

COUNCIL MEETING

AGENDA

INDEX

1.	PRAYERS.....	5
2.	ATTENDANCE.....	5
3.	APOLOGIES.....	5
4.	APPLICATION FOR LEAVE OF ABSENCE	5
5.	ELECTION ISSUES.....	5
5.1	RECEIVE CERTIFICATE OF ELECTION (BY RECOUNT)	5
5.2	DECLARATION OF OFFICE	6
5.3	ELECTION OF DEPUTY MAYOR	7
6.	MINUTES.....	10
6.1	ORDINARY COUNCIL MINUTES	10
6.2	SPECIAL COMMITTEES OF COUNCIL MINUTES	11
6.2.1	<i>Special Committees of Council - Receipt of Minutes.....</i>	<i>11</i>
6.2.2	<i>Special Committees of Council - Endorsement of Recommendations</i>	<i>12</i>
6.4	JOINT AUTHORITIES (ESTABLISHED UNDER DIVISION 4 OF THE LOCAL GOVERNMENT ACT 1993)	13
6.4.1	<i>Joint Authorities - Receipt of Minutes</i>	<i>13</i>
6.4.2	<i>Joint Authorities - Receipt of Reports (Annual and Quarterly).....</i>	<i>14</i>
7.	NOTIFICATION OF COUNCIL WORKSHOPS	16
8.	QUESTIONS WITHOUT NOTICE.....	17
9.	DECLARATIONS OF PECUNIARY INTEREST	18
10.	CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA	19
11.	PUBLIC QUESTION TIME (SCHEDULED FOR 12.30 PM)	20
11.1	PERMISSION TO ADDRESS COUNCIL	21
12.	MOTIONS OF WHICH NOTICE HAS BEEN GIVEN UNDER REGULATION 16 (5) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2005	21
13.	COUNCIL ACTING AS A PLANNING AUTHORITY PURSUANT TO THE LAND USE PLANNING AND APPROVALS ACT 1993 AND COUNCIL’S STATUTORY LAND USE PLANNING SCHEME	22
13.1	DEVELOPMENT APPLICATIONS	22
13.1.1	<i>Development Application DA 2015/1 for a Polo Field defined as Recreation Complex (Outdoor) and Ablutions Building on Heritage Listed Site at Shene 76 Shene Rd, Pontville 22</i>	
13.2	SUBDIVISIONS	30
13.3	MUNICIPAL SEAL (PLANNING AUTHORITY)	30
13.3.1	<i>COUNCILLOR INFORMATION:- MUNICIPAL SEAL APPLIED UNDER DELEGATED AUTHORITY TO SUBDIVISION FINAL PLANS & RELATED DOCUMENTS</i>	<i>30</i>
13.4	PLANNING (OTHER).....	30

14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE)	30
14.1 ROADS	30
14.2 BRIDGES.....	31
14.2.1 Tender – Rotherwood Road Bridge Refurbishment	31
14.3 WALKWAYS, CYCLE WAYS AND TRAILS	39
14.4 LIGHTING	39
14.5 BUILDINGS	39
14.6 SEWERS.....	39
14.7 WATER.....	40
14.7.1 TasWater – Shareholder’s Letter of Expectation (Review).....	40
14.8 IRRIGATION	42
14.9 DRAINAGE.....	42
14.10 WASTE	42
14.11 INFORMATION, COMMUNICATION TECHNOLOGY	42
14.12 OFFICER REPORTS – WORKS & TECHNICAL SERVICES (ENGINEERING)	43
14.12.1 Manager - Works & Technical Services Report	43
15. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH).....	44
15.1 RESIDENTIAL.....	44
15.2 TOURISM.....	44
15.3 BUSINESS	44
15.4 INDUSTRY	44
15.5 INTEGRATION.....	44
16 OPERATIONAL MATTERS ARISING (STRATEGIC THEME –LANDSCAPES).....	45
16.1 HERITAGE	45
16.1.1 Heritage Project Officer’s Report	45
16.1.2 Southern Midlands Council submission to the Legislative Council Enquiry into Built Heritage Tourism in Tasmania.....	47
16.2 NATURAL.....	49
15.2.1 Landcare Unit & Climate Change – General Report	49
16.3 CULTURAL	51
16.4 REGULATORY (OTHER THAN PLANNING AUTHORITY AGENDA ITEMS).....	51
16.5 CLIMATE CHANGE	51
17 OPERATIONAL MATTERS ARISING LIFESTYLE.....	51
17.1 COMMUNITY HEALTH AND WELLBEING.....	51
17.2 YOUTH	52
16.2.1 April 2015 - School Holiday Program.....	52
17.3 SENIORS	56
17.4 CHILDREN AND FAMILIES.....	56
17.5 VOLUNTEERS	56
17.6 ACCESS	56
17.7 PUBLIC HEALTH	56
17.8 RECREATION	57
17.8.1 Flour Mill Park – Camper Issues	57
17.8.2 Tender – Sports Lighting Oatlands and Campania Recreation Grounds.....	62
17.9 ANIMALS.....	71
17.10 EDUCATION.....	71
18 OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY)	71
18.1 RETENTION	71
18.2 CAPACITY AND SUSTAINABILITY	72
18.3 SAFETY	72
18.4 CONSULTATION AND COMMUNICATION.....	72

19. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION).....	72
19.1 IMPROVEMENT	72
19.2 SUSTAINABILITY	73
19.2.1 <i>New Policies – Second Reading</i>	73
19.2.2 <i>Voluntary Council Amalgamations – State Government Minister for Planning and Local Government (Regional Meetings)</i>	78
19.2.3 <i>Southern Tasmanian Councils Authority ‘Think South’ – Draft Strategic Plan (2015 – 2019)</i>	80
19.3 FINANCES.....	82
19.3.1 <i>Monthly Financial Statement (January 2015)</i>	82
20. INFORMATION BULLETINS	93
21. MUNICIPAL SEAL.....	94
22. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA	94
23. BUSINESS IN “CLOSED SESSION “	95
24. CLOSURE	95

ENCLOSED

**Council Meeting Minutes & Special Committees of Council Minutes
General Information Bulletin
Enclosures**

Item 13.1.1 Development Application

Item 14.2.1 Request for Tender (RFT)

Item 14.7.1 Shareholders Letter of Expectation (Adopted May 2013).

Item 19.2.2 Regional Meeting(s) - Minister’s Power Point Presentation

Item 19.2.3 Thinks South – Draft Strategic Plan – 2015 -2019

19th February 2015

Dear Sir/Madam,

NOTICE OF MEETING

Notice is hereby given that the next ordinary meeting of Council will be held at the

**Tunbridge Community Hall
Main Road, Tunbridge
Tuesday 24th February 2015
10.00 a.m.**

I certify under s.65(2) of the Local Government Act 1993 that the matters to be discussed under this agenda have been, where necessary, the subject of advice from a suitably qualified person and that such advice has been taken into account in providing any general advice to the Council.

COUNCILLORS PLEASE NOTE:

- **Public Question Time has been scheduled for 12.30 p.m.**

Yours faithfully,



**Mr T F Kirkwood
General Manager**

OPEN COUNCIL AGENDA

1. PRAYERS

Councillors to recite the Lords Prayer.

2. ATTENDANCE

3. APOLOGIES

4. APPLICATION FOR LEAVE OF ABSENCE

Nil.

5. ELECTION ISSUES

5.1 RECEIVE CERTIFICATE OF ELECTION (BY RECOUNT)

The General Manager to formally table the Certificate of Election (dated 13th February 2015) following the conduct of a recount in accordance with section 307 of the *Local Government Act 1993*.

RECOMMENDATION

THAT the Certificate of Election be formally received.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

5.2 DECLARATION OF OFFICE

Section 321 of the *Local Government Act 1993* states:

“Declaration of office

(1) Any person elected as councillor must make a prescribed declaration in a prescribed manner.

(2) A person elected as a councillor who has not made a declaration must not–

(a) act in the office of councillor, mayor or deputy mayor; or

(b) take part in the proceedings of any meeting of the council or a committee.

(3) A council is to acknowledge the making of a declaration at its meeting and the general manager is to record that fact in the minutes of that meeting”.

It is confirmed that Councillor David Marshall has made the prescribed declaration.

RECOMMENDATION

THAT Council acknowledge the making of the declaration by Councillor David Marshall in accordance with section 321 of the *Local Government Act 1993*.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

5.3 ELECTION OF DEPUTY MAYOR

AUTHOR GENERAL MANAGER
DATE 18th FEBRUARY 2015

ATTACHMENT: Nil

ISSUE

Council to conduct a ballot (if required) to fill the vacant office of Deputy Mayor.

BACKGROUND

Advice has been received from the Tasmanian Electoral Office that David Marshall has been elected as a Councillor following the recount to fill the vacancy created by the untimely death of Mark Jones OAM.

As Mark Jones OAM also held the position of Deputy Mayor, it is now necessary for the Councillors, in accordance with Section 44(4) of the *Local Government Act 1993*, to elect one of their number to serve in the position of Deputy Mayor for the period through until the October 2018 election.

The purpose of this report is to facilitate that election.

DETAIL

In line with advice previously provided to Councillors election of the Deputy Mayor is done in accordance with the following process

- A notice of election and nomination form to be forwarded to all Councillors (completed 17th February 2015)
- At the end of the nominating period (at 12 noon on Monday 23rd February 2015) Councillors will be advised of the nominations received and whether a ballot is required
- If no ballot is required the General Manager will declare the nominee elected at the beginning of the next meeting
- If a ballot is required then it is by way of secret ballot and a simple majority of those attending the meeting is required (i.e. if there are 3 candidates and no single candidate receives a simple majority, the candidate with the lowest vote is excluded and the ballot continues on the remaining candidates)
- Voting is by secret ballot – the votes are counted in a separate room and there are provisions for scrutineers to be appointed.

The ballot is conducted in accordance with the process set out under the Legislative Requirements section of this report.

The General Manager is to declare the successful candidate elected to the Office of Deputy Mayor and is to ensure the result of the ballot is recorded in the minutes of the meeting.

Legislative Requirements

Section 44(4) of the *Local Government Act 1993* and Regulations 4-8 of the *Local Government (General) Regulations 2005*, specifically noting the following:-

- *If there are 2 or more nominations for the office of mayor or deputy mayor, a ballot is to be conducted by the general manager in accordance with this Division.*
- *A candidate may appoint a person who is not a councillor as a scrutineer by written notification to the general manager of that appointment before the ballot commences.*
- *The councillors present at the meeting at which the ballot is to be conducted are to appoint a councillor who is not a candidate to preside at the meeting for the period of the ballot.*
- *Each councillor present at the meeting, whether a candidate or not, is to be given a ballot paper on which are printed in alphabetical order the names of all the candidates.*
- *Voting is to be carried out by secret ballot at a meeting of the council.*
- *Each councillor is to vote for one candidate by striking through the names of the other candidates for whom the councillor does not intend to vote.*
- *The councillor appointed to preside at the ballot may vote as a councillor.*
- *If the names of more than 2 candidates appear on the ballot paper and no candidate receives a simple majority, the following procedure applies:*
 - *the candidate who received the smallest number of votes is to be excluded as a candidate;*
 - *new ballot papers, which have the names of the continuing candidates printed on them in alphabetical order, are to be prepared;*
 - *one of those new ballot papers is to be given to each councillor present at the meeting, whether a candidate or not;*
 - *voting is to take place in accordance with the above process.*
- *The procedure is to be repeated until one candidate receives a simple majority.*
- *The counting of votes may be conducted in a room other than the council meeting room.*
- *A scrutineer is entitled to be present at the count.*
- *On any count with more than 2 continuing candidates, if 2 or more candidates receive an equal number of votes and that number is the smallest number, the candidate to be excluded is the candidate whose name is first drawn on a drawing or casting of lots.*

- *If there are only 2 continuing candidates in a count and each receives an equal number of votes, a new ballot is to be conducted.*
- *If a ballot conducted results in an equal number of votes for each continuing candidate, the successful candidate is the candidate whose name is first drawn on a drawing or casting of lots.*
- *The successful candidate is the candidate with a simple majority.*

Human Resources & Financial Implications – N/A

Community Consultation & Public Relations Implications –N/A

Policy Implications – N/A

Priority - Implementation Time Frame – N/A

RECOMMENDATION

Pending closure of nomination period.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

6. MINUTES

6.1 ORDINARY COUNCIL MINUTES

The Minutes of the previous meeting of Council held on the 28th January 2015, as circulated, are submitted for confirmation.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

6.2 SPECIAL COMMITTEES OF COUNCIL MINUTES**6.2.1 Special Committees of Council - Receipt of Minutes**

The Minutes of the following Special Committee of Council, as circulated, are submitted for receipt:

- **Chauncy Vale Management Committee – meeting held 12th December 2014**
- **Southern Midlands Arts Advisory Committee – meeting held 2nd February 2015**
- **Southern Midlands Facilities and Recreation Committee – meeting held 10th February 2015**
- **Lake Dulverton and Callington Park Management Committee – meeting held 16th February 2015**

RECOMMENDATION

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

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

6.2.2 Special Committees of Council - Endorsement of Recommendations

The recommendations contained within the minutes of the following Special Committee of Council are submitted for endorsement.

- **Chauncy Vale Management Committee – meeting held 12th December 2014**
- **Southern Midlands Arts Advisory Committee – meeting held 2nd February 2015**
- **Southern Midlands Facilities and Recreation Committee – meeting held 10th February 2015**
- **Lake Dulverton and Callington Park Management Committee – meeting held 16th February 2015**

RECOMMENDATION

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

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

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

6.4.1 Joint Authorities - Receipt of Minutes

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

- **Southern Tasmanian Councils Authority** – Meeting held 15th December 2014
- **Southern Waste Strategy Authority** - Nil

Note: Issues which require further consideration and decision by Council will be included as a separate Agenda Item, noting that Council's representative on the Joint Authority may provide additional comment in relation to any issue, or respond to any question.

RECOMMENDATION

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

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

6.4.2 Joint Authorities - Receipt of Reports (Annual and Quarterly)

Section 36A of the Local Government Act 1993 provides the following;

36A. Annual reports of authorities

(1) A single authority or joint authority must submit an annual report to the single authority council or participating councils.

(2) The annual report of a single authority or joint authority is to include –

(a) a statement of its activities during the preceding financial year; and

(b) a statement of its performance in relation to the goals and objectives set for the preceding financial year; and

(c) the financial statements for the preceding financial year; and

(d) a copy of the audit opinion for the preceding financial year; and

(e) any other information it considers appropriate or necessary to inform the single authority council or participating councils of its performance and progress during the financial year.

Section 36B of the Local Government Act 1993 provides the following;

36B. Quarterly reports of authorities

(1) A single authority or joint authority must submit to the single authority council or participating councils a report as soon as practicable after the end of March, June, September and December in each year.

(2) The quarterly report of the single authority or joint authority is to include –

(a) a statement of its general performance; and

(b) a statement of its financial performance.

Reports prepared by the following Joint Authorities, as circulated, are submitted for receipt:

- **Southern Tasmanian Councils Authority** – Quarterly Report December 2014
- **Southern Waste Strategy Authority** – Nil

RECOMMENDATION

THAT the reports received from the Joint Authorities be received.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

7. NOTIFICATION OF COUNCIL WORKSHOPS

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2005*, the Agenda is to include details of any Council workshop held since the last meeting.

It is reported that no Council workshops have been held since the last ordinary meeting of Council.

RECOMMENDATION

THAT the information be received.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

8. QUESTIONS WITHOUT NOTICE

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

Comments / Update will be provided in relation to the following:

1.

2.

3.

4.

9. DECLARATIONS OF PECUNIARY INTEREST

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2005*, the chairman of a meeting is to request Councillors to indicate whether they have, or are likely to have, a pecuniary interest in any item on the Agenda.

Accordingly, Councillors are requested to advise of a pecuniary interest they may have in respect to any matter on the agenda, or any supplementary item to the agenda, which Council has resolved to deal with, in accordance with Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2005*.

10. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

In accordance with the requirements of Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2005*, the Council, by absolute majority may decide at an ordinary meeting to deal with a matter that is not on the agenda if the general manager has reported –

- (a) the reason it was not possible to include the matter on the agenda; and
- (b) that the matter is urgent; and
- (c) that advice has been provided under section 65 of the Act.

RECOMMENDATION

THAT the Council resolve by absolute majority to deal with any supplementary items not appearing on the agenda, as reported by the General Manager in accordance with the provisions of the *Local Government (Meeting Procedures) Regulations 2005*.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

11. PUBLIC QUESTION TIME (SCHEDULED FOR 12.30 PM)

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2005*, the agenda is to make provision for public question time.

In particular, Regulation 31 of the *Local Government (Meeting Procedures) Regulations 2005* states:

- (1) *Members of the public may give written notice to the General Manager 7 days before an ordinary meeting of Council of a question to be asked at the meeting.*
- (2) *The chairperson may –*
 - (a) *address questions on notice submitted by members of the public;*
 - and*
 - (b) *invite any member of the public present at an ordinary meeting to ask questions relating to the activities of the Council.*
- (3) *The chairperson at an ordinary meeting of a council must ensure that, if required, at least 15 minutes of that meeting is made available for questions by members of the public.*
- (4) *A question by any member of the public under this regulation and an answer to that question are not to be debated.*
- (5) *The chairperson may –*
 - (a) *refuse to accept a question; or*
 - (b) *require a question to be put on notice and in writing to be answered at a later meeting.*
- (6) *If the chairperson refuses to accept a question, the chairperson is to give reasons for doing so.*

Councillors are advised that, at the time of issuing the Agenda, no Questions on Notice had been received from members of the Public.

Mayor A E Bisdee OAM to invite questions from members of the public.

11.1 PERMISSION TO ADDRESS COUNCIL

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

- Clr E Batt and Mr A Benson (Manager – Community and Corporate Development) - A presentation will be made in relation to the Heritage Arts and Crafts Working Group.
- 12.00 noon - Jen Van-Achteren (on behalf of Frack Free Tas) to discuss hydraulic fracturing (fracking).
- 1.30 p.m. – Dr Laurence and Aleah Poncini – A presentation will be made in relation to radioactive areas within the Municipality.

12. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN UNDER REGULATION 16 (5) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2005

Nil.

13. 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.

13.1 DEVELOPMENT APPLICATIONS

13.1.1 Development Application DA 2015/1) for a Polo Field defined as Recreation Complex (Outdoor) and Ablutions Building on Heritage Listed Site at *Shene 76 Shene Rd, Pontville*

File Ref: T2140269 SHENE

AUTHOR PLANNING OFFICER (D CUNDALL)
DATE 17TH FEBRUARY 2015

ENCLOSURE Development Application

PROPOSAL

The Applicants, David and Anne Kernke have submitted a Development Application to the Southern Midlands Council seeking a Planning Permit to establish and operate a polo field on their land, at 76 Shene Road, for regular polo matches and to construct a new ablution block to serve the existing tourist heritage business and to serve an upcoming distillery business (previously approved).

The proposed ablution building is located between the existing stables and outbuildings per the enclosed site plan (Enclosure 1). The building is a 4m by 9m single storey building containing toilet/bathroom facilities. The design of the building is based on an existing small outbuilding on the land.

The proposed polo field does not require any new development and makes use of an existing flat paddock at the entrance to the property. This area is large enough to accommodate the playing field, vehicle access and spectator viewing areas. The paddock is separated from Shene Road (public road) by a double fenced vegetated strip 7m wide.

As the property is listed on the Tasmanian Heritage Register the proposed building works require approval under the *Historic Cultural Heritage Act 1995*. Accordingly the Development Application was referred to Heritage Tasmania (Heritage Council) for assessment.

The Heritage Council have since approved the works subject to one (1) condition.

The Development Application is recommended for Approval by Council and a permit issued subject to conditions.

This report will assess the Application under the *Land Use Planning and Approvals Act 1993* (“the Act”) and the *Southern Midlands Planning Scheme 1998* (“the Scheme”).

THE APPLICATION

The Applicant has submitted a completed Development Application form, plans and drawings, and a planning report on the details of the proposed use and development.

There is sufficient information for the Council, Council Officers and members of the public to assess and form a view on the Development Application

USE/DEVELOPMENT DEFINITION

Under Schedule 3 Use or Development Category Definitions of the Planning Scheme, the proposed Polo Field is defined as a ‘Recreation Complex (Outdoor)’ and the ablution block as the development of an existing use ‘tourism facility’ and ‘winery (tourist). A ‘Recreation Complex (Outdoor) is defined by the Scheme as:

‘...the use or development of any land for the conduct of sport, recreation or entertainment not predominantly within a permanent building.

The term includes a circus, horse racing complex, dog racing track, shooting gallery, side show, mechanical rides, open-air theatre, drive-in theatre and the like.

The term does not include sporting facilities ancillary to an Educational Establishment.’

Use Development/Status under the Planning Scheme

Under the Scheme, the proposed use/development is at Council’s discretion in the Rural Activity Zone and invokes Clause 11.5. The development also invokes this Clause for works to a heritage listed place. Subsequently the use/development:

May be granted a Planning Permit by Council, with or without conditions, or may be refused a Planning Permit by Council, pursuant to Section 57 of the Act.

A discretionary use or development must be advertised under Section 57 of the Act.

PUBLIC NOTIFICATION AND REPRESENTATIONS

The application was advertised on the 23rd January 2015 for 14 days and received one (1) representation.

The Representor was not opposed to the use/development but wanted their views heard by the Council and did not want any restrictions to be placed on the use of their land as a result of the proposal (if approved).

The representation is tabled below with a comment from the Planning Officer (in *Italics*).

Representation	Planning Officer
<p>EXCLUDED FROM THE AGENDA PURSUANT TO SECTION 15 (2) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2005.</p> <p>T F KIRKWOOD GENERAL MANAGER</p>	<p>EXCLUDED FROM THE AGENDA PURSUANT TO SECTION 15 (2) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2005.</p> <p>T F KIRKWOOD GENERAL MANAGER</p>

ASSESSMENT - THE SOUTHERN MIDLANDS PLANNING SCHEME 1998

The land is situated in the *Rural Agriculture Zone*.

Zone: Rural Agriculture Zone

6.2.2 The intent of the Rural Agriculture Zone is to:

- (a) give priority to the sustainable long term use of land for agricultural, pastoral, forestry and other rural uses;*
- (b) recognise and protect the potential of land in the Kempton, Bagdad/Mangalore and Jordan valleys for future intensive agricultural use in anticipation of the completion of the South East Irrigation Scheme;*
- (c) encourage expansion and diversification of agricultural activities;*
- (d) protect rural land from development that may:
 - (i) jeopardise its long term capability for agricultural use;*
 - (ii) cause unplanned and premature demands on the Council for the provision of infrastructure services, or*
 - (iii) cause adverse impacts on the environment, catchment or productivity of the land and its general ability to sustain agricultural use;**
- (e) retain the prevailing rural character of the areas generally characterised by open paddocks and timbered ridges;*
- (f) allow for the development of activities that are associated and compatible with long term rural use of the land;*
- (g) ensure that land is used and developed within its capability as defined by the Land Capability Classification System; and*
- (h) ensure that adjoining non-agricultural use or development does not unreasonably fetter agricultural uses.*

Officer Comment

The proposed polo field is largely compatible with intent of the Rural Zone and surrounding land uses. Arguably polo is not particularly suitable in the city or other built environments due to the space needed to play the sport and the space needed to accommodate horses, trucks, floats and large cars etc.

The polo field does not impact on the long term agricultural use of the subject land, given there is no development needed to facilitate the game. The polo field can still be used for grazing in the off season and even between polo games during the summer months.

The Planning Officer largely agrees with the assessment provided by the Applicant in the attached report against each of the specified intentions of the Rural Agriculture Zone.

Rural Activity Zone Development Standards

The development standards of the Rural Activity Zone primarily relate to new buildings.

The new ablution building meets all the development standards for height and setbacks from boundaries. The building, located among existing buildings and designed to match the existing buildings, also meets the standards for rural character.

The polo field is making use of an existing flat paddock. This meets the standards for development in the rural zone as it has no impact on the rural character.

The polo field is 10m from the public road, separated by a double fence. This should be adequate enough to prevent the playing ball entering a public road. The existing trees will also provide further separation between the public road and the playing field.

Parking and Access

Access to the land is via the ‘main access’ or via the ‘secondary access’ for vehicles and horse floats etc. Both of these entrances are acceptable for this purpose and do not require any further upgrades or improvements to accommodate traffic associated with polo matches.

Parking is depicted on ‘site plan 1’ of the enclosed Development Application as located on the northern corner of the polo field and existing hardstand area used to serve the heritage business. Council Officers are satisfied that the land has enough room to accommodate vehicles for polo matches.

Part 10.1 – Historic Buildings and Works

Shene is listed in Schedule 4 of the Scheme as ‘Buildings or Works of Historic Significance’. Accordingly Council shall have regard to the provisions Part 10.1 of the *Scheme* in regard to the impact of the new building on the heritage significance of the site.

Given the site is also listed on the Tasmanian Heritage Register, the Heritage Council must also assess the impact of the proposed building on the significance of the site.

In such situations where a place is ‘dual listed’ i.e. on the State register and the local register Council usually takes the advice from the Heritage Council. This advice has been received in the form of a decision from the Council to include a condition on any permit issued to ensure that:

The following materials must be used for the elements not detailed on the submitted documentation:

- i. doors and windows must be timber; and*

- ii. *gutters, downpipes and rainwater tanks must unpainted galvanised steel.*

Reason for condition – to ensure that the new building has a material character that is complementary to the surrounding heritage buildings.

Council Officers agree the proposed building is sympathetic to the existing buildings and meets the standards of the Planning Scheme.

CONCLUSION

This report has assessed a proposal for a polo field and new ablution building at *Shene*. The proposed use/development does not conflict with the intent of the rural zone and is compatible with the rural setting. The rural zone is an appropriate zone for a polo field, as by its very nature relies on large open areas and must be suitable for horses.

The submitted Application is a detailed account of the proposal and has adequately addressed the appropriate provisions of the *Southern Midlands Planning Scheme 1998*.

One (1) representation was received, during the advertising period, raising some concern for potential land use conflict and to ensure Council will not be seeking to restrict the use of the gun club in the future. Council Officers foresee little conflict between the different land uses given the reasonable separation distance between the clubs and given the information provided by the polo club that horses are unlikely to be affected by the sound of gun fire at this distance. Council Officers also recognise this is a rural area that is often susceptible to noise, smells, dust and other activities and the polo matches are compatible with this environment.

The ablution building has been assessed by Heritage Tasmania and has been approved by the Heritage Council as acceptable subject to one condition to be included in the recommended planning permit.

It is recommended the Application is approved subject to the conditions detailed in the below Recommendation.

RECOMMENDATION

THAT, in accordance with the provisions of the Southern Midlands Planning Scheme 1998 and section 57 of the *Land Use Planning & Approvals Act 1993*, Council approve the application for a Polo Field defined as Recreation Complex (Outdoor) and Ablutions Building on Heritage Listed Site, at *Shene 76 Shene Rd, Pontville* and that a permit be issued with the following conditions:

CONDITIONS

General

1. The use or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and reports and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
2. This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this letter or the date of the last letter to any representor, whichever is later, in accordance with section 53 of the *Land Use Planning and Approvals Act 1993*.

Heritage Tasmania

3. Compliance with all conditions required by the Tasmanian Heritage Council (see attached conditions 'Notice of Heritage Decision' No. 4659 dated 11th February 2015)

Services

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

Construction Amenity

5. The development must only be carried out between the following hours unless otherwise approved by the Council's Manager of Development and Environmental Services:

Monday to Friday	7:00 a.m. to 6:00 p.m.
Saturday	8:00 a.m. to 6:00 p.m.
Sunday and State-wide public holidays	10:00 a.m. to 6:00 p.m.

6. All works associated with the development of the land shall be carried out in such a manner so as not to unreasonably cause injury to, or prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of:
 - a. Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, ash, dust, waste water, waste products, grit or otherwise.
 - b. The transportation of materials, goods and commodities to and from the land.
 - c. Obstruction of any public footway or highway.
 - d. Appearance of any building, works or materials.

- e. Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council’s Manager of Development and Environmental Services.
7. Public roadways must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the project during the construction period.

The following advice applies to this permit:

- a) This permit does not imply that any other approval required under any other legislation has been granted.
- b) This permit is in addition to a building permit. Construction and site works must not commence until a Building Permit has been issued in accordance with the Building Act 2000.
- c) Any containers located on site for construction purposes are to be removed at the completion of the project unless the necessary planning and building permit have been obtained by the developer/owner. Materials or goods stored in the open on the site shall be screened from view from people on adjoining properties, roads and reserves.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

13.2 SUBDIVISIONS

Nil.

13.3 MUNICIPAL SEAL (PLANNING AUTHORITY)

13.3.1 COUNCILLOR INFORMATION:- MUNICIPAL SEAL APPLIED UNDER DELEGATED AUTHORITY TO SUBDIVISION FINAL PLANS & RELATED DOCUMENTS

Nil.

13.4 PLANNING (OTHER)

Nil.

14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE)

14.1 ROADS

Strategic Plan Reference – Page 13

1.1.1 Maintenance and improvement of the standard and safety of roads in the municipal area.

Nil.

14.2 BRIDGES

Strategic Plan Reference – Page 14

1.2.1 Maintenance and improvement of the standard and safety of bridges in the municipality.

14.2.1 Tender – Rotherwood Road Bridge Refurbishment

AUTHOR DEPUTY GENERAL MANAGER (A BENSON) AND
MANAGER WORKS & TECHNICAL SERVICES (J LYALL)
DATE 16TH FEBRUARY 2015

ENCLOSURE 1. Request for Tender (RFT)
2. Four Tenders Submitted
(because of the bulk of this information, one package will be available at the meeting for Councillors to peruse – a copy can be made available prior to the meeting if required):

ISSUE

Consideration of Tenders for the replacement of the deck and related refurbishment to the Rotherwood Road Bridge at Lower Marshes.

BACKGROUND

Council engaged Phil Gee, BE, FIEAust, CPEng, MBA, Managing Director, Sugden & Gee Pty Ltd. on a contract basis to undertake the Superintendent's role in respect of this project, along with the development of the tender documentation in partnership with Council's Deputy General Manager and Council's Manager Works & Technical Services.

ENGINEER'S REPORT

Sugden & Gee Report

Rotherwood Road Bridge (1137) over the Jordan River, Contract No. 01/2015

Report on Tenders

Prepared for: Southern Midlands Council

Date: 18 February 2015



PO Box 8, Lauderdale, TAS. 7021

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ABN 57 159 898 11

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Prepared by:

Phil Gee

Date: 18th February 2015

Report Revision History					
<i>Rev No.</i>	<i>Description</i>	<i>Prepared by</i>	<i>Reviewed by</i>	<i>Authorised by</i>	<i>Date</i>

Introduction

The Southern Midlands Council (SMC) advertised a Request for Tenders (RFT) for the Rotherwood Road Bridge (1137) over the Jordan River, Contract No. 01/2015 in the Mercury newspaper on 17 January 2015.

Tenders for the Contract closed at 4 pm on Tuesday 8 February 2015.

This report provides an assessment of Tenders received for the Rotherwood Road Bridge (1137) over the Jordan River, Contract No. 01/2015.

Code for Tenders & Contracts

The Tender process and this assessment has been conducted in accordance with SMC's Code for Tenders and Contracts in that it aims to achieve:

- open and effective competition
- value for money
- enhancement of the capabilities of local business and industry, and
- ethical behaviour and fair dealing

The Tender process was undertaken in accordance with the Southern Midlands Council's Code for Tenders and Contracts.

As the Tender was expected to exceed \$100,000 the RFT was advertised in the Mercury newspaper as required by the Code.

The Tenders are to be assessed by a Tender Review Committee who will make a recommendation to Council.

The Conditions of Tender, specification, Conditions of Contract and Tender Form were prepared without bias and aligned with appropriate Australian Standards and Codes for design and construct bridge contracts.

Tenders Received

The following four conforming Tenders were received:

Tenderer	Amount (\$), Excl. GST	Comments
Tas Marine Constructions P/L	169,260.00	
TasSpan P/L	190,270.00	The amount total tallies but there is a \$0.10 error for Item 8 of the Schedule in the GST amount.
BridgePro Engineering P/L	235,500.00	
VEC Civil Engineering P/L	259,687.00	

Required Documentation

Tenderers were required to submit the following documentation:

- Form of Tender and schedules completed and signed by the Tenderer
- Certificates of Currency of Insurance
- Quality management system certification
- Environmental management system certification
- WHS management system certification
- A program scheduling the various activities from the Date of Acceptance of Tender through to contract completion.
- Relevant project experience of the Contractor on bridge construction and design and construct contracts
- Relevant qualifications and experience of key staff that the Contractor will use to deliver this Contract.
- Relevant qualifications and experience of the professional engineers who will be responsible for the design and certification of the bridge.
- Projected Cash Flow
- The proposed bridge solution and construction methodology and its ongoing maintenance and economic life
- Proposed systems for risk management including workplace health and safety, quality of product and environmental management.
- A statement on the current capability and capacity to deliver the contract on time
- Proof of sound financial capacity to carry out the Contract
- Any supporting documentation which the Tenderer considers relevant to the Tender
- Information to support the selection criteria of the Tender assessment.

All Tenderers provided a signed Tender Form and schedules. There was one \$0.10 inconsistency in the schedule of the TasSpan Tender, although this is attributed to rounding to the nearest dollar and the schedule total is consistent with the scheduled rates.

There were incomplete sets of required information from Tenderers. This information was sought as a matter of clarification from Tenderers who were in contention.

Assessment

The Tender assessment criteria were clearly outlined in Request for Tender.

The following is a discussion of Tenders against each of the assessment criteria.

Prices and Rates

A design and construct Contract method was adopted so as to capture innovation in construction methodology to optimise cost and bridge closure time. Accurate estimates of the bridge refurbishment are therefore difficult because the design and construction methodology were unknown at the time of Tender. It was, however, anticipated that

Tender would be in the range of \$160k to \$240k excl. GST. The lowest three Tenders were within this range.

Apart from a \$0.10 discrepancy due to rounding in the schedule of the Tender from TasSpan, all Tender Schedules are consistent with the Lump Sum Tender.

The Tender amounts are summarised in Section 3 above and the lowest Tender from Tas Marine Construction Pty Ltd (TMC) is \$169,260.00 excl. GST.

Proposed Solution

All four Tenderers proposed replacement of the abutment bearings and repair of the connections by lifting the bridge beams prior to replacing the bridge deck. This is practical as the bridge is lighter at this stage and it allows greater access for a crane to attach to and lift the beams by removing the timber deck. There will be road closures associated with this work in addition to the closures associated with deck replacement.

All four Tenderers propose replacing the existing 45m long timber deck over three spans with precast concrete deck units.

TMC, TasSpan and VEC all propose modular units long that span across the existing bridge beams as follows:

- TMC propose placing 3 x 3m long units per day (9m per day). This would result in five days of bridge closure and their program allows 14 days on site. They propose thickening of the deck slab to lift the height to existing levels. Any beam repair would be by welding plates where appropriate. TMC proposed that all work will be undertaken from new or existing bridge decks, and where this is not possible a temporary scaffolding will be erected from the underside of the bridge beams.
- TasSpan propose 4 x 2m long units per day (8m per day) which would replace the deck in six days. They proposed stitch welding an I beam on top of the bridge beams to both strengthen the bridge beams and provide spacing to maintain deck levels. TasSpan propose to construct a temporary work platform between the lower flanges of the bridge beams along with railings for safe working.
- VEC propose to replace each span of deck panels in one day which would replace the deck in three days. VEC proposed thickening of the deck slab to achieve deck height similar to that proposed by TMC

BridgePro propose two longitudinal precast deck units for each span. Both would be lifted in to position in one day meaning that the bridge deck would be replaced in three days. They proposed welding RHS section to the top of the bridge beams to achieve the required height strengthening and these would be grout filled stiffness.

The specification requires that all construction methodologies be certified by a Professional Engineer at preliminary and detailed design stage as well as on Practical Completion.

Proposed Traffic Management

All Tenders propose suitable traffic management systems to handle road closures and roadworks.

All Tenders propose road closures as specified between 8 am and 4 pm. The TMC's bridge deck replacement is proposed to take 5 days, TasSpan 6 days, and BridgePro and VEC propose 3 days. All Tenderers will need to close the bridge for some periods to replace the bearings and connections at the abutments.

Proposed Management Systems

TMC have a certified WHS management system in the name of their parent company SMC Marine Pty Ltd. They have a QMS, EMS and Project management systems, also in the name of SMC Marine Pty Ltd, that they work to that are in the process of being certified. TMC provided a sample risk assessment system that was used on a previous project.

All other Tenderers have fully certified WHS, QMS and EMS systems that they work to.

Company Experience

TMC are highly experienced in constructing marine structures such as jetties, marinas and wharfs on projects much larger than this bridge refurbishment project. They have worked on three bridges for Glamorgan Spring Bay Council and a bridge for Barnbougle Lost Farm Golf Club. Some clients have been contacted and report no problems the finished projects. TMS are also working with The Precasters Pty Ltd who are experienced in the design and manufacture of precast bridge decks.

TasSpan, BridgePro and VEC are all experienced bridge contractors with long history of successful projects in Tasmania.

Personnel Experience

TMC personnel are highly experienced in constructing marine structures such as jetties, marinas and wharfs on projects much larger than this bridge refurbishment project. They have worked on three bridges for Glamorgan Spring Bay Council and a bridge for Barnbougle Lost Farm Golf Club. Their nominated Professional Engineer is Andrew Murray of Burbury Consulting who is highly experienced in bridge design.

Tas Span, BridgePro and VEC all have experienced bridge personnel and Professional Engineers.

Conclusion

There are some concerns with the lowest Tender from Tas Marine Construction Pty Ltd (TMC) in that:

- *Whilst they have extensive marine structure experience they have limited bridge experience*
- *Their WHS certification is in the name of their parent company SMC Marine Pty Ltd*
- *Their QMS and EMS systems are in the process of being certified and are in the name of parent company SMC Marine Pty Ltd*

We have sought clarification on these issues with TMC and consider that they can be addressed adequately if their Tender was accepted.

Key risks to the Southern Midlands Council in respect of this project irrespective of the successful Tenderer include:

- *Inadequate engineering design*
- *Problems during construction cause the road to be closed longer than the specified period*
- *WHS risk*

Should TMC be awarded this contract, the Council's risk should be adequately mitigated as TMC's nominated Professional Engineer is a highly qualified bridge designer, their construction methodology is sound and similar to other Tenderers and they have a certified WHS management system and risk management plans.

Based on assessment the Tenders received for SMC Contract 01/2015 the Rotherwood Road Bridge Refurbishment:

1. The Tender process was conducted in accordance with the SMC Code of Tenders
2. The best value for money Tender is that received from Tas Marine Construction Pty Ltd for the sum of \$169,260.00 excl. GST.



Phil Gee, MBA, BE, CPEng, FIEAust, RPEQ
Managing Director
Sugden & Gee Pty Ltd

Version one of this Report was tabled at a SM Tender Evaluation/Review Committee meeting on Monday 16th February 2015 (Committee Members being, Chairman Andrew Benson, Jack Lyall and Craig Whatley) Consultant Engineer, Phil Gee and his colleague Andrew Holmes presented the Engineer’s Report to the Committee. The Committee sought clarification around some minor issues and commended Phil Gee on his rigour and professionalism in respect of his Report along with the process to date. The Engineer’s Report included in this Agenda Report includes the minor changes sought by the Committee and has been endorsed by the Tender Assessment Panel. It is confirmed that this process has been undertaken in accordance with Council’s Code for Tenders and Contracts, October 2013.

Human Resources & Financial Implications – In reference to the Capital Works Program Budget, renewal of the Rotherwood Road Bridge has a budget allocation of \$156,340, noting that \$23,349 has already been expended on interim works and contract tender documentation etc. The original budget was based on the asset valuation provided by TasSpan, but it was always acknowledged that an additional budget allocation may be necessary due to the multiple construction / engineering options that required consideration. The additional amount can be funded from the overall Bridge Renewal Reserve without the need to defer other projects.

Community Consultation & Public Relations Implications –N/A.

Policy Implications – N/A.

Priority - Implementation Time Frame – Immediate.

RECOMMENDATION

THAT Council

1. **receive and note the report;**
2. **accept the tender received from Tas Marine Construction Pty Ltd for the sum of \$ \$169,260.00 excl. GST; and**
3. **sign and seal the Formal Instrument of Agreement with Tas Marine Construction Pty Ltd for the contractual requirements detailed in the Request For Tender and provided in their tender submission, for the total sum of \$169,260.00 excl. GST;**

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

14.3 WALKWAYS, CYCLE WAYS AND TRAILS

Strategic Plan Reference – Page 14

- 1.3.1 Maintenance and improvement of the standard and safety of walkways, cycle ways and pedestrian areas to provide consistent accessibility.

Nil.

14.4 LIGHTING

Strategic Plan Reference – Page 14

- 1.4.1a Ensure Adequate lighting based on demonstrated need.
- 1.4.1b Contestability of energy supply.

Nil.

14.5 BUILDINGS

Strategic Plan Reference – Page 15

- 1.5.1 Maintenance and improvement of the standard and safety of public buildings in the municipality.

Nil.

14.6 SEWERS

Strategic Plan Reference – Page 15

- 1.6.1 Increase the capacity of access to reticulated sewerage services.

Nil.

14.7 WATER**Strategic Plan Reference – Page 15**

1.7.1	Increase the capacity and ability to access water to satisfy development and Community to have access to reticulated water.
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14.7.1 TasWater – Shareholder’s Letter of Expectation (Review)**AUTHOR** GENERAL MANAGER (T KIRKWOOD)**DATE** 17TH FEBRUARY 2015**ENCLOSURE:** Shareholders Letter of Expectation (Adopted May 2013).**ISSUES**

Council to review the Shareholder’s Letter of Expectation (SLE) and provide feedback (if any) to TasWater.

BACKGROUND

The purpose of the SLE is to communicate the Shareholders’ high-level performance expectations and strategic priorities to the Board of the Corporation.

TasWater’s shareholders consist of the twenty-nine (29) Councils, each with a varying percentage of shares. The Southern Midlands percentage shareholding is 0.76% at 30th June 2014, with a total investment of \$11.674 million.

DETAIL

The current SLE, adopted in May 2013, is included as an attachment within the Agenda.

Considerable time was dedicated to the preparation of the SLE at that time as TasWater was to begin operations as at 1st July 2013 following the merger of the three regional corporations.

As stated, it is intended to be a high-level document, and whilst there are obvious community concerns in relation to pricing (i.e. current level and indicative price increases), and more recently water-quality, a shareholders’ expectation cannot be contrary to good governance and financial management practices. At the same time, there is an expectation that shareholders continue to receive distributions (i.e. dividends and guarantee fees), as a return on investment in the Water and Sewerage Corporation.

In relation to these issues, the Guiding Principles clearly state (amongst others) that there is an expectation that the Corporation will:

- a) deliver water and sewerage services to customers in the most cost efficient manner; and
- b) deliver sustainable returns to its member.

Drinking water quality, and the need to improve the quality across Tasmania, is also adequately addressed.

It is also important to acknowledge that the SLE includes an expectation that the Corporation will develop, implement and maintain an effective drought response plan for each water supply system, which from the Southern Midlands Council’s perspective, is essential based on our experience with Colebrook, Oatlands and Tunbridge Schemes in past years of extreme drought.

In light of the above, following a review of the existing SLE, no amendments have been identified.

Human Resources & Financial Implications – Nil.

Community Consultation & Public Relations Implications –Refer above comments.

Policy Implications – N/A.

Priority - Implementation Time Frame – The SLE, including any proposed amendments from Shareholders, will be tabled at the May 2015 General Meeting of Owners’ representatives.

RECOMMENDATION

THAT Council:

- a) receive a copy of the Shareholders Letter of Expectation (adopted May 2013);
- b) identify any amendments, noting that a review by Council Officers has not identified the need for any specific alterations; and
- c) provide feedback to TasWater accordingly.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

14.8 IRRIGATION

Strategic Plan Reference – Page 15

1.8.1 Increase access to irrigation water within the municipality.

Nil.

14.9 DRAINAGE

Strategic Plan Reference – Page 16

1.9.1 Maintenance and improvement of the town storm-water drainage systems.

Nil.

14.10 WASTE

Strategic Plan Reference – Page 17

1.10.1 Maintenance and improvement of the provision of waste management services to the Community.

Nil.

14.11 INFORMATION, COMMUNICATION TECHNOLOGY

Strategic Plan Reference – Page 17

1.11.1 Improve access to modern communications infrastructure.

Nil.

14.12 OFFICER REPORTS – WORKS & TECHNICAL SERVICES (ENGINEERING)**14.12.1 Manager - Works & Technical Services Report***File Ref:* 3/075

AUTHOR MANAGER – WORKS & SERVICES

DATE 18TH FEBRUARY 2015**ROADS PROGRAM**

Re-sheeting being undertaken on Stonehenge Road and Tin Pot Marsh Roads.

Vernarchie Contracting has completed assessment and designs for the roads to be reconstructed and are due to commence works in the week commencing 23rd February 2015. Other roads being prepared for re-sealing.

BRIDGE PROGRAM

Refer separate report within the Agenda relating to the replacement of the Rotherwood Road Bridge at Lower Marshes.

WASTE MANAGEMENT PROGRAM

No particular operational issues, noting that additional empties are still occurring at Campania due to high usage.

TOWN FACILITIES PROGRAM

Station Street, Colebrook - junction with Mudwalls Road - minor repairs to kerb and footpath.

Kempton Festival – assisting Progress Association with set-up for festival being held 22nd February 2015.

RECOMMENDATION

THAT the information be received.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

15. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)

15.1 RESIDENTIAL

Strategic Plan Reference – Page 18

2.1.1 Increase the resident, rate-paying population in the municipality.

Nil.

15.2 TOURISM

Strategic Plan Reference – Page 19

2.2.1 Increase the number of tourists visiting and spending money in the municipality.

Nil.

15.3 BUSINESS

Strategic Plan Reference – Page 20

2.3.1a Increase the number and diversity of businesses in the Southern Midlands.
2.3.1b Increase employment within the municipality.
2.3.1c Increase Council revenue to facilitate business and development activities (social enterprise)

Nil.

15.4 INDUSTRY

Strategic Plan Reference – Page 21

2.4.1 Retain and enhance the development of the rural sector as a key economic driver in the Southern Midlands.

Nil.

15.5 INTEGRATION

Strategic Plan Reference – Page 21

2.5.1 The integrated development of towns and villages in the Southern Midlands.
2.5.2 The Bagdad Bypass and the integration of development.

Nil.

16 OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LANDSCAPES)

16.1 HERITAGE

Strategic Plan Reference – Page 22

3.1.1	Maintenance and restoration of significant public heritage assets.
3.1.2	Act as an advocate for heritage and provide support to heritage property owners.
3.1.3	Investigate document, understand and promote the heritage values of the Southern Midlands.

16.1.1 Heritage Project Officer's Report

File Ref: 3/097

AUTHOR MANAGER HERITAGE PROJECTS (BRAD WILLIAMS)

DATE 24th February 2015

ISSUE

Southern Midlands Heritage Projects – report from Manager Heritage Projects

DETAIL

Owing to increased activity of SMC heritage staff on Heritage Building Solutions and Heritage Education and Skills Centre projects, the Heritage Projects Program report will from hereon in report also on these activities (noting that this does not necessarily include HBS activities undertaken by persons other than the SMC Heritage Projects program staff). Note that in some cases, reporting on HBS projects may not be specific in their location owing to client confidentiality requirements and so as to not compromise tendering/quoting processes.

During the past month, Southern Midlands Council heritage projects have included:

- Development of an event for the National Trust Heritage Festival, entitled: 'Sex, Death and Interior Decoration at the Oatlands Gaol', which has been promoted as a signature event by the National Trust for the festival.
- Work with the Oatlands and Kempton RSL branches for ANZAC Centenary events.
- Preparation of a submission to the Tasmanian Legislative Council's inquiry into built heritage tourism in Tasmania. This forms a separate report in this meeting agenda.
- Substantial time has been spent on a planning scheme compliance matter.
- A new volunteer (Michelle Blake) has been working on the development of a database of Oatlands court cases.

Heritage Projects program staff have been involved in the following Heritage Building Solutions activities.

- Undertaking a comprehensive condition assessment and works recommendations for 500-metres of historic stone and brick garden walls at the Royal Tasmanian Botanical Gardens and Government House, Hobart (including the unique ‘Arthur’ heated wall).
- A detailed building inspection of a large local heritage property.
- Preparation of quotations for several projects, including a commercial heritage building re-fit (following fire damage – Huon Valley area), an 1840s residence formerly part of a probation station and a stables re-fit (NE Tasmania).
- Finalisation of works at Willow Court, New Norfolk.

Heritage Projects program staff have been involved in the following Heritage Education and Skills Centre activities.

- Launching the 5x5x5 project, including development of a communications strategy, meeting with key work placement partners and working closely with Brighton and Tasman Councils for the scoping of the project plan for their parts of the project.
- Appointment of Thom Taylor as Education Support Officer (0.3fte) for the 5x5x5 project. Thom is a recent arrival from the UK and has a strong background in heritage trades and management and experience in working in disability support.
- Helen Geard has been working on establishing various administration and management systems for the 5x5x5 project.
- Development of the iSmart software system for automated course bookings and people management for the 5x5x5 project.
- Further course development and promotion for the 2015 course program.

RECOMMENDATION

THAT the information be received.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

16.1.2 Southern Midlands Council submission to the Legislative Council Enquiry into Built Heritage Tourism in Tasmania

AUTHOR MANAGER HERITAGE PROJECTS (BRAD WILLIAMS)
DATE 24TH FEBRUARY 2015

ISSUE

This report seeks endorsement of Council's endorsement of a submission to the Tasmanian Legislative Council's enquiry into built heritage tourism in Tasmania.

BACKGROUND

On the 20th November 2014, the Tasmanian Legislative Council formed a Sub-Committee in order to initiate an inquiry on the following Terms of Reference:

To inquire into and report upon the management, preservation, tourist marketing and promotion of built heritage assets in Tasmania, with particular reference to:

1. The current and future potential contribution that built heritage makes to tourism in Tasmania;
2. The role of Government;
3. The role of tourism organisations;
4. The role of heritage organisations;
5. Any relevant considerations in other jurisdictions;
6. Any other matters incidental thereto.

Council officers have prepared a submission to that enquiry on behalf of Southern Midlands Council as per the detail below.

DETAIL

ATTACHMENT A is a draft submission prepared by council's Manager Heritage Projects (Brad Williams) in consultation with tourism centre staff and other council staff. It provides an overview on how council has approached built heritage tourism over the last 10+ years and enumerates the benefits that have derived from such. The submission also broadly describes future aspirations and opinion on how other organisations (government and non-government) may approach built heritage tourism in the future.

Note that a separate submission to the enquiry will be made by the Heritage Education and Skills Centre.

[PLEASE NOTE, ATTACHMENT A WILL BE DISTRIBUTED SEPERATELY PRIOR TO THE DAY OF THE COUNCIL MEETING].

Human Resources & Financial Implications

This submission does not have any human resources or financial implications. Subject to the content of the final report, participation in this process may give council leverage in the future to utilise favourable findings in strategic planning and engagement of external partners, funding etc.

Community Consultation & Public Relations Implications - Nil.

Policy Implications - The submission draws upon current council policies and strategic directions as relevant to built heritage tourism.

Priority - Implementation Time Frame - The submission is due on 27th February 2015.

RECOMMENDATION

THAT council endorse the submission.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

16.2 NATURAL**Strategic Plan Reference – Page 23/24**

3.2.1	Identify and protect areas that are of high conservation value.
3.2.2	Encourage the adoption of best practice land care techniques.

15.2.1 Landcare Unit & Climate Change – General Report

AUTHOR NRM PROGRAMS MANAGER – (M WEEDING)

DATE 18TH FEBRUARY 2015**ISSUE**

Southern Midlands Landcare Unit and GIS Monthly Report

DETAIL

- Graham Green has taken one month leave, returning to work in middle of March. The Bushlinks 500 project has concluded and the final report and audited statement has been sent to the Australian Government. A brief synopsis report on the project outcomes will now be postponed to the March council meeting.
- Mapping work for Council's Development and Environmental Services staff continues.
- Minor maintenance works on trees and weeds has continued on the Dulverton Walking Track, largely required as a result of weed growth after the heavy rainfall event in late January.
- An application for grant funding for watering the Mt Pleasant recreation ground has commenced. The water intended to be used will be the Midlands Irrigation Scheme water. Preliminary meetings have taken place to largely sort out the design of the watering system.
- The interest in the removal of the Callington Mill cap continues, with the likely destination being a property at Richmond.
- Helen Geard has been busy with weed matters. There was concern that Southern Midlands may have had an outbreak of Bathurst Burr weed. This weed has successfully been kept out of Tasmania to date. With the liaison with the Department of Primary Industries Water and Environment staff, it was established that the reported unusual plant was not Bathurst Burr.

RECOMMENDATION

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

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

16.3 CULTURAL

Strategic Plan Reference – Page 24

3.3.1 Ensure that the Cultural diversity of the Southern Midlands is maximised.

Nil.

16.4 REGULATORY (OTHER THAN PLANNING AUTHORITY AGENDA ITEMS)

Strategic Plan Reference – Page 25

3.4.1 A regulatory environment that is supportive of and enables appropriate development.

Nil.

16.5 CLIMATE CHANGE

Strategic Plan Reference – Page 25

3.5.1 Implement strategies to address issues of climate change in relation to its impact on Councils corporate functions and on the Community.

Nil.

17 OPERATIONAL MATTERS ARISING LIFESTYLE

17.1 COMMUNITY HEALTH AND WELLBEING

Strategic Plan Reference – Page 26

4.1.1 Support and improve the independence, health and wellbeing of the Community.

Nil.

17.2 YOUTH**Strategic Plan Reference – Page 26**

4.2.1 Increase the retention of young people in the municipality.

16.2.1 April 2015 - School Holiday Program

AUTHOR COMMUNITY RECREATION OFFICER (G HUNT)
 DATE 18TH FEBRUARY 2015

ATTACHMENTS 1. School Holiday Program – April 2015 Flyer
 2. Estimated Costings Summary

BACKGROUND

Council has provided a School Holiday program for the youth of the municipality since May 2008. The varied program has received very positive feedback and is run in a very cost effective manner.

Current Situation

Please refer to Attachments 1 & 2 which outline the upcoming April 2015 activities and an estimated Cost Summary. As can be seen, considerable human and financial support has been obtained from external sources such as the Rural Primary Health Services and Communities for Children (via the “Connecting Families and School Communities”) which lessens the burden on Council’s staff and financial resources.

Financial Implications

On estimated costings, Council’s financial contribution to the three days of activities should actually provide a positive figure of an estimated \$900.00. This has occurred due to ‘normal’ contributions being made by RPHS and CfC which normally covers 2 - 3 days of activities. Given the Easter break is part of this holiday period, only 1 activity is being run again this April (as per past 2 years). A considerable amount of human resources in the administration, accounting and organisational roles of putting this program together is handled by several Council officers and would equate to well in excess of the \$\$ contribution by the other two partner organisations. These outcomes have worked very favourably for all concerned over previous programs.

General Information

As reported in my September 2014 report, numbers had quite significantly dropped in the July SHP program. Our efforts to meet this challenge in the September / October 2014 and January programs were very successful as both programs were very well attended. I believe the exciting activity proposed for April 2015 SHP program will continue this upward trend of participation numbers.

RECOMMENDATION

THAT the information be received

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	



YOUTH SCHOOL HOLIDAY PROGRAM **APRIL 2015**

**Bookings are essential and open on Tuesday 3rd March 2015.
Get in early as spots fill quickly.**

Southern Midlands Council, in conjunction with Rural Primary Health Service - Oatlands, and the "Connecting Families and School Communities" Program are once again pleased to announce an exciting excursion being held during the upcoming April 2015 school holiday period.

As the first week of the holiday period is largely taken up with public holidays, we will only be running one activity during this April term break.

Tuesday 14th April 2015

This is an exciting first for our regular School Holiday Program. We are heading to the Port Arthur Historic Site to explore Tasmania's early history. Firstly we'll be part of a guided tour of the ruins, then a BYO lunch followed by a harbour cruise . We'll also have time to wander through the old houses and marvel at the way people used to live almost two hundred years ago. Interactive displays and hands –on educational opportunities abound.

Cost is \$10.00 per child

Age limits of 9 – 16 apply and numbers are limited. Please dress appropriately for the relevant activities. BYO snacks, drinks, sun hat and sunscreen for the day's activities. If you have any special dietary needs please bring own food with you. Lunch will not be supplied on the day, so bring your own healthy lunch. **Any participants with significant medical conditions should provide a full emergency plan and appropriate medication/treatment – Failure to do so will result in exclusion from program/s.**

Bookings can be made through Council's Kempton office on 6259 3011 during office hours [please note opening date above], and will be on a "first come – first served" basis. Parent permission forms are required for all excursions and medical history forms are also required for all children. NB. Current medical forms held expire after 6 months. Payment is to be made at the time of booking. If you find that your child is unable to attend prior to the day's excursion, please let us know immediately as we invariably have waiting lists for the day.

Come along and join the fun.

**ESTIMATED COSTINGS SUMMARY - SCHOOL HOLIDAY PROGRAM
April 2015**

Day 1**Tuesday 14th April 2015**

Port Arthur Historic Site excursion

40 children @ 10.00 each	\$400.00	
Transport	\$800.00	
1 x paid supervisor	\$250.00	
Water / supplies	\$ 50.00	
Total	\$1,500.00	(4 x supervisors – 1 x SMC 2 x RPHS 1 x CfC)

Inputs from external organisations

Rural Primary Health Service	\$ 600.00	
Connecting Families & School Communities	\$1400.00	
Attendees payments	\$ 400.00	
Southern Midlands Council	\$ nil	
Total	\$ 2,400.00	(+\$900.00)

Attendee payments are based on actual numbers of 40 attendees on the day. This may vary slightly but interest is expected to be high given quality of the excursion.

Contributions from CfC and RPHS have been confirmed.

'Surplus' from this SHP has been exacerbated by only having one activity during the April term break – with external contributions remaining as for a normal 2 or 3 day program. This has been the case in April for the past couple of years given week 1 of the term break contains two public holidays and insufficient supervisors are available to work. Holidays by young people have traditionally been taken in the first week [Easter] also.

17.3 SENIORS

Strategic Plan Reference – Page 27

4.3.1 Improve the ability of the seniors to stay in their communities.

Nil.

17.4 CHILDREN AND FAMILIES

Strategic Plan Reference – Page 27

4.4.1 Ensure that appropriate childcare services as well as other family related services are facilitated within the Community.

Nil.

17.5 VOLUNTEERS

Strategic Plan Reference – Page 27

4.5.1 Encourage community members to volunteer.

Nil.

17.6 ACCESS

Strategic Plan Reference – Page 28

4.6.1a Continue to explore transport options for the Southern Midlands Community.

4.6.1b Continue to meet the requirements of the Disability Discrimination Act (DDA).

Nil.

17.7 PUBLIC HEALTH

Strategic Plan Reference – Page 28

4.7.1 Monitor and maintain a safe and healthy public environment.

Nil.

17.8 RECREATION**Strategic Plan Reference – Page 29**

4.8.1	Provide a range of recreational activities and services that meet the reasonable needs of the Community.
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17.8.1 Flour Mill Park – Camper Issues

AUTHOR	DEPUTY GENERAL MANAGER (A BENSON)
DATE	18 TH FEBRUARY 2015

ATTACHMENTS	1. Site Plan Flour Mill Park
	2. Site Plan Colebrook Recreation Ground

ISSUE

For a number of years now Council has received complaints in respect of the disruption to the peace and tranquillity of Flour Mill Park, which has principally been created by campers during the harvest period. Council officers have tried to “manage” the situation over the years by moving disruptive elements of the camper fraternity out of the park. It is clear now that the Village Community in Campania has reached the end of their individual and collective tolerance level and Council is required to act decisively in respect of this matter.

BACKGROUND

In many ways Council has been hamstrung in its ability to either create an environment that caters for campers and mobile homes in the Park or ban them totally. Councillors would be aware that there have been a number of high profile cases over recent years where Councils has been taken to task and indeed have had financial penalties levied against them by the Office of the Tasmanian Economic Regulator (OTER) where Council’s overnight stopovers have been taken to be a competitor to private sector operated Caravan Parks (notable examples are from Latrobe/Kentish and also Central Highlands). OTER holds that Council cannot be in competition with the private sector if they do not level full cost attribution to their facilities. Therein lies the dilemma, if Council invests in laundry facilities and showers to cater for campers then it could be a short period of time before OTER comes on the scene to advise that we are impacting on private sector Caravan Parks in the region and therefore are requiring Council to charge fees to cover the full costs of providing the facility or to remove the service.

The other matter is that clearly camper sites and some of less than palatable activities that have been reported are incompatible with children's playground activities. Many of the parents of children that previously played in the park on the playground equipment have reported that their children feel extremely intimidated by some campers using the site. Also some campers monopolise the huts and quarantine them for their own exclusive use. Campers are seen to shower behind the trees or rig up "Heath Robinson" apparatus in the existing toilet block to facilitate an ablutions block. All of this contravenes Council's "duty of care".

Some parts of the site do not have passive surveillance from the public road and therefore nefarious activities abound. On many occasions campers infringe on the privacy of adjoining property owners, through loud noise and other related disturbances, including overview therein eroding the privacy of adjoining rate payers.

Upon reflection unfortunately whilst Council is trying to manage a difficult situation it is not looking after anyone's best interest and indeed causing itself, amazing amounts of grief and maintenance problems/cost, with absolutely no satisfied customers, be they ratepayers or travellers.

Councillors heard at the last Council meeting from two local residents who provided some rather disturbing accounts of their experiences in respect of the campers who use Flour Mill Park.

CURRENT

The Facilities & Recreation Committee was further briefed on the situation at its last meeting and the Manager Community & Corporate Development (Andrew Benson) took on the task of investigating the opportunities that the Colebrook Recreation Ground provides in alleviating the Flour Mill Park issue.

In summary

- the Colebrook Cricket Club use the Colebrook Recreation Ground and are in need of some amenities;
- there is more than adequate area for campers and mobile home travellers to occupy the grounds in partnership with the Cricket Club;
- at a preliminary estimate of \$3,000 the site could be levelled off and de-scrubbed to make maintenance easier and provide some adequate, albeit a little rudimentary space for travellers. Two very large pine tree need to be removed and the "tennis court" mowed. Once these works have been undertaken some additional minor things could be done to improve the site;
- there is no power or water to the site;
- there is currently \$25,000 in the budget for the start of some amenities on the Cricket ground site which is adjacent to the proposed "Traveller's Space";
- if the amenities are there then basic water could be made available – no powered site would be recommended;

- the closest dwelling is a considerable distance from the proposed “Traveller’s” area; and
- there is a hotel and a shop in Colebrook that would welcome additional patronage.

CONCLUSION

Flour Mill Park should be closed to any form of camping as of 30th June 2015 with the appropriate signage being erected as soon as possible to “flag” Council’s intention.

Works on Colebrook Recreation Ground to facilitate travellers being accommodated on site, albeit to a rudimentary level should be implemented as soon as possible.

Although the site at Colebrook is a considerable distance from the fruit farms where the campers work, it does provide an opportunity to remove travellers totally from Campania. The alternative for the harvest trail campers is that the growers provide accommodation onsite for their labour force.

Council engage with the farmers in the area who utilise “Harvest Trail” campers and make them aware of the issues and Council’s anticipated action in respect of Flour Mill Park.

The Campania Village Community has endured more than their fair share of grief and the move of the “camping site” to Colebrook will provide a welcome respite for them. With the growth of the residential footprint in Campania there will be more families wanting to use the Flour Mill Park and that will really exacerbate the current issues.

Flour Mill Park will need to be reassessed as to its ability to meet the needs of the Community and thus a Community engagement workshop, similar the Imagine Campania Forum facilitated by Andrew Benson in August 2012 should be held to consider design elements and a reinvestment by both Council and the Community into the site.

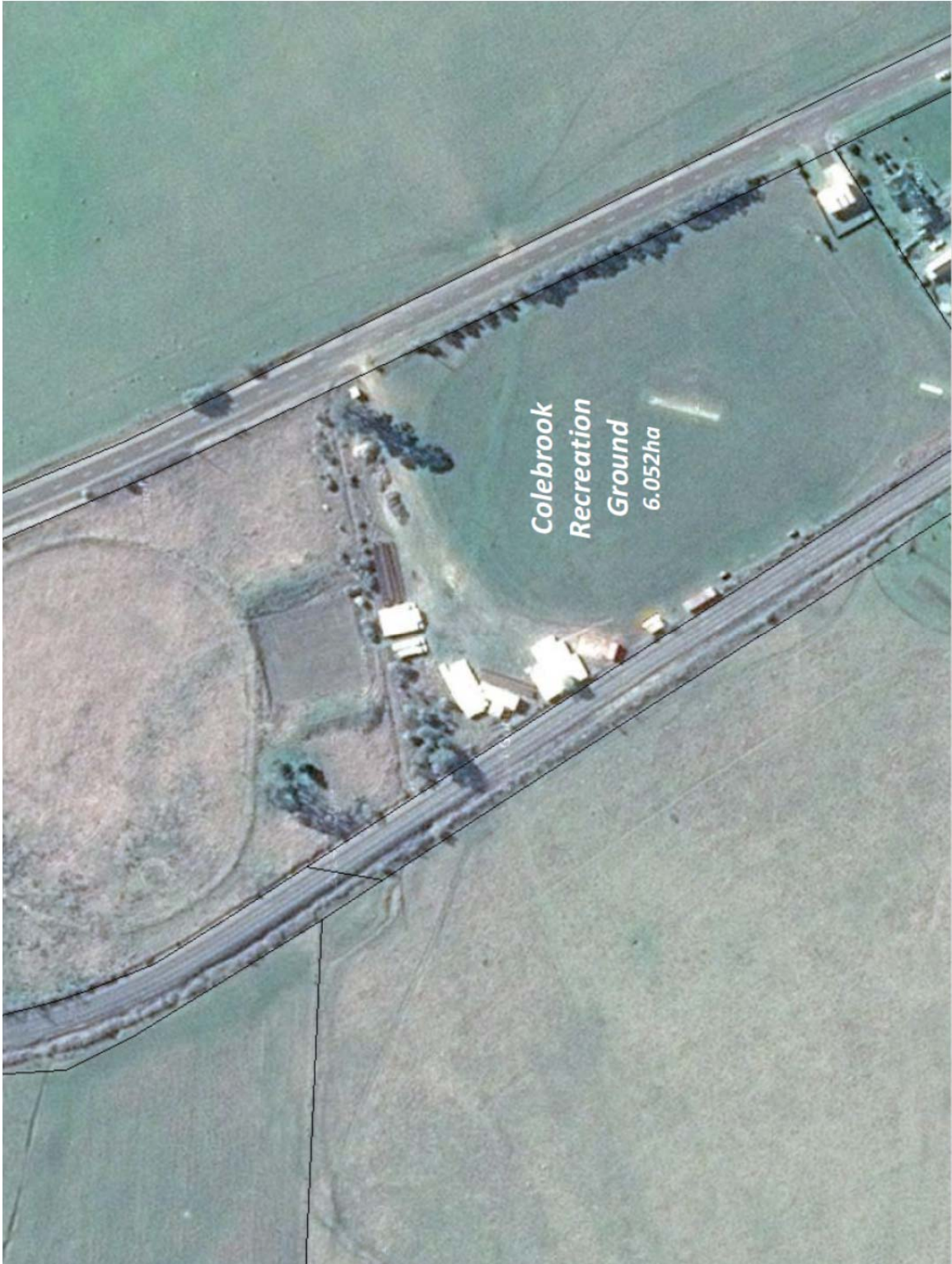
RECOMMENDATION

For discussion and decision

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	





17.8.2 Tender – Sports Lighting Oatlands and Campania Recreation Grounds

AUTHOR DEPUTY GENERAL MANAGER (A BENSON) AND
MANAGER WORKS & TECHNICAL SERVICES (J LYALL)
DATE 19TH FEBRUARY 2015

ATTACHMENTS 1. Request for Tender (RFT)
2. Four Tenders Submitted
(because of the bulk of this information, one package will be available at the meeting for Councillors to peruse – a copy can be made available prior to the meeting if required):

ISSUE

Consideration of Tenders for the sports lighting of Oatlands and Campania Recreation Grounds.

BACKGROUND

This matter was subject to a report to Council at the November 2014 Council meeting

[EXTRACT]

PROGRESS REPORT ON THE FLOOD LIGHTING OF OATLANDS & CAMPANIA RECREATION GROUNDS EXPRESSION OF INTEREST

File Ref:

AUTHOR DEPUTY GENERAL MANAGER (A BENSON)
DATE 21th November 2014

ISSUE

Council is seeking Expressions of Interest, followed by tenders for the supply and erection of flood lighting to replace the condemned lighting poles at the Oatlands as well as the Campanian Recreation Grounds.

BACKGROUND

Flood lighting is used for football training at both the Oatlands Recreation Ground as well as the Campania Recreation Ground. A number of poles were condemned and therefore had to be removed, whilst that is not an issue at this time of the year, come the end of day light saving, the football training will start and lighting will be needed.

It is understood that this matter has been discussed with Council and the objective of new lights by March / April 2015 has been agreed. This would be made possible with the assistance from the Department of Premier & Cabinet - Communities, Sport & Recreation Tasmania (CS&RT). There are major grant funding opportunities up to \$80,000 through

CS&RT which close on 4th February 2015. Council will be applying for a grant under this framework.

The opportunity to expand sport and recreation activities on both grounds will be possible through a new lighting regime. At Oatlands it is anticipated that the new lighting will make the training nights safer, given the previous low level lighting created many problems with insufficient lux levels to fully illuminate the training areas. The expansion to night football games starting with say four night games per year will provide added excitement in the district. The same issues and opportunities apply with respect to Campania, with the additional benefit that night cricket starting with say four nights per year could become a reality.

In summary this initial problem with the condemning of the light poles will provide an opportunity for the Southern Midlands to cater for greater usage of our recreational assets.

CURRENT

With little time to lose Council officers quickly procured an Expression of Interest/Tender (EoI/Tender) specification from an adjoining local authority and proceeded to advertise in the Hobart Mercury on Saturday 25th October 2014.

The Deputy General Manager was appointed Project Manager on his return to work by the General Manager. A detailed review of the EoI/Tender document found that it left a number of questions unanswered, which gave rise to a flood of questions from electrical contractors who had accessed the documents from Council web site. Also the document stated that Council would undertake the excavations, pouring the footing for the lights and erecting the light poles (23m in height). The document had nominated two criteria by which the tenders would be assessed (this is a requirement of SMC Code of Tendering), they were price and capacity to deliver.

From this analysis it was agreed to provide an Update to the EoI/Tender document, which was provided to each organisation that had contacted Council as well as it being placed on the web site. The Update formally changed the EoI/Tender to just an EoI where the organisation was required to provide, Capacity to Deliver information along with associated Quality Management & Safety Management documentation as well as information about similar projects that have been undertaken.

An Electrical Consulting Engineer has been appointed to

- analyse the EoIs;
- prepare a detailed design for the works at each site,
- use cost effective smart technology (Programmable Logic Controllers – PLCc) to
 - adjust the lux levels (200 lux night games, 100 lux training and 50 lux)
 - at the close-out time of 9.00pm the lux level will change down automatically to a lower level for 15 minutes and then off by 9.15pm

- isolation for the lighting of sections of the playing surface. (If not all of the ground is required for training, all of the lights are not required to be on)
- programmed / automated on and off switching
- adjustment of the start-up power load on the site so that it does not draw excessive power load from the area (flipping out circuit breakers and the like)
- develop a more robust Request for Tender (RFT) document with a greater range of criteria assessment within the RFT, eg
 - Price,
 - Minimisation of light spill to adjoining property owners,
 - Energy efficiency,
 - Life cycle costing,
 - Maintenance regimes and finally,
 - Timeliness of construction.
- analyse the Tender submissions;
- provide Superintendent services in verifying construction compliance with the design and the RFT during the contract; and
- sign off on the completed works.

The proposed Project Plan is provided for information however it could be subject to slight modification. It is noted that the end of day light saving in Tasmania is Sunday 5th April 2015.

Date	Action
25 th October	EoI/Tender (Design & Construct) placed in the Mercury newspaper
5 th November	EoI/Tender Update Issued reverting back to just an EoI
7 th November	Electrical Consulting Engineers FortEng appointed
7 th November	GeoTech Soil Test requested for pole footings
11 th November	The Deputy General Manager (DGM) prepared and submitted the Planning Applications for both sites and submitted them to the Planning Authority for consideration as discretionary applications
13 th November	The DGM and Mgr Works and Services knocked on the doors of the property owners backing onto the Oatlands Recreation Ground, this being the location that provides possible concern about the light spill during the night events
15 th November	Planning Applications for both sites appeared in the Mercury and adjoining owners letters were on their way
17 th November	EoI Closed 9 Contractors took out the documents 5 Contractors submitted an EoI
19 th November	Analysis of EoI responses
19 th November	Geo Tech Soil Test Results Report received
21 st November	Briefing Report prepared for Council meeting

26 th November	Council meeting
1 st December	Design works commence
10 th December	Planning Authority consideration and decision in respect of the two Planning Applications
11 th December	Council issue purchase orders for the poles and lights based on the design
2 nd February	Release the Request for Tender
3 rd February	Submit Grant application to Communities, Sport & Recreation Tasmania
18 th February	Tender Closes
20 th February	Electrical Consulting Engineers provide report on the analysis of the Tender
25 th February	Council decision in respect of the success Tenderer (Feb Council Meeting)
26 th February	Successful Tenderer advised
2 nd March	Contractors start on site for six week construction program covering both sites
3 rd March	Pre-ordered poles and lights arrive on site
20 th April	Contractor hand-over and exits sites at Practical Completion

[END OF EXTRACT]

Council engaged Shane Collinson BE(Elec) MIEAust Adv. Dip. Bus as the Superintendent for the Project and Brendon Gannon BEng(Elec) FIEAust RPEQ DipPM as the Electrical Design Engineer, both of whom are Directors of FortEng, Consulting Engineers. They have been engaged on a contract basis to undertake those two roles in respect of this project, along with the development of the tender documentation in partnership with Council's Deputy General Manager (Andrew Benson), Council's Manager Works & Technical Services (Jack Lyall) and Council's Senior Works Supervisor (Craig Whatley).

ENGINEER'S REPORT

**Report on Request for Tender:
Supply of Materials & Installation of Sports
Lighting Towers on Campania & Oatlands
Recreation Grounds, Contract No. 02/2015**

**Client: Southern Midlands Council
19 February 2015**

Introduction

The Southern Midlands Council (SMC) advertised an Expression of Interest (EOI) for the design and construction of Sports Lighting Towers on Campania and Oatlands Recreation Grounds. After receiving the EOIs the council decided it would be better value to have the design undertaken first and then issued a Request for Tender (RFT) for the supply and construction only. The Southern Midlands Council engaged electrical consulting engineers, FortEng to develop the design. From the EOI, the council pre-qualified the five respondents for the supply and construct RFT.

Expression of Interest (EOI) for the design and construction of Sports Lighting Towers on Campania and Oatlands Recreation Grounds was advertised in the Mercury newspaper on 25 Oct 2014.

The Request for Tender (RFT) for the supply of materials and installation of Sports Lighting Towers on Campania and Oatlands Recreation Grounds, Contract No. 02/2015 was issued to pre-qualified tenderers on 02 Feb 2015, with a site visit conducted on 05 Feb 2015. A copy of the Request for Tender is contained in Appendix A.

Tenders for the Contract closed at 4 pm on Wednesday 18 Feb 2015.

This report provides an assessment of Tenders received for the supply of materials and installation of Sports Lighting Towers on Campania and Oatlands Recreation Grounds, Contract No. 02/2015.

Code for Tenders & Contracts

The Tender process and this assessment has been conducted in accordance with Southern Midlands Council's Code for Tenders and Contracts in that it aims to achieve:

- open and effective competition
- value for money
- enhancement of the capabilities of local business and industry, and
- ethical behavior and fair dealing

As the Tender was expected to exceed \$100,000 the EOI was advertised in the Mercury newspaper as required by the Code.

The Tenders are to be assessed by a Tender Review Committee who will make a recommendation to Council.

The Conditions of Tender, specification, Conditions of Contract and Tender Form were prepared without bias, aligned with appropriate Australian Standards and Codes for a supply and construct contract.

Tenders Received

The pre-qualified Tenders submissions:

Tenderer	Amount (\$), Excl. GST	Comments
RBD Contracting Services Pty Ltd	664,845	
Integrated Facility Solution Pty Ltd (T/A Russell Smith Electrical)	530,285	
ElectroPulse Projects Pty Ltd	588,954.62	Tender submitted post close, however IT logs received from TenderLink were reviewed and demonstrated Tenderer had attempted to submit before close.
Stowe Australia	458,550	
White & McAllister Contracting	-	No tender submitted

Required Documentation

Tenderers were required to submit the following documentation:

- Form of Tender and schedules completed and signed by the Tenderer
- Addendum 1 and 2 signed by the Tenderer
- Certificates of Currency of Insurance
- Quality management system certification
- Environmental management system certification
- WHS management system certification
- A program scheduling the various activities from the Date of Acceptance of Tender through to contract completion.
- Relevant qualifications and experience of key staff that the Contractor will use to deliver this Contract.
- Relevant qualifications and experience of key subcontractors that the Contractor will use to deliver this Contract.
- Projected Cash Flow
- Proposed systems for risk management including workplace health and safety, quality of product and environmental management.
- A statement on the current capability and capacity of the contractor to deliver the contract on time
- A statement on the current capability and capacity of key subcontractors to deliver the contract on time
- Proof of sound financial capacity to carry out the Contract
- Any supporting documentation which the Tenderer considers relevant to the Tender
- Information to support the selection criteria of the Tender assessment

Assessment of tender submission against required documentation (as detailed above) is provided in attachment 1 (Tender Assessment.xls). With the following key outcomes:

- All Tenderers provided a signed Tender Form and schedules
- All but RBD provided addendum 1 & 2 signed
- Certificates of currency supplied by all but Stowe
- No programs provided. Stowe committed to construction timeframe detailed in RFT.

Assessment Criteria

Tenderers were advised in the RFT that the selection criteria would include the following:

1. Price and rates
2. Proposed systems for risk management including WHS, EMS and Quality control
3. Experience of the construction company and any sub-contractors and consultants
4. Experience and qualifications of key personnel

Assessment

1. Prices & Rates

The lowest price Tender is \$458,550 excl. GST from Stowe which is \$71,735 below the next lowest Tender of \$530,285 from Russell Smith.

The schedule of rates submitted by each Tenderer will only be used should additional work be requested. Stowe provided the lowest labour rates generally and the second lowest rock rate at \$130/m³.

2. Proposed Systems

No tenderer provided complete or detailed proposal. A number of generic documents were supplied by some tenderers, see attachment 1.

3. Tenderer and any sub-contractor experience

Although tenderers supplied limited and varying details showing their, and any sub-contractor, experience all tenders would be capable of completing the works. Assessment of tenderer's experience includes information provided during EOI stage.

4. Experience and qualifications of key personnel

CV's were provided by all except for Russell Smith. These suitable CV's were provided either as part of RFT or EOI process.

Conclusion

Based on the assessment of the Tenders received for Southern Midlands Council Contract 02/2015 the supply of materials and installation of Sports Lighting Towers on

Campania and Oatlands Recreation Grounds:

1. The Tender process was conducted in accordance with the Southern Midlands Council Code of Tenders; and
2. The best value for money Tender is that received from Stowe for the sum of \$458,550.

Subject to Stowe proving adequate responses to the following qualifying questions/responses:

1. Detailed construction program
2. Proof of sound financial capacity to carry out the Contract
3. Projected Cash flow
4. Quality management system certification
5. Details of key subcontractors that the Contractor will use, if any
6. Clarification of "Technical Qualifications" point 3 in offer - "we have allowed for all power as indicated on the drawings"

Shane Collinson, BE, MIEAust
Managing Director
FortEng Pty Ltd

Attachment 1
Tender Assessment.xls
Attachment 2
REQUEST FOR TENDERS
Attachment 3
Stowe qualifying responses

Version one of this Report was tabled at a SM Tender Evaluation/Review Committee meeting on Thursday 19th February 2015 (Committee Members being, Chairman Andrew Benson, Jack Lyall and Craig Whatley) Consultant Engineers from FortEng, Shane Collinson and Brendon Gannon presented the Engineer's Report to the Committee. The Committee sought clarification around some issues as the Tenders (and the Expression of Interest) were analysed.

The matter of the ElectroPulse Tender missing the cut-off time was discussed in the light of the information provided by Tenderlink (access log from ElectroPulse uploads). It was determined that based on the information provided by Tenderlink the Tender from ElectroPulse would be considered as a bona fide Tender submission.

The analysis of the Tenders was rigorous and considerations were based on the requirements of Council’s Code for Tender & Contracts. The Chairman of the Panel commended Shane and Brendon on their rigour and professionalism in respect of pre-tender project work and the Report along with the process to date. The Engineer’s Report included in this Agenda Report is version 2, and includes the clarification sought by the Committee. This has been endorsed by the Tender Assessment Panel. It is confirmed that this process has been undertaken in accordance with Council’s Code for Tenders and Contracts, January 2015.

It is noted that this was the first use by Council of its new “E Procurement Portal” and the process was very efficient and effective. The transparency of the E Procurement Portal was shown to great effect with the issue surrounding the lodgement of the ElectroPulse Tender submission. Council were able to access an extremely compressive server log of the lodgement activities of ElectroPulse that demonstrated they had commenced the upload of their Tender submission an hour and thirty minutes prior to the close-off of the Tender. That data/information along with information in relation to this process will be available for Councillors at the meeting if required.

RECOMMENDATION

THAT Council

4. receive and note the report;
5. accept the tender received from Stowe Australia Pty Ltd for the sum of \$458,550.00 excl. GST; and
6. sign and seal the Formal Instrument of Agreement with Stowe Australia Pty Ltd for the contractual requirements detailed in the Request For Tender and provided in their tender submission, for the total sum of \$458,550.00 excl. GST;

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

17.9 ANIMALS

Strategic Plan Reference – Page 29

4.9.1 Create an environment where animals are treated with respect and do not create a nuisance for the Community.

Nil.

17.10 EDUCATION

Strategic Plan Reference – Page 29

4.10.1 Increase the educational and employment opportunities available within the Southern Midlands.

Nil.

18 OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY)

18.1 RETENTION

Strategic Plan Reference – Page 30

5.1.1 Maintain and strengthen communities in the Southern Midlands.

Nil.

18.2 CAPACITY AND SUSTAINABILITY

Strategic Plan Reference – Page 30

- 5.2.1 Build the capacity of the Community to help itself and embrace the framework and strategies articulated through social inclusion to achieve sustainability.

Nil.

18.3 SAFETY

Strategic Plan Reference – Page 31

- 5.3.1 Increase the level of safety of the community and those visiting or passing through the municipality.

Nil.

18.4 CONSULTATION AND COMMUNICATION

Strategic Plan Reference – Page 31

- 5.4.1 Improve the effectiveness of consultation and communication with the Community.

Nil.

19. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION)

19.1 IMPROVEMENT

Strategic Plan Reference – Page 32

- 6.1.1 Improve the level of responsiveness to Community needs.
6.1.2 Improve communication within Council.
6.1.3 Improve the accuracy, comprehensiveness and user friendliness of the Council asset management system.
6.1.4 Increase the effectiveness, efficiency and use-ability of Council IT systems.
6.1.5 Develop an overall Continuous Improvement Strategy and framework

Nil.

19.2 SUSTAINABILITY

Strategic Plan Reference – Page 33 & 34	
6.2.1	Retain corporate and operational knowledge within Council.
6.2.2	Provide a safe and healthy working environment.
6.2.3	Ensure that staff and elected members have the training and skills they need to undertake their roles.
6.2.4	Increase the cost effectiveness of Council operations through resource sharing with other organisations.
6.2.5	Continue to manage and improve the level of statutory compliance of Council operations.
6.2.6	Ensure that suitably qualified and sufficient staff are available to meet the Communities needs.
6.2.7	Work co-operatively with State and Regional organisations.
6.2.8	Minimise Councils exposure to risk.

19.2.1 New Policies – Second Reading

- 1. LEAVE MANAGEMENT POLICY**
- 2. INFORMATION MANAGEMENT POLICY**
- 3. PERSONAL INFORMATION PROTECTION POLICY**
- 4. WORKPLACE HEALTH & SAFETY POLICY**
- 5. RISK MANAGEMENT FRAMEWORK**

AUTHOR MANAGER, COMMUNITY & CORPORATE DEVELOPMENT (A BENSON) AND RECORDS MANAGEMENT OFFICER (E GREEN)

DATE 18TH FEBRUARY 2015

ATTACHMENT 1. Draft version 2_Leave Management Policy

Whilst no modifications were suggested for the remaining draft policies they have not been provided with this report as they would be a duplication of the previously issued documentation. Copies will be available at the meeting or will be provided prior to the meeting if required.

Draft version 1_Information Management Policy

Draft version 1_Personal Information Protection Policy

Draft version 1_Workplace Health & Safety Policy

Draft version 1_Risk Management Framework

BACKGROUND

Report to the January 2015 Council Meeting

[EXTRACT]

NEW POLICIES – FIRST READING

- 1. LEAVE MANAGEMENT POLICY**
- 2. INFORMATION MANAGEMENT POLICY**
- 3. PERSONAL INFORMATION PROTECTION POLICY**
- 4. WORKPLACE HEALTH & SAFETY POLICY**
- 5. RISK MANAGEMENT FRAMEWORK**

AUTHOR	MANAGER, COMMUNITY & CORPORATE DEVELOPMENT (Andrew Benson) and Elizabeth Green (Records Management Officer)
DATE	22 nd January 2015
ATTACHMENT	<ol style="list-style-type: none"> 1. Draft version 1_Leave Management Policy 2. Draft version 1_Information Management Policy 3. Draft version 1_Personal Information Protection Policy 4. Draft version 1_Workplace Health & Safety Policy 5. Draft version 1_Risk Management Framework
ISSUES	

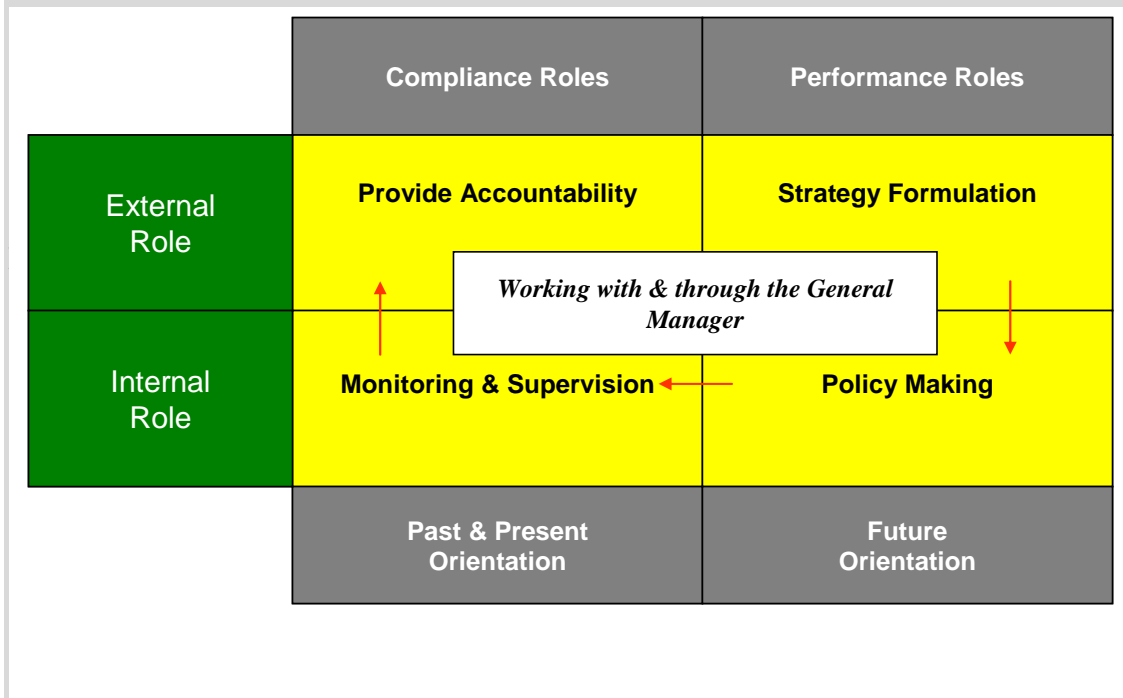
1. Leave Management: Leave Management has been a matter raised through the Audit & Risk Management Committee. The policy seeks to have large accrued annual leave or long service leave entitlements managed at an acceptable and consistent manner/level throughout the organisation.
2. Information Management: Council does not have a current policy in respect of Information Management, specifically in regard to Council's records management system. This policy seeks to address that current short fall.
3. Personal Information Protection: Personal Information Protection is legislated under the Personal Information Protection Act. Clause 5(1) in Schedule 1 of the Act requires that a personal information custodian, (eg a Council), must clearly set out in a document/policy its management of personal information and clause 5(2) requires that document to be produced to anyone who asks for it. This proposed Policy addresses Council's requirements under the Act.
4. Workplace Health & Safety: Whilst Council has a range of policies within the general framework of WH&S requirements, (eg Sun Protection Policy) it does not have an overarching WH&S Policy. This proposed Policy addresses this matter.
5. Risk Management Framework: Whilst Council has a considerable number of policies, strategies, officer roles/ responsibilities, Committee roles/responsibilities and associate documents; it does not have a "framework" document that brings all of those elements together in once concise document. This proposed Risk Management Framework document seeks to address that need.

BACKGROUND

FRAMEWORK FOR ANALYSING COUNCIL'S GOVERNANCE FUNCTION

The diagram below along with its explanation has been the subject of previous presentations to Council; however, it is meaningful to reflect on this governance framework when policy documents are presented to Council. As part of this framework it is important for Council to be aware of and monitor audits and related governance

review mechanisms that are undertaken within the organisation, based on Council’s strategies and policies.



Draft version 1 of the Leave Management Policy, draft version 1_Information Management Policy, draft version 1_Personal Information Protection Policy, draft version 1_Workplace Health & Safety Policy and finally draft version1_Risk Management Framework are tabled for Council’s consideration. It is noted that the proposals in respect of Leave Management as well as the Risk Management Framework have been tabled at the recent Audit & Risk Management Committee. The Committee’s recommendation was that the two documents be forwarded to Council for consideration and in due course adoption.

As Councillors are aware, the process for any policy document is, that it is tabled at one meeting and then “lays on the table” until the next meeting, to enable Councillors sufficient time to work through and consider all of the ramifications of the strategy/policy, before the document is finally considered for adoption at the following meeting.

RECOMMENDATION

THAT Council

- 1. Receive and note the report;**
- 2. Consider Draft version 1_Leave Management Policy for adoption at the February 2015 Council meeting**
- 3. Consider Draft version 1_ Information Management Policy for adoption at the February 2015 Council meeting**

4. Consider Draft version 1_Personal Information Protection Policy for adoption at the February 2015 Council meeting
5. Consider Draft version 1_Workplace Health & Safety Policy for adoption at the February 2015 Council meeting
6. Consider Draft version 1_Risk Management Framework for adoption at the February 2015 Council meeting

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Clr A R Bantick	
√	Clr E Batt	
√	Clr B Campbell	
√	Clr D F Fish	
√	Clr A O Green	

[END OF EXTRACT]

DETAIL

The draft policies were tabled at the January 2015 Council meeting for Council’s consideration. As Councillors are aware, the process for any policy document is, that it is tabled at one meeting and then “lays on the table” until the next meeting, to enable Councillors sufficient time to work through and consider all of the ramifications of the strategy/policy, before the document is finally considered for adoption at the following meeting.

At the January Council meeting Clr Campbell suggested some modifications to the version 1 Leave Management Policy; these suggested modifications were further considered by the Senior Management Team in respect of their detail and the broader ramification to the organisation. A modification has been made to the document that was tabled at the January 2015 meeting, and draft version 2 Leave Management Policy is attached for final input which includes the change shown in yellow highlight.

RECOMMENDATION

THAT Council

- 1. Receive and note the report;**
- 2. Adopt version 2_Leave Management Policy;**
- 3. Adopt version 1_ Information Management Policy;**
- 4. Adopt version 1_Personal Information Protection Policy;**
- 5. Adopt version 1_Workplace Health & Safety Policy; and**
- 6. Adopt version 1_ Risk Management Framework.**

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

19.2.2 Voluntary Council Amalgamations – State Government Minister for Planning and Local Government (Regional Meetings)

AUTHOR GENERAL MANAGER (T KIRKWOOD)
DATE 17TH FEBRUARY 2015

ENCLOSURE: Regional Meeting(s) - Minister's Power Point Presentation

ISSUE

Council to discuss the outcome(s) of the regional meeting conducted by the Minister for Planning and Local Government and determine any need to review its position in relation to voluntary Council amalgamations.

BACKGROUND

At the January 2015 meeting, Council endorsed participation in a 'Common Services Joint Venture'. This Joint venture structure provides a firm foundation for the provision of shared resources, which for a number of years has been done on an informal and ad hoc basis.

Whilst this decision was partly seen as a real alternative to amalgamation (either forced or voluntary), it reflected the thoughts and comments of many experts who consider this to be a more efficient, cost effective and importantly, a more democratic approach than amalgamation into larger local government authorities.

At present, five Councils have endorsed participation in the Joint Venture, being Brighton, Huon Valley, Sorell, Southern Midlands and Tasman.

DETAIL

Councillors will note from the presentation that the Minister:

- a) Details a number of issues confronting local government (including demographics);
- b) Makes reference to shared services;
- c) Details four principles for voluntary amalgamations (as previously advised);
- d) Puts a case for change; and
- e) Sets out a process and timeframe.

The Mayor and General Manager will provide additional comment at the meeting in relation to the outcomes of the regional meeting.

Human Resources & Financial Implications – To be considered.

Community Consultation & Public Relations Implications – To be considered, noting that the following key messages are associated with the JV model:

- A Common Services Joint Venture model can provide the most efficient, cost effective and democratic outcome for ratepayers, local communities and for Tasmania.
- Such a model can provide improved quality of life and living standards for families and ratepayers.
- It ensures stronger rural and regional communities with no loss of community, infrastructure and local representation.
- It facilitates more efficient local government operations.
- It supports rate restraint and financial sustainability.
- It provides consistency and professionalism of services across municipalities;
- It enhances regional focus.
- It supports the decentralised population base of Tasmania.
- It delivers strategic capacity, financial sustainability and service delivery in a consistent and professional manner across all member Councils.
- Importantly, the group of Councils is not opposed to local government reform and is keen to achieve efficiencies while maintaining local identity and representation.

Policy Implications – Policy position.

Priority - Implementation Time Frame – The Minister for Planning and Local Government has included a process and timeframe within the presentation. From a broader perspective, the Local Government Association of Tasmania intends to convene a meeting of all Councils in April 2015, which provides an opportunity for all Councils to consider their individual positions prior to a discussion on a statewide basis. Similarly, Think South (i.e. Southern Tasmania Councils Authority) is also scheduled to meet in April which will consider the need to undertake any work on a regional basis.

RECOMMENDATION

THAT the information be received and discussed.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

19.2.3 Southern Tasmanian Councils Authority ‘Think South’ – Draft Strategic Plan (2015 – 2019)

AUTHOR GENERAL MANAGER (T KIRKWOOD)
DATE 19TH FEBRUARY 2015

ENCLOSURE: Thinks South – Draft Strategic Plan – 2015 -2019

ISSUE

Council to receive and provide any feedback on the STCA’s draft Strategic Plan 2015 - 2019.

BACKGROUND

The STCA operates as a regional organisation of councils, with all twelve southern Councils being a member (i.e. Brighton, Central Highlands, Clarence, Derwent Valley, Glamorgan Spring Bay, Glenorchy, Hobart, Huon Valley, Kingborough, Sorell, Southern Midlands and Tasman).

Under the rules of the STCA developed by the member Councils, the principal objective of the STCA is to enable members to work together to facilitate and coordinate agreed regional development strategies and actions to achieve sustainable economic, environmental and social outcomes for the Southern Region.

DETAIL

As per requirements under the *Local Government Act 1993*, the Authority is required to develop a five-year strategic plan.

Following a review and input from the Board, it was agreed that the key themes be maintained, they being:

- Improved Physical Infrastructure
- Enhanced Economic Development
- Improved Environmental Performance
- Enhanced Social Well-being
- Improved Inter-regional Cooperation and Local Government Sustainability
- Good Organisational Governance

The STCA Board received a copy of the draft Plan at its meeting held 16th February 2015 and resolved to refer it to member Councils for any further feedback prior to it being brought back to the Board for final endorsement.

Human Resources & Financial Implications – Council’s annual subscription fee (2014/15) is \$2,978 (excl GST). The subscription fee is determined on a similar basis to the Local Government Association of Tasmania’s subscription model.

Community Consultation & Public Relations Implications – N/A

Policy Implications – N/A

Priority - Implementation Time Frame – The STCA Board is due to meet on 13th April 2015 and feedback is sought prior to that time.

RECOMMENDATION

THAT Council:

- a) receive a copy of the STCA’s draft Strategic Plan 2015 -2019; and
- b) Provide feedback and/or identify any suggested amendments which can be referred to the STCA Board for consideration.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

19.3 FINANCES**Strategic Plan Reference – Page 34 & 35**

- | | |
|-------|---|
| 6.3.1 | Communities finances will be managed responsibly to enhance the wellbeing of residence. |
| 6.3.2 | Council will maintain community wealth to ensure that the wealth enjoyed by today's generation may also be enjoyed by tomorrow's generation. |
| 6.3.3 | Council's finance position will be robust enough to recover from unanticipated events, and absorb the volatility inherent in revenues and expenses. |
| 6.3.4 | Resources will be allocated to those activities that generate community benefit. |

19.3.1 Monthly Financial Statement (January 2015)

AUTHOR FINANCE OFFICER (C PENNICOTT)
 DATE 12TH FEBRUARY 2015

Refer enclosed Report incorporating the following: -

- a) Statement of Comprehensive Income – 1st January 2015 to 31st January 2015 (including Notes)
- b) Current Expenditure Estimates
- c) Capital Expenditure Estimates

Note: Refer to enclosed report detailing the individual capital projects.

- d) Rates & Charges Summary – as at 11th February 2015
- e) Cash Flow Statement – January 2015

Note: Expenditure figures provided are for the period 1st January to 31st January 2015 – approximately 58% of the period.

Comments**A. Current Expenditure Estimates (Operating Budget)****Strategic Theme – Infrastructure**

- **Sub-Program – Lighting** – expenditure to date (\$64,350 – 71.50%). Expenditure relates to $\frac{3}{4}$ of costs associated with lighting for the financial year, with the final payment due in April.

Strategic Theme – Growth

- **Sub-Program – Business** - expenditure to date (\$150,424– 227.05%). Works undertaken on a recharge basis (e.g. Stornoway Contract – not included in original budget). Expenditure will be offset by income received.

Strategic Theme – Lifestyle

- **Sub-Program – Aged** – expenditure to date (\$1332 – 88.78%). Expenditure consists of payments associated with the Healthy Communities Initiative which are recovered via operational grants.
- **Sub-Program – Childcare** – expenditure to date (\$5,071 – 67.61%). Expenditure includes \$5,000 BFDC Grant to the Brighton Family Day Care.
- **Sub-Program – Animals** – expenditure to date (\$46,473 – 66.31%). Expenditure includes \$3,885 professional fees for legal representation relating to dangerous dogs.

Strategic Theme – Community

- **Sub-Program – Capacity** - expenditure to date (\$23,487 –67.06%). Expenditure relates to annual donations and sponsorship. Including \$4,545 support for MILE and disbursement of the remaining \$5,000 to the Tunbridge Town Hall for the sale of the Tunbridge Fire Station land.
- **Sub-Program – Consultation** - expenditure to date (\$4,672 – 92.15%). Expenditure of \$2,488 relates to Aurora expenses associated with the operation of the Radio Station (Transmitter Tower). Apportionment of expenses to be addressed through joint negotiation with Radio Station.

Strategic Theme – Organisation

- **Strategic Theme – Improvement** – expenditure to date (\$19,447 – 190.66%). All costs relate to the joint OH&S / Risk Management project being undertaken by six participating Councils under a resource sharing agreement. The cost of the project is to be shared between the six (6) Councils with revenue coming back to Southern Midlands.
- **Sub-Program – Sustainability** - expenditure to date (\$1,293,251 – 64.84%). Includes annual insurance renewals payable at the commencement of the financial year.

B. Capital Expenditure Estimates (Capital Budget)

Nil.

RECOMMENDATION

THAT the information be received.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD
1st JULY 2014 to 31st JANUARY 2015

	Annual Budget	Year to Date as at 31ST JANUARY	%	Comments
Income				
General rates	\$ 4,384,707	\$ 4,368,958	99.6%	Budget includes Interest & Penalties to be imposed to end of June 2015
User Fees (refer Note 1)	\$ 614,813	\$ 386,219	62.8%	
Interest	\$ 245,000	\$ 121,206	49.5%	
Government Subsidies	\$ 27,750	\$ -	0.0%	Heavy Vehicle Licence Fees & Road Rescue MAIB reimbursements
Contract Income	\$ -	\$ -	0.0%	
Other (refer Note 2)	\$ 308,188	\$ 185,283	60.1%	
Sub-Total	\$ 5,580,458	\$ 5,061,667	90.7%	
Grants - Operating	\$ 3,250,402	\$ 1,626,232	50.0%	FAGS Grant \$3.245K
Total Income	\$ 8,830,860	\$ 6,687,899	75.7%	
Expenses				
Employee benefits	\$ 3,851,335	\$ 1,881,095	48.8%	Less Roads - Resheeting Capitalised
Materials and contracts	\$ 2,729,768	\$ 2,039,059	74.7%	Less Roads - Resheeting Capitalised, Includes Land Tax
Depreciation and amortisation	\$ 2,654,000	\$ 1,539,320	58.0%	Percentage Calculation (based on year-to-date)
Finance costs	\$ 53,023	\$ 27,402	51.7%	
Contributions	\$ 178,450	\$ 89,225	50.0%	Fire Service Levies
Other	\$ 228,242	\$ 183,120	80.2%	Higher than budget due to Private Works expenditure
Total expenses	\$ 9,694,818	\$ 5,759,221	59.4%	
Surplus (deficit) from operations	-\$ 863,958	\$ 928,678	-107.5%	
Grants - Capital (refer Note 3)	\$ 445,234	\$ 5,000	1.1%	
Donations	\$ 2,500	\$ 300	12.0%	
Sale Proceeds (Plant & Machinery)	\$ -	\$ 240,614	0.0%	
Net gain / (loss) on disposal of non-current assets	\$ -	\$ -	0.0%	Budget Amount - Sale of Lots - Kandara Court
Surplus / (Deficit)	-\$ 416,224	\$ 1,174,591	-282.2%	

NOTES

1. Income - User Fees (Budget \$614,813) includes:

- All other Programs	\$ 296,813	\$ 209,948	70.7%	
- Callington Mill	\$ 318,000	\$ 171,654	54.0%	Actual Income Received (i.e. excluding Debtors)
	<u>\$ 614,813</u>	<u>\$ 381,601</u>		

2. Income - Other (Budget \$308,188) includes:

- Income (Private Works)	\$ 76,188	\$ 137,569	180.6%	
- Tas Water Distributions	\$ 228,000	\$ 37,535	16.5%	
- Public Open Space Contributions	\$ 4,000	\$ -	0.0%	
- Other	\$ -	\$ 10,179	0.0%	Insurance Recoveries; Headworks Contributions
	<u>\$ 308,188</u>	<u>\$ 185,283</u>		

3. Grant - Capital (Budget \$445,234) includes:

- Roads To Recovery Grant	\$ 445,234	\$ -	0.0%	To be claimed in March 2015
- DEDTA Economic Development Plan	\$ -	\$ 5,000	1.1%	
	<u>\$ 445,234</u>	<u>\$ 5,000</u>		

Note:

Operating Grants				
- School Holiday Program	\$ -	\$ 2,400		
- Communities For Children	\$ -	\$ 1,091		
- Station Park Kempton	\$ -	\$ 278		
- Australia Day Awards	\$ -	\$ 1,973		
- Healthy Communities Initiative	\$ -	\$ 3,604		
	<u>\$ -</u>	<u>\$ 9,346</u>		

SOUTHERN MIDLANDS COUNCIL : CURRENT EXPENDITURE 2014/15

SUMMARY SHEET

PROGRAM	TOTAL	REVISED BUDGET (GRANTS & OTHER REIMBURSEMENTS)	ACTUAL AS AT 31st JANUARY 2015 58%	VARIANCE (+/-)	% BASED ON REVISED BUDGET 100%
INFRASTRUCTURE					
Roads	3044345	3044345	1864240	1180105	61.24%
Bridges	415869	415869	229786	186083	55.25%
Walkways	178627	178627	85540	93087	47.89%
Lighting	89995	89995	64350	25645	71.50%
Irrigation	0	0	0	0	0.00%
Drainage	77923	77923	41914	36009	53.79%
Waste	575204	575204	280408	294796	48.75%
Public Toilets	56304	56304	23578	32726	41.88%
Communications	0	0	0	0	0.00%
Signage	12300	12300	2045	10255	16.63%
INFRASTRUCTURE TOTAL:	4450567	4450567	2591861	1858706	58.24%
GROWTH					
Residential	0	0	0	0	0.00%
Mill Operations	550291	550291	249827	300464	45.40%
Tourism	201345	201345	106299	95046	52.79%
Business	66250	66250	150424	-84174	227.05%
Agriculture	5493	5493	0	5493	0.00%
Integration	25350	25350	0	25350	0.00%
GROWTH TOTAL:	848729	848729	506549	342180	59.68%
LANDSCAPES					
Heritage	304709	304709	141138	163571	46.32%
Natural	147816	147816	53173	94643	35.97%
Cultural	0	0	0	0	0.00%
Regulatory	832085	832085	472218	359867	56.75%
Climate Change	37739	37739	4251	33488	11.26%
LANDSCAPES TOTAL:	1322349	1322349	670780	651569	50.73%
LIFESTYLE					
Youth	205731	205731	70801	134930	34.41%
Aged	1500	1500	1332	168	88.78%
Childcare	7500	7500	5071	2429	67.61%
Volunteers	34500	34500	19172	15329	55.57%
Access	6520	6520	0	6520	0.00%
Public Health	7826	7826	1431	6395	18.28%
Recreation	380880	380880	219872	161008	57.73%
Animals	70090	70090	46473	23617	66.31%
Education	0	0	0	0	0.00%
LIFESTYLE TOTAL:	714547	714547	364150	350397	50.96%
COMMUNITY					
Retention	0	0	0	0	0.00%
Capacity	35025	35025	23487	11538	67.06%
Safety	56650	56650	27293	29357	48.18%
Consultation	5070	5070	4672	398	92.15%
Communication	12125	12125	5907	6218	48.72%
COMMUNITY TOTAL:	108870	108870	61359	47511	56.36%
ORGANISATION					
Improvement	10200	10200	19447	-9247	190.66%
Sustainability	1994595	1994595	1293225	701370	64.84%
Finances	244963	244963	133894	111069	54.66%
ORGANISATION TOTAL:	2249758	2249758	1446566	803192	64.30%
TOTALS	9694820	9694820	5641266	4053554	58.19%

SOUTHERN MIDLANDS COUNCIL
CAPITAL EXPENDITURE PROGRAM 2014-15
AS AT 31 JANUARY 2015

INFRASTRUCTURE	ROAD ASSETS		BUDGET	EXPENDITURE	VARIANCE	COMMENTS
	Resheeting Program	Roads Resheeting (40.00 klms x 5.5 x 150mm x \$20. m3)	\$ 600,000	\$ 224,029	\$ 375,971	
	Reseal Program	Roads Resealing (as per agreed program)	\$ 300,000	\$ -	\$ 300,000	
	Reconstruct & Seal					
		Colebrook				
		Eldon Road - Vicinity Of Norm Housgos (200m)	\$ 26,400	\$ -	\$ 26,400	
		Oatlands				
		Stonor Road (Vicinity Of Halls) - 250metres	\$ 33,000	\$ -	\$ 33,000	
		Woodsdale Road / Tunmack Main Rd Junction (30 mm Overlay)	\$ 6,400	\$ -	\$ 6,400	
		Woodsdale Road (Section - Rummymede Cricket Cub) - 400 metres	\$ 48,400	\$ -	\$ 48,400	
		York Plains (Vicinity of Greggs Road) - 300 metres	\$ 39,600	\$ 1,573	\$ 38,027	
		Williams Road - Option 1 (Junction to Bridge -250 metres)	\$ 39,375	\$ 520	\$ 38,855	
		Ballyhooley Road (end of Bridge) - 100 metres	\$ 13,750	\$ -	\$ 13,750	
		Nunns Road - Junction with Elderslie Main Road	\$ 7,000	\$ -	\$ 7,000	
		Church Road	\$ 10,000	\$ -	\$ 10,000	
		Hasting Street Junction	\$ 15,000	\$ -	\$ 15,000	
		Church Road (Corner widening)	\$ 20,000	\$ 500	\$ 19,500	
		Yarlington Road - Realignment	\$ 20,000	\$ 11,023	\$ 8,977	Budget Incls. \$11,023 expended 13/14
		Estate Road (Survey Investigation Only - \$5,000)	\$ 30,000	\$ -	\$ 30,000	
		Hall Lane, Bagdad - widening	\$ 15,000	\$ -	\$ 15,000	
		Chauncy Vale Road, Bagdad	\$ 20,000	\$ -	\$ 20,000	
		Other:	\$ -	\$ -	\$ -	
		Church Road -Realign (Intersection with Elderslie Road) - Survey & Acquisition	\$ 211,000	\$ 18,068	\$ 192,932	Budget Incls. \$16,044 expended 13/14
		Interriaken Road- Corner Realignment (Rockton)	\$ 20,000	\$ 6,692	\$ 13,308	
		Green Valley Road - Widening	\$ 83,000	\$ -	\$ 83,000	
		Campania - Reeve St / Clime Street	\$ 25,600	\$ 5,467	\$ 20,133	
		Campania - Reeve St / Hall Street	\$ 5,000	\$ -	\$ 5,000	
		Colebrook Main Road - Verge (Station St to Shop)	\$ 20,250	\$ -	\$ 20,250	
		Tunbridge Main Road Verge	\$ 3,000	\$ -	\$ 3,000	
		Woodsdale Road - Landslip Area (vicinity Scotts Quarry)	\$ 15,000	\$ -	\$ 15,000	
		Guard Railing Quarry Town Road	\$ -	\$ 6,225	\$ (6,225)	Replacement - Truck Accident
		Woodsdale Road - Landslip Areas) - Engineering Assessment	\$ 9,700	\$ -	\$ 9,700	
		York Plains Road (Camber adjustment)	\$ 5,000	\$ -	\$ 5,000	
			\$ 1,641,475	\$ 274,098	\$ 1,367,377	

SOUTHERN MIDLANDS COUNCIL
CAPITAL EXPENDITURE PROGRAM 2014-15
AS AT 31 JANUARY 2015

	BUDGET	EXPENDITURE	VARIANCE	COMMENTS
BRIDGE ASSETS				
C1030003	\$ 436,272	\$ 440,645	\$ (4,373)	Brown Mountain Road (Coal River B637)
C1030023	\$ 336,335	\$ 3,225	\$ 333,110	Swanston Road - Little Swanport Rv (B 1716)
C1030028	\$ 156,340	\$ 23,349	\$ 132,991	Rotherwood Road Bridge (No. 1137)
C1030029	\$ -	\$ 200	\$ (200)	Elderslie Rd - Jordan River B486
C1030030	\$ -	\$ 1,189	\$ (1,189)	Jones Rd (B5083)
C1030041	\$ 142,600	\$ -	\$ 142,600	Kheme Road (Birralee Creek B5175)
C1030044	\$ 81,672	\$ 1,304	\$ 80,368	Grahams Creek Road (Grahams Creek B2510) Elderslie Road
C1030045	\$ 26,440	\$ -	\$ 26,440	Daniels Road - Marshalls Ck
	\$ 60,129	\$ -	\$ 60,129	Noyes Road (Limekiln Creek)
	\$ -	\$ 1,469	\$ (1,469)	Fields Road Bridge (B1851)
C1030006	\$ 212,650	\$ -	\$ 212,650	Inglewood Road (Tin Dish Rivulet B4289)
	\$ 107,290	\$ -	\$ 107,290	Muddy Plains Road (Summerfield Creek B417)
	\$ 107,290	\$ -	\$ 107,290	Nala Road (Kittys Rivulet B4264)
	\$ 56,950	\$ -	\$ 56,950	Sandy Lane (Red Rocks Race B4198)
	\$ 1,723,968	\$ 471,380	\$ 1,252,588	
WALKWAYS				
	\$ 40,000	\$ -	\$ 40,000	Footpaths - General (Program to be confirmed)
				Campania Township
C1040005	\$ 10,000	\$ -	\$ 10,000	- Reeve Street (Vicinity of Store)
C1040005	\$ 80,000	\$ 8,386	\$ 71,614	- Reeve Street (500 metres)
	\$ 5,000	\$ -	\$ 5,000	- Review Management Plan (Site Plan) / Walking Tracks (Bush Reserve)
				Oatlands Township
C1040019	\$ 9,100	\$ 9,681	\$ (581)	- Esplanade (Roadside Stopover to Infant School)
	\$ 15,000	\$ -	\$ 15,000	- High Street (Vicinity of School)
	\$ 6,000	\$ -	\$ 6,000	- High Street (Vicinity of Pancake Parlour)
	\$ 15,000	\$ -	\$ 15,000	- Church Street (K&G renewal)
				Tunbridge Township
	\$ 7,800	\$ -	\$ 7,800	- Various (to be confirmed)
				Colebrook Township
C1010005	\$ -	\$ 39	\$ (39)	- Richmond Street
C1040015	\$ -	\$ 372	\$ (372)	- Kerb & Gutter (Footpath Improvements)
				Parattah Township
	\$ 8,000	\$ -	\$ 8,000	- Tunmack Main Road (Link footpath existing to Bailey's Rd)
	\$ 195,900	\$ 18,478	\$ 177,422	
	\$ 8,262	\$ 1,528	\$ 6,734	MI Pleasant Rec Ground (10ML) - Balance
IRRIGATION				
	\$ 8,262	\$ 1,528	\$ 6,734	

SOUTHERN MIDLANDS COUNCIL
CAPITAL EXPENDITURE PROGRAM 2014-15
AS AT 31 JANUARY 2015

		BUDGET	EXPENDITURE	VARIANCE	COMMENTS
DRAINAGE					
	Bagdad				
	- Midland Hwy/ Swan St Drainage (McShane Property)	\$ 22,500	\$ -	\$ 22,500	
	- Swan Street - Kerb & Gutter (eastern & western side)	\$ 241,882	\$ 129,639	\$ 112,244	Budget - allocated in 2013/14
	- Hyland Crescent	\$ -	\$ 14,351	\$ (14,351)	
	Campania				
	- Reeve Street Open Drain (North Of Telephone Box)	\$ 45,000	\$ 3,750	\$ 41,250	
	Colebrook				
	- Franklin Street (Stormwater)	\$ -	\$ 100	\$ (100)	
	Oatlands				
	- Barrack Street(towards Mason St)	\$ 10,000	\$ -	\$ 10,000	
	- High St/Wellington Street Junction	\$ 5,000	\$ -	\$ 5,000	Included in costings for Wellington St
	- Stanley Street / Lake Dulverton - Extension	\$ 13,000	\$ 11,052	\$ 1,948	Project Completed
	- Wellington Street (150 metres - kerb replacement)	\$ 12,000	\$ 25,000	\$ (13,000)	Refer above (additional \$5K) - project co
	- William Street (Church St to Gay St)	\$ 10,000	\$ -	\$ 10,000	Completed
		\$ 359,382	\$ 183,892	\$ 175,490	
	WASTE				
	C110001	\$ 7,500	\$ 9,117	\$ (1,617)	
		\$ 7,500	\$ 9,117	\$ (1,617)	
	PUBLIC TOILETS				
	C1110001	\$ 5,000	\$ -	\$ 5,000	
		\$ 4,000	\$ -	\$ 4,000	
		\$ 9,000	\$ -	\$ 9,000	
	SIGNAGE				
	C113001	\$ 2,500	\$ 2,657	\$ (157)	Project Completed
		\$ 2,500	\$ 2,657	\$ (157)	
	RESIDENTIAL				
	C201001	\$ -	\$ 39,895	\$ (39,895)	Long-term WIP (pending Property Sales)
		\$ -	\$ 39,895	\$ (39,895)	
	MILL OPERATIONS				
	Visitor Centre - Appliances	\$ -	\$ 1,814	\$ (1,814)	
		\$ -	\$ 1,814	\$ (1,814)	
	HERITAGE				
	C3010002	\$ 20,000	\$ 1,260	\$ 18,740	
	G3010007	\$ -	\$ 7,506	\$ (7,506)	Grant Funded
	C3010008	\$ 89,500	\$ 3,423	\$ 86,077	
		\$ 7,000	\$ 4,508	\$ 2,492	
	C3010009	\$ 7,500	\$ -	\$ 7,500	
		\$ 124,000	\$ 16,697	\$ 107,303	
	LANDSCAPES				
	C3020004	\$ -	\$ 6,232	\$ (6,232)	
		\$ 5,000	\$ -	\$ 5,000	
		\$ 5,000	\$ 6,232	\$ (1,232)	

SOUTHERN MIDLANDS COUNCIL			
SUMMARY OF RATES AND CHARGES LEVIED, REMITTED AND COLLECTED			
	This Financial Year 11th February 2015	Last Financial Year 11th February 2014	
Arrears brought forward as at July 1	\$ 431,103.63	\$ 352,040.89	
ADD current rates and charges levied	\$ 4,326,873.65	\$ 4,142,033.71	
ADD current interest and penalty	\$ 39,083.56	\$ 44,967.52	
TOTAL rates and charges demanded	100.00% \$ 4,797,060.84	100.00% \$ 4,539,042.12	
LESS rates and charges collected	68.95% \$ 3,307,776.20	66.87% \$ 3,035,122.91	
LESS pensioner remissions	4.53% \$ 217,378.45	4.55% \$ 206,485.47	
LESS other remissions and refunds	-0.16% -\$ 7,894.81	-0.13% -\$ 6,057.22	
LESS discounts	0.45% \$ 21,628.61	0.39% \$ 17,747.50	
TOTAL rates and charges collected and remitted	73.77% \$ 3,538,888.45	71.67% \$ 3,253,298.66	
UNPAID RATES AND CHARGES	26.23% \$ 1,258,172.39	28.33% \$ 1,285,743.46	

	INFLOWS (OUTFLOWS) (July 2014)	INFLOWS (OUTFLOWS) (August 2014)	INFLOWS (OUTFLOWS) (September 2014)	INFLOWS (OUTFLOWS) (October 2014)	INFLOWS (OUTFLOWS) (November 2014)	INFLOWS (OUTFLOWS) (December 2014)	INFLOWS (OUTFLOWS) (January 2015)	INFLOWS (OUTFLOWS) (Year to Date)
Cash flows from operating activities								
Payments	-	-	-	-	-	-	-	-
Employee costs	286,297.46	268,596.25	270,131.91	239,132.31	400,241.97	245,082.68	201,646.82	1,911,129.40
Materials and contracts	521,480.45	306,375.10	373,753.54	428,830.09	164,442.42	227,023.86	276,792.28	2,298,697.74
Interest	373.55	-	-	-	8,701.09	18,326.99	-	27,401.63
Other	16,354.26	20,038.62	35,060.86	83,428.98	23,015.57	21,412.60	94,118.12	293,429.01
	824,505.72	595,009.97	678,946.31	751,391.38	596,401.05	511,846.13	572,557.22	4,530,657.78
Receipts								
Rates	96,394.89	127,273.28	1,693,179.94	425,042.42	373,835.18	255,213.10	412,284.72	3,383,223.53
User charges	66,467.29	57,926.84	74,787.66	45,762.56	82,928.30	99,630.74	74,817.46	502,320.85
Interest received	17,918.73	10,122.94	20,688.05	18,022.03	16,523.83	21,208.92	16,721.75	121,206.25
Subsidies	-	-	-	-	-	-	-	-
Other revenue grants	-	812,046.89	-	3,490.91	-	5,000.00	278.45	820,816.25
GST Refunds from ATO	68,007.19	30,214.61	49,892.91	76,718.11	145,646.65	174,927.29	14,775.94	108,674.36
Other	112,773.72	1,037,584.56	1,838,548.56	415,599.81	618,933.96	206,125.47	489,326.44	4,718,892.52
	711,732.00	442,574.59	1,159,602.25	335,791.57	22,532.91	305,720.66	83,230.78	188,234.74
Net cash from operating activities	-	-	-	-	-	-	-	-
Cash flows from investing activities								
Payments for property, plant & equipment	58,787.91	80,497.25	124,934.81	222,026.69	60,040.85	234,868.48	93,171.59	874,327.58
Proceeds from sale of property, plant & equipment	-	14,720.91	13,636.36	31,863.63	810,415.98	180,392.83	-	240,613.73
Proceeds from Capital grants	-	-	-	-	-	-	-	810,415.98
Proceeds from Investments	-	-	-	-	-	-	-	-
Payment for Investments	-	-	-	-	-	-	-	-
Net cash used in investing activities	58,787.91	65,776.34	111,298.45	190,163.06	750,375.13	54,475.65	93,171.59	176,702.13
Cash flows from financing activities								
Repayment of borrowings	4,262.22	-	-	-	10,723.83	37,808.03	-	52,794.08
Proceeds from borrowings	-	-	-	-	-	-	-	-
Net cash from (used in) financing activities	4,262.22	-	-	-	10,723.83	37,808.03	-	52,794.08
Net increase(decrease) in cash held	774,782.13	376,798.25	1,048,303.80	525,954.63	762,184.21	398,004.34	176,402.37	312,142.79
Cash at beginning of reporting year	7,992,781.80	7,217,999.67	7,594,797.92	8,643,101.72	8,117,147.09	8,879,331.30	8,481,326.96	7,992,781.80
Cash at end of reporting year	7,217,999.67	7,594,797.92	8,643,101.72	8,117,147.09	8,879,331.30	8,481,326.96	8,304,924.59	8,304,924.59

20. INFORMATION BULLETINS

Refer enclosed Bulletin dated 19th February 2015.

Information Bulletin dated 13th February 2015, has been circulated since previous meeting.

RECOMMENDATION

THAT the Information Bulletins dated 13th February 2015 and 19th February 2015 be received and the contents noted.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

21. MUNICIPAL SEAL

Nil.

22. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

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

RECOMMENDATION

THAT Council move into “Closed Session” and the meeting be closed to the public.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

CLOSED COUNCIL AGENDA

23. BUSINESS IN “CLOSED SESSION “

RECOMMENDATION

THAT Council move out of “Closed Session”.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

RECOMMENDATION

THAT Council endorse the decision made in “Closed Session”.

DECISION

Vote For	Councillor	Vote Against
	Mayor A E Bisdee OAM	
	Clr A R Bantick	
	Clr E Batt	
	Clr B Campbell	
	Clr D F Fish	
	Clr A O Green	
	Clr D Marshall	

24. CLOSURE