Laws** means applicable Laws relating to GST.

**Information Table** means the table titled 'Information Table' set out above.

**Item** means an item in the Information Table.

**Law** means:

- (a) principles of law or equity established by decisions of courts;

- (b) legislation and subordinate legislation; and
- (c) requirements, approvals (including conditions) and guidelines of any Government Body that have force of law.

**month** means calendar month.

**Recipient** means the person named above as the Recipient and, where the context requires, includes the officers and employees of the Recipient.

**Relevant Matter** means any matter or thing related to any of the following:

- (a) the performance by the Recipient of its obligations under this Deed;
- (b) the receipt, use or expenditure of the Grant;
- (c) the carrying out of the Approved Purpose (including the effectiveness of the Recipient's carrying out of the Approved Purpose);
- (d) any report provided, or to be provided, by the Recipient to the Grantor in accordance with this Deed;
- (e) any information provided by the Recipient to the Grantor in connection with any application for the Grant;
- (f) any breach of this Deed by the Recipient;
- (g) the occurrence, or possible occurrence, of any Default Event.

**Right** includes a right, a power, a remedy, a discretion or an authority.

## 1.2 Interpretation

In this Deed, unless the context otherwise requires:

- (a) the singular includes the plural and vice versa;
- (b) words importing a gender include all genders;
- (c) other parts of speech and grammatical forms of a word or phrase defined in this Deed have a corresponding meaning;
- (d) a reference to a thing (including property or an amount) is a reference to the whole and each part of that thing;
- (e) a reference to a group of persons includes a reference to any one or more of those persons;
- (f) a reference to an annexure, an appendix, an attachment, a schedule, a party, a clause or a part is a reference to an annexure, an appendix, an attachment, a schedule or a party to, or a clause or a part of, this Deed;
- (g) a reference to any legislation or legislative provision includes subordinate legislation made under it and any amendment to, or replacement for, any of them;
- (h) writing includes marks, figures, symbols, images or perforations having a meaning for persons qualified to interpret them;
- (i) a reference to a document includes:
  - (i) any thing on which there is writing;

- (ii) any thing from which sounds, images or writings can be reproduced with or without the aid of any thing else;
- (iii) an amendment or supplement to, or replacement or novation of, that document; or
- (iv) a map, plan, drawing or photograph;
- (j) a reference to an agreement includes an undertaking, deed, agreement or legally enforceable arrangement or understanding, whether or not in writing;
- (k) a reference to a 'person' includes a natural person, a partnership, a body corporate, a corporation sole, an association, a Government Body, or any other entity;
- (l) a reference to a party includes that party's executors, administrators, successors and permitted assigns and substitutes;
- (m) a reference to a Minister includes, as applicable, that Minister's predecessors and successors in office;
- (n) a reference to a Government Body or other body or organisation that has ceased to exist, or that has been renamed, reconstituted or replaced, or the powers or functions of which have been substantially transferred, is taken to refer respectively to the Government Body or other body or organisation as renamed or reconstituted, or established or formed in its place, or to which its powers or functions have been substantially transferred;
- (o) a reference to an office in a Government Body or other body or organisation includes any person acting in that office, and if the office is vacant, the person who for the time being is substantially responsible for the exercise of the duties, functions or powers of that office;
- (p) mentioning any thing after the words 'includes', 'included' or 'including' does not limit the meaning of any thing mentioned before those words;
- (q) a reference to a day is to be interpreted as the period of time in Tasmania commencing at midnight and ending 24 hours later;
- (r) reference to a time or date in connection with the performance of an obligation by a party is a reference to the time or date in Hobart, Tasmania, even if the obligation is to be performed elsewhere; and
- (s) references to '\$' and 'dollars' are to Australian dollars.

### **1.3 Headings**

Headings are included for convenience only and do not affect the interpretation of this Deed.

### **1.4 No rule of construction applies to disadvantage party**

In relation to the interpretation of this Deed, no rule of construction is to apply to the disadvantage of a party because that party was responsible for the preparation of this Deed or any part of it.

### **1.5 Information Table**

- (a) An Item that has not been completed will be taken to be 'not applicable'.
- (b) Unless the context otherwise requires, expressions defined in the Information Table have the same meanings when used in other parts of this Deed.

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## 2 Grant

### 2.1 Agreement to provide Grant

Subject to the terms of this Deed, the Grantor will provide to the Recipient the monetary grant set out in Item 2 for use by the Recipient for the Approved Purpose in accordance with this Deed.

### 2.2 Acknowledgments

The Recipient acknowledges and agrees that:

- (a) the Grantor's financial assistance to the Recipient in respect of the Approved Purpose is limited to the Grant;
- (b) nothing in this Deed requires the Grantor to provide any further financial assistance to the Recipient in respect of the Approved Purpose; and
- (c) the Grantor is not responsible for any liabilities incurred by the Recipient, or any obligations entered into by the Recipient, as a result of or arising out of, the Recipient's obligations under this Deed or in respect of the Approved Purpose.

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## 3 Payment of Grant to Recipient

### 3.1 Method of Grant payment

Subject to clause 3.2, the Grantor will pay the Grant to the Recipient in the manner specified in Item 3. If no method of payment is specified in Item 3, the method of payment will be as determined by the Grantor.

### 3.2 Conditions affecting Grant payment

- (a) **(Conditions precedent):** If Item 4 includes any conditions precedent to the payment of the Grant, then the obligation of the Grantor to pay the Grant or part of the Grant is subject to the prior and continuing satisfaction of those conditions precedent (except for any of those conditions precedent waived in writing by the Grantor).
- (b) **(Default Events):** The Grantor is not required to pay the Grant (or if the Grant is payable by instalments, any instalment of the Grant) to the Recipient if a Default Event has occurred and has not been remedied to the satisfaction of the Grantor.
- (c) **(Requirement for tax invoice):** If the Grant, or any instalment of the Grant, is subject to GST, the Grantor is not required to pay the Grant (or the relevant instalment) until the Grantor has received from the Recipient a correctly rendered tax invoice in accordance with clause 11.

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## 4 Application of Grant and related matters

### 4.1 Application of Grant for Approved Purpose

- (a) The Recipient must only use the Grant to undertake the Approved Purpose.
- (b) The Recipient must not change the Approved Purpose without the prior written approval of the Grantor, which approval may be given or withheld in the Grantor's absolute discretion.

- (c) The Recipient must undertake the Approved Purpose exercising reasonable skill, care and attention.

#### **4.2 Commencement of Approved Purpose**

The Recipient must substantially commence (to the Grantor's satisfaction) the Approved Purpose by the date shown in Item 5 or such later date, if any, approved in writing by the Grantor.

#### **4.3 Completion of Approved Purpose**

The Recipient must complete the Approved Purpose by the date shown in Item 6 or such later date, if any, approved in writing by the Grantor.

#### **4.4 Compliance with Law**

The Recipient must comply with all applicable Laws in expending the Grant and in carrying out the Approved Purpose.

#### **4.5 Financial records**

- (a) The Recipient must keep and maintain proper accounts, records and financial statements showing, the receipt, use and expenditure of the Grant and the carrying out of the Approved Purpose.
- (b) The Recipient's financial statements must show, as separate items, the receipt, use and expenditure of the Grant.
- (c) The Recipient must allow the Auditor-General of Tasmania (or his or her nominee) to audit, inspect, and to take copies of, the Recipient's accounts, records and financial statements relating to the receipt, use and expenditure of the Grant.

#### **4.6 Notice by Recipient of adverse matters**

The Recipient must immediately notify the Grantor in writing of:

- (a) the occurrence of any matter, event or thing, occurring after the date of this Deed, that adversely affects or materially delays the Recipient carrying out the Approved Purpose in accordance with, or the performance by the Recipient of its obligations under, this Deed;
- (b) any breach of this Deed by the Recipient; or
- (c) the occurrence of any Default Event.

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## **5 Publicity concerning Grant and Approved Purpose**

The Recipient must include in any correspondence, promotional material, public (including media) announcement, advertising material, or other publication concerning the Approved Purpose, an acknowledgement that the Approved Purpose is assisted by a grant from the Grantor. The acknowledgement must be in a form and substance approved in writing by the Grantor.

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## **6 Repayment of Grant by Recipient**

### **6.1 Repayment obligation**

The Recipient must repay to the Grantor on demand in writing by the Grantor:

- (a) any part of the Grant that is not required by the Recipient to carry out the Approved Purpose;
- (b) any part of the Grant that is used by the Recipient for a purpose that is not an Approved Purpose; and
- (c) the Grant (or such part of the Grant as may be determined by the Grantor in its absolute discretion) if:
  - (i) the Recipient does not complete the Approved Purpose by the date shown in Item 6 or such later date, if any, approved in writing by the Grantor;
  - (ii) this Deed is terminated by the Grantor in accordance with clause 9; or
  - (iii) a Default Event occurs.

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## **7 Review, monitoring, audit, reports and related matters**

### **7.1 Review, monitoring or audit of Relevant Matters**

The Grantor may from time to time review, monitor or audit any Relevant Matter. The Recipient must in connection with any such review, monitoring or audit by the Grantor comply with any reasonable directions of the Grantor.

### **7.2 Reporting**

- (a) The Recipient must provide to the Grantor the reports and other documents (if any) specified in Item 7.
- (b) The Recipient must provide to the Grantor such other reports and documents as required by the Grantor from time to time in connection with any Relevant Matter. Unless otherwise stated in Item 7, nothing in that Item limits the reports or frequency of reports that the Grantor may require under this clause 7.2(b).

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## **8 Representations and warranties**

### **8.1 Warranties**

The Recipient represents and warrants to the Grantor that all information given, and each statement made, to the Grantor by the Recipient or its agents concerning any application for the Grant, is true, correct and not misleading in any way.

### **8.2 No reliance by the Recipient**

The Recipient acknowledges that it has not entered into this Deed in reliance on any representation, warranty, promise, statement or undertaking made by the Grantor or any person on behalf of the Grantor.

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## **9 Default Events and termination**

### **9.1 Default Events**

Each of the following events is a Default Event for the purposes of this Deed:

- (a) **(Breach not capable of being remedied):** If the Recipient breaches any of its obligations under this Deed and the breach is not capable of being remedied.

- (b) **(Failure to remedy breach):** If:
  - (i) the Recipient breaches any of its obligations under this Deed;
  - (ii) the breach is capable of being remedied; and
  - (iii) the Recipient fails to remedy the breach within the period (being a period of not less than five Business Days) specified by the Grantor in a notice given to the Recipient detailing the breach.
- (c) **(Repudiation):** If the Recipient repudiates this Deed.
- (d) **(Natural person):** If the Recipient is a natural person, at any time before the Recipient has performed all of its obligations under this Deed, the Recipient:
  - (i) dies;
  - (ii) becomes an insolvent under administration (as defined in section 9 of the *Corporations Act 2001* (Cwlth)), or any action is taken which could result in that event; or
  - (iii) ceases to be of full legal capacity.
- (e) **(Body corporate related events):** If the Recipient is a body corporate, at any time before the Recipient has performed all of its obligations under this Deed:
  - (i) the Recipient becomes an externally administered body corporate (as defined in section 9 of the *Corporations Act 2001* (Cwlth));
  - (ii) the Recipient is dissolved, wound-up or its registration is cancelled;
  - (iii) any process or action is commenced or taken which could lead to an event mentioned in clause 9.1(e)(ii); or
  - (iv) in the opinion of an Authorised Officer for the Grantor, the corporate governance or administration of the Recipient is materially deficient or unsatisfactory.
- (f) **(Representation):** If any representation or warranty by the Recipient in this Deed is untrue, false or misleading when made or repeated.

## 9.2 Termination - Default Events

In addition to any other Rights, if a Default Event occurs, the Grantor may terminate this Deed by notice in writing to the Recipient. The termination takes effect when the Grantor's notice is taken to have been received by the Recipient in accordance with clause 12.3 (or any later date specified in the notice).

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## 10 Special terms and conditions

- (a) The special terms and conditions (if any) in Item 8 form part of this Deed.
- (b) If there is any inconsistency between the special terms and conditions in Item 8 and another provision of this Deed, the special terms and conditions override the other provision to the extent of the inconsistency.
- (c) A special term or condition in Item 8 is taken not to be inconsistent with another provision of this Deed if the special term or condition and the other provision of this Deed are both capable of being complied with.



- (d) To avoid doubt and without limiting the operation of clause 13.14, any Right contained in Item 8 is in addition to any other Rights provided for in this Deed or at Law.

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## 11 GST

- (a) Unless otherwise stated in this Deed, all amounts payable by one party to another party are exclusive of GST.
- (b) If GST is imposed or payable on any supply made by a party under this Deed, the recipient of the supply must pay to the supplier, in addition to the GST exclusive consideration for that supply, an additional amount equal to the GST exclusive consideration multiplied by the prevailing GST rate. The additional amount is payable at the same time and in the same manner as the consideration for the supply.
- (c) A party that makes a taxable supply under this Deed must provide a valid tax invoice to the recipient of the supply.
- (d) A party's right to payment under clause 11(b) is subject to a valid tax invoice being delivered to the party liable to pay for the taxable supply.
- (e) If the consideration for a supply under this Deed is a payment or reimbursement for, or contribution to, any expense or liability incurred by the supplier to a third party, the amount to be paid, reimbursed or contributed in respect of the expense or liability will be the amount of the expense or liability net of any input tax credit to which the supplier is entitled in respect of the expense or liability.
- (f) Where any amount payable under this Deed is paid by being set-off against another amount, each amount must be calculated in accordance with this clause 11 as if it were an actual payment made pursuant to this Deed.
- (g) Unless the context otherwise requires, expressions used in this clause 11 that are defined in the GST Laws have the meanings given to those expressions in the GST Laws.

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## 12 Notices

### 12.1 Notice requirements

- (a) A notice, certificate, consent, application, waiver or other communication (each a **Notice**) under this Deed must be:
- (i) in legible writing in the English language;
  - (ii) subject to clauses 12.1(b) and 12.1(c), signed by or on behalf of the sender or by a lawyer for the sender;
  - (iii) marked for the attention of the person or position (if any) specified in the Details applicable to the intended recipient of the Notice or, if the intended recipient has notified otherwise, marked for attention in the way last notified; and
  - (iv) left or sent in accordance with clause 12.2.

- (b) A printed or copy signature is sufficient for the purposes of sending any Notice by facsimile.
- (c) A Notice sent by email is taken to have been signed by the sender.
- (d) A Notice must not be given orally.

## **12.2 Method and address for delivery**

- (a) Subject to clause 12.2(b), a Notice must be:
  - (i) left at the intended recipient's address set out in the Details;
  - (ii) sent by prepaid ordinary mail (or prepaid airmail, if from one country to another country) to the intended recipient's address set out in the Details;
  - (iii) sent by facsimile to the intended recipient's facsimile number (if any) set out in the Details; or
  - (iv) sent by email to the intended recipient's email address (if any) set out in the Details.
- (b) If the intended recipient of a Notice has notified the sender of another address, facsimile number or email address for the purposes of receiving Notices, then subsequent Notices to that intended recipient must be left at or sent to the address, facsimile number or email address (as applicable) last notified by that intended recipient.

## **12.3 Time of receipt**

- (a) Subject to clause 12.3(b), a Notice is taken to have been received by the intended recipient:
  - (i) if left at the intended recipient's address, at the time of delivery;
  - (ii) if sent by prepaid ordinary mail, on the third Business Day after the day of posting, or if sent by prepaid airmail from one country to another country, on the tenth Business Day after the day of posting;
  - (iii) if sent by facsimile, at the time shown in the transmission report as the time when the whole Notice was sent; and
  - (iv) if sent by email, four hours after the time the email was sent (as recorded by the device from which the email was sent) provided that the sender has not received an automated message that the email has not been delivered.
- (b) If a Notice is received by a recipient on a day that is not a Business Day or after 4.00pm on a Business Day, the Notice is taken to be received at 9.00am on the next Business Day.
- (c) A Notice is effective from the time it is taken to have been received in accordance with clauses 12.3(a) and 12.3(b) (unless a later time is specified in the Notice, in which case the notice takes effect from that time).

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# **13 Miscellaneous**

## **13.1 Governing law**

This Deed is governed by the Laws applying in Tasmania.

### **13.2 Dispute jurisdiction**

The parties submit to the non-exclusive jurisdiction of courts with jurisdiction in Tasmania, and any courts that may hear appeals from those courts, in respect of any proceedings in connection with this Deed.

### **13.3 Entire agreement clause**

- (a) This Deed forms the entire agreement of the parties in respect of its subject matter. The only enforceable obligations of the parties in relation to the subject matter of this Deed are those that arise out of the provisions contained in this Deed. All prior agreements in relation to the subject matter of this Deed are merged in and superseded by this Deed unless expressly incorporated in this Deed as an annexure, an appendix, an attachment or by reference.
- (b) Nothing in clause 13.3(a) affects the Grantor's Rights in connection with this Deed in relation to any information given, or statement made, to the Grantor by the Recipient, its employees or agents concerning any application for the Grant.

### **13.4 Liability**

An obligation of, or a representation, a warranty or an indemnity by, two or more parties (including where two or more persons are included in the same defined term) under or in respect of this Deed, binds them jointly and each of them severally.

### **13.5 Benefit**

An obligation, a representation, a warranty or an indemnity in favour of two or more parties (including where two or more persons are included in the same defined term) is for the benefit of them jointly and each of them severally.

### **13.6 Severance**

If a provision of this Deed is or at any time becomes illegal, prohibited, void or unenforceable for any reason, that provision is severed from this Deed and the remaining provisions of this Deed:

- (a) continue to be enforceable; and
- (b) are to be construed with such additions, deletions and modifications of language as are necessary to give effect to the remaining provisions of this Deed.

### **13.7 Counterparts**

- (a) This Deed may be entered into in any number of counterparts.
- (b) A party may execute this Deed by signing any counterpart.
- (c) All counterparts, taken together, constitute one instrument.

### **13.8 Further assurance**

The parties agree to do or cause to be done all such acts, matters and things (including, as applicable, passing resolutions and executing documents) as are necessary or reasonably required to give full force and effect to this Deed.

### **13.9 No partnership or agency**

- (a) Nothing contained or implied in this Deed will:
  - (i) constitute, or be taken to constitute, a party to be the partner, agent or legal representative of another party for any purpose;

- (ii) create, or be taken to create, a partnership or joint venture; or
  - (iii) create, or be taken to create, an agency or trust.
- (b) The Recipient must not represent or hold itself out to be a partner, joint venturer, agent or representative of the Grantor.

### **13.10 Legal costs**

Each party must bear their own costs in preparing and negotiating this Deed.

### **13.11 Amendment**

This Deed may only be amended or supplemented in writing signed by the parties.

### **13.12 Waiver**

- (a) A failure or delay in exercising a Right does not operate as a waiver of that Right.
- (b) A single or partial exercise of a Right does not preclude any other exercise of that Right or the exercise of any other Right.
- (c) A Right may only be waived in writing, signed by the party to be bound by the waiver. Unless expressly stated otherwise, a waiver of a Right is effective only in the specific instance and for the specific purpose for which it was given.

### **13.13 Successors and assigns**

This Deed is binding on and benefits each party and, unless repugnant to the sense or context, their respective administrators, personal representatives, successors and permitted assigns.

### **13.14 Rights cumulative**

Each Right of the Grantor provided for in this Deed:

- (a) operates independently of any other Right of the Grantor provided for in this Deed; and
- (b) is cumulative with, and does not exclude or limit, any other Right of the Grantor, whether at Law or pursuant to any other agreement, deed or document.

### **13.15 Set-off**

The Grantor may set-off against any moneys payable by the Grantor to the Recipient under this Deed any debt or other moneys from time to time due and owing by the Recipient to the Grantor. This right of set-off does not limit or affect any other right of set-off available to the Grantor.

### **13.16 No assignment**

The Recipient must not assign any of its Rights and obligations under this Deed except with the prior written consent of the Grantor.

### **13.17 Disclosure**

- (a) Despite any confidentiality or intellectual property right subsisting in this Deed, a party may publish all or any part of this Deed without reference to another party.
- (b) Nothing in this clause derogates from a party's obligations under the *Personal Information Protection Act 2004* (Tas) or the *Privacy Act 1988* (Cwlth).

### **13.18 Determination**

Where the Grantor is required or entitled to form or hold an opinion or view under or in relation to this Deed, that opinion or view may be formed or held by an Authorised Officer for the Grantor. This clause does not limit any other way in which the Grantor may otherwise form or hold an opinion or view under or in relation to this Deed.

### **13.19 Consent and approvals**

- (a) This clause applies to any consent or approval which the Recipient must obtain from the Grantor in accordance with this Deed. For the avoidance of doubt, this clause does not apply to any consent or approval to be given under any legislation.
- (b) A request for consent or approval must be made in writing.
- (c) A consent or approval for the purposes of this Deed is not effective unless given in writing.
- (d) A consent or approval may be given subject to reasonable conditions.
- (e) A Recipient must comply with any conditions subject to which the consent or approval is given. To the extent that the Recipient fails to comply with the condition, that failure is taken to be a breach of this Deed.

### **13.20 Doctrine of merger**

The doctrine or principle of merger does not apply to this Deed or to anything done under or in connection with this Deed. Accordingly, no Right or obligation of a party is merged in any thing done pursuant to this Deed.

### **13.21 No interference with executive duties or powers**

Nothing in this Deed is intended to prevent, is to be taken to prevent, or prevents, the free exercise by the Governor, by any member of the Executive Council, or by any Minister of the Crown, of any duties or authorities of his or her office. Any provision of this Deed that is inconsistent with this clause is of no legal effect to the extent of the inconsistency.

### **13.22 Surviving provisions and termination**

- (a) The termination of this Deed does not affect or limit the operation or effect of clauses or parts of this Deed:
  - (i) that are expressed to survive the termination of this Deed;
  - (ii) that, at Law, survive the termination of this Deed; or
  - (iii) that are necessary to survive the termination of this Deed:
    - (A) to give full force and effect to the parties' respective Rights, obligations and liabilities on or after the termination of this Deed;
    - (B) to enable a party to make, enforce or defend any claims related to this Deed; or
    - (C) to give full force and effect to the operation of clause 13.22(b) or clause 13.22(c).
- (b) The termination of this Deed does not affect any claims related to, or any Rights, releases, obligations or liabilities accrued or incurred under, this Deed before the date on which this Deed is terminated.

- (c) Nothing in this clause 13.22 affects or limits the operation of another provision of this Deed which gives a party Rights, or imposes obligations on a party, on or after the termination of this Deed.

**Executed as a deed**

# Signing

## Execution by the Grantor

Executed as a deed on behalf of **The Crown in Right of Tasmania** by the person named below in the presence of the witness named below:

Signature:  
→

Being a person who has authority to sign this Deed on behalf of the Grantor

\*Print name and position:

Witness' signature:  
→

\*Witness print name and position:

\*Use BLOCK LETTERS

\*Witness print address:

## Execution by the Recipient

The common seal of Southern Midlands Council was hereunto affixed by authority of its committee in the presence of:

Common seal:  
→

Signature:  
→

Signature:  
→

\*Print name and office held:

\*Print name and office held:

\*Use BLOCK LETTERS

Note: If the Association has adopted the 'Model Rules', the common seal must be affixed in the presence of: two members of its committee; or one member of its committee and the public officer of the Association or any other person the committee has appointed for that purpose.

## Annexure A - Acknowledgement of Funding

The Recipient must acknowledge the support of the Tasmanian Government, as follows:

1. the Recipient must use the Tasmanian Government 'supported by' logo (as shown below) to promote the Approved Purposes.
2. the Recipient must include the logo in all marketing relating to the Approved Purposed including, but not limited to:
  - advertisements
  - newsletters, including electronic newsletters
  - media releases
  - press, radio and television advertising
  - display material; and
  - recipient's website homepage.
3. the Recipient must include the following statement on their social media site/s in the 'About' section: the Southern Midlands Council is supported by the Tasmanian Government.
4. to ensure the correct logo is used appropriately for marketing and promotional purposes, all materials must be approved by Communities, Sport and Recreation (CSR) prior to publication/promotion. Please contact CSR on 1800 204 224 to arrange supply of the logo.
5. the logo must be reproduced according to the following specifications:

*LOGO COLOUR (as illustrated)*

The logo may only appear in:

- full-colour – Blue PMS 653, Olive PMS 618 and Black
- black (mono)
- white (reversed out of a solid colour background).

*MINIMUM SIZE*

The logo must always be at least 20mm wide if vertical and 30mm wide if horizontal.

A smaller version can only be used if the print surface area demands it (ie pens, badges). A certain amount of space must be maintained around the logo – refer to

[www.communications.tas.gov.au](http://www.communications.tas.gov.au) and search for 'size' details.

*PLEASE NOTE*

- Do not change the format, colour, shape or typeface (font) of the logo.
- Take care not to distort the logo when resizing – its height and width must change in proportion so it is not squeezed or squashed.
- Do not create your own version of the logo or add any text; use only the versions supplied.
- Other variations of the logo are available from CSR.





# Proposed Twin Arenas at the Mangalore Recreation Ground

Team Effort By



*Prepared by Andrew Benson*

*for the*  
Sport and Recreation Major Grants Program  
2018-19



**October 2018**



12<sup>th</sup> October 2018

Assessment Panel  
CSR Grant Program  
Communities, Sport and Recreation  
Department of Communities Tasmania  
GPO Box 65  
HOBART TAS 7001

[csrgrants.applications@communities.tas.gov.au](mailto:csrgrants.applications@communities.tas.gov.au)

Dear Assessment Panel

**PROPOSED TWIN ARENAS MANGALORE RECREATION GROUND - SPORT & RECREATION MAJOR GRANTS PROGRAM 2018**

Please find attached the Grant Application for the proposed Twin Arenas at the Mangalore Recreation Ground under the Major Grants Program 2018. This application is a strong collaboration between the Brighton & Southern Midlands Pony Club Inc, the Brighton Equestrian Club Inc, TasShep Inc and the Southern Midlands Council, which is effectively the Mangalore Recreation Ground Management Committee. As a point of clarification the name of the two horse clubs emanated from prior to the Council amalgamations in 1993, when the Mangalore Recreation Ground was in the Brighton local government area.

It is this Council's strategic objective to maximize the use of public reserves for the benefit of the Community. The addition of a Dog Club in the Pony/Horse Club 'mix' on the same ground was a challenging concept for many people, but it works amazingly well. These Clubs are made up of 'Can Do' people and it is Council's privilege to work with them in achieving their goals and aspirations.

I commend this project to the Assessment Panel as extremely good, value for money and I would be pleased to clarify any matters that may arise as part of your assessment of this project.

Regards

A handwritten signature in blue ink, appearing to be "A. Benson", with a long horizontal stroke extending to the right.

Andrew Benson  
Deputy General Manager  
Manager Community & Corporate Development

Encl.

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# Application

## Applications close at 12 noon on Thursday, 1 November 2018

Contact Communities, Sport and Recreation (CSR) on 1800 204 224 or by email at [csrgrants@communities.tas.gov.au](mailto:csrgrants@communities.tas.gov.au).

To submit your application, email your signed application and scanned attachments to [csrgrants.applications@communities.tas.gov.au](mailto:csrgrants.applications@communities.tas.gov.au) or post to CSR Grant Programs, Communities, Sport and Recreation, Department of Communities Tasmania, GPO Box 65, Hobart, Tasmania, 7001.

### Section I – Applicant Details

<b>Common or trading name of organisation</b> (name the organisation uses to trade or publicise its activities)	<i>Southern Midlands Council</i>
<b>Name of legal entity</b> (if different to the common or trading name)	

*The name of the legal entity is the name under which the organisation is legally registered. All correspondence, deeds and payment documents will use the name of the legal entity*

**Organisation type:**  incorporated, not for profit organisation  
 not-for-profit company registered under company law  
 **local government authorities (councils)**

<b>Incorporation number or Australian company number:</b>	
<b>Australian Business Number (ABN):</b>	<i>68 653 459 589</i>

**Is your organisation registered for GST?** Yes  No

**Organisation/Club Postal Address**

Street address/PO Box	<i>PO Box 21</i>
City/Town and Postcode	<i>Oatlands Tasmania 7120</i>

**Organisation/Club physical address**

Street address	<i>71 High Street</i>
City/Town and Postcode	<i>Oatlands Tasmania 7120</i>

**Authorised Officer**

The authorised officer is the office bearer, or for local government, the general manager, who has the organisation's authority to submit the application and to enter into funding arrangements on behalf of the organisation. This is the person who will receive all correspondence.

Title	<i>Mr X</i> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Dr <input type="checkbox"/> Other
Name	<i>Andrew Benson</i>
Position	<i>Deputy General Manager, Manager Community &amp; Corporate Development</i>
Phone	<i>03 6259 3011</i>
Mobile	<i>0429 852 730</i>
Email	<a href="mailto:abenson@southernmidlands.tas.gov.au"><i>abenson@southernmidlands.tas.gov.au</i></a>

**Contact officer**

Only required if the authorised officer is unable to discuss the project with CSR staff during business hours, or where the project requires specialist knowledge that can be better provided by someone other than the authorised officer.

Title	Mr <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Dr <input type="checkbox"/> Other
Name	<i>As above</i>
Position	
Phone	
Mobile	
Email	

**Section 2 – Project Summary**

**Project name (a title that clearly describes the project)**

*The Twin Arenas Project*

**Which eligible category does your project relate to?**

The purchase of equipment that is directly related to participation. (Please detail the project in the box below, including a list of what will be purchased.)

OR

*The development / improvement of facilities or playing surfaces that are directly related to participation.* (Please provide a description of your project in the box below.)

*The existing site at the Mangalore Recreation Ground contains one 60m x 20m horse arena and the rest of the site is a grassed area (refer to Appendix A – Location Plan & Appendix B – Site Plan). The grassed area is comprised of reactive clay material and opens up cracks in the surface during the summer months, some up to approximately 80mm wide and therefore too dangerous for horse events, with the Event Day Risk Management checklist determining that the grounds are unable to be used. There is also an area that becomes saturated during the winter months at the SE corner of the site.*

*The construction of the proposed twin arenas with a base course of compacted min. 300mm depth base course along with a 75mm gravel course then a 75mm washed coarse river sand surface course would provide another all year riding surface that would add a 200% increase to the existing arena. Subsoil drainage would also be installed to ensure that the new twin arenas and the adjoining areas are well drained.*

**How much are you applying for?** (this figure must be the same as the figure in Part D of the Project Budget Template in Section 5 of this application form)

*\$ 36,784.25*

(Minimum \$15,000, maximum \$80,000, and **must not exceed 50 per cent of the total project cost**)

If you are submitting more than one application, what is the priority of this application? **No**

**Priority:** 1  2  3

**Has any part of the project subject to this application commenced or been completed prior to lodging this application?**

**Yes**  (if yes, that part of your project is ineligible under the 2018-19 Major Grants Program Guidelines)

**No**

**Timetable**

<b>Anticipated project start date</b>	<i>October 2018</i>
<b>Anticipated project finish date</b>	<i>March 2019</i>

Project start and finish dates must be included and should be realistic. Projects are expected to be finished by **30 June 2020**. In the case of development/improvement of facilities or playing surfaces projects, your anticipated completion date should allow for possible delays in approvals and construction.

**Is your organisation a sport or recreation club?**Yes **No** 

If no, please identify how this project will benefit a sport and/or recreation club/s (please include the name of the club/s):

*Southern Midlands Council is the land owner of the Mangalore Recreation Ground at 22 Blackbrush Road Mangalore. The ground is used by the Brighton & Southern Midlands Pony Club and the Brighton Equestrian Club, as well as the TasShep Dog Club. All of those Clubs are members of the Mangalore Recreation Ground Management Committee, as is Council, therefore Council is taking the lead in submitting this application, which takes away from the Clubs the responsibility of Project Management, and financial accountability, placing that responsibility with Council to fulfil those obligations and leaves the Clubs to do what they do well in the sport & recreation space.*

**Is membership of your club (or the sport and/or recreation club/s benefiting from this project) open to all?**Yes No 

If no, what are the membership restrictions that apply?

**Does the project target a specific population group (eg low socio economic status, remote community etc)?**

**Yes**

**No**

If yes, please provide details:

*The Southern Midlands local government area is classified as a rural and in many areas quite remote. According to the Australian Bureau of Statistic, Socio-Economic Indexes for Areas (SEIFA), the Southern Midlands population is more disadvantaged compared to Tasmanian's in general, with the Southern Midlands population as referred to in the ABS census being 6,049 people, covering approximately 2,500 square kms, ie, one person every 2.4 km<sup>2</sup> across the Southern Midlands, as compared to a urban area, eg Glenorchy which has 382 people per km<sup>2</sup>.*

*In such a sparse disadvantaged Community, lack of connection frustrates positive and engaging personal aspirations, creating a major barrier to building social capital. This initiative demonstrates strong leadership on the part of the Mangalore Rec. Grd. Clubs, at a time when strengthening the capacity of the Community is fundamental for rural & remote Communities to envisage and create a positive future, against the less than positives of droughts, along with the down turn in the agricultural, forest & pastoral industries. The health and wellbeing of our Communities is uppermost in our strategic directions in the provision of support strategies, especially when organisations like these Clubs are prepared to actively work together for the greater good.*



**Will the number of people participating be maintained or increased by this project?**Be maintained  **Increase X**

Please indicate current participation numbers, and if participation will **increase as a direct outcome of this project**, please indicate the anticipated number of new participants, how you have calculated these numbers and the anticipated timeframe:

Current participation numbers	How many <u>new</u> participants will be experienced as a direct result of this project?	If participation is anticipated to increase as a result of this project, please detail how this increase has been calculated.
<p><b>Brighton &amp; Southern Midlands Pony Club</b> Participating club members: <b>24</b> Total: <b>24</b> <u>Do not</u> include non-participating social members</p>	<p>Additional participating club members: <b>15</b> Total: <b>15</b> <u>Do not</u> include non-participating social members</p>	<p><i>Improved surface.</i> <i>Because of the additional arenas there would be more people that could participate at the same venue at the same time</i></p>
<p><b>Brighton Equestrian Club</b> Participating club members: Total: <b>21 (did have 32 last year)</b> <u>Does not</u> include non-participating social members</p>	<p>Additional participating club members: <b>24</b> Total: <b>24</b> <u>Does not</u> include non-participating social members</p>	<p><i>The poor surface contributed to the exit from the club last year of 32 Members. The improved surface will improve membership</i> <i>Because of the additional arenas there would be more people that could participate at the same venue at the same time</i></p>
<p><b>TasShep Inc</b> Participating club members: <b>38</b> Total: <b>38</b> <u>Do not</u> include non-participating social members</p>	<p>Additional participating club members: <b>12</b> Total: <b>12</b> <u>Do not</u> include non-participating social members</p>	<p><i>The new arenas will enhance to opportunity to run the Club's agility training</i></p>
<p><b>Grand Total 83</b></p>	<p><b>Grand Total 49</b> <b>(61% increase)</b></p>	

\* Includes members of the public who pay per participation session, or who are members of other clubs, rather than paying a membership subscription to your club.

**Please identify how this project is essential for, and directly related to, improved or new participation opportunities?** Please use one or more of the tables below to demonstrate the benefits of your project.

**Note:** only complete the tables that are relevant to this particular project, you do not need to address all three tables.

**Will the project improve the quality or safety of participation?**

Yes  No

If yes, explain how:

<p><b>Project description (what will be done?)</b> eg <i>Upgrading the playing surface drainage.</i></p>	<p><i>New riding surface with the construction of twin arenas to complement the existing arena (a 200% increase in quality participation surface area.)</i></p>
<p><b>Current situation (what is the current situation that has resulted in the need for the project?)</b></p>	<p><i>Reactive clay makes the riding surface subject to sever cracking during the summer months and during the winter months the lower end of the ground becomes saturated. This means that the grounds are unsafe for use in a range of seasonal and weather conditions. Sessions that are not cancelled can be unsafe due to the surface conditions (up to 80mm cracking in the summer &amp; slippery soggy surface during the winter months) . This reduces the quality of participation as participants cannot focus on performance due to fear of injury.</i></p>
<p><b>How will the project change this situation? (what are the anticipated benefits of the project, and why?)</b></p>	<p><i>New arena surface levels/materials plus sufficient drainage will allow the ground to cope with severe weather conditions.</i></p> <p><i>Participation will be safer, risk of injury reduced and participants will feel confident they are safe and able to perform at the level they desire.</i></p> <p><i>Cancellation of events due to risk management analysis will be non-existent.</i></p> <p><i>State-wide and regional events will be able to be held at the site</i></p> <p><i>Membership will be increased because of better facilities.</i></p>

**Will the project promote inclusion and improve access to participation opportunities?**

Yes  No

If yes, please include details on how the project achieves this in the table below:

**Note:** Examples might include improving access to participation opportunities for specific population groups such as females, juniors, those with a disability or communities experiencing disadvantage.

<p><b>Project description (what will be done?)</b> eg Upgrading the facility to allow wheelchair access to playing surface.</p>	<p><i>Improve the quality of the participation surface</i></p>
<p><b>Current situation (what is the current situation that has resulted in the need for the project?)</b> eg Poor accessibility to the playing surface means that people who use a wheelchair are not able to participate at the venue, resulting in lost participation opportunities for people with disability.</p>	<p><i>There have been a number of Members that have left their Clubs at Mangalore in search of a better ground that is more usable, more often</i></p>
<p><b>How will the project change this situation? (what are the anticipated benefits of the project, and why?)</b> eg New ramp to the playing surface will allow people who use a wheelchair to participate at the venue. This will allow further participation opportunities for people with disability in a safe and inclusive environment.</p>	<p><i>The new riding surface will be safer with the ability of all-weather access for Members</i></p>

**Will the project increase the range of activities provided?**

Yes  No

If yes, explain how:

<p><b>Project description (what will be done?)</b> eg <i>Installing a wicket pitch cover.</i></p>	<p><i>Better surface conditions with the twin arenas</i></p>
<p><b>Current situation (what is the current situation that has resulted in the need for the project?)</b> eg <i>Due to potential damage of the wicket pitch and injury risk to participants we are currently unable to use the ground for other uses.</i></p>	<p><i>The dangerous ground conditions actually limit a broader range of activities being provided on the site</i></p>
<p><b>How will the project change this situation? (what are the anticipated benefits of the project, and why?)</b> eg <i>Following the installation of a drop in wicket pitch cover we will be able to schedule soccer, AFL, and touch football at the ground as well as cricket.</i></p>	<p><i>Following the construction of the twin arenas</i></p> <ol style="list-style-type: none"> <li><i>1. More space will be available for a range of new activities;</i></li> <li><i>2. The re-training of retired race horses will be able to be accommodated;</i></li> <li><i>3. After school programs will be able to be scheduled on the site</i></li> <li><i>4. Coaching and training activities will be able to be undertaken</i></li> <li><i>5. State-wide as well as regional events will be able to be catered for;</i></li> <li><i>6. Generally an increase of the scope of activities that could be available to be undertaken on the site.</i></li> </ol>

**Please identify any other benefits, or how this project is essential for, and directly related to new or improved participation opportunities that have not been covered previously?**

*Given the greater space available, TasShep will be able to undertake a greater role in the training & development of Assistance Dogs for Defence Force Veterans.*

## Section 3 – Project Planning and Management

### Strategic planning

Does your organisation have a Strategic Plan?

Yes  No

If yes, please indicate where your project fits in the strategic plan for your organisation:

#### 4. LIFESTYLE

*The need to increase the opportunities for improved health and well-being of those that live in the Southern Midlands*

4.1 COMMUNITY HEALTH & WELLBEING		LIFESTYLE
<i>What we are aiming to achieve:</i>		
4.1.1	Support and improve the independence, health and wellbeing of the community	
<b>Key actions to achieve our aims:</b>		<b>Responsible Business Unit(s)</b>
4.1.1.1	Partner with Governments, adjoining Councils and non-government organisations to improve the health and well-being of the Community	C&CD
4.1.1.2	Encapsulate the issue of safety in all aspects of Community health & well being	C&CD
4.1.1.3	Construct the best family/children's park on the Midland Highway to encourage visitation to local Oatlands businesses and to support the health & wellbeing of young people in the Community	C&CD

4.2 YOUTH		LIFESTYLE
<i>What we are aiming to achieve:</i>		
4.2.1	Increase the retention of young people in the municipality	
<b>Key actions to achieve our aims:</b>		<b>Responsible Business Unit(s)</b>
4.2.1.1	Facilitate mentoring and leadership programs in partnership with the schools in the Southern Midlands (e.g encourage school attendance at Council meetings and engagement in projects relating to Council).	C&CD
4.2.1.2	Develop youth programs that cover employment and training as well as being linked to social, recreational and entertainment activities	C&CD
4.2.1.3	In partnership with the State Government investigate ways to enhance the delivery of youth services in the Southern Midlands	C&CD
4.2.1.4	Monitor and respond to the recreation needs of the young people of the Southern Midlands	C&CD
4.2.1.5	Work with community groups to facilitate meaningful youth engagement and support	C&CD

4.8 RECREATION		LIFESTYLE
<i>What we are aiming to achieve:</i>		
4.8.1	Provide a range of recreational activities and services that meet the reasonable needs of the community	
<b>Key actions to achieve our aims:</b>		<b>Responsible Business Unit(s)</b>
4.8.1.1	Review and implement the Southern Midlands Recreation Plan	C&CD
4.8.1.2	Identify opportunities to work in partnership with the Community and the State Government to improve recreational services and activities	C&CD
4.8.1.3	Maximise the potential use and benefits of the Oatlands Aquatic Centre	C&CD/GM
4.8.1.4	Maximise the potential for additional recreational facilities for Lake Dulverton (e.g rowing clubs, kayaks, jetty)	C&CD/GM

- I have attached a hard copy of my organisation's Strategic Plan (*refer above for extracts of the Strategic Plan*); or
- I have provided a web link to an electronic version of my organisation's Strategic Plan

Strategic Plan web link: <https://www.southernmidlands.tas.gov.au/annual-reports-strategic-plan/>

**Project planning**

Who will oversee, coordinate and deliver the project?

**Andrew Benson,**  
**Deputy General Manager,**  
**Manager Community & Corporate Development,**  
**Southern Midlands Council**

What level of planning and analysis has been undertaken to validate your organisation's ability to complete and maintain the project, and meet its share of the costs?

- I have attached a project specific feasibility study/business plan for the project (required for any project involving a funding request of \$50,000 or more, optional for other projects).

**OR**

- Please provide details of the relevant planning undertaken for this project (for projects which do not have a project specific feasibility study/business plan).

*Council developed a ten year development plan for the Mangalore Recreation ground back in 2009 and by enlarge that Plan has been achieved. This twin arenas project is the start on the next phase of the site development.*

*The Mangalore Recreation Ground Management Committee has been in the process of researching / planning a response to the dilemma of the ground condition for some time. We have had agricultural assessment of the soil conditions to address the issue of the ground cracking thinking that ploughing bringing in new topsoil then a bore pump to ensure that we irrigate to get the ground condition consistent and therefore the cracking would not have the extreme conditions to occur. But this took some time to get the results and finally the experts advised us that we would not be able to remedy the issue in that manner.*

*We had some preliminary plans for a new arena that we were working on, we refined those plans to create the twin arenas and the Civil Construction firm, VEC who are upgrading the Midland Highway at Mangalore mentioned that had a considerable amount of material that they could divert to our site from the reconstituted road pavement and that they would be willing to provide that material for the base of the twin arenas as a contribution to the project. It would be a minimum of 300mm of compacted road base, then we would put 75mm of fine gravel then 75m of river sand, surface course.*

*The opportunity from VEC to provide the material for the base is an opportunity too good to miss however we need to take advantage of that opportunity to fit into their Highway construction program, otherwise the opportunity will be lost. Therefore we would need to start them working on the material on our site shortly after the grant application is lodged.*

*The contribution by VEC certainly represents tremendous value for money at \$6.10/m<sup>3</sup>, as to purchase the same material alone from a quarry would be \$22.00/m<sup>3</sup>.*

*If we had to purchase all of the material from the quarry it would be \$33,000, plus additional cartage of say \$10.00/m<sup>3</sup> (which would equate to a further \$15,000).*

*In effect the VEC materials contribution could be valued at \$48,000, rather than the \$9,150 as shown in their in-kind value statement. Without this type of contribution by VEC, plus the potential of the Grant funding through the State Government contribution, the project would never have got off the ground. This project will succeed because the timing is right and we will seize the day – Carpe Diem*

*Imagine how many lamingtons the Clubs would have to have sold to make up \$48,000!!*

## Consultation with other parties

Please describe what consultation your organisation has had with local and state governments, State Sporting Organisations, regional bodies or other stakeholders to ensure the project meets with their plans, is in line with strategic directions and complies with local government requirements. Please note that CSR may inform local government or regional bodies about your project to check if it is in line with strategic directions for the municipality or region):

*The State wide Pony Club Tasmania have been contacted by the B&SMPC and the PCT Strategic Plan is attached as Appendix D*

**X** I have attached evidence of consultation (eg copies of correspondence)

### **Appendix E**

*Brighton & Southern Midlands Pony Club Inc.*

*Brighton Equestrian Club Inc.*

*TasShep Club Inc.*

## Risk management

What project specific risks have been identified and how will the risks be managed?

*The SMC Safe Work Method Statement for working with Plant and Machinery is available on request, so as not to bulk up the Application too much*

**X** I have attached a project specific risk management plan.

### **Appendix F**



**Section 4 – Facility or Playing Surface Projects Only**

**Does your project involve the development/improvement of facilities or playing surfaces?**

Yes (you **must** complete this page)

No (go to Section 5)

**Location**

Physical address or location of the facility or playing surface:

*Mangalore Recreation Ground*  
*22 Blackbrush Road*  
*Mangalore 7030*

**Ownership, access and conditions of land use**

• **Who owns the land?**

Crown reserve land

Privately owned land held for public purposes

Owner’s name:

Land owned by a public authority (state/local government)

Authority’s name: *Southern Midlands Council*

• **If you do not own the land, do you have a minimum three-year lease/tenure arrangement over the land?**

Yes (and I have attached the lease/tenure agreement)

No, please provide further details below:

In progress, please provide further details below:

Not applicable

• **If you do not own the land, do you have the owner’s permission to undertake the proposed project?**

Yes (and I have attached evidence of this permission)

No, please provide further details below:

In progress, please provide further details below:

Not applicable

• **If your project is on land controlled by a school, do you have a memorandum of understanding/agreement with the school regarding the use of the school grounds, and is the school supportive of the project?**

Yes (and I have attached the memorandum of understanding/agreement)

No, please provide further details below:

In progress, please provide further details below:

Not applicable

• **What documentation have you attached to provide a comprehensive understanding of your proposed project works?**

Concept plan

Detailed project drawings

Other, please detail below:

None, please detail below:

Please be aware that new facility developments and extensions may have requirements under the Disability Standards for Access to Premises.

If applicable, please detail measures that have been included to ensure access for people with disability:

NA

• **Do you have development approval for your proposed project from the relevant local government authority?**

- Yes (and I have attached a copy of the approval)
- No – lodged and awaiting decision (and I have attached a copy of the application)
- No – required but not lodged (but I have attached a letter of clarification from the council)

**X Not required**

Please detail any known conditions for the use of this land by the management authority. This may include environmental protection, planning considerations, impacts on other users or guidelines for management, if applicable:

## Section 5 – Project Budget

Please itemise the components of your project in the tables below, indicating the break-down of all costs (including donations) and income for the project.

Please follow the below instructions when completing this Section of the application:

- If your organisation is **NOT registered for GST**, please use column **(1)**, project costs should be calculated inclusive of GST; and
- If your organisation is **registered for GST**, please use column **(2)**, project costs should be calculated exclusive of GST.

If you have a quote that includes GST, but does not itemise the GST amount on the quote, divide the total amount by 11 and then multiply by 10 to work out the amount without GST.

<b>Expenses: project costs</b>			
<b>(All costs <u>must</u> include quotes/proof of price for services, purchases or materials, even if they are being donated*).</b>			
<b>Expense item:</b>	<b>(1) Costs are GST inclusive</b>	<b>(2) Costs are GST exclusive</b>	<b>Supporting documents (eg quote or proof of price, it is important that all costs include a quote/proof of price)</b>
<i>Establishment</i>		\$ 500.00	VEC / SMC (Appendix H)
<i>Strip the area of top soil (grader)</i>		\$ 1,440.00	VEC (Appendix H)
<i>Level and shape the site, cut and fill incl. batters</i>		\$ 5,700.00	VEC (Appendix H)
<i>Compact Sub Grade plus fill batters</i>		\$ 1,672.00	VEC (Appendix H)
<i>Supply sub base materials</i>		\$ 9,150.00	VEC (Appendix H)
<i>Cart material to the site (trucks)</i>		\$ 8,500.00	VEC (Appendix H)
<i>Grade level and trim subbase (grader)</i>		\$ 1,440.00	VEC (Appendix H)
<i>Compact subbase (roller)</i>		\$ 1,672.00	VEC (Appendix H)
<i>Supply Red Gravel to the site</i>		\$ 5,625.00	Tassie Gold Pebbles (Appendix I)
<i>Grade level and trim red gravel base course (grader)</i>		\$ 1,440.00	VEC (Appendix H)
<i>Supply River Washed Course Sand to the site</i>		\$ 16,688.25	Lazenby Sand Pty Ltd (Appendix I)
<i>Grade level and trim washed sand surface course (grader)</i>		\$ 1,440.00	VEC (Appendix H)
<i>Excavate for sub soil drainage</i>		\$ 1,875.00	SMC (Appendix H)
<i>Supply 100mm dia socked Sub Soil agg pipe</i>		\$ 1,080.00	Roberts Ltd (Appendix I)
<i>Supply one sized screenings for sub soil drain</i>		\$ 3,300.00	SMC (Appendix H)
<i>Cartage for one sized screenings</i>		\$ 2,409.00	SMC (Appendix H)
<i>Install 100mm agg pipe</i>		\$ 1,000.00	SMC (Appendix H)
<i>Purchase TasNetwork poles for surrounds</i>		\$ 13,120.00	R Padgett (Appendix I)
<i>Dial Before You Dig - ProTech</i>		\$ 271.00	ProTech (Appendix I)
<i>Plans, Supervision, Setout, Safety</i>		\$ 7,832.23	VEC / SMC / B&SMPC (Appendix H)
<i>Contingencies</i>		\$ 883.40	SMC (Appendix H)
<b>Total expenses of the project</b>	<b>\$</b>	<b>\$87,037.88</b>	<b>(A)</b>

\*Donated equipment, professional labour or materials must be evidenced by a letter/quote from the registered business or qualified professional **clearly stating the goods or services are being donated.**

**Please note** that in-kind unskilled labour is **not** an eligible project cost or income source.

<b>Income (secured): secured funds you already have for the project</b> (eg club funds for the project, confirmed sponsorship, donations of equipment, professional labour or materials, grants from other sources – all of which must be supported with written evidence)		
Income item:	Funds:	Supporting documents (eg bank statements and comments to support the income source)
<i>VEC Civil Constructions</i>	<b>\$ 35,974.40</b>	<i>Letter of Commitment Appendix H (VEC)</i>
<i>Sothorn Midlands Council</i>	<b>\$ 12,279.63</b>	<i>Letter of Commitment Appendix H (SMC)</i>
<i>Brighton &amp; Southern Midlands Pony Club</i>	<b>\$ 2,000.00</b>	<i>Design Drawings Appendix C (completed)</i>
	\$	
	\$	
<b>Total secured income for the project</b>	<b>\$50,254.03</b>	<b>(B)</b>

<b>Income (unsecured): unsecured funds you still need to confirm for the project</b> (eg anticipated fundraising income. It should be noted that unsecured funds will only be accepted when it can be demonstrated that there is a high probability of securing the funding. Please also be aware that if you have a high percentage of unsecured funds your application may be assessed as a lower priority)				
Unsecured income item:	Expected date:	confirmation	Funds:	Supporting documents (eg letter of support and comments to support the unsecured income source)
<i>Nil</i>			\$	
			\$	
<b>Total unsecured income for the project</b>			<b>\$0</b>	<b>(C)</b>

<b>Grant requested for the project from CSR (must be less than 50 per cent of the total cost of the project)</b>	<b>\$36,784.25</b>	<b>(D)</b>
--	--------------------	------------

<b>Total funds for the project [add (B), (C) and (D)]</b>	<b>\$87,037.88</b>	<b>(E)</b>
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The total cost of the project (A) must equal the total funds for the project (E)

## Section 6 - Checklist to Submit Your Application

### Complete the following checklist:

Please note:

- All the essential documentation listed below must be submitted with your application. Without this documentation your application may not be supported. For advice, contact Communities, Sport and Recreation by telephone on 1800 204 224.

### Please ensure that:

- you have contacted a CSR client manager to discuss your proposed project;
- you have obtained, read and referred to the Guidelines when completing this Application Form;
- you have completed all relevant sections of this Application Form and included contact information, GST and ABN details;
- an authorised officer has signed the declaration;
- you have not bound or placed your application in a display folder; and
- you have kept a copy of the completed Application Form for your own records and have not attached originals of documents, as these will not be returned to you.

### Essential documentation that must be included with your application (please tick to indicate what you have attached):

#### All applications:

Document	Enclosed	Not applicable
A copy of the organisation's strategic (extract) or business plan	✓	
'Proof of price': copies of formal quotes, estimates and prices for all project expenses	✓	
Most recent audited annual financial statement (local government authorities exempt)		✓
Bank statement (local government authorities exempt)		✓
Evidence of the organisation's capacity to fund their half of the project (eg copies of written documentation confirming donations or financial support for the project)	✓	
Written confirmation of local government/land owner approval/support, if applicable		✓
Evidence of consultation with other parties (eg local government)	✓	
A project specific risk management plan	✓	
A project specific feasibility or business plan (required for projects with a funding request of \$50 000 or more)		✓
Any documentation the organisation does not want disclosed to a third party		✓

**Facility or playing surface projects:**

<b>Document</b>	<b>Enclosed</b>	<b>Not applicable</b>
Copy of lease agreement or Memorandum of Understanding for the land or building		✓
Evidence of owner's approval for the project		✓
Copies of any applicable planning or development permits or letter of support from the relevant council		✓
Copies of building or works drawings or plans	✓	



## Section 7 – Applicant Declaration

### Declaration by authorised person

The declaration **must** be signed by an authorised officer of the organisation, the current president, chairperson, general manager or Commodore. In the case of local government, it **must** be signed by the general manager.

I make the following declaration

I, the undersigned, certify that I am authorised to submit this application, that I have read, understand and agree to the terms and conditions of the grant program as outlined in the program guidelines, and that the information contained herein and attached is, to the best of my knowledge, true and correct.

I understand that it is an offence to knowingly make a false or misleading statement

Name **Tim Kirkwood**

Position **General Manager**

Signature



Date **15 October 2018**

### To submit your application

Email your signed application form and scanned attachments to:

[csrgrants.applications@communities.tas.gov.au](mailto:csrgrants.applications@communities.tas.gov.au)

Alternatively, post your application and attachments to:

CSR Grant Programs

Communities, Sport and Recreation

Department of Communities Tasmania

GPO Box 65

HOBART TAS 7001

If you have provided an email contact, you will receive an email reply confirming the application has been received.

**This program closes at 12 noon on Thursday, 1 November 2018**

You can contact Communities, Sport and Recreation

by telephone on 1800 204 224

or by email at [csrgrants@communities.tas.gov.au](mailto:csrgrants@communities.tas.gov.au)

**LATE APPLICATIONS WILL NOT BE ACCEPTED.**

**ANY APPLICATIONS RECEIVED AFTER 12 NOON, THURSDAY,  
1 NOVEMBER 2018 WILL BE DEEMED INELIGIBLE FOR FUNDING.**

## Appendices

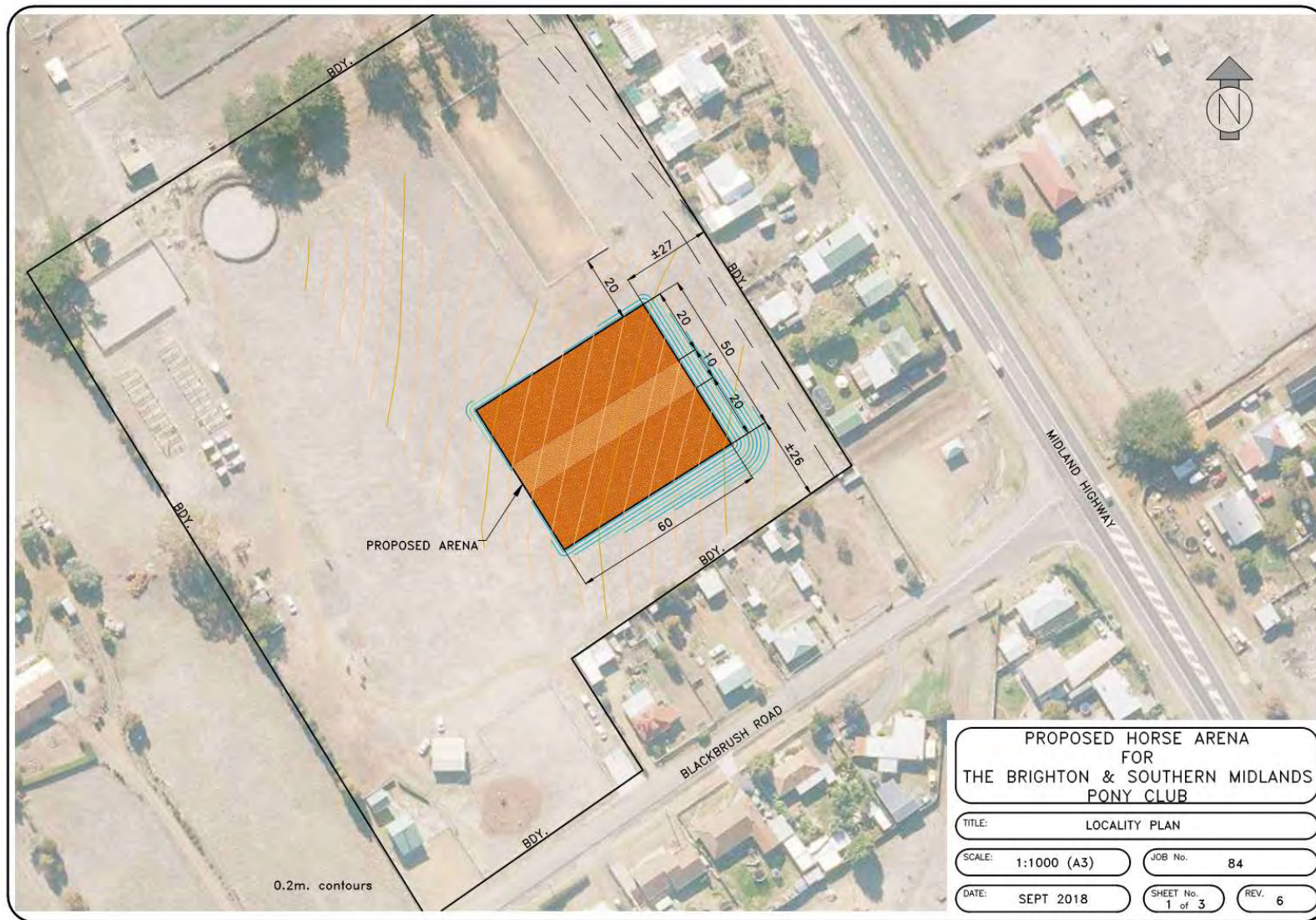
## Appendix A – Location Plan

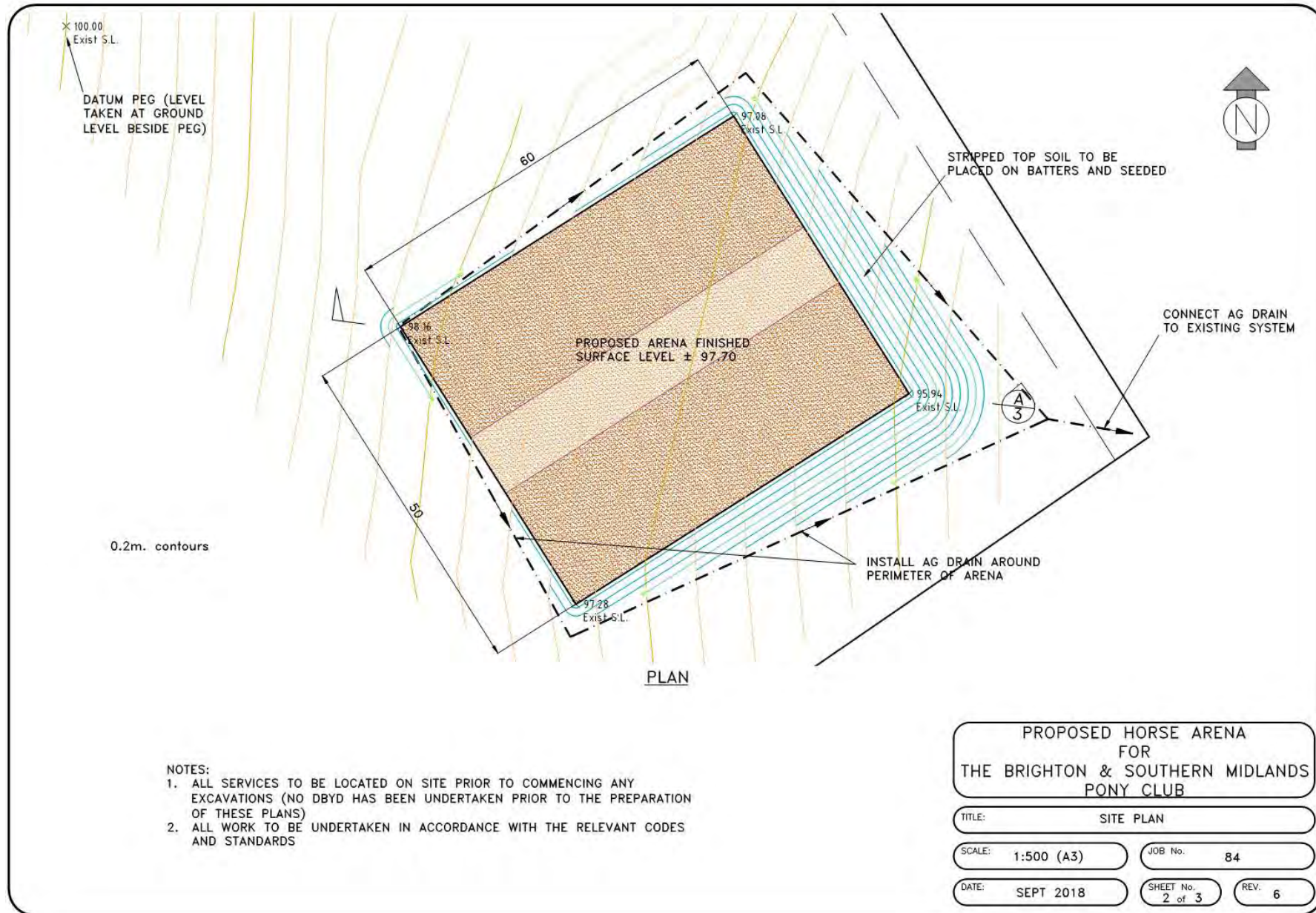


## Appendix B – Site Plan

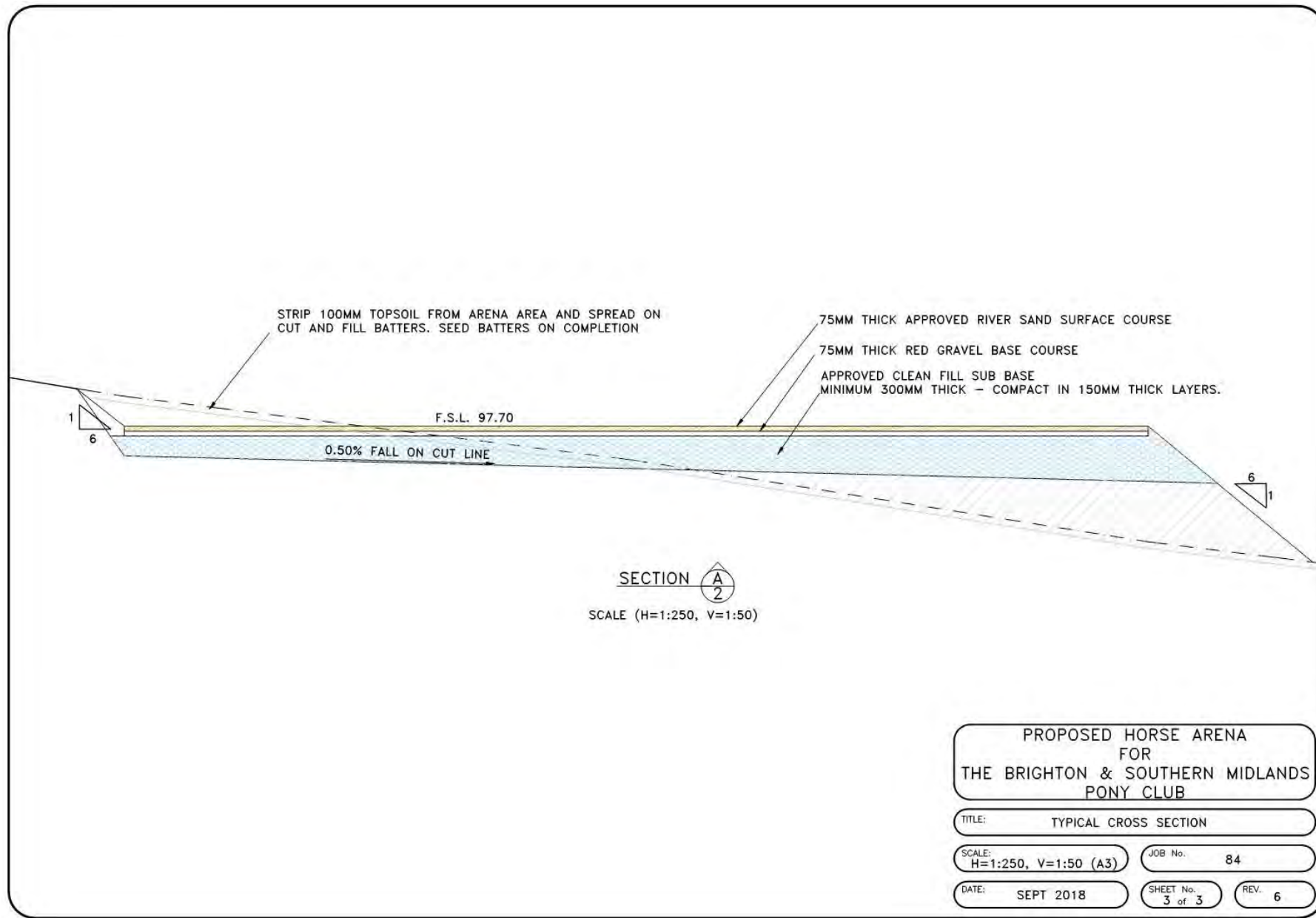


### Appendix C – Design Plans





- NOTES:
1. ALL SERVICES TO BE LOCATED ON SITE PRIOR TO COMMENCING ANY EXCAVATIONS (NO DBYD HAS BEEN UNDERTAKEN PRIOR TO THE PREPARATION OF THESE PLANS)
  2. ALL WORK TO BE UNDERTAKEN IN ACCORDANCE WITH THE RELEVANT CODES AND STANDARDS



Appendix D – Pony Club Tasmania Strategic Plan

# Pony Club Tasmania

Strategic Plan 2018-2021



***A life with horses starts here***



## VISION

*A life with horses starts here*

## MISSION

*Encourage young people to ride and to learn to enjoy all kinds of sport concerned with horses and riding.*

## STRATEGIC PRIORITIES

<b>Participation</b>	<ul style="list-style-type: none"><li>• Opportunities for riders, volunteers, coaches and officials</li></ul>
<b>Education</b>	<ul style="list-style-type: none"><li>• Quality and innovation in learning and development</li></ul>
<b>Governance</b>	<ul style="list-style-type: none"><li>• Promote and comply with best practice</li></ul>
<b>Communication</b>	<ul style="list-style-type: none"><li>• Connecting with members and stakeholders</li></ul>

*This Pony Club Tasmania Strategic Plan 2018-2021 aligns with the Pony Club Australia Strategic Plan 2016-2019.*

## VALUES

### Unity

- Develop leadership and effective management to ensure the growth and development of Pony Club Tasmania

### Innovation

- Ensure proactivity through encouragement of lateral and creative thinking to generate new ideas and opportunities for improvement

### Excellence

- We are responsive and act with integrity and transparency

### Inclusion

- We build capacity with a sustainable outcome
- We pursue opportunities through development and innovation

### Responsibility

- Be accountable for the decisions made under the rules of the organisation and have the capacity to honour the commitments made

### Integrity

- Maintain high standards of ethical and fair behaviour by putting pony club before personal agendas, working with facts and listening to ideas.

## Participation

*Opportunities for riders, volunteers, coaches and officials*

### Objective

To increase, upskill and recognise volunteers, riders, coaches and officials and to offer participation opportunities for all members.

Strategies	Actions	Timeframe	Who	KPIs
1. Provide instruction and training of a national standard to all members from the very basic to elite levels in all aspects of riding and horsemastership including rider safety and horse welfare.	<ul style="list-style-type: none"> <li>Provide coaching in all levels of the national syllabus of instruction to maintain a high participation of efficiency certificate tests.</li> </ul>	Ongoing	Clubs	180 per annum
	<ul style="list-style-type: none"> <li>Provide mentors and assessors for all levels to assess competency levels of all levels of the syllabus of instruction.</li> </ul>	Ongoing	PCT	One per zone per annum
	<ul style="list-style-type: none"> <li>Support PCA in the ongoing review of the Syllabus of Instruction.</li> </ul>	Ongoing	PCT/ PCA	
	<ul style="list-style-type: none"> <li>Continue to educate all members on workbook assessment.</li> </ul>	Ongoing	Clubs	
2. Support clubs to deliver instructional rallies.	<ul style="list-style-type: none"> <li>Individual clubs run working rallies, one per month for at least 10 months,</li> <li>to provide instruction and enjoyment in riding and horsemastership levels.</li> </ul>	Ongoing	Clubs	Clubs to deliver a minimum of 10 rallies per year
3. Maintain number of riding members and volunteers	<ul style="list-style-type: none"> <li>Assist Clubs in promoting membership in their area</li> <li>Survey exiting members</li> </ul>	Ongoing On Exit	Zone/Club	Gather information to assist understanding of why members leave
4. Support riders with a disability.	<ul style="list-style-type: none"> <li>Promote sports connect and liaise with RDA to assist riders with a disability.</li> </ul>	Ongoing	PCT/ RDA	Support on a needs basis

	<ul style="list-style-type: none"> <li>Facilitate rallies that enable RDA riders to participate in Pony Club activities.</li> </ul>			
5. Provide support, recognition and varied, enjoyable experiences in order to increase the number of volunteers and riding members.	<ul style="list-style-type: none"> <li>Introduce annual pony club awards program recognising and rewarding riders, volunteers and coaches.</li> <li>Promote Award nominations to zones, clubs and riders</li> <li>Promote the Pony Club Tasmania values as a foundation for all pony club activities.</li> </ul>	Ongoing	PCT	<p>Award categories to follow PCA categories; in addition – State annual service awards</p> <p>Winners will become State’s nominees for National Awards</p>
6. Provide opportunities for selection for International Pony Club competition and Pony Club exchanges.	<ul style="list-style-type: none"> <li>Select and organise State teams and/or individuals to compete in National and International competition in a variety of equestrian disciplines.</li> </ul>	Ongoing	PCT	Promote as opportunities become available
7. Conduct state championships.	<ul style="list-style-type: none"> <li>Conduct State Championships for three grades of Eventing, Dressage, Show Jumping and Pony Club Games.</li> <li>Zones to organise inter-club competition for all levels in Eventing, Dressage, Show Jumping and Games to assess standards eligibility for state competition.</li> <li>Manage state representation including selection days, nominations, and required reporting.</li> </ul>	Annual  As Available	PCT  Zones  PCT	100 riders to participate in eventing, dressage & show jumping; 60 for games
8. Liaise with member clubs on day to day issues and the PCA office in connection with National and International Competition	<ul style="list-style-type: none"> <li>State representatives for inter-pacific and other international competitions and exchanges as they arise. Junior National and International Pony Club Games, National Senior Games and PCA National Championships.</li> </ul>	Ongoing	PCT	As opportunities become available

## Education

*Quality and innovation in learning and development*

### Objective

To provide coaching in riding and horsemastership and to instil in members the proper care of their horses raising awareness and education in risk management and horse welfare.

Strategies	Actions	Timeframe	Who	KPIs
1. Facilitate opportunities for coaches, officials and administrators to undertake quality training of a national standard.	<ul style="list-style-type: none"> <li>Facilitate annual Technical Delegate (TD) Clinic to update TDs and Course Designers to ensure best practice techniques.</li> </ul>	Annual	PCT	Maintain/Increase
	<ul style="list-style-type: none"> <li>Facilitate bi-annual specialist jumping equitation clinic for coaches, judges and pencilers with a NCAS Level II Coach.</li> </ul>	Bi-Annual	PCT	
	<ul style="list-style-type: none"> <li>Facilitate bi-annual practical course building clinic with accredited course designer.</li> </ul>	Bi-Annual	PCT	
	<ul style="list-style-type: none"> <li>Continue to train mentors and assessors to ensure they are available for Efficiency Certificate candidates for all levels.</li> </ul>	Annual	PCT	
	<ul style="list-style-type: none"> <li>Provide coaches and managers for PCT teams competing in PCA National and International Pony Club competitions.</li> </ul>	Annual/Bi-Annual	PCT	
	<ul style="list-style-type: none"> <li>Senior coaches to attend National Coaching Clinics and bi-annual coaching conference.</li> </ul>	Bi-Annual	PCT	
2. Manage the NCAS Pony Club Coach Accreditation Scheme to increase the number of NCAS qualified coaches.	<ul style="list-style-type: none"> <li>Organise training for mentors and assessor to ensure they are available for NCAS coach accreditation.</li> </ul>	Ongoing	PCT	5% Increase
	<ul style="list-style-type: none"> <li>Facilitate NCAS coach accreditation and re-accreditation clinics according to demand.</li> </ul>	Ongoing	PCT	

## Governance

*Promote and comply with best practice*

### Objective

To develop and maintain contemporary governance principles.

Strategies	Actions	Timeframe	Who	KPIs
1. Coordinate the activities of affiliated Pony Clubs in Tasmania in accordance with PCA policies, procedures and guidelines.	<ul style="list-style-type: none"> <li>Conduct reviews of all policies.</li> <li>Ongoing review of PC competition rules and support PCA in review of National rules.</li> </ul>	Annual Ongoing	PCT  PCT	Rolling annual review of PCT policies – 1 per annum  1 Handbook update annually - July
2. Continual improvement of administration practices and procedures.	<ul style="list-style-type: none"> <li>Develop position descriptions for paid and voluntary positions.</li> <li>Undertake a board skills audit.</li> <li>PCT Board to regularly track progress against strategic plan and report on plan annually to members (annual report).</li> <li>Develop a succession plan including recruiting more males to the board.</li> </ul>	Dec 2018  2019 Nov 2018  June 2018	PCT	<i>Positions descriptions developed.</i>  Board skills audit complete.  Strategic plan reviewed and reported on.  Succession plan in place.
3. Provide an effective and efficient secretarial service.	<ul style="list-style-type: none"> <li>Prepare applications for grants funding.</li> <li>Ongoing review of Handbook.</li> <li>Organise state association meetings, executive meetings and chief coach meetings.</li> <li>Day to day administration activities</li> </ul>	Ongoing Ongoing Ongoing Ongoing	PCT PCT PCT PCT	Achieve at least same amount of government funding annually.

## Communication

### Connecting with members and stakeholders

#### Objective

Effective communication that forges and maintains connections with members and stakeholders, enabling PCT to work efficiently towards its goals.

Strategies	Actions	Timeframe	Who	KPIs
1. Use the full range of communication tools to engage with zones, clubs, members and PCA.	<ul style="list-style-type: none"> <li>Ongoing development and maintenance of website.</li> <li>Maintain a current calendar of training and events on PCT website.</li> <li>Provide information to members through quarterly newsletters.</li> <li>Produce an annual report, distribute to zones and clubs, and place on website.</li> </ul>	Ongoing	PCT	Consistent and informative communication with members
2. Use social media and direct emails to engage with members, share news and encourage two way exchange of information.	<ul style="list-style-type: none"> <li>Greater use of PCT Facebook page and post to page at least three times per week.</li> <li>Use new national database to engage directly with members, officials and volunteers.</li> </ul>			Increase number of likes on FB page by 5%
3. Develop annual stakeholder forum into a major event for planning, learning and discussion between PCT, zones and clubs.	<ul style="list-style-type: none"> <li>Deliver stakeholder forum in September annually.</li> <li>Financial year changed to <b>May/June</b> and AGM held following stakeholder forum.</li> <li>Support two representatives from King Island and Flinders Island pony clubs to attend forum.</li> <li>Survey forum participants to determine level of satisfaction with PCT and help inform PCT priorities for coming year.</li> </ul>	Annually	PCT	Minimum of two representatives from each club attend forum

**Appendix E – Letters of Consultation & Support****Brighton & Southern Midlands Pony Club**

Address / contact details

October 2018

**To Whom It May Concern****PROPOSED TWIN ARENAS AT MANGALORE RECREATION GROUND**

I am writing in support of the application by the Southern Midlands Council, on behalf of our Club, the Brighton Equestrian Club and the TasShep Dog Club under the Major Sport & Recreation Grant Program 2018/2019, with the Department of Premier & Cabinet, for a project to upgrade the Mangalore Recreation Ground to create new twin arenas at the ground.

A small but very dedicated and enthusiastic group of local Club members, across the three Clubs have been working with the Southern Midlands Council to improve the Mangalore Recreation Ground in line with the development plan for the site. We have come a long way and achieved most of the targets that were set in some ten years ago.

There is one arena that was part of the original development plan and that original arena was funded by Sport & Recreation Tasmania. This grant will provide for two more arenas which will be a catalyst for increased membership of our Club along with greater use of the site. The soil characteristic of the ground at Mangalore are reactive clay which means that the ground opens up during the summer months (sometimes up to 80mm cracks appear in the ground). This is unacceptable from a risk management perspective for our Pony Club, which means activities are required to be limited on the site when this occurs. With the existing arena it has been constructed in a manner that negates the ground expansion & contraction. The Twin Arenas Project has also been design to those same stringent specifications that will ensure that we can maximise the use of the site and provide the opportunities for greater participation by young people in our sport.

This initiative demonstrates strong leadership on the part of the Southern Midlands Council in understanding and working with its community and sporting groups. at a time when strengthening the capacity of the community is fundamental for rural & remote communities to envisage and create a positive future against the negativities of droughts, then floods as seen over recent years that contribute to the down turn in the agricultural, forest & pastoral industries.

I commend this project as an extremely valuable investment for the State Government to support.

Yours Sincerely

Kareena Blackwell  
President  
Brighton & Southern Midlands Pony Club Inc.

## Brighton Equestrian Club



PO Box 178

Brighton TAS 7030

1<sup>st</sup> October 2018

### To Whom It May Concern

#### PROPOSED TWIN ARENAS AT MANGALORE RECREATION GROUND

This letter is supporting the application by the Southern Midlands Council, on behalf of our Club, the Brighton & Southern Midlands Pony Club and the TasShep Dog Club. The application is under the Major Sport & Recreation Grant Program 2018/2019, with the Department of Premier & Cabinet, for a project to upgrade the Mangalore Recreation Ground to create new twin arenas at the ground.

The existing arena is great, however, most times other parts of the grounds are not able to be used, as during the middle of summer the ground opens up with cracks, alternately during the winter and on particularly wet periods the bottom part of the ground appears saturated and unsafe to be used by horses. The design of the proposed twin arenas will fix the saturated ground with the installation of agg drains, and the additional space that the twin arenas will provide will ensure a safe surface on which to undertake our events.

This proposal will provide the opportunity to also increase our membership, as due to the sometimes poor condition of the ground we have over the years had members leave the Club.

This twin arenas project will be of great advantage to our Club on a week to week basis and this will also provide the opportunity to host other Clubs in regional or State wide competitions

Yours sincerely

*M Lacey*

Melissa Lacey

President

Brighton Equestrian Club Inc.



## TasShep Club Inc

**TASSHEP Inc.**  
C/- PO Box 49 New Norfolk PO  
High Street St,  
New Norfolk 7140  
Tasshep@bigpond.com  
Ph. 03 6286-1173

ABN: 74 144 934 613



1<sup>st</sup> October 2018

### To Whom It May Concern

#### PROPOSED TWIN ARENAS AT MANGALORE RECREATION GROUND

This letter is supporting the application by the Southern Midlands Council, on behalf of our Club, the Brighton & Southern Midlands Pony Club and the Brighton Equestrian Club. The application is under the Major Sport & Recreation Grant Program 2018/2019, with the Department of Premier & Cabinet, for a project to upgrade the Mangalore Recreation Ground to create new twin arenas at the ground.

As a Club we joined B&SMPC and BEC (the two horse Clubs) at Mangalore Recreation Ground in 2013 and we are Members of the Mangalore Recreation Ground Management Committee, which meets regularly to provide a comprehensive management / development framework for the Recreation Ground. Having a dog club at the same site as horses could be problematic, some people may say, but that is not the case at Mangalore. Between the three clubs and the Council we have an annual calendar of events and it must be said that there is a great deal of camaraderie and indeed flexibility between the clubs. It has proved to be a great success.

Whilst we as a club have not really use the existing arena to any great extent, however we find that we have to use it when the ground conditions on the rest of the ground are unacceptable based on our event day risk assessment. We have found that the existing arena is excellent for our recently developed small agility/temperament test course and we see that we can expand our dog agility/temperament training regime with the additional arenas.

We have also found a great success in assisting in the training of 'assistance dogs' that support our veterans, returning from active service overseas, along with others and the size and location of the Mangalore Recreation Ground makes it an ideal location.

The addition of the twin arenas will make the ground even more useable by us and the other clubs. On behalf of our club I commend the grant application as a worthwhile and meaningful addition to the site that adds value to the health and wellbeing of our community.

Yours sincerely

Mike England  
President  
TASSHEP INC.

## Appendix F – Risk Management



# RISK MANAGEMENT PLAN

## INTRODUCTION

Risk management is being increasingly recognized as an integral part of good management practice. The Southern Midlands Council recognizes that to be effective, risk management must become part of the Council's culture, integrated into the Council's strategic plans and everyday activities rather than being viewed or run as a separate program. Risk management must become the responsibility of every employee, volunteer and elected member of the Council.

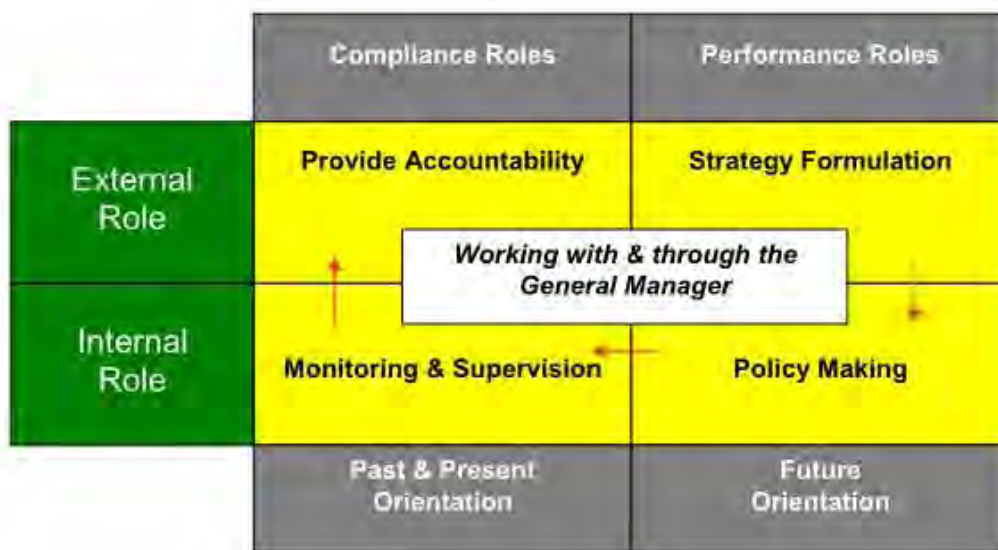
This Risk Management Plan has been developed to focus the management of risks at both strategic and operational levels. The concept of risk management will be fundamental to the organizational culture through the philosophy of risk minimization for each and every activity undertaken by the Council.

The objective of the Risk Management Plan and underlying procedures is to establish the context, identification, analysis, evaluation, treatment, monitoring and communication of risk. No one business unit of the Council will have principal responsibility for progressing the overall Risk Management Strategy. Rather, all the divisions will work together to increase the integration of the risk management process into their planning and programs. This will be reflected in the management system that operates throughout the Council.



**FRAMEWORK FOR ANALYSING GOVERNANCE FUNCTIONS**

In his work on International Governance<sup>1</sup>, Professor Robert Tricker developed the model in the figure below which clarifies the twin responsibilities of conformance and performance. Whilst this model was developed for the private sector it is equally applicable to local government at the Elected Member level and for the sake of relevance in this illustration, the General Manager title has been inserted. The model illustrates the balance between the past / present focus on implementation and the future focus on strategy to perform on internal as well as externally focused role. This is applicable to risk management as well as a range of other governance issues.



**POLICY STATEMENT**

The Southern Midlands Council is committed to the management of risks under its control and responsibility in order to maintain and enhance the quality of life of its employees, residents and visitors.

The Council implements this policy through:

- gaining organizational support for risk management undertakings,
- raising awareness of risk management,
- educating staff on good risk management practices,
- systematically identifying risks and developing and maintaining a prioritized risk register,
- determining the magnitude of these risks, and
- developing ongoing strategies to address these risks.

<sup>1</sup> Tricker, R., *International Corporate Governance: Text Readings and Cases*, New York: Prentice Hall, 1994, p.149

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*Risk Management Plan*
**OBJECTIVES**

The objectives of this plan are to implement the Council's Risk Management Policy and;

- to encourage the identification and reporting of potential risks and hazards,
- to identify and analyse the Council's liability associated to risk exposure,
- to systematically identify risks and develop a risk register,
- to determine the magnitude of these risks, and
- to develop ongoing strategies to address these risks.

**STRATEGY**

Effective risk management is based on a structured approach to the management of risk that emphasizes a proactive rather than a reactive response. Management of risk will be addressed in the following order:

1. Wherever possible eliminate the risk;
2. Transfer the risk, in full or in part, by requiring that external organizations leasing or managing the Council's assets have adequate insurance and that the Council is indemnified and held harmless;
3. Reduce the risk by undertaking hazard analysis and risk audits, and developing procedures relating to all of the Council's activities;
4. Adequately insure the Council for all risk exposures;
5. Avoid the activity.

The strategy for risk management plans will be to:

- Develop and maintain a centralized customer requests and complaints database;
- Develop procedural documentation in respect of the operation of major areas of risk as identified;
- Develop and maintain a risk register, and develop a risk analysis formula for prioritization of risk;
- Monitor insurance claims and trends to identify risk areas and limit exposure;
- Carry out regular inspections of the Council's assets;
- Allocate sufficient funds in the Estimates to enable a proactive approach to risk management;
- Continually improve annual risk assessment performance rating by implementation of recommendations where possible.

The successful implementation of the risk management plan requires an effective management system that specifies the methods chosen, assigns responsibilities and individual accountabilities for actions, and monitors them against specified criteria. The system is constantly being upgraded by the Risk Management Officer and will be implemented as various components come on line.

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*Risk Management Plan*

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**PROCESS**

The Australian/New Zealand Standard for Risk Management AS/NZS ISO 31000:2009 (which supersedes AS/NZS 4360: 2004) defines the risk management process under the following headings

- Establish the Context
- Identify Risks
- Analyse Risks
- Evaluate Risks
- Treat Risks
- Monitor and Review
- Communicate and Consult

**Establish the Context**

This involves establishing the risk management context in which the rest of the process will take place. Criteria against which risk will be evaluated should be established and the structure of the analysis defined.

**Identify Risks**

Identify what, why and how things can arise as the basis for future analysis.

**Analyse Risks**

Determine the existing controls and analyse risks in terms of consequence and likelihood in the context of those controls. The analysis should consider the range of potential consequences and how likely those consequences are to occur. Consequence and likelihood may be combined to produce an estimated level of risk.

**Evaluate Risks**

Compare estimated levels of risk against the pre-established criteria. These enable risks to be ranked so as to identify management priorities. If the levels of risk established are low, then risks may fall into an acceptable category and treatment may not be required.

**Treat Risks**

Accept and monitor low-priority risks. For other risks, develop and implement a specific management plan, which includes consideration of funding.

**Monitor and Review**

Monitor and review the performance of the risk management system and changes that might affect it.

**Communicate and Consult**

Communicate and consult with staff and external authorities as appropriate at each stage of the risk management process and concerning the process as a whole.

---

*Risk Management Plan*
**SCOPE**

The following types of losses have been associated with broader definitions of risk:

- Personnel (Occupational Health, Welfare and Safety);
- Property and equipment, including plant and motor vehicles;
- Liability ( including public and legal liability, and professional indemnity);
- Environmental;
- Financial;
- Business interruption

**KEY CONSIDERATIONS**

- Reputation
- Management Effort
- OH&S
- Environment
- Regulatory & Legislative
- Productivity
- Loss of EBIT

**HIGHER RISK AREAS IDENTIFIED**

- Footpath Maintenance
- Road Maintenance
- Tree Management
- Playground Management
- Recreation Reserve Management and facility allocations
- Property Maintenance
- Professional Advice/Approvals (Statutory)
- Waste Transfer Stations

Each business unit will undertake regular reviews and inspections to determine their own areas of risk, particularly in the identified higher risk areas.

The review and inspection program will be ongoing, each year to be completed by the end of March to enable the recognition of proactive responses within the budgetary process.

Employees, volunteers, elected members and members of the public are encouraged to report potential risk situations via a structured response process.

**ASSESSMENT**

An assessment of the identified risk must be undertaken to:

- determine existing controls,
- determine the likelihood of an incident,
- determine the consequences of the risk, and
- establish the level of risk.

For its projects, each business unit will assess and prioritise the risks in accordance with the risk analysis formula developed under this.

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*Risk Management Plan***CONTROL AND TREATMENT**

The risk will be evaluated to determine the best option for treatment and, where appropriate, strategies will be prepared and implemented to rectify the problem.

As part of this process, procedures will be developed by each business unit as an ongoing responsibility in respect of risk management relevant to their particular functional areas. These procedures form part of the risk management plan as they are developed.

**IMPLEMENTATION**

Risk management will be implemented by;

- identifying, assessing and prioritizing areas of risk,
- documenting all policies and procedures,
- educating staff about effective risk management,
- providing adequate funding for maintenance works in the Council's Estimates, and
- following through on the steps outlined in the procedures developed under this plan.

**MONITORING AND REVIEW**

Monitoring of risk management for each area of risk is the responsibility of the respective divisional manager in conjunction with the Risk Management Officer and the Manager Corporate Services (Oatlands).

Monitoring of risk management will include;

- the analysis of claims/reports on a monthly basis,
- reviewing documentation developed under this plan, and
- ensuring inspections are undertaken as outlined.

**RESPONSIBILITIES**

Councillors, management, supervisors/co-ordinators, employees, volunteers, management committees and contractors all play a part in making risk management a priority as they undertake their daily tasks in the operations of the Southern Midlands Council.

**Council, Councillors -**

- Recognition, active encouragement and adoption of risk management as a key function of the Council, including listing risk management as a priority in the Council's Strategic Plan,
- Approving the Risk Management Strategy, including reviews and amendments from time to time, and
- Ensure that there are adequate resources for the maintenance of the Strategy.

**General Manager -**

- Maintain overall responsibility for the effective management of all types of risks across Council's operations

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*Risk Management Plan***Risk Management Officer -**

- Provide support to the Council through the provision of advice and assistance with general risk management principles and processes,
- Co-ordinate the activities of the Risk Management Team (OH&S and Risk Management Committee) to continuously monitor the Council's performance on risk related matters
- Review incident, accident and hazard reports on a regular basis,
- Review procedures and processes developed under this policy and prepare updates for the SMC Senior Management Team (SMT),
- Investigate all claims against the Council,
- Facilitate an organisation-wide education and training program and monitor and audit employee recognition and performance of risk management principles on an annual basis,
- Develop and maintain a risk register, and develop and maintain a risk analysis formula for prioritisation of risk,
- Promote the adequate protection of Council's assets and operations, together with liability risks to the public, through appropriate budgeting, loss control programs and measures,

**Manager Corporate Services (Oatlands) -**

- Investigate claims against the Council and liaise with the Council's insurers,
- Actively pursue adequate insurance coverage for all risks.
- Report claims trends on a quarterly basis to the Southern Midlands Council Management Team (SMC SMT).

**Managers, Supervisors / Co-ordinators -**

- Develop procedural documentation in respect of the operation of major areas of risk as identified and implement those procedures accordingly,
- Monitor and audit processes to ensure appropriateness to current conditions and practices, and
- Provide assistance and requested information in relation to any insurance claim or risk management issue in a timely manner,
- Facilitate immediate responses to any report of hazard or incident received from a resident, employee or visitor,
- Advise of any risk management matter that should be incorporated in forthcoming budgets, and
- Actively implement recommendations on risk management.

**Employees, Volunteers, Management Committees and Contractors -**

- Report any risk or incident immediately it is brought to their attention to supervisor, co-ordinator or manager;
- Conduct their daily duties in a manner that will not make the Council open to a loss or risk,
- Assist in the investigation of any incident that may have occurred as a result of a hazard,
- Act in a proactive manner to risk control and prevention,
- Perform duties in a manner that is within an acceptable level of risk to their own health and safety, and that of other employees, the Council's customers and the community in general.



Risk Management Plan



**EXISTING CONTROLS**

LEVEL	DESCRIPTOR	FORESEEABLE
E	Excellent	More than what a reasonable person would be expected to do in the circumstances.
A	Adequate	Only what a reasonable person would be expected to do in the circumstances.
I	Inadequate	Less than what a reasonable person would be expected to do in the circumstances.

**QUALITATIVE MEASURES OF CONSEQUENCE**

Level	Rating	Safety of People	Operations	Technical	Economic	Environment	Political & public	Compliance
1	Insignificant	No real injuries	Some insignificant delays or change to service	Operational - minor rectification required	<\$20k loss or damages	Isolated area low impact	Suggested improvements and unsubstantiated complaints	Guidance required for compliance
2	Minor	1 <sup>st</sup> aid injury	Some minor delays or some services cancelled	Service restrictions - rectification required	\$20k to \$80k loss or damages	Contained Minor impact	Substantiated complaints and lobby group correspondence	Some non compliances
3	Moderate	Medical injury	Some moderate delays and some services cancelled	Not operational - minor rectification required before operational	\$100k to \$999,999 loss or damages	Uncontained impact able to be rectified in short term	Complaints and short term drop in patronage. News reports and parliamentary questions	Many compliance or probity infringements and some processes repeated
4	Major	Death or major injuries	Major delays and most services cancelled	Not operational - extensive rectification required before operational	\$1m to \$8m loss or damages	Extensive hazardous impact long term rectification	Sustained drop in patronage. High profile news reports and political embarrassment	Non compliance results in termination of process or imposed penalties
5	Catastrophic	Multiple deaths	All services cancelled	Not operational cannot be rectified	>\$10m loss or damages	Uncontained hazardous impact residual effect	Patronage decrease causes cancellation of service. Widespread news reports and major political/government repercussions or change	Non compliance results in criminal charges or loss of required accreditation



Risk Management Plan

QUALITATIVE MEASURES OF LIKELIHOOD

LEVEL	DESCRIPTOR	EXAMPLE DETAIL DESCRIPTION	FREQUENCY
1	Rare	The event may occur only in exceptional circumstances.	Less than once in 10 years
2	Unlikely	The event could occur at some time.	At least once in 5 years
3	Moderate	The event should occur at some time.	At least once in 3 years
4	Likely	The event will probably occur in most circumstances.	Once per year
5	Almost certain	The event is expected to occur in most circumstances.	More than once per year

RISK ACCEPTANCE CRITERIA TABLE

Level of Risk	Rank	Criteria for Management of Risk	Who is Responsible
15 - 20	Catastrophic	Treatment Action Plan Required. Excellent controls required	Risk is unacceptable – refer to Executive
10 - 14	High	Treatment Action Plan Required. Excellent controls required	Risk is undesirable. Decision on acceptance of risk to be made by the relevant Executive Director.
6 - 9	Moderate	Risk may be accepted by the relevant Director or Senior Manager EXCEPT where the Consequence is Catastrophic, a Treatment Action Plan is required.	Decision on acceptance of risk to be made by the relevant Director or Senior Manager EXCEPT where the Consequence is Catastrophic, decision on acceptance or risk must be made by the relevant Executive Director.
1 - 5	Low	Risk is acceptable – manage by routine procedures EXCEPT where the Consequence is Catastrophic, a Treatment Action Plan is required.	Risk is acceptable – manage by routine procedures EXCEPT where the Consequence is Catastrophic, decision on acceptance or risk must be made by the relevant Executive Director.

## Risk Management Plan



### Twin Arenas Project – Mangalore Recreation Ground Sport & Recreation Major Grant Program 2018/19

Risk ID.	Risk Category	Risk Description	Consequence	Likelihood	Risk Rating	Risk Mitigation	Revised Risk Rating	Control Effectiveness	Assign to	Due Date	Status
1											
1.1	<b>Financial Control</b>	Exceeding the Project Budget	2	D	L	Rigorous budget development	L	A	TK	On Going	
1.1.1											
1.2	<b>Project Management</b>	Poor contract management	2	D	L	Effective Contract Management	L	A	AB	On Going	
1.2.1		Poor workmanship	2	D	L	Skilled & qualified Project Manager		A	AB		
1.2.2		Damage – vandalism	2	B	M	Passive protection, Community monitoring (pride in area)	M	A	AB	On going	
1.2.3		Damage - weather	1	C	L	Maintenance	L	A	AB	On Going	
1.2.4		Deterioration - maintenance	2	D	L	Forward maintenance program, Adequate budgeting	L	A	AB	On Going	
1.2.5		Site safety	2	D	L	Use the SMC Project Construction Site Induction guide (attached)	L	A	AB	On Going	
1.3	<b>Project Governance</b>	Breakdown of project performance	2	B	M	Controlled under Special Committee provisions of the Local Government Act 1993	L	A	TK	On Going	

## Appendix G – Project Estimate

## Estimate for the Twin Arenas at the Mangalore Recreation Ground

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT	Grant	SMC	VEC	B&SMPC
1	Establishment	Item	1	\$ 500.00	\$ 500.00		\$ 250.00	\$ 250.00	
2	Strip the area of top soil (grader)	days	1	\$ 1,440.00	\$ 1,440.00			\$ 1,440.00	
3	Level and shape the site, cut and fill incl. batters	days	3	\$ 1,900.00	\$ 5,700.00			\$ 5,700.00	
4	Compact Sub Grade plus fill batters	days	2	\$ 836.00	\$ 1,672.00			\$ 1,672.00	
5	Supply sub base materials	m <sup>3</sup>	1500	\$ 6.10	\$ 9,150.00			\$ 9,150.00	
6	Cart material to the site (trucks)	hours	100	\$ 85.00	\$ 8,500.00			\$ 8,500.00	
7	Grade level and trim subbase (grader)	days	1	\$ 1,440.00	\$ 1,440.00			\$ 1,440.00	
8	Compact subbase (roller)	days	2	\$ 836.00	\$ 1,672.00			\$ 1,672.00	
2	Supply Red Gravel to the site	m <sup>3</sup>	225	\$ 25.00	\$ 5,625.00	\$ 5,625.00			
3	Grade level and trim red gravel base course (grader)	days	1	\$ 1,440.00	\$ 1,440.00			\$ 1,440.00	
4	Supply River Washed Course Sand to the site	m <sup>3</sup>	225	\$ 74.17	\$ 16,688.25	\$ 16,688.25			
5	Grade level and trim washed sand surface course (grader)	days	1	\$ 1,440.00	\$ 1,440.00			\$ 1,440.00	
6	Excavate for sub soil drainage	m <sup>3</sup>	150	\$ 12.50	\$ 1,875.00		\$ 1,875.00		
7	Supply 100mm dia socked Sub Soil agg pipe	roll	3	\$ 360.00	\$ 1,080.00	\$ 1,080.00			
8	Supply one sized screenings for sub soil drain	m <sup>3</sup>	150	\$ 22.00	\$ 3,300.00		\$ 3,300.00		
9	Cartage for one sized screenings	m <sup>3</sup>	150	\$ 16.06	\$ 2,409.00		\$ 2,409.00		
10	Install 100mm agg pipe	each	2	\$ 500.00	\$ 1,000.00		\$ 1,000.00		
11	Purchase TasNetwork poles for surrounds	each	32	\$ 410.00	\$ 13,120.00	\$ 13,120.00			
12	Dial Before You Dig - ProTech	Item	1	\$ 271.00	\$ 271.00	\$ 271.00			
	<b>Sub total</b>				\$ 78,322.25	\$ 36,784.25	\$ 8,834.00	\$ 32,704.00	
13	Plans, Supervision, Setout, Safety		10%		\$ 7,832.23		\$ 2,562.23	\$ 3,270.40	\$ 2,000.00
14	Contingencies				\$ 883.40		\$ 883.40		
	<b>TOTAL</b>				\$ 87,037.88	\$ 36,784.25	\$ 12,279.63	\$ 35,974.40	\$ 2,000.00
						\$ 36,784.25		\$ 50,254.03	
						<b>Grant</b>		<b>In Kind</b>	
	<i>Note: This estimate is exclusive of GST</i>								
	Estimate by Andrew Benson 15th October 2018								

## Appendix H – In-Kind Commitments

## VEC Civil Engineering



ALL MAIL TO:  
PO Box 612  
Ulverstone TAS 7315  
info@vec.com.au  
(08) 4201 541 877

VECMO OFFICE  
120 Industrial Drive  
Ulverstone TAS 7315  
(08) 6425 5000  
(08) 6425 6112

VECMO OFFICE  
Level 5  
118 Bathurst Street  
Hobart TAS 7000  
(03) 6220 1500

10<sup>th</sup> October 2018

Andrew Benson  
Deputy General Manager  
Southern Midlands Council  
PO Box 21  
Oatlands TAS 7120

Dear Andrew

I am pleased to provide the following proposal, on behalf of VEC Civil Engineering, to facilitate the construction of new horse arena at Mangalore recreation ground.

We are able to provide materials and resources in kind to facilitate this community project, specifically to supply and cart sub base material to the site. Included is the preparation of the site through stripping back topsoil and assistance to place final wearing surface gravels.

The following table details the estimated costs for the services we are offering:

Site Establishment			\$250.00
Strip back topsoil (grader)	1	day	\$1,440.00
Level and shape the site, cut and fill incl. batters	3	day	\$5,700.00
Compact subgrade (roller)	2	day	\$1,672.00
Supply Subbase materials	1500	M3	\$9,150.00
Cart Subbase materials to the site – (trucks)	100	hrs	\$8,500.00
Grade level and trim subbase (grader)	1	day	\$1,440.00
Compact subbase (roller)	2	day	\$1,672.00
Grade level and trim red gravel base course (grader)	1	day	\$1,440.00
Grade level and trim red gravel base course (grader)	1	day	\$1,440.00
			\$32,704.00
Supervision and Safety	10	%	\$3,270.40
	<b>GRAND TOTAL</b>		<b>\$35,974.40</b>

We look forward to being able to work together with the council and associated stakeholders to improve facilities.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Tom de Meillon'.

Tom de Meillon

**Project Manager – Mangalore II**

**Southern Midlands Council Financial Allocation**



12<sup>th</sup> October 2018

**TO WHOM IT MAY CONCERN**

**TWIN ARENAS PROJECT – MANGALORE RECREATION GROUND**

**GRANT SUBMISSION TO THE SPORT & RECREATION MAJORS GRANTS PROGRAM 2018/19**

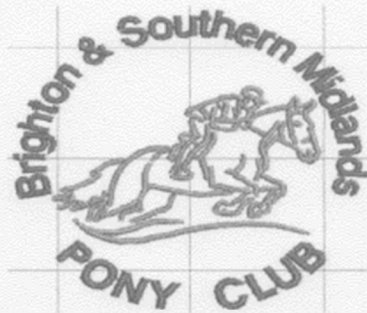
I am able to advise that whilst no budget allocation has been made within the 2018/19 SMC Budget for this project, given the circumstances and the opportunity that VEC Civil Engineering has provided with its significant in-kind contribution to the project, Council will find the \$12,279.63 to honour our contribution to the project as detailed in the Estimate.

A handwritten signature in black ink, appearing to read 'A. Benson', is positioned above the printed name and title.

**Andrew Benson**  
Deputy General Manager  
Manager Community & Corporate Development

Address all correspondence to: The General Manager, P.O. Box 21, Oatlands, Tasmania 7220  
Oatlands Office: 77 High Street, Oatlands Phone (03) 6254 5090 Fax (03) 6254 5014  
Kempston Office: 85 Main Street, Kempston Phone (03) 6259 3011 Fax (03) 6259 1327  
Email Address: mail@southernmidlands.tas.gov.au Web: www.southernmidlands.tas.gov.au  
A.B.N. 69 653 450 589

**Brighton & Southern Midlands Pony Club Inc. In-Kind Contribution (Design)**



Address / contact details

15<sup>th</sup> October 2018

**To Whom It May Concern**

**DESIGN FOR THE PROPOSED TWIN ARENAS AT MANGALORE RECREATION GROUND**

The Club is pleased to provide the design for the new twin arenas as part of its in-kind contribution to the grant project. We have valued the contribution at \$2,000 inclusive of site visits, design consultation and actual design time.

Kareena Blackwell  
President  
Brighton & Southern Midlands Pony Club Inc

A handwritten signature in cursive script that reads 'K Blackwell'.



## Appendix I – Suppliers Quotations

### Tassie Gold Pebbles – Gravel Quotation

#### Andrew Benson

---

**From:** Elizabeth Downward <elizabeth\_downward@bigpond.com>  
**Sent:** Wednesday, 3 October 2018 6:41 PM  
**To:** Andrew Benson  
**Subject:** BROWN GRAVEL QUOTE MANGALORE RECREATION GROUND

Good evening,

Thank you for leaving a message and the opportunity to quote for 250 m of gravel delivered to Mangalore.

Our quote delivered would be \$25 per metre exclusive of GST.

Kind Regards

Mark Downward

Tassie Gold Pebbles  
"Bundaleah"  
1140 Midlands Highway  
Mangalore Tas 7250

0447 299 727

## Lazenby Sand Pty Ltd – Coarse Sand Quotation

**Kareena Blackwell**

---

**From:** Lazenby Sand <mail@lazenbysand.com.au>  
**Sent:** Wednesday, 26 September 2018 2:35 PM  
**To:** Kareena Blackwell  
**Subject:** Arena materials quote

Hi Karina,

We are happy to provide the following quote for the arena materials for the Mangalore Pony Club:

300m<sup>3</sup> Coarse Sand (delivered) - \$25,000.00 including GST

300m<sup>3</sup> Blend 50:50 Coarse Sand and Shredded Rubber (delivered) - \$44,000.00 including GST

Please note that these prices are subject to the availability of both materials. Quote valid for 90 days.

If you require further information, please don't hesitate to contact us via reply email or call 6248 9097.

Kind regards,  
Cecily

*Please note that my regular office hours are Tuesdays 11am to 5pm.  
(While I do sometimes work in addition to these hours, I may not respond to emails.)*



Business Manager  
Lazenby Sand Pty Ltd  
1710 South Arm Road, Sandford TAS 7020  
[www.lazenbysand.com.au](http://www.lazenbysand.com.au)  
mobile: 0427 135 808  
fax: (03) 6248 8326  
[fb.me/lazenbysand](https://fb.me/lazenbysand)

*We note the information above, given our arena size and quantities have changed we have interpolated the quoted figures to our new requirements as we were unable to contact the Company for a revised quotation prior to submitting the application  
We now need 225cubic metres instead of 300 cubic metres, which exclusive of GST makes it \$74.17/cubic metre which equates to a total of \$16,688.25.*

*We will only be using only the coarse sand and no rubber.*



**Roberts Ltd – Agricultural Pipe Quotation**

			
<p><b>Roberts Limited - Bridgewater</b>                  1 Crooked Billet Drive                  Bridgewater TAS 7030                  Phone: 03 6263 0666 Fax: 03 6263 4273</p>		<p><b>QUOTE</b>                  # 0920100010380                  8/10/2018 11:52                  A.B.N. 12 009 475 647</p>	
<p>Customer: <b>Brighton pony Club</b>                  Address: <b>Mangalore Hobart Tas</b>                  Phone:                  Delivery:                  Valid: <b>180</b>                  Instructions:</p>			
<b>Code</b>	<b>Description</b>	<b>Qty</b>	<b>Unit</b>
9032996	PIPE DRAINCOIL 100MMX100M CL400 SLOT & SOCK	3	LG
		<b>Unit price</b>	<b>Price</b>
		\$402.50	\$1,328.25
<b>Prices include taxes of \$120.75</b>		<b>Quote Total</b>	<b>\$1,328.25</b>
<p>You were served at checkout 10 by Jacob Blackwell Thank you for shopping with us                  Please refer to the Ruralco Holdings Limited internet site at <a href="http://www.ruralco.com.au/uploads/downloads/Terms_of_Sale.pdf">http://www.ruralco.com.au/uploads/downloads/Terms_of_Sale.pdf</a> or your individual account application form for the detailed Terms and Conditions relating to this sale.  <b>'If applicable you have been charged four cents per litre/kilogram on all non-returnable containers which fall under the Industry Waste Reduction Scheme.'</b></p>			
Infinity Retail Management System Registered to Roberts Limited - Bridgewater		8/10/2018 11:52:47 AM Page #1	
INTEREST WILL BE CHARGED ON OVERDUE ACCOUNTS			

**Ross Padgett – Supply & Delivery of Ex TasNetworks Power Poles**

**K J Padgett & Co**

Pine Bark & Log Cartage Contractor  
21 Ten Mile Track, PO Box 160  
(03) 63522030 [rosspadgett@gmail.com](mailto:rosspadgett@gmail.com)  
Scottsdale Tasmania 7260

**Quotation**

Attention: Andrew Benson, Southern Midlands Council

Supply & Freight 32 Reject Power Poles to Mangalore Recreation Ground,  
22 Blackbrush Road;

Poles \$60.00	32	\$ 1,920.00
Freight 2.5hours @ \$140.00/hour	32	\$11,200.00
		\$13,120.00
GST	10%	\$ 1,312.00
Total		\$ 14,432.00

Please note that this quotation is valid for 90 days from the date of this quotation

Ross Padgett  
15<sup>th</sup> October 2018

## ProTech Underground Asset Location – Asset Location Services

### Andrew Benson

---

**From:** ProTech Underground Asset Location <admin@protechtas.com.au>  
**Sent:** Friday, 12 October 2018 11:50 AM  
**To:** Andrew Benson  
**Subject:** Quote - Mangalore Recreation Ground

Good morning Andrew,

Please see below quote to complete service locations at Mangalore Recreation Ground.

The cost will be \$271.00 + GST.

Regards

Jodie Pepper

Office Manager

**Protech Underground Asset Locations**

**M:** 0437 016 910

**A:** PO Box 558, Rosny Park, Tasmania, 7018

**W:** [www.protechtas.com.au](http://www.protechtas.com.au)

**E:** [admin@protechtas.com.au](mailto:admin@protechtas.com.au)



**HEAD OFFICE**  
10b Industrial Drive  
Ulverstone TAS 7315  
Phone: (03) 6425 6530  
Fax: (03) 6425 6112

**HOBART OFFICE**  
Level 3  
116 Bathurst Street  
Hobart TAS 7000  
Phone: (03) 6220 1300

10<sup>th</sup> October 2018

Andrew Benson  
Deputy General Manager  
Southern Midlands Council  
PO Box 21  
Oatlands TAS 7120

Dear Andrew

I am pleased to provide the following proposal, on behalf of VEC Civil Engineering, to facilitate the construction of new horse arena at Mangalore recreation ground.

We are able to provide materials and resources in kind to facilitate this community project, specifically to supply and cart sub base material to the site. Included is the preparation of the site through stripping back topsoil and assistance to place final wearing surface gravels.

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Grade level and trim subbase (grader)	1	day	\$1,440.00
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Grade level and trim red gravel base course (grader)	1	day	\$1,440.00
Grade level and trim red gravel base course (grader)	1	day	\$1,440.00
			\$32,704.00
Supervision and Safety	10	%	\$3,270.40
	<b>GRAND TOTAL</b>		<b>\$35,974.40</b>

We look forward to being able to work together with the council land associated stakeholders to improve facilities.

Yours sincerely,



Tom de Meillon

**Project Manager – Mangalore II**



Mangalore Recreation Ground Horse  
Arenas Project

Aboriginal Heritage Test Pitting Program

Final Report Version 1

AUTHOR: Stuart Huys and Rocky Sainty  
27 Apsley St, South Hobart TAS 7004

CLIENT: Southern Midlands Council

28.2.2019

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## Executive Summary

### Project Details

The Southern Midlands Council are proposing to construct horse riding twin arenas for the Brighton and Southern Midlands Pony Club, the Brighton Equestrian Club and the TasShep Dog Club. The proposed location for the Twin Arenas is within the Mangalore Recreation Ground, which is situated on the west side of the Midland Highway, immediately north of the junction with Black Brush Road, at Mangalore in the Southern Midlands Region (See Figures 1 and 2).

Construction of the proposed Twin Arenas commenced in 2018, with a Site Induction that included information from AHT along with an Unanticipated Discovery Plan and images of artefacts. Site works followed, with the top soil having been stripped away across the designated footprint of the arena, then the excavation of the cut was commenced. During the course of the excavation process, machinery operators observed potential Aboriginal stone artefacts within the Arena works area. In accordance with the Unanticipated Discovery Plan Procedures, construction works at the Twin Arenas Project ceased, and Aboriginal Heritage Tasmania were contacted and informed of the suspected find.

Staff from AHT subsequently carried out a site visit on the 30-11-2018. During the course of the site visit, AHT positively identified five Aboriginal stone artefacts within the Twin Arenas footprint, where excavations had occurred, to a depth of approximately 300mm. A further five potential artefacts were identified, however on closer examination were found to possess insufficient diagnostic features to classify them as artefacts. The site has subsequently been registered on the Aboriginal Heritage Register (AHR) as site AH13623. Figure 4 shows the spatial extent of site AH13623, based on the AHT recording. As part of the site visit, AHT staff walked over the western extent of the proposed new horse arena where only the grass layer had been removed. No surface artefacts were identified within this area, however, given that artefacts have been identified 300mm below the ground surface within other parts of the horse arena, AHT was of the opinion that there was an increased potential for further Aboriginal heritage to be present.

On the basis of this inspection outcome, AHT subsequently advised that a permit is required under Section 14 of the *Aboriginal Heritage Act 1975* prior to the continuation of any further construction works being undertaken within the recorded boundary of the artefact scatter. In addition, AHT advised that given the increased potential for further Aboriginal heritage within the remainder of the project area, it was strongly recommend that further subsurface investigation is required to determine the nature and extent of the Site and whether the project will impact Aboriginal heritage. AHT require that the investigation must be carried out by a suitably qualified Consulting Archaeologist in consultation with AHT (Advice provided by AHT to the Southern Midlands council on the 7/12/2018).

CHMA has been engaged by the Southern Midlands Council to implement the recommended sub-surface test pitting program at site AH13623. Rocky Sainty is the

designated Aboriginal heritage officer for the works. This report presents the findings for the test pitting program.

### **Summary Results of the Test Pitting Program**

Prior to test pitting works commencing, a test pitting methodology was prepared by CHMA and submitted to AHT for review. This Method Statement is presented in Appendix 2 of this report. The test pitting methodology was subsequently endorsed by AHT (advice provided on the 30-1-019). A copy of this advice is presented in Appendix 2 of this report.

The test pitting program was implemented over a period of two days (12-2-2019 to 13-2-2019). Those people involved in the test pitting program are listed below.

- Stuart Huys (CHMA excavation director).
- Rocky Sainty (Project AHO).
- Marta Piech (CHMA Field Assistant).

As described in section 2, a total of 15 test pits were excavated across the western portion of the Horse Arenas footprint, to the west of the boundaries of site AH13623. (see Figure 6). The soils across the test pitting zone was reasonably uniform, and comprised a homogenous dark brown to grey cracking and self-mulching clays. The clay content was observed to increase with depth. Table 1 provides the summary details for the 15 test pits.

No Aboriginal stone artefacts, or any other form of cultural deposits or features were recovered from the test pitting program. Based on these negative findings, it appears that site AH13623 does not extend further to the west and north, across the lesser disturbed parts of the horse arenas footprint. As noted in section 2, no test pits were excavated in the areas to the south and east of the designated boundaries of site. This was because the top soils, to a depth of 30cm-40cm had been stripped away from these areas. However, as part of the test pitting program, the field team carried out a surface survey inspection of these more heavily disturbed portions of the horse arenas footprint. No additional artefacts or cultural features were identified. These negative survey results also serve to confirm that site AH13623 does not extend beyond the current recorded boundaries.

On the basis of the current available evidence, it appears evident that site AH13623 is a low density artefact scatter, which has been heavily impacted by works undertaken to date on the horse arenas development. It is possible that this site constitutes a component of site AH8583, which was previously excavated and salvaged by Sim (2000).

The detailed test pitting results are presented in section 3 of this report.

### **Management Recommendations**

Heritage management options and recommendations provided in this report are made on the basis of the following criteria:

- Consultation with Rocky Sainty (Aboriginal Heritage Officer);

- The legal and procedural requirements as specified in the *Aboriginal Heritage Act 1975* (The Act);
- The results of the sub-surface test pitting investigation as documented in this report.

### **Recommendation 1**

Site AH13623 is confirmed as being a small low density artefact scatter that does not extend beyond the documented boundaries of the site. The proposed Mangalore Recreation Ground Horse Arenas development has already impacted site AH13623, and the site will continue to be impacted with ongoing works.

All Aboriginal relics are protected under the *Aboriginal Heritage Act 1975* (The Act) and it is illegal to destroy, damage, deface, conceal or otherwise interfere with a relic, unless in accordance with the terms of a permit granted by the Minister. It is therefore advised that the Southern Midlands Council will need to apply for and obtain a Permit to impact site AH13623 before construction works can recommence within the designated boundaries of the site.

### **Recommendation 2**

As part of the test pitting program, the boundaries of site AH13623 have been marked out in the field with wooden stakes. Prior to any further development works proceeding across the horse arenas footprint, temporary, high visibility protective barricading should be erected around the established boundaries of site AH13623, with a 5m buffer applied. This protective barricading should remain in place until such time that a Permit to impact site AH13623 has been issued. All construction contractors should be made aware of the presence of the site, and informed that the site is not to be impacted until a Permit has been issued.

### **Recommendation 3**

If, during the course of proposed construction works, previously undetected archaeological sites or objects are located, the processes outlined in the Unanticipated Discovery Plan should be followed (see section 7). A copy of the Unanticipated Discovery Plan should be kept on site during all ground disturbance and construction work. All construction personnel should be made aware of the Unanticipated Discovery Plan and their obligations under the *Aboriginal Heritage Act 1975* (the Act).

### **Recommendation 4**

Copies of this report should be submitted to Aboriginal Heritage Tasmania (AHT) for review and comment.

## 1.0 Project Outline

The Southern Midlands Council are proposing to construct horse riding twin arenas for the Brighton and Southern Midlands Pony Club, the Brighton Equestrian Club and the TasShep Dog Club. The proposed location for the Twin Arenas is within the Mangalore Recreation Ground, which is situated on the west side of the Midland Highway, immediately north of the junction with Black Brush Road, at Mangalore in the Southern Midlands Region (See Figures 1 and 2).

The proposed Twin Arenas will measure approximately 60m x 50m. As part of the construction process for the arena, the grassed layer across the site area will be stripped away to a depth of approximately 150mm. Following that, approximately half of the site will require varying degrees of excavation to achieve the finished subgrade level. Following the excavation down to the proposed subgrade level, a layer of introduced gravels will be spread across the site at a depth of 450mm. An area immediately to the north of the proposed Twin Arena site has been nominated for a temporary stockpile area for the placement of the introduced gravels to be used for construction. A stockpile is required as approximately 1,500m<sup>3</sup> of the introduced base course material will come from the Midland Highway reconstruction works currently being undertaken on the highway. That material has to be removed from the Highway during January 2019. The Contractors on the Highway project, VEC Engineering, have agreed to undertake the Twin Arenas excavation works as well as the provision / installation of the base course material at no cost to Council or the Clubs. This has been submitted as part of the Community contribution for a \$37,000 grant through Communities, Sport & Recreation Tasmania (50% VEC & Council valued at \$39,000 / 50% Grant valued at \$37,000). To bring the ground up to a better condition from the current poor state of the Mangalore Recreation Ground for pony club activities. Without the Grant and the generous contribution from VEC the Twin Arenas Project would not be able to be undertaken.

In addition, it will be necessary to install a pipeline to manage sub-soil drainage of water from the proposed Twin Arenas site. The proposed pipeline would be 100mm in diameter and would extend around the site of the Twin Arenas to a pit in the bottom south-east corner of the Mangalore Recreation Ground, then a 300mm diameter outfall through to land on the corner of the Midland Highway and Black Brush Road. It should be noted that the results of the initial Desk Top Review request submitted for this project, indicates that the proposed alignment for the pipeline passes through the designated boundaries of a registered Aboriginal site (Site AH8583). Figure 5 shows the location of this site. The site was originally recorded by McConnell (2000), and was subsequently excavated by Sim (2000). The excavation resulted in very low densities of artefacts being recovered from the area. A subsequent field survey assessment undertaken by CHMA (2015) did not identify any surface artefacts in the site area or surrounds. AHT have subsequently advised that the site is considered to have been salvage excavated and destroyed, and that there are no further requirements for this site (advice provided on the 25/1/2019).

Figure 3 shows the proposed location for the Horse Arena, the temporary gravel stockpile, and the proposed pipeline corridor.

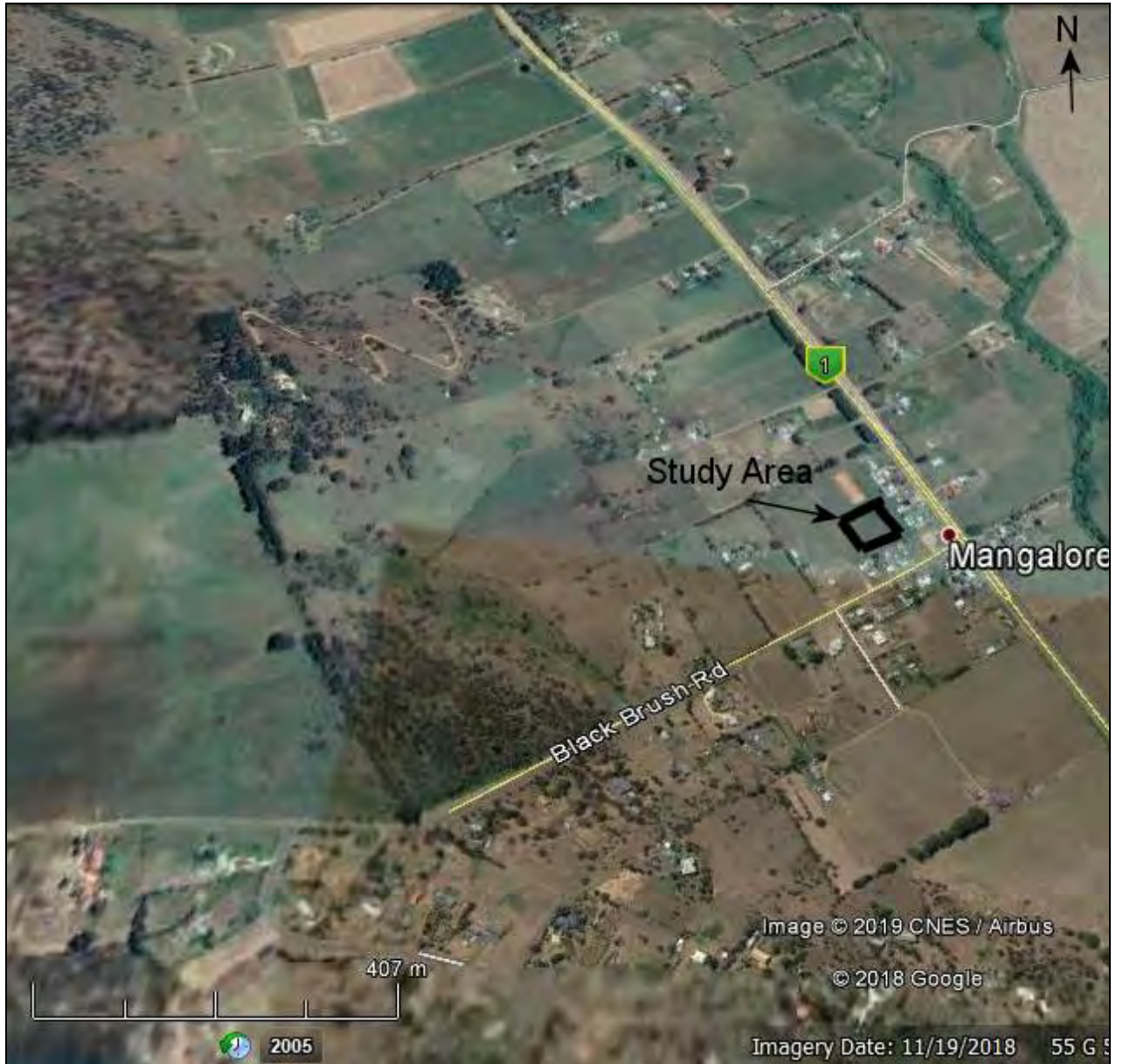
Construction of the proposed Twin Arenas commenced in 2018, with a Site Induction that included information from AHT along with an Unanticipated Discovery Plan and images of artefacts. Site works followed, with the top soil having been stripped away across the designated footprint of the arena, then the excavation of the cut was commenced. During the course of the excavation process, machinery operators observed potential Aboriginal stone artefacts within the Arena works area. In accordance with the Unanticipated Discovery Plan Procedures, construction works at the Twin Arenas Project ceased, and Aboriginal Heritage Tasmania were contacted and informed of the suspected find.

Staff from AHT subsequently carried out a site visit on the 30-11-2018. During the course of the site visit, AHT positively identified five Aboriginal stone artefacts within the Twin Arenas footprint, where excavations had occurred, to a depth of approximately 300mm. A further five potential artefacts were identified, however on closer examination were found to possess insufficient diagnostic features to classify them as artefacts. The site has subsequently been registered on the Aboriginal Heritage Register (AHR) as site AH13623. Figure 4 shows the spatial extent of site AH13623, based on the AHT recording. As part of the site visit, AHT staff walked over the western extent of the proposed new horse arena where only the grass layer had been removed. No surface artefacts were identified within this area, however, given that artefacts have been identified 300mm below the ground surface within other parts of the horse arena, AHT was of the opinion that there was an increased potential for further Aboriginal heritage to be present.

On the basis of this inspection outcome, AHT subsequently advised that a permit is required under Section 14 of the *Aboriginal Heritage Act 1975* prior to the continuation of any further construction works being undertaken within the recorded boundary of the artefact scatter. In addition, AHT advised that given the increased potential for further Aboriginal heritage within the remainder of the project area, it was strongly recommend that further subsurface investigation is required to determine the nature and extent of the Site and whether the project will impact Aboriginal heritage. AHT require that the investigation must be carried out by a suitably qualified Consulting Archaeologist in consultation with AHT. The investigation must comply with AHT's *Aboriginal Heritage Standards and Procedures*. Prior to the archaeological investigations taking place the methodology will need to be discussed with AHT (Advice provided by AHT to the Southern Midlands council on the 7/12/2018). In subsequent advice provided on the 12/12/2018, AHT confirmed that if the proposed gravel stock pile location was deposited a reasonable distance from the Twin Arena works area, and provided that it was not being deposited on any further surface expressions of Aboriginal heritage, there were no archaeological constraints.

CHMA has been engaged by the Southern Midlands Council to implement the recommended sub-surface test pitting program at site AH13623. Rocky Sainty is the





**Figure 2: Aerial image showing the general location of the proposed horse arena within the Mangalore Recreation Ground**



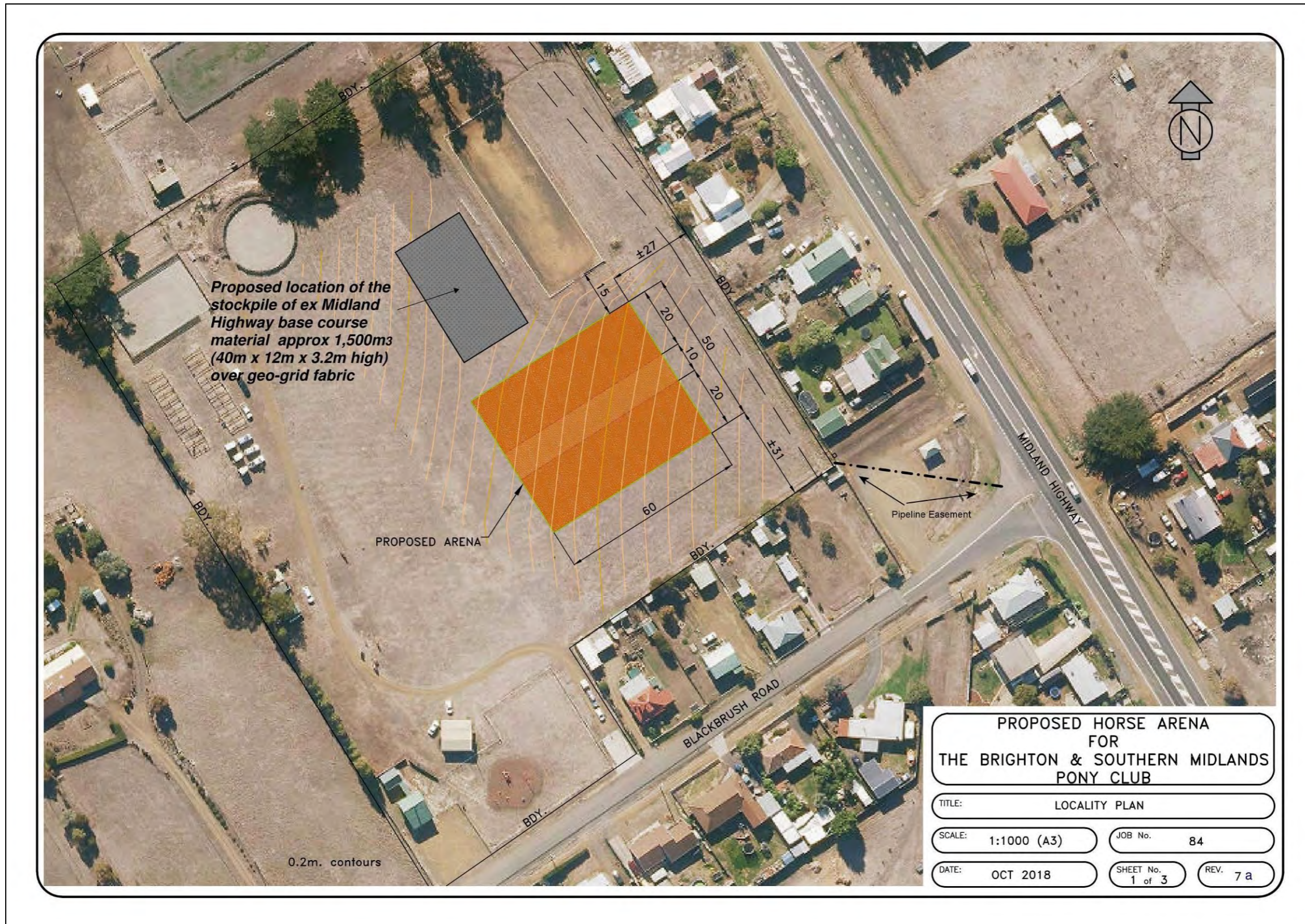


Figure 3: Aerial image showing the footprint for the proposed horse arena, the proposed stockpile location and the alignment of the pipeline easement



**Figure 4: The spatial extent of Aboriginal site AH13623, as identified during the field inspection of the proposed horse arena undertaken by AHT staff**

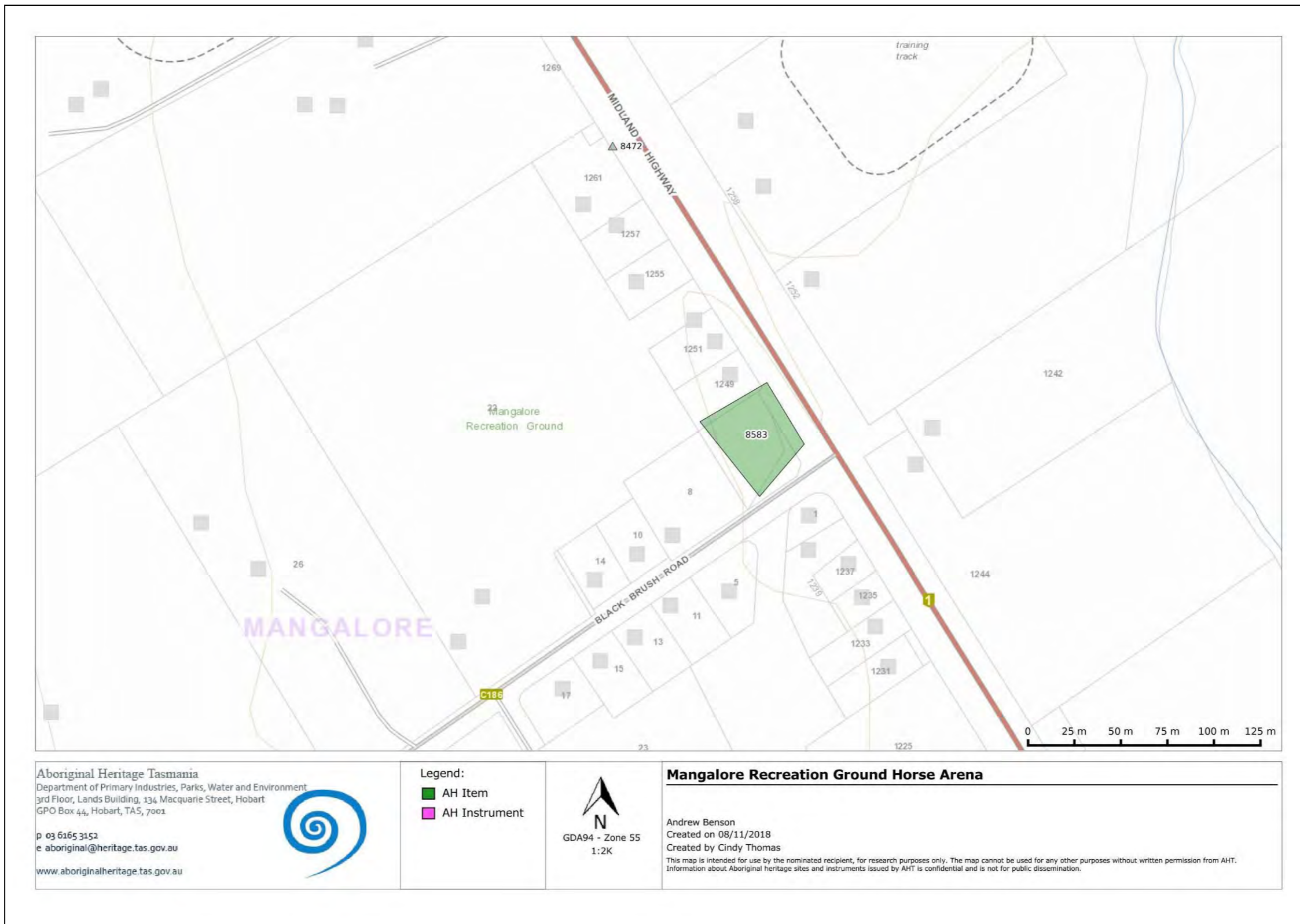


Figure 5: The spatial extent of Aboriginal site AH8583

## 2.0 Aims and Methodology for the Test Pitting Program

### 2.2 Aims of the Test Pitting Program

The aims of the test pitting program are as follows.

- To more accurately determine the distribution and extent of artefact deposits associated with site AH13623, within the proposed horse arena footprint (the study area).
- To ascertain the potential impacts of the proposed horse arena development on site AH13623.
- To develop a set of management/mitigation strategies which are directed towards minimising and mitigating these potential impacts.

### 2.2 Statutory Requirements

All Aboriginal relics are protected under the *Aboriginal Heritage Act 1975* (The Act) and it is illegal to destroy, damage, deface, conceal or otherwise interfere with a relic, unless in accordance with the terms of a permit granted by the Minister.

The test pitting program is being implemented in the immediate vicinity of registered Aboriginal site AH13623. As part of the planning phase for the test pitting program, CHMA consulted with AHT regarding the requirements for a Permit to undertake the test pitting program. AHT confirmed that the test pitting could be undertaken without the requirement for a Permit, on the provision that test pits were placed outside the designated bounds of site AH13623, and if Aboriginal cultural deposits were detected during test pitting, then sub-surface investigations would stop, and the consultant would liaise with Aboriginal Heritage Tasmania (AHT) and the Aboriginal Heritage Council (AHC) regarding Permit requirements.

### 2.3 Test Pitting Methodology

Prior to test pitting works commencing, a test pitting methodology was prepared by CHMA and submitted to AHT for review. This Method Statement is presented in Appendix 2 of this report. The test pitting methodology was subsequently endorsed by AHT (advise provided on the 30-1-019). A copy of this advice is presented in Appendix 2 of this report.

The test pitting program was implemented over a period of two days (12-2-2019 to 13-2-2019). Those people involved in the test pitting program are listed below.

- Stuart Huys (CHMA excavation director).
- Rocky Sainty (Project AHO).
- Marta Piech (CHMA Field Assistant).

As the first step in the test pitting process, the spatial boundaries of site AH13623 (as defined on the Aboriginal Heritage Register) was marked out on the ground using wooden stakes.

The endorsed test pitting methodology stipulates that a total of 15 test pits should be excavated. Following an inspection of the general site area, the field team

determined the positioning of the 15 test pits. It was decided to place the test pits immediately to the west of the boundaries of site AH13623, within the western portion of the horse arenas footprint, on the basis that this was the least disturbed portion of the horse arenas footprint. In this area, only the top grass layer had been stripped away, and the sub-soils remained in place. Across the remainder of the arena footprint, soils had been stripped away to a depth of up to 40cm.

Figure 6 shows the location of these test pits.

The following procedures were implemented for the test pitting program.

- Each test pit measured 50cm x 50cm and was excavated to a depth of 40cm. This depth was determined in discussions with AHT, on the basis that AHT staff observed that artefacts associated with site AH13623 appeared to be confined to the top 30cm of the soil profile.
- The test pits were excavated with a square flat blade shovel. For vertical control, excavations proceeded in 10cm spits.
- The location of each test pit was recorded with a hand held GPS.
- Each pit was photographed, and notes taken of the soil profile.
- All excavated soils were placed into buckets which were labelled according to provenance. These soils were then dry sieved through 3mm screen mesh.
- The excavation director (Stuart Huys) maintained a field journal and a visual diary, creating a written and photographic record of the daily progression of the test pitting program.

#### **2.4 Management of the Site Area**

The test pitting site is located within the Mangalore Recreation Grounds. Prior to test pitting commencing, CHMA liaised with the Southern Midlands Council to ratify property access protocols for the site.

At the completion of the test pitting program the CHMA Principal (Stuart Huys) formally advised the Southern Midlands Council and Aboriginal Heritage Tasmania (AHT) that test pitting work had terminated.

#### **2.5 Report Preparation**

The report documenting the findings of the test pitting program has been prepared by Stuart Huys, in consultation with Rocky Sainty (AHO). The report has been submitted to AHT for review and advice.



Plate 1: View south-east across the west portion of the horse arenas footprint, where the 15 test pits were placed



Plate 2: View north-east across the west portion of the horse arenas footprint, where the 15 test pits were placed



Plate 3: Excavation of the 50cm x 50cm test pits, with soils placed into labelled buckets in preparation for sieving



Plate 4: Rocky Sainty (the AHO for the test pitting program), dry sieving the excavated soils from the test pits through 3mm sieve mesh

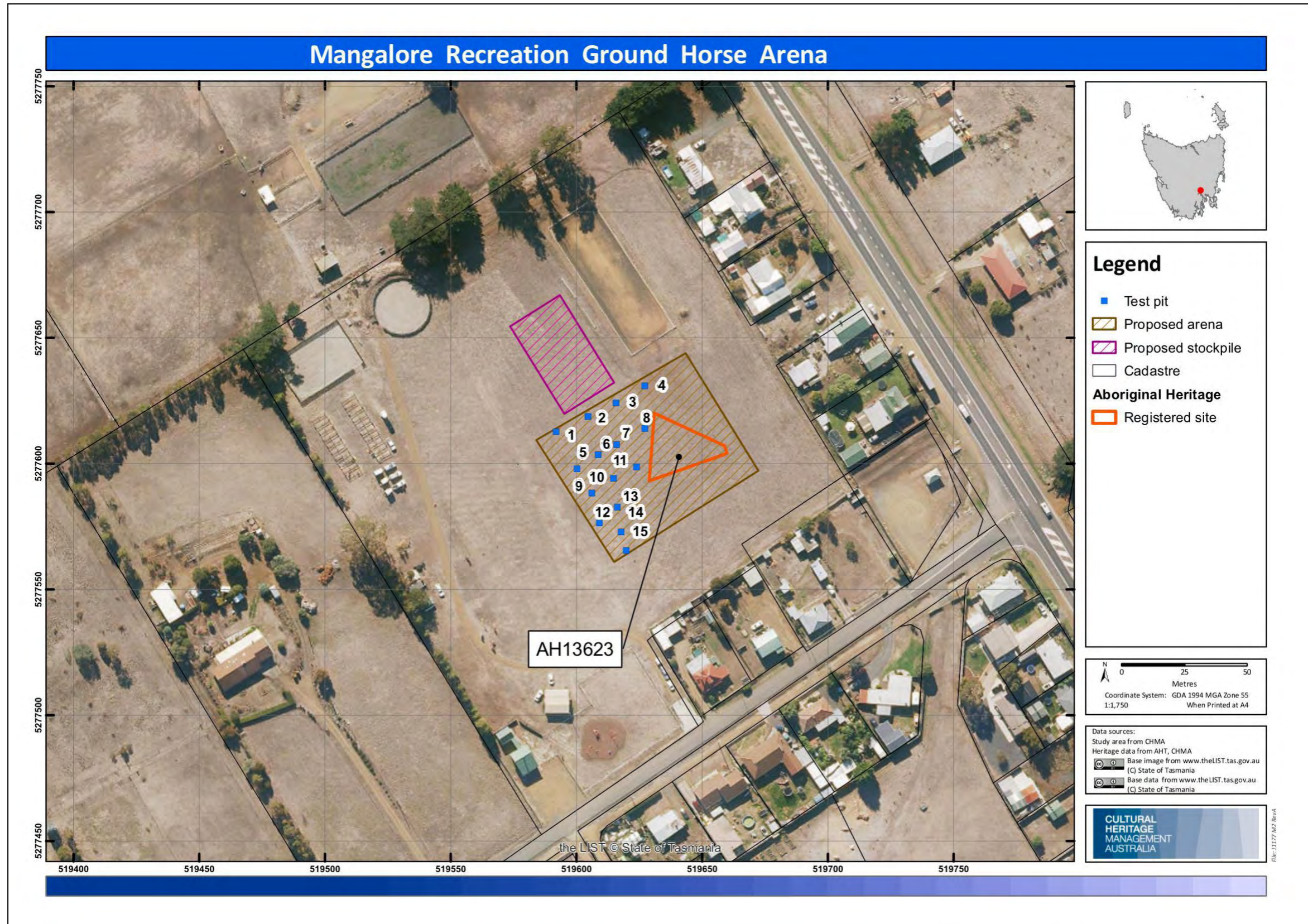


Figure 6: The placement of the 15 test pits within the proposed horse arenas footprint, in relation to Aboriginal site AH13623



### 3.0 Results of the Test Pitting Program

As described in section 2, a total of 15 test pits were excavated across the western portion of the Horse Arenas footprint, to the west of the boundaries of site AH13623. (see Figure 6). The soils across the test pitting zone was reasonably uniform, and comprised a homogenous dark brown to grey cracking and self-mulching clays. The clay content was observed to increase with depth. Table 1 provides the summary details for the 15 test pits.

No Aboriginal stone artefacts, or any other form of cultural deposits or features were recovered from the test pitting program. Based on these negative findings, it appears that site AH13623 does not extend further to the west and north, across the lesser disturbed parts of the horse arenas footprint. As noted in section 2, no test pits were excavated in the areas to the south and east of the designated boundaries of site. This was because the top soils, to a depth of 30cm-40cm had been stripped away from these areas. However, as part of the test pitting program, the field team carried out a surface survey inspection of these more heavily disturbed portions of the horse arenas footprint. No additional artefacts or cultural features were identified. These negative survey results also serve to confirm that site AH13623 does not extend beyond the current recorded boundaries.

On the basis of the current available evidence, it appears evident that site AH13623 is a low density artefact scatter, which has been heavily impacted by works undertaken to date on the horse arenas development. It is possible that this site constitutes a component of site AH8583, which was previously excavated and salvaged by Sim (2000).

**Table 1: Summary details for the test pits excavated across the Mangalore Horse Arenas Footprint**

Pit Number	Grid Reference Easting (GDA 94)	Grid Reference Northing (GDA 94)	Soil Profile
1	519591	5277612	- 0.- 40cm Dark brown homogenous cracking clay soils.
2	519604	5277618	- 0.- 40cm Dark brown homogenous cracking clay soils.
3	519615	5277624	- 0.- 39cm Dark brown homogenous cracking clay soils.
4	519627	5277630	- 0.- 40cm Dark brown homogenous cracking clay soils.
5	519600	5277597	- 0.-39cm Dark brown homogenous cracking clay soils.
6	519608	5277603	- 0.- 41cm Dark brown homogenous cracking clay soils.
7	519616	5277607	- 0.- 40cm Dark brown homogenous cracking clay soils.
8	519627	5277613	- 0.- 40cm Dark brown homogenous cracking clay soils.

Pit Number	Grid Reference Easting (GDA 94)	Grid Reference Northing (GDA 94)	Soil Profile
9	519606	5277588	- 0.- 40cm Dark brown homogenous cracking clay soils.
10	519614	5277594	- 0.- 42cm Dark brown homogenous cracking clay soils.
11	519623	5277598	- 0.- 40cm Dark brown homogenous cracking clay soils.
12	519609	5277576	- 0.- 39cm Dark brown homogenous cracking clay soils.
13	519616	5277582	- 0.- 40cm Dark brown homogenous cracking clay soils.
14	519617	5277572	- 0.- 41cm Dark brown homogenous cracking clay soils.



Plate 5: Test pit 6 (east wall) showing the typical soil profile across the test pit zone, with soils comprising homogenous dark brown to grey cracking clays



Plate 6: View north-east across the more heavily disturbed parts of the horse arenas footprint, with top soils stripped away to a depth of 30cm



Plate 7: View north, showing the extent of top soils that have been stripped away across the southern and eastern parts of the horse arenas footprint

## 4.0 Consultation with Aboriginal Communities and Statement of Aboriginal Significance

The designated Aboriginal Heritage Officer (AHO) for this project is Rocky Sainty. One of the primary roles of the Aboriginal Heritage Officer is to consult with Aboriginal community groups. The main purpose of this consultation process is:

- to advise Aboriginal community groups of the details of the project,
- to convey the findings of the Aboriginal heritage assessment,
- to document the Aboriginal social values attributed to Aboriginal heritage resources in the study area,
- to discuss potential management strategies for Aboriginal heritage sites, and
- to document the views and concerns expressed by the Aboriginal community representatives.

Aboriginal Heritage Tasmania (AHT) has recently advised that there have been some changes to the accepted approach to Aboriginal community consultation, based on recommendations made by the AHC on 28 April 2017. These changes relate to cases where the AHC consider it may be sufficient for a Consulting Archaeologist (CA) or Aboriginal Heritage Officer (AHO) to consult only with the Aboriginal Heritage Council.

The Council recommended that consultation with an Aboriginal community organisation is not required for a proposed project when:

There are less than 10 isolated artefacts that are not associated with any other nearby heritage; or

The impact of the project on Aboriginal heritage:

- is not significant; or
- will not destroy the heritage; or
- affects only part of the outer approximately 20% of a buffer around a registered site

The CA and AHO will need to demonstrate in Aboriginal heritage reports including map outputs:

- that the proposed impact on the Aboriginal heritage within the project area is not significant and why;
- that the project activity will not destroy the heritage;
- that the proposed impact to the site buffer is not adjacent to a significant component of the registered site polygon.

No Aboriginal heritage features, or cultural deposits were encountered during the course of the test pitting program. On the basis of these negative results, it is apparent that site AH13623 does not extend beyond the current recorded spatial boundaries.

Despite these negative results, it is clear that the proposed horse arenas development has already impacted on site AH13623, and that any continued development will further impact this site. The Southern Midlands Council will therefore be required to apply for and obtain a Permit to impact the site. On this basis, the decision has been made to circulate this report for Aboriginal community consultation. The outcomes of this consultation is presented in Appendix 1 of this report.

Rocky Sainty also provided a statement of the Aboriginal cultural values attributed to sites AH13623. This statement is presented below.

***Statement of Cultural/Social Significance by Rocky Sainty***

*Aboriginal heritage provides a direct link to the past, however is not limited to the physical evidence of the past. It includes both tangible and intangible aspects of culture. Physical and spiritual connection to land and all things within the landscape has been, and continues to be, an important feature of cultural expression for Aboriginal people since creation.*

*Physical evidence of past occupation of a specific place may include artefacts, living places (middens), rock shelters, markings in rock or on the walls of caves and/or rock shelters, burials and ceremonial places. Non-physical aspects of culture may include the knowledge (i.e. stories, song, dance, weather patterns, animal, plant and marine resources for food, medicines and technology) connected to the people and the place.*

*While so much of the cultural landscape that was **lutruwita** (Tasmania) before invasion and subsequent colonization either no longer exists, or has been heavily impacted on, these values continue to be important to the Tasmanian Aboriginal community, and are relevant to the region of the project proposal.*

*Our test pitting investigations have focused around site AH13623. We did not recover any artefacts, or identify any cultural features during our test pitting program. A further field inspection in the surrounds of the site did not result in any further artefact being identified. I am satisfied that we have been able to demonstrate that site AH13623 is a small low density artefact scatter that does not extend beyond the documented boundaries of the site. The site has been heavily impacted by the works carried out already on the horse arenas development. Despite these disturbances, the site still represents a link with our past ancestors. However, in this instance I would support the issuing of a Permit to further impact this site.*

## 5.0 Statutory Controls and Legislative Requirements

The following provides an overview of the relevant State and Federal legislation that applies for Aboriginal heritage within the state of Tasmania.

### 5.1 State Legislation

In Tasmania, the *Aboriginal Heritage Act 1975* (the Act) is the primary Act for the treatment of Aboriginal cultural heritage. The Act is administered by the Minister for Environment, Parks and Heritage through Aboriginal Heritage Tasmania (AHT) in the Department of Primary Industries, Parks, Water and the Environment (DPIPWE). AHT is the regulating body for Aboriginal heritage in Tasmania and '[n]o fees apply for any application to AHT for advice, guidance, lodgement or permit application'.

The Act applies to 'relics' which are any object, place and/or site that is of significance to the Aboriginal people of Tasmania (as defined in section 2(3) of the Act). The Act defines what legally constitutes unacceptable impacts on relics and a process to approve impacts when there is no better option. Aboriginal relics are protected under the Act and it is illegal to destroy, damage, deface, conceal or otherwise interfere with a relic, unless in accordance with the terms of a permit granted by the Minister. It is illegal to sell or offer for sale a relic, or to cause or permit a relic to be taken out of Tasmania without a permit (section 2(4) qualifies and excludes 'objects made, or likely to have been made, for purposes of sale').

It should be noted that with regard to the discovery of suspected human skeletal remains, the *Coroners Act 1995* takes precedence. The *Coroners Act 1995* comes into effect initially upon the discovery of human remains, however once determined to be Aboriginal the *Aboriginal Heritage Act* overrides the *Coroners Act*.

In August 2017, the Act was substantively amended and the title changed from the *Aboriginal Relics Act 1975*. As a result, the AHT *Guidelines to the Aboriginal Heritage Assessment Process* were replaced by the *Aboriginal Heritage Standards and Procedures*. The Standards and Procedures are named in the statutory *Guidelines* of the Act issued by the Minister under section 21A of the Act. Other amendments include:

- An obligation to fully review the Act within three years.
- Increases in maximum penalties for unlawful interference or damage to an Aboriginal relic. For example, maximum penalties (for deliberate acts) are 10,000 penalty units (currently \$1.57 million) for bodies corporate other than small business entities and 5,000 penalty units (currently \$785,000) for individuals or small business entities; for reckless or negligent offences, the maximum penalties are 2,000 and 1,000 penalty units respectively (currently \$314,000 and \$157,000). Lesser offences are also defined in sections 10, 12, 17 and 18.
- Prosecution timeframes have been extended from six months to two years.
- The establishment of a statutory Aboriginal Heritage Council to advise the Minister.

Section 21(1) specifies the relevant defence as follows: "It is a defence to a prosecution for an offence under section 9 or 14 if, in relation to the section of the Act which the defendant is alleged to have contravened, it is proved ... that, in so far as is practicable ... the defendant complied with the guidelines".

## **5.2 Commonwealth Legislation**

There are also a number of Federal Legislative Acts that pertain to cultural heritage. The main Acts being; *The Australian Heritage Council Act 2003*, *The Aboriginal and Torres Strait Islander Heritage Protection Act 1987* and the *Environment Protection and Biodiversity Conservation Act 1999*

### ***Australian Heritage Council Act 2003 (Comm)***

The *Australian Heritage Council Act 2003* defines the heritage advisory boards and relevant lists, with the Act's Consequential and Transitional Provisions repealing the Australian Heritage Commission Act 1975. The Australian Heritage Council Act, like the Australian Heritage Commission Act, does not provide legislative protection regarding the conservation of heritage items in Australia, but has compiled a list of items recognised as possessing heritage significance to the Australian community. The Register of the National Estate, managed by the Australian Heritage Council, applies no legal constraints on heritage items included on this list.

### ***The Aboriginal and Torres Strait Islander Heritage Protection Act 1987.***

This Federal Act is administered by the Department of Sustainability, Environment, Water, Populations and Communities (SEWPaC) with the Commonwealth having jurisdiction. The Act was passed to provide protection for the Aboriginal heritage, in circumstances where it could be demonstrated that such protection was not available at a state level. In certain instances, the Act overrides relevant state and territory provisions.

The major purpose of the Act is to preserve and protect from injury and desecration, areas and objects of significance to Aborigines and Islanders. The Act enables immediate and direct action for protection of threatened areas and objects by a declaration from the Commonwealth minister or authorised officers. The Act must be invoked by, or on behalf of an Aboriginal or Torres Strait Islander or organisation.

Any Aboriginal or Torres Strait Islander person or organization may apply to the Commonwealth Minister for a temporary or permanent 'Stop Order' for protection of threatened areas or objects of significant indigenous cultural heritage.

The Commonwealth Act 'overrides' State legislation if the Commonwealth Minister is of the opinion that the State legislation (or undertaken process) is insufficient to protect the threatened areas or objects. Thus, in the event that an application is made to the Commonwealth Minister for a Stop Order, the Commonwealth Minister will, as a matter of course, contact the relevant State Agency to ascertain what protection is being imposed by the State and/or what mitigation procedures have been proposed by the landuser/developer.

In addition to the threat of a 'Stop Order' being imposed, the Act also provides for the following:

- If the Federal Court, on application from the Commonwealth Minister, is satisfied that a person has engaged or is proposing to engage in conduct that breaches the 'Stop Order', it may grant an injunction preventing or stopping such a breach (s.26). Penalties for breach of a Court Order can be substantial and may include a term of imprisonment;
- If a person contravenes a declaration in relation to a significant Aboriginal area, penalties for an individual are a fine up to \$10,000.00 and/or 5 years gaol and for a Corporation a fine up to \$50,000.00 (s.22);
- If the contravention is in relation to a significant Aboriginal object, the penalties are \$5,000.00 and/or 2 years gaol and \$25,000.00 respectively (s.22);
- In addition, offences under s.22 are considered 'indictable' offences that also attract an individual fine of \$2,000 and/or 12 months gaol or, for a Corporation, a fine of \$10,000.00 (s.23). Section 23 also includes attempts, inciting, urging and/or being an accessory after the fact within the definition of 'indictable' offences in this regard.

The Commonwealth Act is presently under review by Parliament and it is generally accepted that any new Commonwealth Act will be even more restrictive than the current legislation.

***Environment Protection and Biodiversity Conservation Act 1999 (Comm)***

This Act was amended, through the Environment and Heritage Legislation Amendment Act (No1) 2003 to provide protection for cultural heritage sites, in addition to the existing aim of protecting environmental areas and sites of national significance. The Act also promotes the ecologically sustainable use of natural resources, biodiversity and the incorporation of community consultation and knowledge.

The 2003 amendments to the *Environment Protection and Biodiversity Conservation Act 1999* have resulted in the inclusion of indigenous and non-Indigenous heritage sites and areas. These heritage items are defined as:

'indigenous heritage value of a place means a heritage value of the place that is of significance to indigenous persons in accordance with their practices, observances, customs, traditions, beliefs or history;

Items identified under this legislation are given the same penalty as actions taken against environmentally sensitive sites. Specific to cultural heritage sites are §324A-324ZB.

***Environment and Heritage Legislation Amendment Act (No1) 2003 (Comm)***

In addition to the above amendments to the *Environment Protection and Biodiversity Conservation Act 1999* to include provisions for the protection and conservation of heritage, the Act also enables the identification and subsequent listing of items for the Commonwealth and National Heritage Lists. The Act establishes the *National Heritage List*, which enables the inclusion of all heritage, natural, Indigenous and



non-Indigenous, and the *Commonwealth Heritage List*, which enables listing of sites nationally and internationally that are significant and governed by Australia.

In addition to the *Aboriginal and Torres Strait Islander Heritage Protection Act 1987*, amendments made to the *Environment Protection and Biodiversity Conservation Act 1999 (Cth)* enables the identification and subsequent listing of indigenous heritage values on the Commonwealth and/or National Heritage Lists (ss. 341D & 324D respectively). Substantial penalties (and, in some instances, gaol sentences) can be imposed on any person who damages items on the National or Commonwealth Heritage Lists (ss. 495 & 497) or provides false or misleading information in relation to certain matters under the Act (ss.488-490). In addition, the wrongdoer may be required to make good any loss or damage suffered due to their actions or omissions (s.500).

## 6.0 Aboriginal Cultural Heritage Management Plan

Heritage management options and recommendations provided in this report are made on the basis of the following criteria:

- Consultation with Rocky Sainty (Aboriginal Heritage Officer);
- The legal and procedural requirements as specified in the *Aboriginal Heritage Act 1975* (The Act);
- The results of the sub-surface test pitting investigation as documented in this report.

### Recommendation 1

Site AH13623 is confirmed as being a small low density artefact scatter that does not extend beyond the documented boundaries of the site. The proposed Mangalore Recreation Ground Horse Arenas development has already impacted site AH13623, and the site will continue to be impacted with ongoing works.

All Aboriginal relics are protected under the *Aboriginal Heritage Act 1975* (The Act) and it is illegal to destroy, damage, deface, conceal or otherwise interfere with a relic, unless in accordance with the terms of a permit granted by the Minister. It is therefore advised that the Southern Midlands Council will need to apply for and obtain a Permit to impact site AH13623 before construction works can recommence within the designated boundaries of the site.

### Recommendation 2

As part of the test pitting program, the boundaries of site AH13623 have been marked out in the field with wooden stakes. Prior to any further development works proceeding across the horse arenas footprint, temporary, high visibility protective barricading should be erected around the established boundaries of site AH13623, with a 5m buffer applied. This protective barricading should remain in place until such time that a Permit to impact site AH13623 has been issued. All construction contractors should be made aware of the presence of the site, and informed that the site is not to be impacted until a Permit has been issued.

### Recommendation 3

If, during the course of proposed construction works, previously undetected archaeological sites or objects are located, the processes outlined in the Unanticipated Discovery Plan should be followed (see section 7). A copy of the Unanticipated Discovery Plan should be kept on site during all ground disturbance and construction work. All construction personnel should be made aware of the Unanticipated Discovery Plan and their obligations under the *Aboriginal Heritage Act 1975* (the Act).

### Recommendation 4

Copies of this report should be submitted to Aboriginal Heritage Tasmania (AHT) for review and comment.

## 7.0 Unanticipated Discovery Plan

The following section describes the proposed method for dealing with unanticipated discoveries of Aboriginal sites and objects. The plan provides guidance to the proponent so that they may meet their obligations with respect to heritage in accordance with the *Aboriginal Heritage Act 1975* and the *Coroners Act 1995*.

*Please Note:* There are two different processes presented for the mitigation of these unanticipated discoveries. The first process applies for the discovery of all cultural heritage sites or features, with the exception of skeletal remains (burials). The second process applies exclusively to the discovery of skeletal remains (burials).

### Discovery of Cultural Heritage Items

Section 14 (1) of the *Aboriginal Heritage Act 1975* states that “*Except as otherwise stated in this Act, no person shall, otherwise than in accordance with the terms of a Permit granted by the Minister on the recommendation of the Director – destroy, damage, deface, conceal or otherwise interfere with a relic.*”

Accordingly, the following processes should be implemented if a suspected relic is encountered.

#### *Step 1*

If any person believes that they have discovered or uncovered Aboriginal cultural heritage materials, the individual should notify any machinery operators that are working in the general vicinity of the area that earth disturbance works should stop immediately.

#### *Step 2*

A buffer protection zone of 10m x 10m should be established around the suspected cultural heritage site or items. No unauthorised entry or earth disturbance will be allowed within this ‘archaeological zone’ until such time as the suspected cultural heritage items have been assessed, and appropriate mitigation measures have been carried out.

#### *Step 3*

Aboriginal Heritage Tasmania (AHT) in Hobart (ph 1300 487 045) should be contacted immediately and informed of the discovery. AHT will make necessary arrangements for the further assessment of the discovery. Based on the findings of the assessment, appropriate management recommendations should be developed for the cultural heritage find.

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## Discovery of Skeletal Material

### Step 1

Under no circumstances should the suspected skeletal remains be touched or disturbed. If these are human remains, then this area potentially is a crime scene. Tampering with a crime scene is a criminal offence.

### Step 2

Any person discovering suspected skeletal remains should notify machinery operators that are working in the general vicinity of the area that earth disturbing works should stop immediately. Remember health and safety requirements when approaching machinery operators.

### Step 3

A buffer protection zone of 50m x 50m should be established around the suspected skeletal remains. No unauthorised entry or earth disturbance will be allowed within this buffer zone until such time as the suspected skeletal remains have been assessed.

### Step 4

The relevant authorities (police) will be contacted and informed of the discovery.

### Step 5

Should the skeletal remains be suspected to be of Aboriginal origin, then Section 23 of the Coroners Act 1995 will apply. This is as follows:

- 1) The Attorney General may approve an Aboriginal organisation for the purposes of this section.
- 2) If, at any stage after a death is reported under section 19(1), a coroner suspects that any human remains relating to that death may be Aboriginal remains, the coroner must refer the matter to an Aboriginal organisation approved by the Attorney General (In this instance TALSC).
- 3) If a coroner refers a matter to an Aboriginal organisation approved by the Attorney-General –
  - (a) The coroner must not carry out any investigations or perform any duties or functions under this Act in respect of the remains; and
  - (b) The Aboriginal organisation must, as soon as practicable after the matter is referred to it, investigate the remains and prepare a report for the coroner.
- 4) If the Aboriginal organisation in its report to the coroner advises that the remains are Aboriginal remains, the jurisdiction of the coroner under this Act in respect of the remains ceases and this Act does not apply to the remains. In this instance the *Aboriginal Heritage Act 1975* will apply, and relevant Permits will need to be obtained before any further actions can be taken.
- 5) If the Aboriginal organisation in its report to the coroner advises that the remains are not Aboriginal remains, the coroner may resume the investigation in respect of the remains.

## References Cited

CHMA 2015

*Midland Highway Upgrade: Mangalore to Bagdad: Aboriginal Heritage Assessment.* A report to State Growth.

McConnell, A.2000

*Report: Inspection of Mangalore Junction Roadworks, January 2000.*  
Report to Roads and Public Transport, Department of Infrastructure,  
Energy and Resources, Hobart.

Sim, R. 2000

*Archaeological Salvage Works Aboriginal Site TASI 8583, Midland Highway and Black Brush Road Junction Mangalore, Southeast Tasmania.* A report to Roads Program Branch, Department of Infrastructure, Energy and Resources, Hobart.

## **Appendix 1**

### **Aboriginal Community Consultation Results**

<b>Aboriginal Community Consultation Record for – Mangalore Recreational Ground Horse Arenas Project Sub-Surface Test Pitting Program– via email 19/2/2019 (copy below)</b>	
<b>Organisation Consulted</b>	<b>Summary of Comments Received</b>
TAC - Heather Sculthorpe <a href="mailto:heather.s@tacinc.com.au">heather.s@tacinc.com.au</a>	No Comment (N/C)
SETAC – Tracey Dillon <a href="mailto:Tracey.dillon@setac.org.au">Tracey.dillon@setac.org.au</a>	N/C
WEETAPOONA <a href="mailto:weetaapona@hotmail.com">weetaapona@hotmail.com</a>	N/C
KARADI – Rachel Dunn <a href="mailto:RDunn@karadi.org.au">RDunn@karadi.org.au</a>	N/C

ya

Mangalore Recreational Ground Horse Arenas Project Sub-Surface Test Pitting Program

CHMA has been engaged by the Southern Midlands Council to implement the recommended sub-surface test pitting program in relation to the above.

As the designated Aboriginal heritage officer for the works, I am forwarding your organisation the report (attached)of our findings for the program.

If you have any questions or comments, please call or email me by Tuesday 26 February 2019.

Regards

Rocky Sainty

Aboriginal Heritage Consultant

0437372000

## **Appendix 2**

### **Test Pitting Method Statement and Approval**





Mangalore Recreation Ground Horse Arena

## Archaeological Test Pitting Method Statement

AUTHOR: Stuart Huys  
27 Apsley St, South Hobart TAS 7004

CLIENT: Southern Midlands Council

27.1.2019

## 1.0 Project Background

The Southern Midlands Council are proposing to construct a proposed Horse riding Twin Arenas for the Brighton and Southern Midlands Pony Club, the Brighton Equestrian Club and the TasShep Dog Club. The proposed location for the Twin Arenas is within the Mangalore Recreation Ground, which is situated on the west side of the Midland Highway, immediately north of the junction with Black Brush Road, at Mangalore in the Southern Midlands Region (See Figures 1 and 2).

The proposed Twin Arenas will measure approximately 60m x 50m. As part of the construction process for the arena, the grassed layer across the site area will be stripped away to a depth of approximately 150mm. Following that, approximately half of the site will require varying degrees of excavation to achieve the finished subgrade level.

Following the excavation down to the proposed subgrade level, a layer of introduced gravels will be spread across the site at a depth of 450mm. An area immediately to the north of the proposed Twin Arena site has been nominated for a temporary stockpile area for the placement of the introduced gravels to be used for construction. A stockpile is required as approximately 1,500m<sup>3</sup> of the introduced base course material will come from the Midland Highway reconstruction works currently being undertaken on the highway. That material has to be removed from the Highway during January 2019. The Contractors on the Highway project, VEC Engineering, have agreed to undertake the Twin Arenas excavation works as well as the provision / installation of the base course material at no cost to Council or the Clubs. This has been submitted as part of the Community contribution for a \$37,000 grant through Communities, Sport & Recreation Tasmania (50% VEC & Council valued at \$39,000 / 50% Grant valued at \$37,000). To bring the ground up to a better condition from the current poor state of the Mangalore Recreation Ground for pony club activities. Without the Grant and the generous contribution from VEC the Twin Arenas Project would not be able to be undertaken.

In addition, it will be necessary to install a pipeline to manage sub-soil drainage of water from the proposed Twin Arenas site. The proposed pipeline would be 100mm in diameter and would extend around the site of the Twin Arenas to a pit in the bottom south-east corner of the Mangalore Recreation Ground, then a 300mm diameter outfall through to land on the corner of the Midland Highway and Black Brush Road. It should be noted that the results of the initial Desk Top Review request submitted for this project, indicates that the proposed alignment for the pipeline passes through the designated boundaries of a registered Aboriginal site (Site AH8583). Figure 5 shows the location of this site. The site was originally recorded by McConnell (2000), and was subsequently excavated by Sim (2000). The excavation resulted in very low densities of artefacts being recovered from the area. A subsequent field survey assessment undertaken by CHMA (2015) did not identify any surface artefacts in the site area or surrounds. AHT have subsequently advised that the site is considered to have been salvage excavated and destroyed, and that there are no further requirements for this site (advice provided on the 25/1/2019).

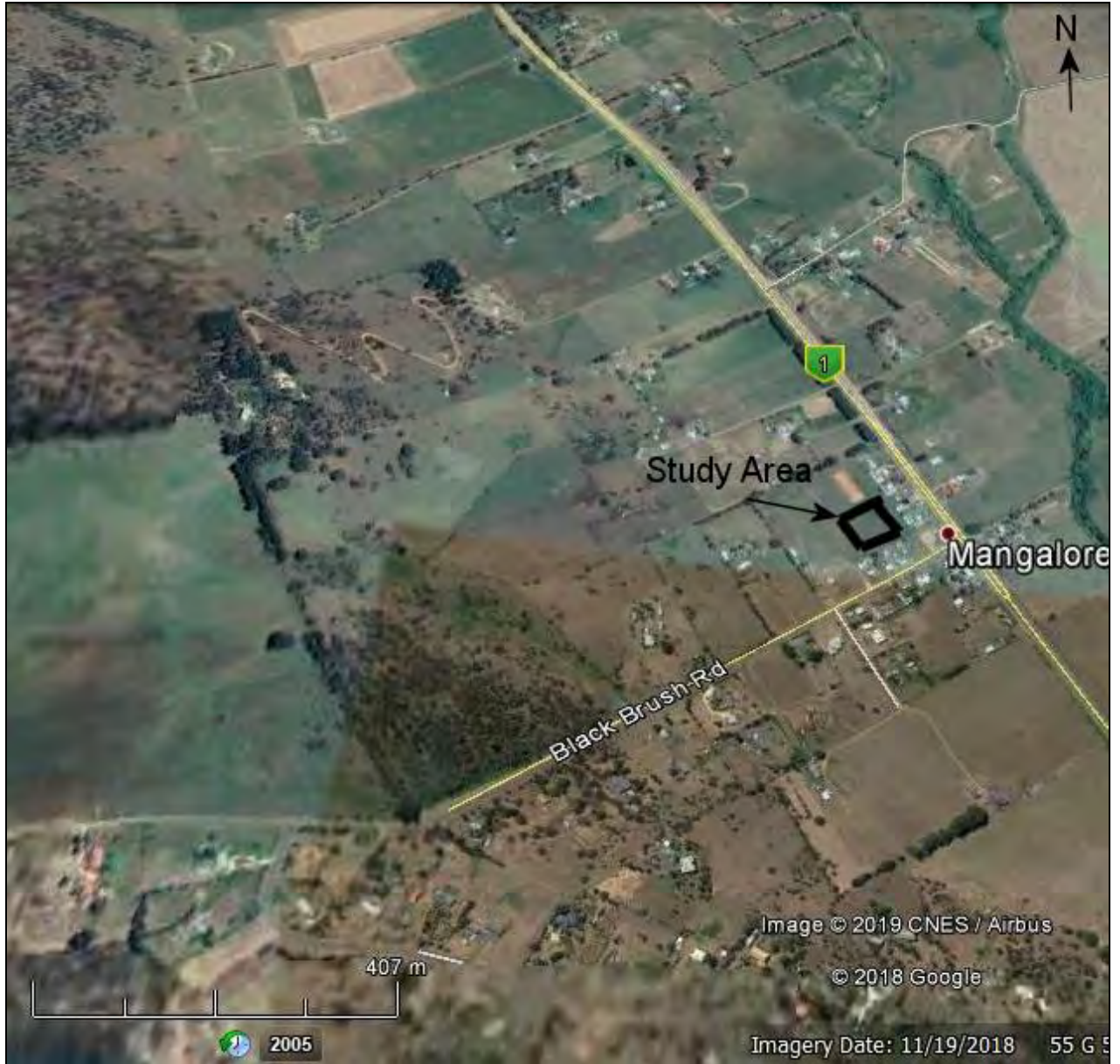
Figure 3 shows the proposed location for the Horse Arena, the temporary gravel stockpile, and the proposed pipeline corridor.

Construction of the proposed Twin Arenas commenced in 2018, with a Site Induction that included information from AHT along with an Unanticipated Discovery Plan and images of artefacts. Site works followed, with the top soil having been stripped away across the designated footprint of the arena, then the excavation of the cut was commenced. During the course of the excavation process, machinery operators observed potential Aboriginal stone artefacts within the Arena works area. In accordance with the Unanticipated Discovery Plan Procedures, construction works at the Twin Arenas Project ceased, and Aboriginal Heritage Tasmania were contacted and informed of the suspected find.

Staff from AHT subsequently carried out a site visit on the 30-11-2018. During the course of the site visit, AHT positively identified five Aboriginal stone artefacts within the Twin Arenas footprint, where excavations had occurred, to a depth of approximately 300mm. A further five potential artefacts were identified, however on closer examination were found to possess insufficient diagnostic features to classify them as artefacts. The site has subsequently been registered on the Aboriginal Heritage Register (AHR) as site AH13623. Figure 4 shows the spatial extent of site AH13623, based on the AHT recording. As part of the site visit, AHT staff walked over the western extent of the proposed new horse arena where only the grass layer had been removed. No surface artefacts were identified within this area, however, given that artefacts have been identified 300mm below the ground surface within other parts of the horse arena, AHT was of the opinion that there was an increased potential for further Aboriginal heritage to be present.

On the basis of this inspection outcome, AHT subsequently advised that a permit is required under Section 14 of the *Aboriginal Heritage Act 1975* prior to the continuation of any further construction works being undertaken within the recorded boundary of the artefact scatter. In addition, AHT advised that given the increased potential for further Aboriginal heritage within the remainder of the project area, it was strongly recommend that further subsurface investigation is required to determine the nature and extent of the Site and whether the project will impact Aboriginal heritage. AHT require that the investigation must be carried out by a suitably qualified Consulting Archaeologist in consultation with AHT. The investigation must comply with AHT's *Aboriginal Heritage Standards and Procedures*. Prior to the archaeological investigations taking place the methodology will need to be discussed with AHT (Advice provided by AHT to the Southern Midlands council on the 7/12/2018). In subsequent advice provided on the 12/12/2018, AHT confirmed that if the proposed gravel stock pile location was deposited a reasonable distance from the Twin Arena works area, and provided that it was not being deposited on any further surface expressions of Aboriginal heritage, there were no archaeological constraints.





**Figure 2: Aerial image showing the general location of the proposed horse arena within the Mangalore Recreation Ground**

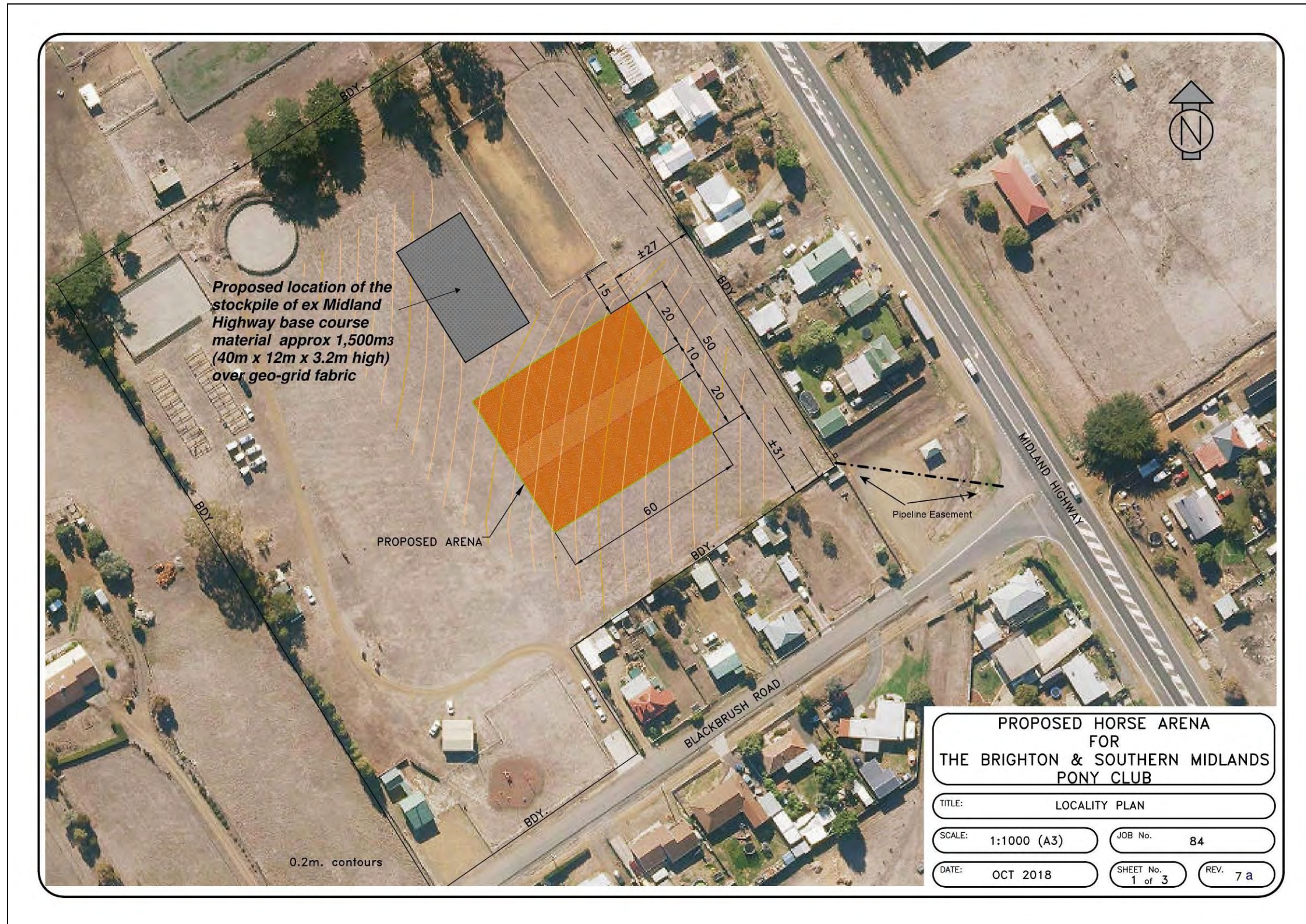


Figure 3: Aerial image showing the footprint for the proposed horse arena, the proposed stockpile location and the alignment of the pipeline easement



**Figure 4: The spatial extent of Aboriginal site AH13623, as identified during the field inspection of the proposed horse arena undertaken by AHT staff**

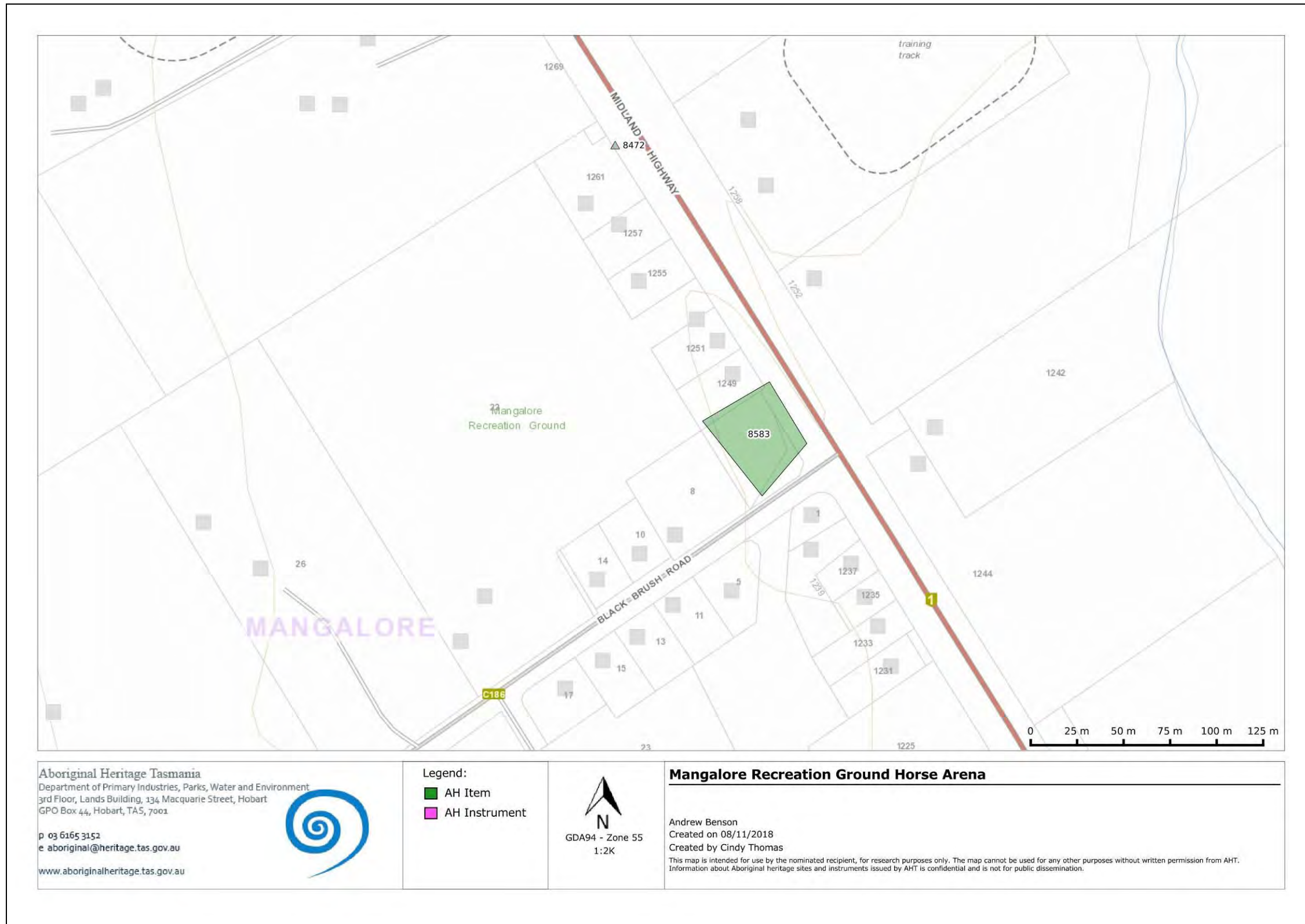


Figure 5: The spatial extent of Aboriginal site AH8583



## **2.0 Aims and Methodology for the Test Pitting Program**

### **2.1 Statutory Requirements**

All Aboriginal relics are protected under the *Aboriginal Heritage Act 1975* (The Act) and it is illegal to destroy, damage, deface, conceal or otherwise interfere with a relic, unless in accordance with the terms of a permit granted by the Minister.

Accordingly, the Proponent will need to apply for, and obtain a Permit before the proposed test pitting program at site AH113623 can proceed. This Method Statement has been prepared as supportive documentation for the Permit application.

### **2.2 Aims of the Test Pitting Program**

The aims of the test pitting program are as follows.

- To more accurately determine the distribution and extent of artefact deposits within the proposed horse arena footprint (the study area).
- To generate a better understanding as to the nature of Aboriginal activity that has taken place in the study area.
- To ascertain the potential impacts of the proposed horse arena development on Aboriginal heritage resources.
- To develop a set of management/mitigation strategies which are directed towards minimising and mitigating these potential impacts.

### **2.3 Management of the Site Area**

The test pitting site is located within the Mangalore Recreation Grounds. CHMA will liaise with the Southern Midlands Council to ratify property access protocols for the site. This will include determining who may access the site, what permissions are required, and what precautionary measures are required to be taken by site visitors. It is anticipated that members of the general public wishing to access the site will be required to seek formal approvals from the Southern Midlands Council. As part of this process, individuals will need to undertake any required site inductions and will need to wear appropriate personal protective equipment (PPE). CHMA will be responsible for ensuring adherence to this arrangements during the course of the test pitting process.

Prior to test pitting works commencing, CHMA will prepare a site specific SWMS for the project, and will ensure that all staff and contractors working on site comply with this SWMS, and are wearing the prescribed personal protective (PPE) equipment.

At the completion of the test pitting program the CHMA Principal (Stuart Huys) will formally advise the Southern Midlands Council and Aboriginal Heritage Tasmania (AHT) that test pitting work has terminated. Prior to leaving site, CHMA staff will ensure that the test pitting areas have either been in-filled, or adequately fenced (pending advice), and that all rubbish and equipment has been removed from site.

## **2.4 Test Pitting Methodology**

In accordance with the Sampling Procedure Guidelines prepared by AHT, the test pitting methodology has been designed to be implemented in up to three phases.

### ***Phase 1 Test Pitting***

Phase 1 of the test pitting program will involve the excavation of 15 test pits. The Sampling Procedures document prepared by AHT stipulates that as a general rule a random sampling strategy procedure should be developed in conjunction with a statistician in order to determine the placement of test pits. However, in this instance the consultant is of the opinion that a random sampling strategy is not best suited to achieving the project aims.

Instead, it is suggested that the 15 test pits are distributed across the footprint of the proposed horse arena. The pits will be positioned outside the current established boundaries of site AH13623. These are areas where no Aboriginal stone artefacts or any other cultural heritage features or objects have been identified, but where it is suspected that sub-surface archaeological deposits or features may be present. In these circumstances, there are no requirements to obtain a Permit to undertake the initial Phase 1 test pitting investigations. However, if Aboriginal artefacts are detected during the course of test pitting, the procedure is that archaeological sub-surface investigations should stop, and the consultant should liaise with Aboriginal Heritage Tasmania (AHT) and the Aboriginal Heritage Council (AHC) regarding Permit requirements. Further sub-surface investigations may only proceed once a Permit has been obtained.

Figure 6 shows the proposed distribution of the 15 test pits that will be excavated as part of Phase 1.

At the completion of the Phase 1 test pitting program, the CHMA excavation Director (Stuart Huys) will meet with AHT staff and the Southern Midlands Council to discuss the findings of the Phase 1 works, and to ratify whether there is any requirements to implement Phase 2 test pitting (see below).

### ***Phase 2 Test Pitting***

The Phase 2 test pitting program will involve the excavation of additional test pits within the study area, and will be undertaken if and when the required Permit is obtained. As mentioned above, CHMA will liaise with AHT and the proponent prior to Phase 2 works commencing in order to ratify the scope of test pitting.

At the completion of Phase 2 test pitting, the CHMA excavation Director (Stuart Huys) will meet again meet with AHT staff and the proponent to discuss the findings of the Phase 2 works, and to determine if Phase 3 excavations are warranted (see below).

### ***Phase 3 Excavations***

A Phase 3 excavation program will only be undertaken if it is agreed that further detailed archaeological investigations are warranted at specific locations. The scope and method of the Phase 3 investigations will be determined through consultations with AHT and the proponent.

### **2.5 Test Pitting Procedures**

The following procedures will be implemented for the Phase 1 test pitting program.

- Each test pit will measure 50cm x 50cm and will be excavated to a depth at which bed rock or culturally sterile sediment is exposed.
- The Phase 1 test pits will be excavated with a square flat blade shovel. For vertical control, excavations will proceed in 10cm spits.
- The location of each test pit will be recorded with a GPS.
- Each pit will be photographed, and sketch plans taken of the soil profile. Soil samples will also be taken at selected locations for pH testing as appropriate.
- All excavated soils will be placed into buckets which will be labelled according to provenance. These soils will then be sieved through 3mm screen mesh (wet or dry sieved depending on soil type). If wet sieving is implemented, then a sieving station will be set up at an appropriate water source, and a fire fighting pump with high pressure hoses will be used for the wet sieving program.
- Any Aboriginal artefacts recovered through the sieving program will be placed into bags with a unique identification code, and retained for further analysis.
- At the completion of test pitting, each pit will be in-filled using imported sand material.
- The excavation director or the supervising archaeologist will keep a field journal and a visual diary, creating a written and photographic record of the daily progression of the excavation.

### **2.6 Test Pitting Report**

At the completion of the test pitting program comprehensive, illustrated and fully referenced report will be prepared which documents the findings of the works. The report will be prepared in accordance with AHT Guideline requirements, and will contain sections describing rationale and methods, description of findings (augmented by annotated plans and images), artefact analysis and interpretation of results, as well as Aboriginal community consultation outcomes. A draft copy (electronic copy) of the report will be submitted to the proponent and AHT for review. Comments will be incorporated into the final reports. One electronic copy of the final report will be provided to the proponent and AHT. In addition, CHMA will supply (in electronic format) all data files, and mapping associated with the project.



Figure 6: The proposed distribution of Phase 1 test pits across the proposed horse arena footprint, and along the proposed alignment of the pipeline easement

**Stuart Huys**

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**From:** aboriginal@heritage.tas.gov.au  
**Sent:** Wednesday, 30 January 2019 12:31 PM  
**To:** stuart@chma.com.au  
**Subject:** Aboriginal Heritage Investigation  
**Attachments:** Map Report - A3 Landscape.pdf.PDF

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**RE: ABORIGINAL HERITAGE INVESTIGATION REPORT**

**Mangalore Recreation Ground Horse Arenas - Aboriginal Heritage Test Pitting Program  
Method Statement**

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Dear Stuart,

AHT has reviewed the Test Pitting Method Statement for the Mangalore Recreation Ground, and can advise that the proposed methodology for Phase 1 of the test pitting program meets the standards set in the *Aboriginal Heritage Standards and Procedures*.

I note that the map on page 7 shows the boundary of AH8583 as extending over the entirety of the property at the corner of Midlands Highway and Black Brush Road (PID5020406). Following a review of the excavation and salvage report by Sim (2000), AHT have amended the site geometry to reflect the area excavated by Sim (see attached). Please be aware, however, that the excavation report provides scant spatial information. The revised geometry for AH8583 is therefore approximate, and is based on hand-drawn site plans from the report. Furthermore, the report indicates that the remainder of the property (PID5020406) was not included within excavation program.

Once the subsurface testing investigation has been completed, the results of the test pitting program should be discussed with AHT. A copy of the report must be forwarded to AHT for review/comment prior to any works associated with the development proceeding.

If you have any queries please do not hesitate to contact AHT.

Kind regards,

Claire Keating

**Aboriginal Heritage Tasmania**  
Department of Primary Industries, Parks, Water and Environment  
3rd Floor, Lands Building, 134 Macquarie Street, Hobart  
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