

SOUTHERN  
MIDLANDS  
COUNCIL



# **AGENDA**

## **ORDINARY COUNCIL MEETING**

---

Wednesday, 23<sup>rd</sup> March 2022  
10.00 a.m.

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Dear Sir/Madam

## NOTICE OF MEETING

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

**Date: Wednesday 23<sup>rd</sup> March 2022**

**Time: 10.00 a.m.**

**Venue: Via video conference (in response to COVID-19 recommendations)**

*The Local Government Act 1993 section 65 provides the following:*

1. *A general manager must ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.*
2. *A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless –*
  - (a) *the general manager certifies, in writing –*
    - (i) *that such advice was obtained; and*
    - (ii) *that the general manager took the advice into account in providing general advice to the council or council committee; and*
  - (b) *a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the council or council committee with the general manager's certificate.*

*I therefore certify that with respect to all advice, information or recommendation provided to the Council in or with this Agenda:*

- (1) *The advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation; and*
- (2) *Where any advice is directly given by a person who does not have the required qualification or experience, that person has obtained and taken into account in that person's general advice, the advice from an appropriately qualified or experienced person.*

***Councillors please note:***

- In relation to Public Question Time, no members of the Public will be permitted to attend the meeting in person. Questions from members of the public will be accepted up until 1.00 p.m. on Tuesday 22<sup>nd</sup> March 2022.

Yours faithfully

A handwritten signature in black ink, appearing to read 'TF Kirkwood', written in a cursive style.

TF Kirkwood  
**GENERAL MANAGER**

# OPEN COUNCIL AGENDA

## 1. PRAYERS

Dennis Cousens to recite prayers (will attend the Oatlands Council Chambers).

## 2. ACKNOWLEDGEMENT OF COUNTRY

*We acknowledge the Traditional Custodians of the land on which we meet today, and recognise their continuing connection to the land, water and to community. We pay respects to Elders past, present and emerging.*

## 3. ATTENDANCE

## 4. APOLOGIES

## 5. MINUTES

### 5.1 Ordinary Council meeting

The Minutes (Open Council Minutes) of the previous meeting of Council held on the 22<sup>nd</sup> February 2022, as circulated, are submitted for confirmation.

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

### 5.2 Special Committees of Council Minutes

#### 5.2.1 Special Committees of Council - Receipt of Minutes

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

- Chauncy Vale Wildlife Sanctuary Management Committee – 31<sup>st</sup> January 2022
- Woodsdale Community Memorial Hall Minutes – 7<sup>th</sup> February 2022
- Lake Dulverton & Callington Park Management Committee – 28<sup>th</sup> February 2022

## RECOMMENDATION

**THAT the minutes of the above special committees of Council be received.**

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

### 5.2.2 Special Committees of Council - Endorsement of Recommendations

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

- Chauncy Vale Wildlife Sanctuary Management Committee – 31<sup>st</sup> January 2022
- Woodsdale Community Memorial Hall Minutes – 7<sup>th</sup> February 2022
- Lake Dulverton & Callington Park Management Committee – 28<sup>th</sup> February 2022

## RECOMMENDATION

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

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

### **5.3 Joint Authorities (Established Under Division 4 of the *Local Government Act 1993*)**

#### **5.3.1 Joint authorities - Receipt of Minutes**

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

- Southern Tasmanian Councils Authority – Meeting held 21<sup>st</sup> Feb 2022

#### **RECOMMENDATION**

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

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

#### **5.3.2 Joint Authorities - Receipt of Reports (Annual & Quarterly)**

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

Nil.

#### **DECISION NOT REQUIRED**

## **6. NOTIFICATION OF COUNCIL WORKSHOPS**

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, the Agenda is to include details of any Council workshop held since the last meeting.

No workshops have been held since the last Ordinary Meeting.

## **7. COUNCILLORS – QUESTION TIME**

### **7.1 Questions (On Notice)**

Regulation 30 of the *Local Government (Meeting Procedures) Regulations 2015* relates to Questions on notice. It states:

- (1) *A councillor, at least 7 days before an ordinary council meeting or a council committee meeting, may give written notice to the general manager of a question in respect of which the councillor seeks an answer at that meeting.*
- (2) *An answer to a question on notice must be in writing.*

Nil.

## 7.2 Questions Without Notice

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

It states:

**“29. Questions without notice**

(1) *A councillor at a meeting may ask a question without notice –*

- (a) of the chairperson; or*
- (b) through the chairperson, of –*
  - (i) another councillor; or*
  - (ii) the general manager.*

(2) *In putting a question without notice at a meeting, a councillor must not –*

- (a) offer an argument or opinion; or*
- (b) draw any inferences or make any imputations – except so far as may be necessary to explain the question.*

(3) *The chairperson of a meeting must not permit any debate of a question without notice or its answer.*

(4) *The chairperson, councillor or general manager who is asked a question without notice at a meeting may decline to answer the question.*

(5) *The chairperson of a meeting may refuse to accept a question without notice if it does not relate to the activities of the council.*

(6) *Questions without notice, and any answers to those questions, are not required to be recorded in the minutes of the meeting.*

(7) *The chairperson of a meeting may require a councillor to put a question without notice in writing.*

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

## **8. DECLARATIONS OF PECUNIARY INTEREST**

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2015*, 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 2015*.

## 9. 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 2015*, 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 2015*.**

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

## 10. PUBLIC QUESTION TIME (SCHEDULED FOR 10.30 A.M.)

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2015*, the agenda is to make provision for public question time.

In particular, Regulation 31 of the *Local Government (Meeting Procedures) Regulations 2015* 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.*

No members of the Public will be permitted to attend the meeting.

The public has been advised to submit questions by 1.00 p.m. on Tuesday, 22<sup>nd</sup> March 2022.

Councillors are advised that, at the time of issuing the Agenda, one Question on Notice had been received from a member of the Public.

### **Mr R James – High Street, Oatlands**

Extract from Email Communication:

Oatlands Aquatic Centre – new Completion Date:

It is disappointing to note that only 10 days' notice out from scheduled completion date of 22 March 2022 that a revised completion date is now around end of July 2022.

- a) On what basis was Council kept informed of progress on the project and therefore Council having ample time to advise the public of delays of the revised completion date?

- b) Why is now critical milestones have come to light and the necessity for what now appears longer than 4 months extension beyond the original completion date of 22 March 2022?
- c) With regard to the contract between Council and VOS Constructions are there any penalty clauses and failure to complete the project on time and/or does the company incur additional costs as a result of revised completion date to July 2022?
- d) Does Council as project manager incur any additional costs of works as a result new completion date to July 2022?

*Deputy General Manager's Response(s):*

- (a) *A project team meeting is held every two weeks which are attended by the Project Manager (Patrick Stanton); consultants; the Contractor (VOS) and the Deputy General Manager. Whilst the Practical Completion date is recorded in the fortnightly Site Meeting minutes, the following has appeared in the minutes of all meetings up until October 2021.*

- *Date of contract award - Tuesday 15 December 2020*
- *Commencement on site – Monday 22<sup>nd</sup> February 2021*
- *Date for Practical Completion – 04 March 2022*

*In November 2021 the following was recorded in the Site Meeting Minutes*

- *Date of contract award - Tuesday 15 December 2020*
- *Commencement on site – Monday 22<sup>nd</sup> February 2021*
- *Date for Practical Completion – 06 March 2022*
  - *Likely completion date - To be advised by VCJ but maybe 4-5 weeks delayed*
  - *VOS were requested to provide a revised Construction Program*

*In February 2022 as well as the previous Site Meetings, the following was recorded in the Site Meeting Minutes*

- *Date of contract award - Tuesday 15 December 2020*
- *Commencement on site – Monday 22<sup>nd</sup> February 2021*
- *Date for Practical Completion – 06 March 2022*
  - *Likely completion date - 29<sup>th</sup> April 2022*
  - *VOS were requested to provide a revised Construction Program*

*An updated Preliminary Construction Program was provided on the 22<sup>nd</sup> February 2022.*

*A media release was prepared and released on 23<sup>rd</sup> February advising of the delays with the Practical Completion date of the Oatlands Aquatic Centre*

- (b) *The issues of supply of materials and the supply of labour by the Building Contractor as well as Sub Contractors has been an unforeseen matter. These have been brought about by supply chain blockages across the country and indeed across the world. COVID-19 'close contacts – isolation' has also been a contributing factor with labour supply. These matter are not isolated to this construction project alone.*

*In addition, the Australia Government and the Tasmanian Government have provided COVID-19 stimulus funding to initiate a number of construction projects. These projects have also contributed to a shortage in material and labour*

*resources. It is noted that the Black Summer Bushfires in 2019/20 burnt out large tracts of timber coops across the eastern seaboard of Australia and this has in turn provided a major constraint on the availability of timber products across Australia.*

- (c) *There are legitimate reasons for 'Extensions of Time' within a contract, e.g., the COVID-19 lockdown called by the Premier, inclement weather, and the like, which are outside the control of the building contractor.*

*The Contract documents do have a provision for 'Liquidated Damages'.*

*'Liquidated damages' are an amount which the builder agrees to pay to the building owner for late completion of the project. This is usually an amount per day or per week. Liquidated damages are based on a genuine pre-estimate of damage likely to be suffered by the building owner in the event of late completion.*

- (d) *There will be additional costs, which are yet to be determined.*

## **10.1 Permission to Address Council**

Nil.

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

Nil.

**12. 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.*

**12.1 Development Applications**

Nil.

**12.2 Subdivisions**

Nil.

**12.3 Municipal Seal (Planning Authority)**

Nil.

**12.4 Planning (Other)**

Nil.

**[THIS CONCLUDES THE SESSION OF COUNCIL  
ACTING AS A PLANNING AUTHORITY]**

## **13. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE)**

### **13.1 Roads**

**Strategic Plan Reference 1.1**

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

Nil.

### **13.2 Bridges**

**Strategic Plan Reference 1.2**

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

Nil.

### **13.3 Walkways, Cycle ways and Trails**

**Strategic Plan Reference 1.3**

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

Nil.

### **13.4 Lighting**

**Strategic Plan Reference 1.4**

*Ensure adequate lighting based on demonstrated need / Contestability of energy supply.*

Nil.

### **13.5 Buildings**

**Strategic Plan Reference 1.5**

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

Nil.

### **13.6 Sewers / Water**

**Strategic Plan Reference(s) 1.6**

*Increase the capacity of access to reticulated sewerage services / Increase the capacity and ability to access water to satisfy development and Community to have access to reticulated water.*

Nil.

### **13.7 Drainage**

**Strategic Plan Reference 1.7**

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

Nil.

### **13.8 Waste**

**Strategic Plan Reference 1.8**

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

Nil.

### **13.9 Information, Communication Technology**

**Strategic Plan Reference 1.9**

*Improve access to modern communications infrastructure.*

Nil.

## **13.10 Officer Reports – Infrastructure & Works**

### **13.10.1 Manager – Infrastructure & Works Report**

**AUTHOR:** MANAGER INFRASTRUCTURE & WORKS (DAVID RICHARDSON)

**DATE:** 16 MARCH 2022

#### **Roads Program**

Council's graders have been working on various roads with the bus routes being the priority roads for grading as required. The focus has been to prioritise the higher traffic usage areas of roads. General road maintenance and repairs will continue, including works on pavement repairs and table drain clearing.

Minor Gravel re-sheeting works have been completed on various sections of roads throughout the municipality. The gravel re-sheeting programme has commenced, councils grading crews are currently working on new seal preparation works at various locations.

#### **Roadside Mowing Programme**

Council's annual road verge mowing programme is almost completed.

#### **Road Rehabilitation programme 2021/22**

Drainage works and road re-seal preparation works have commenced in Tunbridge. Further re-seal preps, drainage and pavement repairs are programmed for Woodsdale Road. Inglewood road pavement repairs are completed.

#### **Walkway and Kerbing works**

Installation of kerb and gutter, footpath and associated storm water upgrade works continue on Black Brush Road. There has been some alterations to the plans to allow for off street parking outside premises on Black Brush Road. Stage 1 of these works have recommenced, works will continue in March. Drainage works have commenced on Hall Lane Bagdad, when Black Brush Road and Hall Lane works are completed it is planned to start on kerbing and footpath works at Kempton.

#### **Parks and Reserves**

General maintenance of parks and reserves will continue with a focus on ensuring growth is maintained at an acceptable level. The recent wet weather has created favourable growing conditions with grass area maintenance being a priority throughout the period.

#### **Bridge Works**

Bridge widening works are completed on Interlaken Road .The road approaches and guard fencing will be completed soon

#### **Planned Works**

The following capital works are planned for the coming period

- Oatlands Aquatic Centre storm water drainage pipe installation;
- Footpath and kerb installation in Oatlands to continue as weather permits;
- Repair various roads and drainage;
- Black Brush Road storm water work;
- Road Re-Seal preparations;

- Drainage and pavement repairs to Inglewood and Woodsdale roads;
- Footpath and storm water infrastructure re-newel works Sophia Street to Erskine Street Kempton;
- Preparation works for new skate-park Kempton;
- Undertake various bridge maintenance repairs.

### **Asset Management (Roads)**

Council has recently received an independent road condition assessment and valuation report from Maloney’s Asset Management Company.

The report was necessary to provide a re-valuation of council’s road infrastructure assets, together with a condition assessment.

I have copied an extract from the report which states the following:

*‘The road assets within Southern Midlands Council were found to be in "Excellent" overall condition when benchmarked against all 72 councils assessed by Moloney Asset Management Systems (MAMS). This condition rating being based upon the extent of Over Intervention Assets (OIA's) present (the extent of poor condition Assets)’*

Further evaluation of the report is required, but overall councils sealed and un-sealed road network is regarded as being in a good overall position.

Further discussion to explain the content of the report will be held with elected members over the coming weeks (Council workshop session).

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

### **RECOMMENDATION**

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

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

## **14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)**

### **14.1 Residential**

**Strategic Plan Reference 2.1**

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

Nil.

### **14.2 Tourism**

**Strategic Plan Reference 2.2**

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

Nil.

### **14.3 Business**

**Strategic Plan Reference 2.3**

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

Nil.

### **14.4 Industry**

**Strategic Plan Reference 2.4**

*Retain and enhance the development of the rural sector as a key economic driver in the Southern Midlands / Increase access to irrigation water within the municipality.*

Nil.

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

### 15.1 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.

#### 15.1.1 Heritage Project Program Report

**AUTHOR:** MANAGER HERITAGE PROJECTS (BRAD WILLIAMS)

**DATE:** 23 MARCH 2022

#### ISSUE

Report from the Manager, Heritage Projects on various Southern Midlands Heritage Projects.

#### DETAIL

During the past month, Southern Midlands Council Heritage Projects have included:

- Supporting the Artist in Residence Program – in the last month 14 enquiries have been fielded with 6 applications. The program is now booked-out until April 2023. Some catch-up maintenance work is being done to the building ahead of the next artist arriving at the end of this month. An overview of the artists booked will be provided in a forthcoming Councillor Information Bulletin.
- Assisting in planning for the 2022 Heritage and Bullock Festival.
- Focus on collection audit of loaned items.
- Consultation with conservator on several important collection items as part of audit process.
- Preparation of artworks schedule and valuations for insurance.
- Continuation of recording for the Oatlands True Crimes series in conjunction with MidFM.
- Commencement of demolition plan for the Oatlands Swimming Pool.

#### RECOMMENDATION

**THAT the Heritage Projects Report be received and the information noted.**

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

## 15.2 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 NRM Unit – General Report

**AUTHOR:** NRM PROGRAMS MANAGER (MARIA WEEDING)

**Date:** 15 MARCH 2022

**ISSUE:** Southern Midlands NRM Unit Monthly Report.

#### DETAIL

- The new pathway and pathway upgrade works on the Lake foreshore have now been completed and an Opening event is planned for Monday 21<sup>st</sup> March. There has been no reply regarding a request to the Australian Government for some minor bitumen surface repair work at the car park near the toilet block.
- Helen has sorted out the issues with the people counters on the Dulverton Walkway. Both counters are now reinstalled and in working order.
- Kempton Clock – The clock is closer to being fully functional in that the new LED lights and the timer is now in place. The electrician noted that the clock hands physically contact the new glass face at one point and is going to rectify that situation. The balance of the work still to be scheduled is some painting maintenance works.
- Helen and Mary (Weeds Officer) have been working on control of Cumbungi in Lake Dulverton. (see report below)
- Maria continues to take time off when possible to reduce leave hours that have accrued.
- Queen’s Jubilee Tree Planting Program – Mr Graham Green is reviewing the Guidelines with a possible site being the property adjoining the Kempton Recreation Ground (i.e. planting of shade trees in the vicinity of the Skate Park and Off-Lead Dog Exercise Areas).

The first report from the new Weeds Officer for the period Monday 31<sup>st</sup> January to Tues 15<sup>th</sup> March 2022 is as follows:

#### Enquiries

- 3 (various weeds on newly acquired property at Tunbridge, Sorrel in pastures, and a report of Cumbungi at Bagdad).

#### Site visits

- Total = 28
- 2 meetings with landowners: 1 x Baden (Nodding thistle not recorded here previously) and 1 x Tunbridge (various weeds including Boxthorn and Horehound.)

- 26 sites of roadside (mainly) Cumbungi recorded along roads in York Plains, Nala, Andover, Parattah, Mount Seymour, Baden, Whitefoord, Woodsdale, Levendale and Runnymede areas.

### Mapping

- Learning how to map waypoints on the Garmin hand-held GPS. Started using the device in the field on the 22<sup>nd</sup> February (Lake Dulverton weed control trip) and have continued to map various weeds (mostly roadside Cumbungi this time of year) whilst travelling around the district.

### Weed control

- Assisted Helen Geard with continuing Cumbungi control on Lake Dulverton (including some follow-up on areas already sprayed) on 22<sup>nd</sup> February and 8<sup>th</sup> March. One final trip should complete control for this year.
- Two small culvert infestations de-headed and sprayed on 8<sup>th</sup> March (Andover Road). Additional clumps along York Plains Road de-headed and partially de-headed (follow-up required).

### Communication

- Met with Jill Jones (principle Weed & Conservation Officer- Environment and Development Approvals - State Roads) from Department of State Growth over lunch on a day off.
- Liaising with Graham Green to view Chauncy Vale in regards to weeds issues.
- Liaising with weeds contractor Terry Higgs to meet up and discuss some potential works that could be funded under the Drought Weeds Project Grant.
- Emailed two residents with weeds information (see enquiries).

### Planning

- Spanish heath control, plus Gorse/Broom control near Hawthorn Bay, Lake Dulverton: contractor discussions progressing.
- Updating of weeds data base to include new cumbungi and nodding thistle locations.
- Researching file on Woodbury Farmer's Group regarding Cotton and Saffron thistle control going forward.

## RECOMMENDATION

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

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

### **15.3 Cultural**

**Strategic Plan Reference 3.3**

*Ensure that the cultural diversity of the Southern Midlands is maximised.*

Nil.

### **15.4 Regulatory (Development)**

**Strategic Plan Reference 3.4**

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

Nil.

## 15.5 Regulatory (Public Health)

### Strategic Plan Reference 3.5

Monitor and maintain a safe and healthy public environment.

#### 15.5.1 Campania Cemetery – Review of Fees and Charges

**Author:** GENERAL MANAGER (TIM KIRKWOOD)

**Date:** 5 MARCH 2022

#### ISSUE

Council to review the Campania Cemetery Fees and Charges.

#### BACKGROUND

The Campania Cemetery is the only Council owned and managed Cemetery in the municipal area.

The *Burial and Cremation Act 2019 (the Act)*, proclaimed on 25 December 2019, has significantly increased the duties and powers of the cemetery manager, particularly in relation to general maintenance and upkeep of cemeteries.

Section 34 of the Act provides the following:

#### **“34. Duties and powers of cemetery managers**

(1) A cemetery manager must keep the cemetery for which he or she is the cemetery manager –

(a) in accordance with this Act; and

(b) so as not to be prejudicial to public health or public safety.

*Penalty: Fine not exceeding 50 penalty units and a further fine not exceeding 5 penalty units in respect of each day during which the offence continues.*

(2) Subject to [subsection \(3\)](#), a cemetery manager must ensure that –

(a) as far as reasonably practicable, the cemetery, for which he or she is the cemetery manager, is maintained so as to prevent the cemetery from falling into disrepair, or from being defaced or damaged; and

(b) any disrepair or defacement of, or damage to, the cemetery is rectified as soon as practicable.

*Penalty: Fine not exceeding 50 penalty units.*

(3) [Subsection \(2\)](#) does not apply to a vault, grave or monument within a cemetery unless –  
(a) the defacement or damage to the vault, grave or monument was caused by, or was the result of an act that was approved by, the cemetery manager for the cemetery; or

(b) the cemetery manager for the cemetery has entered into an agreement under [section 39\(3\)](#) in respect of the vault, grave or monument.

(4) A cemetery manager must keep all prescribed records, in the prescribed manner, in respect of the cemetery.

*Penalty: Fine not exceeding 50 penalty units.*

(5) A cemetery manager must permit any person to have access free of charge at any reasonable time to visit monuments and graves in any portion of the cemetery.

*Penalty: Fine not exceeding 30 penalty units and, in the case of a continuing offence, a further fine not exceeding 5 penalty units in respect of each day during which the offence continues.*

(6) It is a defence in proceedings for an offence under [subsection \(5\)](#) if the cemetery manager establishes that –

(a) the person was refused access to all, or a portion, of the cemetery due to the person's behaviour or previous behaviour; or

(b) the person was refused access in accordance with the rules of operation for the cemetery.

(7) Subject to this and any other Act, a cemetery manager may –

(a) improve, embellish and enlarge the cemetery under the management of that manager; and

(b) restrict interments in any portion of the cemetery, except as may be required by an exclusive right of burial; and

(c) take any other action as may be required for the reasonable management and maintenance of the cemetery.”

It follows that Cemetery managers must understand and be willing and able to fulfil the relevant obligations and duties, or they may be liable for fines under the Act for breaches of their duties, or exposed to legal action from affected parties (for example, friends and families of interred persons, or the holders of exclusive rights of burial).

There is clear evidence that these additional responsibilities are resulting in substantial increases in the cost of burial plots.

## **DETAIL**

The following fees and charges, which have not been reviewed for a considerable period of time, currently apply:

Reserved Cemetery Plot (non-refundable)	\$580.00
Wall of Remembrance	\$175.00
Exhumation	\$cost recovery basis

Whilst there are no restrictions in terms of who may be buried at the Cemetery, past experience suggests that it has primarily provided for people that have resided in the district, (either past or present).

An urgent review of the fees and charges is required in recognition that the number of enquiries is increasing. This is attributable to the current low level of charges.

A comparison of fees that apply in other Cemeteries is provided in the following Table:

Cemetery	Details	Charge
Anglican Church - Sorell and Richmond	Single Depth Plot	\$5,500.00
Anglican Church - Midlands	Single Depth Plot	\$1,430.00
Millingtons		
- Cornelian Bay	Single Depth Plot	\$7,790.00
- Kingston	Single Depth Plot	\$3,890.00
- Pontville	Single Depth Plot	\$2,710.00
- Cambridge & East Risdon	Single Depth Plot	\$2,275.00
Central Highlands Council - Bothwell	Single Depth Plot	\$493.00
Derwent Valley Council	Single Depth Plot (incl. digging)	\$3,990.00
	Reservation – Wall Niche	\$477.50
Huon Valley Council	Single Depth Plot	\$1,354.00
Kingborough Council	Single Depth Plot	\$1,063.00
	Memorial Wall – Reservation	\$188.00
	Memorial Wall – Ashes Placement	\$375.00
Northern Midlands Council - Longford	Single Depth Plot	\$1,546.00
Northern Midlands Council - Perth	Single Depth Plot	\$1,748.00
	Memorial Wall – Reservation	\$140.00
	Placement of Ashes (No Plaque)	\$186.00
	Placement of Ashes (Standard Plaque)	\$583.00
Sorell Council – Copping & Dunalley	Single Depth Plot	\$1,045.50
	Columbarium Wall – Reservation	\$246.00
	Columbarium Wall – Placement of Ashes	\$492.00
Tasman Council	Single Depth Plot	\$1,916.75

**Human Resources & Financial Implications** – In reference to the 2020/21 Budget, an amount of \$2,000 is budgeted for Cemetery Income (i.e. sale of Plots / Wall of Remembrance), with \$4,800 being allocated for maintenance of the property.

The recommended fees are based on achieving an increase in revenue to enable an enhanced maintenance program to be implemented.

**Community Consultation & Public Relations Implications** – N/A.

**Policy Implications – N/A**

**Priority - Implementation Time Frame – To commence from 1<sup>st</sup> April 2022.**

**RECOMMENDATION**

**THAT, in accordance with section 205 of the *Local Government Act 1993*, the following fees and charges are to apply to the *Campania Cemetery*, effective from 1<sup>st</sup> April 2022:**

<b>Reserved Cemetery Plot (non-refundable)</b>	<b>\$2,000.00 (GST incl.)</b>
<b>Wall of Remembrance</b>	<b>\$250.00 (GST incl.)</b>
<b>Exhumation</b>	<b>\$cost recovery basis</b>

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

## 15.6 Regulatory (Animals)

### Strategic Plan Reference 3.6

*Create an environment where animals are treated with respect and do not create a nuisance for the community*

### 15.6.1 Animal Management Report

**AUTHOR:** ANIMAL MANAGEMENT OFFICER (RACHEL COLLIS)

**DATE:** 16 MARCH 2022

**Enclosure:**

*Animal Management Statement March 2022*

### ISSUE

Consideration of the Animal Management/Compliance Officer's report for March 2022

The purpose of the report is twofold:

1. To inform Council and the Community of infringements issued by Council Officers in relation to Animal Management for the period March ; *and*
2. Provide a brief summary of actions and duties undertaken by Council Officers in relation to animal management.

This in turn informs the community of the requirements and expectations of the Council to uphold and enforce the relevant legislation. This reminds Council and the community of the importance of responsible ownership of animals.

The infringements detailed in this report were all issued under the *Dog Control Act 2000*.

Dog Attack: Details – Mangalore area – attack on chickens (2). Infringement Notice to be issued.

### Resource Sharing

Southern Midlands Council currently provide Animal Management services to the Central Highlands Council through resource sharing arrangements. Jobs of note are itemised in the enclosed statement.

**INFRINGEMENT DETAILS:**

**YTD ANIMAL MANAGEMENT STATEMENT**

**March 2022**

<b>DOG IMPOUNDS</b>	<b>RECLAIMED</b>	<b>ADOPTED</b>	<b>EUTHANISED</b>	<b>OTHER IMPOUNDS</b>
2	2			

**JOBS ATTENDED**

**March 2022**

<b>DOGS AT LARGE</b>	<b>DOG ATTACKS</b>	<b>DOG BARKING</b>	<b>DOG GENERAL</b>
1	1 - SMC	4 - SMC 1 - CHC	8
<b>NEW KENNEL LICENCES</b>	<b>WELFARE</b>	<b>STOCK</b>	<b>OTHER</b>
0	2	5 - SMC 1 - CHC	

**REGISTERED DOGS: 1739**  
**KENNEL LICENCES: 60**  
**INFRINGEMENTS ISSUED: 0**

**RECOMMENDATION**

**THAT the Animal Management report be received and the information noted.**

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

## 15.7 Environmental Sustainability

**Strategic Plan Reference 3.7**

*Implement strategies to address the issue of environmental sustainability in relation to its impact on Councils corporate functions and on the Community.*

Nil.

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

**16.1 Community Health and Wellbeing**

**Strategic Plan Reference 4.1**

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

Nil.

## **16.2 Recreation**

### **Strategic Plan Reference 4.2**

*Provide a range of recreational activities and services that meet the reasonable needs of the community.*

### **16.2.1 Oatlands Aquatic Centre – Proposed Schedule of Fees & Opening Hours**

**AUTHOR:** MANAGER – COMMUNITY & CORPORATE DEVELOPMENT  
(WENDY YOUNG)

**DATE:** 12 MARCH 2022

#### **ISSUE**

Consideration of the proposed schedule of fees and operational hours for the Oatlands Aquatic Centre.

#### **BACKGROUND**

With the construction of the new Oatlands Aquatic Centre nearing completion, it is appropriate for Council to consider the schedule of fees and opening hours for the new facility. This will enable Council to market the new facility as well as pre-selling memberships.

## DETAIL

The following fee schedule is submitted for consideration. It follows a comprehensive review and analysis of the fee structures (and membership options) for other facilities.

<b>Casual &amp; Swim Card Entry</b>		
<b>Type</b>	<b>Description</b>	<b>Price</b>
Infant Casual	4 & Under	Free
Swim - Child Casual	5 – 16 Years	\$5.00
Swim – Casual Other	17 years & Over	\$6.50
Concession Casual	Health Care/Pensioner Concession	\$5.00
Pass (4 persons)	Maximum of 2 Adults	\$20.00
Spectator	5 & Over	\$2.00
Swim Card – 17 years & over	10 Sessions (4 months expiry from date of purchase)	\$60.00
Swim Card – Infant & Concession Swim Card	10 Sessions (4 months expiry from date of purchase)	\$45.00
<b>6 Month Membership Entry</b>		
Adult	17 years & over	\$312.00 or \$24.00 (fortnight direct debit)
Infant & Concession	5 – 16 years & Concession card holders	\$260.00 or \$20.00 (fortnight direct debit)
Pass (4 persons)	Maximum of 2 Adults	\$650.00 or \$50.00 (fortnight direct debit)
<b>Pool Hire, Group Bookings &amp; Birthday Parties</b>		
Lane Hire	1 Lane per hour	\$28.00
Pool Hire	Whole pool per hour	\$150.00
Birthday Parties	Room hire (minimum of 2 hours) ** Kids & parent party entry free **Room Hire – option to be considered - use of the Oatlands Community Hall with direct access off the car park (as opposed to using the 'dry exercise area')	\$50.00 hour \$4.00 per person
Midlands Swimming Club	The Swim Club will have no charge for hiring of the lanes, sessions will be conducted during normal operating hours. Participants will continue to pay the assigned pool entry fee	\$4.00 per session or \$35.00 per 10 session pass (4 month expiry from date of purchase)

Notes:

### Responsible Supervision

Parents/guardians are responsible for the safety and supervision of their dependants or clients while in and around the Centre.

- 0 to 5 year olds and non-swimmers must be accompanied in the water, within arms' reach of a responsible person over the age of 16 years. Maximum 2 children per responsible person.
- 6 to 10 year olds and weak swimmers must be accompanied in the Centre by a responsible person over the age of 16 years. A responsible person is required to be

close, be prepared and maintain constant visual contact. Maximum 4 children per responsible person.

- 11 to 14 year olds - when accompanied by an adult it is a requirement for the adult to maintain visual contact and check on them on a regular basis.

The Centre reserves the right to require in-water supervision for all patrons, regardless of age, depending on their ability to safely swim independently.

In relation to opening hours, as an initial starting point, the following opening hours are proposed. These can be reviewed at any time based on feedback from users (and potential users) and may even be amended prior to formal opening if the feedback suggests that changes are warranted. A further report would be provided to Council in this case.

The proposed opening hours would be advertised with an encouragement to provide feedback.

It should be noted that the facility could be booked outside of the following hours upon payment of the nominated fee.

The proposed operating hours are as follows:-

Monday to Friday	8.00 am – 6.00 pm
Saturday	9.00 am – 5.00 pm
Sunday	10.00 am – 5.00 pm

## **Human Resources & Financial Implications –**

### Income – Schedule of Fees

Based on anticipated usage, it is estimated that the amount of income generated from entry fees and booking fees will be approximately \$286K (exclusive of GST).

This is a relatively conservative estimate and compares to the amount of \$275K which was factored into the Budget Estimates, and Long-Term Financial Management Plan, at the time that Council made a decision to proceed with construction.

### Expenditure – Salaries (including on-costs)

The budget amount for salaries (including on-costs) based on the proposed opening hours would be \$397K. This provides for an adequate staffing level based on anticipated usage.

*Note: This estimate, which is a reduction in the amount included in the original Budget Estimates and Long-Term Financial Management Plan, is based on achieving an amendment to the existing Southern Midlands Council Enterprise Bargaining Agreement (EBA). The planned amendment to the EBA seeks to include provisions from the Local Government Industry Award relating to 'Recreation Centres and Community Services'. It states that employees will not be entitled to weekend penalty rates for nominated hours and these are within the range of the proposed opening hours.*

The Australian Services Union has been consulted and the aim is to progress an amendment to the EBA through the Fair Work Commission. It is anticipated that this process will be finalised prior to the recruitment of pool lifeguards.

**Community Consultation & Public Relations Implications – Issues to be considered.**

**Priority - Implementation Time Frame** – refer detail above.

**RECOMMENDATION**

**THAT Council:**

- a) **Endorse the proposed opening hours (which may be subject to change depending on feedback received); and**
- b) **In accordance with section 205 of the *Local Government Act 1993*, Council adopt the recommended Fee Schedule.**

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

### **16.3 Access**

**Strategic Plan Reference 4.3**

*Continue to explore transport options for the Southern Midlands community / Continue to meet the requirements of the Disability Discrimination Act.*

Nil.

### **16.4 Volunteers**

**Strategic Plan Reference 4.4**

*Encourage community members to volunteer.*

Nil.

### **16.5 Families**

**Strategic Plan Reference 4.5**

*Ensure that appropriate childcare services as well as other family related services are facilitated within the community / Increase the retention of young people in the municipality / Improve the ability of seniors to stay in their communities.*

Nil.

### **16.6 Education**

**Strategic Plan Reference 4.6**

*Increase the educational and employment opportunities available within the Southern Midlands*

Nil.

### **16.7 Capacity & Sustainability**

**Strategic Plan Reference 4.7**

*Build, maintain and strengthen the capacity of the community to help itself whilst embracing social inclusion to achieve sustainability.*

Nil.

## 16.8 Safety

### Strategic Plan Reference 4.8

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

#### 16.8.1 Black Summer Bushfire Recovery Program – Australian Government

**AUTHOR:** DEPUTY GENERAL MANAGER (ANDREW BENSON)

**DATE:** 16 MARCH 2022

**Attachment(s):**

*BSBR Sample Agreement*

*Project Agreement Schedule*

#### ISSUE

Authorisation by Council of entering into a Grant Agreement with the Australian Government, under the Black Summer Bushfire Recovery (BSBR) Program for the development of the firefighting support capacity at Oatlands in the form of a tank farm to hold 500,000 litres of reuse water from the Oatlands Aquatic Centre to service the whole Local Government Area.

#### BACKGROUND

As we know Australia is prone to natural disasters such as droughts, bushfires, floods, cyclones and storms. The science tells us that longer, hotter, drier summers, and more extreme weather are here to stay. We can never disaster-proof our patch but the Australian Government's, National Recovery and Resilience Agency is working alongside communities across Australia to ensure we are all better prepared for future disasters.

As part of its support to Communities the Agency sought submissions from organisations across Australia under the 2019/20 Black Summer Bushfires Grants Program. There were only five local government areas in Tasmania that were eligible to apply and Southern Midlands was one of those Council areas. Southern Midlands applied for a grant of \$297,000 to recycle and treat the water from the Oatlands Aquatic Centre in a recovery facility in William Street, Oatlands, rather than sending it to the sewer. The backwash water from the Aquatic Centre equates to 32,000 litres every seven to ten days. With the Pool being full drained (500,000 litres) every eight years for maintenance.

The water will be stored in six, 90,000 litre tanks, being constructed by Tassie Concrete Tanks, a local Southern Midlands based Company. The recycled water will be used for firefighting purposes, also in the road reconstruction activities of Council. This was an innovative solution in supporting the resilience of the Community in times of high fire danger in our district.

The other Grant that was submitted from the Southern Midlands area was from the Broadmarsh Elderslie Progress Association Inc., in partnership with Southern Midlands Council. This was for \$1,550,000 for the redevelopment of the Broadmarsh Community Hall, to become a recovery centre in the event of further bushfires in the area. It was an amazing effort by that Community to be proactive and provide a detailed and robust application for the funds.

It was very pleasing to see the release of the successful grants list during the second week of February 2022. Both of the aforementioned Projects received their full grant allocation.

Congratulations goes to the Broadmarsh Elderslie Progress Association and the Council Officers who played a role in the development of these submissions.

The support of the National Recovery and Resilience Agency is acknowledged in providing these funds for two very worthwhile projects.

## **DETAIL**

Shortly Council will be required to sign a Grant Agreement in respect of the recycling and treatment of the water from the Oatlands Aquatic Centre in a recovery facility in William Street Oatlands. This will be done through the Australian Government's online portal and the General Manager is the nominated officer of Council to execute that online agreement. A copy of the 'sample agreement' is attached to this report along with the construction schedule. The amount of the grant is \$297,000.

Normally the Grant Deed would be provided to Council for signing and sealing, however because of the number of grants being issued under this program by the Australian Government, the online portal is being used as an efficient manner in which to process them all.

The object of this Report is for Council to authorise the General Manager to sign/enter into the Agreement with the Australian Government based on the information provided, to quickly access/formalise the Agreement, be able to engage contractors and also access the funds. To comply with Council's protocols, once executed by all parties, the document will be printed and provided to the next available Council meeting for formal signing and sealing of the document.

## **Broadmarsh Hall Redevelopment Project BSBR Grant**

In respect to the Broadmarsh Elderslie Progress Association (BEPA) Inc. BSBR Grant of \$1.55 million, Council Officers assisted with the preparation of the grant submission and worked through preliminary building related matters with the BEPA team. Council's role in this particular project is to manage the finances for the re-development of the Broadmarsh Hall. Payments will be authorised by the Project Manager (a person working for BEPA) and then be processed for payment by Council through the Community & Corporate Development business unit, through to SMC Accounts Payable from the funds soon to be deposited into Council by the Australian Government. This strategy provided a 'safe haven' for the funds and was seen to provide a degree of comfort to the Australian Government when assessing the submission.

## **CONCLUSION**

**Community Consultation & Public Relations Implications** – Some stakeholder engagement has been undertaken in relation to this matter.

**Policy Implications** – Nil

**Priority - Implementation Time Frame** – As soon as possible to meet the timeline for the Oatlands Aquatic Centre

## RECOMMENDATION

### That Council

- a. Note and accept the Report;
- b. Authorise the General Manager to Execute the Grant Agreement for \$297,000, with the Australian Government, under the Black Summer Bushfire Recovery (BSBR) Program for the development of the firefighting support capacity at Oatlands in the form of a tank farm to hold 500,000 litres of reuse water from the Oatlands Aquatic Centre to service the whole Local Government Area, based on the information provided in this report;
- c. Formally sign and seal the Grant Agreement at the April Council meeting; and
- d. Note the role of Council in the financial process management of the grant funds for the Broadmarsh Elderslie Progress Association Inc. Black Summer Bushfire Recovery Grant for their \$1.55 million.

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

## 16.9 Consultation & Communication

**Strategic Plan Reference 4.8**

*Improve the effectiveness of consultation & communication with the community.*

Nil.

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

### 17.1 Improvement

#### Strategic Plan Reference 5.1

*Improve the level of responsiveness to Community & Developer needs / Improve communication within Council / Improve the accuracy, comprehensiveness and user friendliness of the Council asset management system / Increase the effectiveness, efficiency and use-ability of Council ICT systems / maintain the Business Process Improvement & Continuous Improvement framework*

#### 17.1.1 Delegations Register – Review

**AUTHOR:** GENERAL MANAGER (TIM KIRKWOOD)

**DATE:** 16 MARCH 2022

**Enclosure:**

*Delegations Register*

**Attachment:**

*Sub-Delegations Register*

**ISSUE**

Review of Delegations Register.

**BACKGROUND**

**Local Government Act 1993 – Section provides the following:**

**22. Delegation by council**

(1) Subject to [subsection \(2\)](#), a council, in writing, may delegate with or without conditions to the general manager, controlling authority, a council committee or a special committee, any of its functions or powers under this or any other Act, other than–

(a) this power of delegation, unless authorized by the council; and

(b) the powers referred to in [subsection \(3\)](#).

(2) A council, in writing, may delegate any of the following powers only to the general manager or a council committee and only on condition that the council has determined appropriate policies and procedures to be followed in relation to those powers:

(a) the collection of rates and charges under [Part 9](#);

(ab) the postponement of rates and charges;

(b) the remission or rebate of rates and charges;

(ba) the writing off of any debts owed to the council;

(c) the making of grants or the provision of benefits.

(3) A council must not delegate any of its powers relating to the following:

(a) the borrowing of money or other financial accommodation;

(b) the determination of the categories of expenses payable to councillors and any member of any committee;

(c) the establishment of council committees, special committees, controlling authorities, single authorities or joint authorities;

- (d) the revision of the budget or financial estimates of the council;*
- (e) the revision of the strategic plan and the annual plan of the council;*
- (f) the appointment of the general manager;*
- (fa) the sale, donation, exchange or other disposal of land or public land;*
- (fb) the decision to exercise any power under [section 21\(1\)](#) ;*
- (g) the making of by-laws;*
- (h) the making of rates and charges under [Part 9](#) ;*
- (i) any other prescribed power.*

- (4) The general manager is to –*
  - (a) keep a register of any delegation; and*
  - (b) make the register available for inspection at a public office.*

### **Legislation - Other**

If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to (a) a person by name; or (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation: s.23AA(1) of the Acts Interpretation Act 1931.

### **DETAIL**

Simmons Wolfhagen, through an engagement by the Local Government Association, have reviewed all applicable legislation and basically provided a template of delegations for consideration and application by individual Councils (including any conditions or limitations to each delegation).

In the first instance, a review of current Delegation(s) to the General Manager has been undertaken and the following schedule of delegations is submitted to Council for consideration and endorsement. Where applicable, the delegation is identified as either new or existing, but the aim is to endorse a revised (and consolidated) List of Delegations for inclusion in the Delegations Register.

The initial part of this review focussed on delegation to the General Manager. Therefore (in the following Table), all of Council's powers and functions are delegated to the General Manager. In many cases, the General Manager will then delegate to a nominated Council officer unless restricted by Council – refer to the sub-delegations in Attachment B.

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<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Archives Act 1983	S 10(1)	Preservation of State records Council is to keep proper records of the business of the local authority for which that relevant authority is responsible	
	S 11	Transfer of State records to Archives office Council is to transfer state records to archives office.	
	S 15(3)	Conditions may be imposed on the making of State archives available for public inspection.	

<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Building Act 2016	S 27(3) & (4)	Keeping of Records by the permit authority and access to the records.	
	S 41(1)	Councils. Take steps to (a) ensure that the owners of property are informed of their duties under this Act –(i) in relation to any building work, plumbing work or demolition work; and (ii) in maintaining and using a building; and (b) make itself aware of – (i) building work, plumbing work or demolition work being performed in the municipal area; and (ii) the use and occupation of buildings in its municipal area; and (c) if applicable, ensure proceedings are instituted against any person or body failing to comply with this Act; and (d) enforce an order issued by a building surveyor, if appropriate to do so.	The ability to take steps pursuant to this section can be delegated. However, the Council itself will retain an obligation to comply with these requirements.
	S265(3) & (4)	Failure to comply with emergency, building or plumbing order Perform works where there has been failure to comply with an emergency, building or plumbing order	
	S 267 (1) & (2)	Demolition order. Council may serve an order to demolish building work	
	S 267 (3)	Demolition order. Council may enter onto land and demolish any building work in respect of an order to demolish building work.	
	S 269	Recovery of performance costs. If a person fails to perform the work required by an order, council may enter land or a building and perform the required work.	

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	S 271(6)	Purchasing buildings and materials. Authority to pay, on behalf of the Council, the owner of the building or materials sold under subsection (1) the balance of any proceeds of the sale after deducting any reasonable expenses incurred by it.	
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<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Building Regulations 2016	Reg 43(1)	Plumbing work involving network utility operator's stormwater drainage systems. A person must not perform plumbing work unless written consent to do so has been obtained from the relevant network utility operator.	
	Reg 43(3)	Plumbing work involving network utility operator's stormwater drainage systems If not satisfied that a stormwater drainage system is sealed in accordance with the Act, enter the premises and perform any work necessary.	
	Reg 43(5)(a)	Plumbing work involving network utility operator's stormwater drainage systems. Recover costs as a charge under the Local Government Act 1993.	
	Reg 78(3)	Permit authorities may perform maintenance work Recover costs as a charge under the Local Government Act 1993.	

<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Burial and Cremation Act 2019		COUNCIL AS CEMETERY MANAGER. The Council delegates the following functions and powers of the Council in its capacity as cemetery manager pursuant to the Burial and Cremation Act 2019 (except the setting of fees), to the General Manager and authorises the General Manager to delegate those functions and powers.	The ultimate responsibility for the cemetery will remain with the Council, as cemetery manager.  Excludes sections 52(1)(a) to (c), 53, 57, 58(1), 61, 72, 73.

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<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Burial and Cremation Regulations		Delegation (of functions or powers) by Council under section 22 Local Government Act 1993.	

<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Dog Control Act 2000		Delegation (of functions or powers) by Council under section 22 Local Government Act 1993.	Excludes sections 20, 21, 22, 23, 24, 25 and 26.

<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Environmental Management and Pollution Control Act 1994	S 21	Appointment of Council officer	
	S 24(1)	Assessment of permissible level 1 activities Council must refer application to the Board if directed to do so	
	S 25(1)(b)	Assessment of permissible level 2 activities. Planning Authority to refer the application to the board as soon as practicable, but any case within 21 days, after the date of lodgement of the application.	
	S 25A (1D)(a)	Assessment of applications for permits that are combined with applications for planning scheme amendments	
	S 27AC(5)	Directions in relation to permits in respect of EL activities Notify the Board of the grant of the permit and provide to the Board a copy of the permit	
	S 43	Power to require information - Notify the Director, EPA of the issue of an emergency order and provide a copy of the order	

Legislation	Provision / Section	Function or Power	Condition or Restrictions
Food Act 2003		Delegation (of functions or powers) by Council under section 22 Local Government Act 1993.	
	S 101(2)	Appointment of Environmental Health as an authorised officer.	

Legislation	Provision / Section	Function or Power	Condition or Restrictions
Heavy Vehicle National Law (Tasmania) Act 2013		Delegation (of functions or powers) by Council under section 22 Local Government Act 1993.	

Legislation	Provision / Section	Function or Power	Condition or Restrictions
Historic Cultural Heritage Act 1995		Delegation (of functions or powers) by Council under section 22 Local Government Act 1993.	

Legislation	Provision / Section	Function or Power	Condition or Restrictions
Land Use Planning and Approvals Act 1993	S 56	Planning Permits – Approval of Minor Amendments - Powers and functions of the Planning Authority delegated to the Development Assessment Committee.	Subject to the Development Assessment Committee Delegations Policy.
	S 57	Discretionary Uses – Powers and functions of the Planning Authority delegated to the Development Assessment Committee.	Subject to the Development Assessment Committee Delegations Policy.
	S 58	Permitted Uses - Powers and functions of the Planning Authority delegated to the Development Assessment Committee.	Subject to the Development Assessment Committee Delegations Policy.
		Granting of Planning Permits assessed as being in conformity with the development standards and other relevant provisions of the Planning Scheme.	Subject to the Development Assessment Committee Delegations Policy.

Legislation	Provision / Section	Function or Power	Condition or Restrictions
Land Use Planning and Approvals Regulations 2014	Reg 5	Notice of approval of Local Provisions Schedule	
	Reg 7	Advertisement of exhibition of draft amendment, &c (to a planning scheme)	
	Reg 8	Notice of approval of draft amendment	
	Reg 8A	Notice of approval of Local Provisions Schedule	
	Reg 9	Notice of application for permit	

Legislation	Provision / Section	Function or Power	Condition or Restrictions
Litter Act 2007		Delegation (of functions or powers) by Council under section 22 Local Government Act 1993.	

Legislation	Provision / Section	Function or Power	Condition or Restrictions
Local Government Act 1993	S 22	<p>Any of Council's functions or powers under the Local Government Act 1993 or any other Act other than this power of delegation, and including the powers identified in s22(2):</p> <p>(a) the collection of rates and charges under <a href="#">Part 9</a> ;</p> <p>(ab) the postponement of rates and charges;</p> <p>(c) the making of grants or the provision of benefits.</p>	<p>The powers identified in s22(a); (ab) and (2) are to be exercised in accordance with the relevant Council policies and procedures.</p> <p>Delegation excludes the powers identified in s22(2)):</p> <p>b) the remission or rebate of rates and charges;</p> <p>(ba) the writing off of any debts owed to the council;</p> <p>Delegation excludes the powers identified in s22(3)):</p>

			<p>(a) the borrowing of money or other financial accommodation;</p> <p>(b) the determination of the categories of expenses payable to councillors and any member of any committee;</p> <p>(c) the establishment of council committees, special committees, controlling authorities, single authorities or joint authorities;</p> <p>(d) the revision of the budget or financial estimates of the council;</p> <p>(e) the revision of the strategic plan and the annual plan of the council;</p> <p>(f) the appointment of the general manager;</p> <p>(fa) the sale, donation, exchange or other disposal of land or public land;</p> <p>(fb) the decision to exercise any power under <a href="#">section 21(1)</a> ;</p> <p>(g) the making of by-laws;</p> <p>(h) the making of rates and charges under <a href="#">Part 9</a> ;</p> <p>(i) any other prescribed power.</p>
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<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Local Government (Building and Miscellaneous Provisions) Act 1993		Delegation (of functions or powers) by Council under section 22 Local Government Act 1993.	

<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Local Government (General) Regulations 2015		Delegation (of functions or powers) by Council under section 22 Local Government Act 1993.	

<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Local Government (Highways) Act 1982	S 10	Obligations on landowners opening highways	
	S 11	Enforcement of obligations of landowners opening highways	
	S 19	Closure of local highways for public functions, &c.	In consultation with Commissioner of Police. Delegation excludes 19(1)(c)
	S 20	Closure of parts of local highways for sale of goods, &c.	In consultation with Commissioner of Police & Transport Commission
	S 21	General responsibility of corporations The corporation of a municipality is charged with the duty of maintaining the local highways in the municipality that are maintainable by the corporation as shown on its municipal map, and, in any particular case, it shall discharge that duty in such manner as, having regard to all the circumstances of the case, it considers practicable and appropriate.	
	S 25	General supplementary provisions as to carrying out of highway works	
	S 27	Use of adjoining lands in carrying out highway works	
	S 28	Shifting of apparatus, &c., in roads	
	S 30	Improvement, &c., of highways	
	S 34	Drainage works	
	S 35	Crossings over footpaths, table-drains, and gutters Where the corporation is of the opinion that works are necessary to be carried out in a highway under local management for the construction or repair of a vehicular crossing over a table-drain,	

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		gutter, or footpath at or opposite the entrance to land adjoining the highway, it may serve a written notice on the owner of the land requiring him to carry out those works within the time specified	
	S 36	Fencing of streets in towns	
	S 37	Alterations, &c., of entrances to highways	
	S 38	Removal of trees near highways	
	S 39	Obligation of occupiers to cut back vegetation, &c.	
	S 40	Animal barriers on highways	
	S 41	Prohibition of traffic likely to cause damage to highways	
	S 44	Protection of bridges from excessive loading	
	S 45(4)	Removal and disposal of abandoned articles Where it appears to the corporation that an article has, without lawful authority, been abandoned on a highway under local management, it may remove the article from the highway.	
	S 45(5)(6)(7)(8)(9)(10) and (12)	Removal and disposal of abandoned articles Where an article has been removed from a highway under this section, the corporation may, subject to this section, dispose of it in such manner as it thinks fit	
	S 46	Permission to carry out various works in relation to highways A corporation may, in accordance with its by-laws, grant a person written permission to do any one or more of the following things: (a) open or break up the soil or pavement of a local highway; (b) make a drain leading to a local highway; (c) put or place a pipe or make a drain leading into a sewer or drain or other work of the corporation in or under a local highway; (d) make an excavation, vault or cellar in or under a local highway; (e) install, under a local highway, pipelines, pipe systems or other infrastructure required for the transmission, distribution or supply of natural gas or other gaseous fuels; (f) erect a hoarding or scaffolding for building or any other purpose in or on a local highway.	Delegation excludes 46(2C)
	S 54	Names of highways, &c.	
	S 55	Numbering of buildings, &c.	

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	S 109	Lighting of certain State highways: Contributions by corporations to lighting of certain State highways	
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<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Monetary Penalties Enforcement Act 2005		Delegation (of functions or powers) by Council under section 22 Local Government Act 1993.	

<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Public Health Act 1997		Delegation (of functions or powers) by Council under section 22 Local Government Act 1993.	Excluding section: 185(1) – setting of fees

<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Right to Information Act 2009		Delegation (of functions or powers) by Council under section 22 Local Government Act 1993.	

<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Roads & Jetties Act 1935		Delegation (of functions or powers) by Council under section 22 Local Government Act 1993.	

<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Strata Titles Act 1998		Delegation (of functions or powers) by Council under section 22 Local Government Act 1993.	

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<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Traffic Act 1925	S 43(2)	Removal of things obstructing public streets - an authorised person may remove, take and detain articles placed or left in public streets to the obstruction, annoyance or danger of other persons.  Note: S 43(1)  <b>authorised person</b> means – (a) in the case of a public street anywhere in the State, a police officer; or (b) in the case of a public street in a municipal area, a person who is an employee or agent of the responsible council and has the approval of that council to exercise power under this section within that area.	
	S 43 (3)(4)(5)	Removal of things obstructing public streets A relevant authority must notify articles owner of removal and/or dispose of articles not removed.	

<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Urban Drainage Act 1993		Delegation (of functions or powers) by Council under section 22 Local Government Act 1993.	Excluding sections:  5(4), 5(6)(b), 7, and 8.

<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Vehicle & Traffic Act 1999	S 56C(2)(3)(4)(5)	Certain activities prohibited on public streets (i.e. selling goods, or a business, calling, or employment) – granting of permits	

<b>Legislation</b>	<b>Provision / Section</b>	<b>Function or Power</b>	<b>Condition or Restrictions</b>
Weed Management Act 1999	S 34(3)	Appoint an inspector for the purpose of the Weed Management Act 1999.	Prior approval required from the Secretary of the responsible Department.

**Human Resources & Financial Implications** – refer detail include in this report.

**Community Consultation & Public Relations Implications** – N/A.

**Priority - Implementation Time Frame** - Immediate.

## RECOMMENDATION

**THAT:**

- a) the information be received;
- b) Council approve/endorse the Delegations to the General Manager (as detailed in this report) subject to the conditions or restrictions identified;
- c) Council approve/endorse the Delegation to the Development Assessment Committee under the *Land Use Planning and Approvals Act 1993* subject to the conditions or restrictions identified; and
- d) Council acknowledge the ‘sub-delegations’ register which is included as a separate enclosure with this Report.

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

## 17.2 Sustainability

### Strategic Plan Reference 5.2

*Retain corporate and operational knowledge within Council / Provide a safe and healthy working environment / Ensure that staff and elected members have the training and skills they need to undertake their roles / Increase the cost effectiveness of Council operations through resource sharing with other organisations / Continue to manage and improve the level of statutory compliance of Council operations / Ensure that suitably qualified and sufficient staff are available to meet the Communities need / Work co-operatively with State and Regional organisations / Minimise Councils exposure to risk / Ensure that exceptional customer service continues to be a hallmark of Southern Midlands Council*

### 17.2.1 Goods and Services Purchasing Policy - Review

**Author:** GENERAL MANAGER (TIM KIRKWOOD)

**Date:** 12 MARCH 2022

**Enclosure(s):**

*Goods and Services Purchasing Policy (as amended)*

#### ISSUE

Council to consider and approve updated 'Goods and Services Purchasing Policy'

#### BACKGROUND

The existing Policy was approved in March 2020 and warrants review.

#### DETAIL

The Policy has been updated to include the following amendments:

- Employee Listing - differentiation between the role of Deputy General Manager and Manager- Community and Corporate Development (i.e. now separate positions);
- Deletion of the 'Corporate Compliance Officer' position - now incorporated in the role of Manager – Community and Corporate development); and
- Inclusion of the Pool Coordinator position – authority limited to the purchase of items directly associated with the maintenance and operations of the Oatlands Aquatic Centre within nominated limits.

Pending the transition to an online purchasing system (in conjunction with the implementation of the new IT system), the Pool Coordinator will be able to access the manual Order Book(s) at either the Oatlands or Kempton offices.

**Human Resources & Financial Implications – as per Policy.**

**Community Consultation & Public Relations Implications – N/A.**

**Priority - Implementation Time Frame – Immediate.**

## RECOMMENDATION

**THAT the ‘Goods and Services Purchasing Policy’ (as amended) be approved.**

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

**ENCLOSURE**  
*Agenda Item 17.2.1*



Council Policy  
**GOODS AND SERVICES PURCHASING POLICY**

Approved by: Council  
Approved date: 9<sup>th</sup> March 2022  
Review date:

**1. PURPOSE**

This aims of this Policy are to:

- (a) provide incumbents of positions authorisation to sign official Council purchase orders to requisition goods and services, pursuant to the relevant approved budget;
- (b) to properly and effectively discharge the responsibilities of positions (subject to all conditions listed in Item 5).

**2. COVERAGE**

- (a) This Policy covers and applies to employees listed in the below positions:
  - General Manager
  - Deputy General Manager
  - Manager - Community & Corporate Development
  - Manager - Corporate Services
  - Manager - Development and Environment Services
  - Manager - Heritage Projects
  - Manager – Infrastructure & Works
  - Manager - Natural Resource Management Unit
  - Senior Works Coordinator – North (Oatlands)
  - Works Coordinator – South (Kempton)
  - Senior Admin Officer – Oatlands
  - Senior Admin Officer – Kempton
  - Pool Coordinator (purchases limited to items directly associated with the maintenance and operations of the Oatlands Aquatic Centre)
  - Project Officer - Chauncy Vale (*purchases limited to items directly associated with the Chauncy Vale maintenance and projects*)
- (b) For employees acting in any of the above positions (e.g. during periods of annual leave etc.) they are deemed to be approved by the General Manager to sign purchase orders.

**3. REQUIREMENTS**

- (a) Workers must comply with this Policy.
- (b) Managers/Supervisors must reasonably communicate and implement this Policy within their area of responsibility.
- (c) Any capital equipment purchases (e.g. electrical, computer, minor tools & equipment, office furniture & equipment over the amount of \$1000.00 must be ordered through Corporate Services for inclusion on the Asset Register.



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Council Policy  
**GOODS AND SERVICES PURCHASING POLICY**

Approved by: Council  
Approved date: 9<sup>th</sup> March 2022  
Review date:

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#### **4. ROLE RESPONSIBILITIES**

##### **4.1 What are the Manager/Supervisor's Responsibilities?**

Managers/Supervisors are responsible for:

- (a) ensuring appropriate management of purchasing of goods and services;
- (b) ensuring orders are costed appropriately and provided to the Finance Officer in a timely manner for payment.

#### **5. CONDITIONS**

##### **5.1 Quotes**

For goods and services ranging between:-

- a) **\$5,000 to \$30,000**  
three (3) verbal quotations to be obtained and the lowest one accepted. Any variation from this rule requires approval from the General Manager.
- b) **\$30,000 to \$250,000**  
three (3) written quotations to be obtained and the lowest one accepted. Any variation from this rule requires approval from the General Manager.
- c) **\$250,000**  
Tenders are required for goods and services greater than \$250,000, in accordance with the Code of Tenders and Contracts.

All goods and services should be purchased from suppliers which are competitive in price, reliable in service and delivery, comply with relevant taxation and government legislation.

*Note: Where Council seeks tenders for the supply of goods and services, where possible and practical, at least 50% of the tenderers should be from within the municipal area.*

##### **5.2 Orders requiring counter-signing**

Orders greater than \$5,000 issued by the following Officers are required to be countersigned by the General Manager, Deputy General Manager, Manager - Community & Corporate Development, Manager - Corporate Services, Manager - Development and Environmental Services, Manager – Infrastructure & Works, , Manager - Heritage Projects or Manager - Natural Resource Management.



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Council Policy  
**GOODS AND SERVICES PURCHASING POLICY**

Approved by: Council  
Approved date:  
Review date: 9<sup>th</sup> March 2022

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- Senior Admin Officer – Oatlands
- Senior Admin Officer – Kempton
- Pool Coordinator (purchases limited to items directly associated with the maintenance and operations of the Oatlands Aquatic Centre)
- Project Officer - Chauncy Vale (*purchases limited to items directly associated with the Chauncy Vale maintenance and projects*)

### **5.3 Orders exceeding \$10,000**

Orders greater than \$10,000 issued by the following Officers are required to be countersigned by the General Manager, Deputy General Manager, Manager – Infrastructure & Works, Manager - Corporate Services:

- Senior Works Coordinator – North (Oatlands)
- Works Coordinator – South (Kempton)

### **5.4 Order Books**

Order books will only be issued to persons appointed to the following positions, recognising that one Order book will be kept at both the Oatlands and Kempton offices.

- Deputy General Manager (Kempton Office)
- Manager Corporate Services (Oatlands Office)
- Manager – Infrastructure & Works
- Manager – Heritage Projects
- Manager – Natural Resource Management
- Senior Works Coordinator – North (Oatlands)
- Works Coordinator – South (Kempton)

Note: It is pointed out that order books are accountable forms and as such the person signing for the book will be responsible to ensure that at completion these books are returned to the Finance Officer.

## **6. RELATED DOCUMENTS**

Code for Tenders and Contracts  
Code of Conduct  
Fraud Control Policy

## **7. DOCUMENT ADMINISTRATION**

This Instruction is a managed document and is to be reviewed every three (3) years or as directed by the General Manager.



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Council Policy  
**GOODS AND SERVICES PURCHASING POLICY**

Approved by: Council  
Approved date: 9<sup>th</sup> March 2022  
Review date: 9<sup>th</sup> March 2022

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This document is Version 4.0 effective 1<sup>st</sup> April 2022. The document is maintained by Corporate Services, for the Southern Midlands Council.

**17.2.2 Proposed Timetable – Review of Strategic Plan (Desktop review) and 2022-2023 Budget Timetable**

**Author:** GENERAL MANAGER (TIM KIRKWOOD)

**Date:** 11 MARCH 2022

**Enclosure(s):**

*Proposed Timetable*

**ISSUE**

Council to consider the proposed timetable and confirm scheduled dates.

**BACKGROUND**

Nil.

**DETAIL**

Please refer to the attached Timetable.

**Human Resources & Financial Implications – N/A.**

**Community Consultation & Public Relations Implications – N/A.**

**Priority - Implementation Time Frame – As per proposed timetable.**

**RECOMMENDATION**

**THAT Council consider the proposed timetable and confirm scheduled dates.**

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

**ENCLOSURE**

*Agenda Item 17.2.2*

**2022-23 BUDGET TIMETABLE**

Bus Tour	Monday	4-Apr	
Management Team Workshop	Tuesday	12-Apr	Strategic Plan (Desktop review)
Council Workshop	Wednesday	20-Apr	Council Workshop date has been delayed until 18th April as the Lake Dulverton Management Committee is scheduled to meet on 11th April. Workshop Items: - Presentation - overview of Moloneys Asset Management System (Road Assets) - Oatlands Aquatic Centre - Facility Logo - Climate Change Program (Tree Planting Proposal) - Graham Green - Hobart City Mission Project (Maryanne Orchard) - Address
Council Meeting	Wednesday	27-Apr	
Preliminary Workshop	Monday	9-May	Oatlands - commencing at 9.30 a.m. - Strategic Plan 2020-29 (desktop review) - Financial Management Strategy overview - Capital Works Program - discussion relating to potential items - Preliminary Rating Discussion (TBC - awaiting fresh Property Valuation)
Council Meeting	Wednesday	25-May	
Workshop	Monday	30-May	Oatlands - commencing at 9.30 a.m. - Draft Operating Budget - Preliminary Rating Discussion (TBC - awaiting fresh Property Valuation)
Workshop	Monday	6-Jun	Oatlands - commencing at 9.30 a.m. - Complete draft Operating Budget - Capital Works Budget - Rating Discussion
Public Holiday	Monday	13-Jun	Queens Birthday
Workshop - Draft Budget (if required)	Wednesday	15-Jun	Oatlands - commencing at 9.30 a.m. Finalise all Budget Documents (incl. Rates & Charges)
Other Meetings (Information Only - not planning to attend)		19-22 June	ALGA National General Assembly, Canberra
Council Meeting	Wednesday	22-Jun	Formal Adoption - Rates & Charges & Budget

### **17.2.3     Tabling of Documents**

Nil.

### **17.2.4     Elected Member Statements**

An opportunity is provided for elected members to brief fellow Councillors on issues not requiring a decision.

## 17.3 Finances

### Strategic Plan Reference 5.3

*Community's finances will be managed responsibly to enhance the wellbeing of residents / Council will maintain community wealth to ensure that the wealth enjoyed by today's generation may also be enjoyed by tomorrow's generation / Council's financial position will be robust enough to recover from unanticipated events, and absorb the volatility inherent in revenues and expenses.*

### 17.3.1 Monthly Financial Statement (Period ending 28 February 2022)

**AUTHOR:** FINANCE OFFICER (MANDY BURBURY)

**DATE:** 4 MARCH 2022

#### ISSUE

Provide the Financial Report for the period ending 28<sup>th</sup> February 2022.

#### BACKGROUND

The Operating Expenditure Report includes a Year To Date (YTD) Budget Column, with variations (and percentage) based on YTD Budgets.

*Note: Depreciation is calculated on an annual basis at the end of the financial year, therefore the budget and expense for depreciation are included in the June period.*

#### DETAIL

The enclosed Report incorporates the following: -

- Statement of Comprehensive Income – 1 July 2021 to 28 February 2022.
- Operating Expenditure Report – 1 July 2021 to 28 February 2022.
- Capital Expenditure Report – 1 July 2021 to 28 February 2022.
- Cash Flow Statement – 1 July 2021 to 28 February 2022.
- Rates & Charges – as at 11 March 2022

#### OPERATING EXPENDITURE (OPERATING BUDGET)

Overall operating expenditure to end of January was \$4,894,747, which represents 83.2% of the Year to Date Budget.

Whilst there is one variation within the individual Program Budgets (refer following comment), expenditure is consistent with the Budget.

#### ***Strategic Theme - Infrastructure***

Nil.

#### ***Strategic Theme – Growth***

**Sub-Program – Business** - expenditure to date (\$184,152 – 141.91%). Additional expenditure relates to private works. The additional expense will be offset by an increase in private works income.

***Strategic Theme – Landscapes***

Nil.

***Strategic Theme – Community***

Nil.

***Strategic Theme – Organisation***

Nil.

**CAPITAL EXPENDITURE PROGRAM**

Nil.

**RECOMMENDATION**

**THAT the Financial Report be received and the information noted.**

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

**STATEMENT OF COMPREHENSIVE INCOME**  
for the period 1<sup>st</sup> July 2021 to 28<sup>th</sup> February 2022

	Annual Budget \$	Year to Date as at 28 <sup>th</sup> February \$	%	Comments
<b>Income</b>				
General rates	5,995,491	6,006,077	100.2%	Includes Interest & Penalties on rates
User Fees (refer Note 1)	786,810	597,340	75.9%	Includes Private Works
Interest	125,000	15,748	12.6%	
Government Subsidies	72,431	27,599	38.1%	Heavy Vehicle Licence Fees, Road Rescue MAIB reimbursements & Interest Subsidy
Contract Income	0	0		
Other (refer Note 2)	192,400	154,887	80.5%	Includes TasWater Distributions
<b>Sub-Total</b>	<b>7,172,132</b>	<b>6,801,652</b>	<b>94.8%</b>	
Grants - Operating	3,619,473	1,398,711	38.6%	
<b>Total Income</b>	<b>10,791,605</b>	<b>8,200,363</b>	<b>76.0%</b>	
<b>Expenses</b>				
Employee benefits	-4,387,132	-2,115,529	48.2%	Less Roads - Resheeting (Capitalised)
Materials and contracts	-3,357,595	-2,567,078	76.5%	Less Roads - Resheeting (Capitalised), Includes Land Tax
Depreciation and amortisation	-3,004,300	-1,994,658	66.4%	Percentage Calculation (based on year-to-date)
Finance costs	-67,891	-36,739	54.1%	Interest
Contributions	-245,179	-122,590	50.0%	Fire Service Levies
Other	-147,571	-107,981	73.2%	Audit Fees and Councillor Allowances
<b>Total expenses</b>	<b>-11,209,668</b>	<b>-6,944,574</b>	<b>62.0%</b>	
<b>Surplus (deficit) from operations</b>	<b>-418,063</b>	<b>1,255,789</b>	<b>-300.4%</b>	
Grants - Capital (refer Note 3)	6,431,085	3,323,068	51.7%	
Sale Proceeds (Plant & Machinery)	0	130,000		
Sale Proceeds (Land)	0	0		
Sale Proceeds (Other Assets)	0	4,300		Includes used wheelie bins & sale of Mill assets
Net gain / (loss on disposal of non-current assets)	-7,000	0		
<b>Surplus / (Deficit)</b>	<b>6,006,022</b>	<b>4,713,157</b>	<b>78.5%</b>	

**STATEMENT OF COMPREHENSIVE INCOME**  
for the period 1<sup>st</sup> July 2021 to 28<sup>th</sup> February 2022

NOTES	Annual Budget \$	Year to Date as at 28 <sup>th</sup> February \$	%	Comments
<b>1. Income - User Fees (Budget \$681,158) includes:</b>				
- All other Programs	584,279	353,126	60.4%	
- Private Works	202,531	244,215	120.6%	
	<u>786,810</u>	<u>597,340</u>	75.9%	
<b>2. Income - Other (Budget \$86,000) includes:</b>				
- Tas Water Distributions	182,400	76,000	41.67%	
- HBS Dividend	10,000	0	0.00%	
- Public Open Space Contribution	0	0		
- Headworks Contribution	0	2,273		
- Donations for use of recreation facilities	0	365		Blue Gum Rovers (Tunnack Rec) & CMCA Overlanders Chapter (Callington Park)
- Motor Vehicle Registration Reimbursement	0	320		
- Worker's Comp. Wage Reimbursement	0	50,329		
- Contributions to Kempton Play Equipment	0	4,000		Kempton Festival, Green Ponds Progress Assoc. & Brighton Green Ponds RSL
- Shaw Contracting Contribution to Inglewood Road	0	21,600		
	<u>192,400</u>	<u>154,887</u>	80.5%	
<b>3. Grants - Capital (Budget includes):</b>				
- Elderslie/Bluff Road Junction (Black Spot)	150,000	0	0.00%	
- Local Roads & Comm Infrastructure - Phase 1	158,281	91,278	57.67%	\$91,278 (rec'd in advance - unspent as at 30/6/2021)
- Local Roads & Comm Infrastructure - Phase 2	546,863	485,960	88.86%	\$485,960 (rec'd in advance - unspent as at 30/6/2021)
- Local Roads & Comm Infrastructure - Phase 3	463,625	0	0.00%	\$1,331,062 Projects to be completed by 30.06.23
- Reeve St Intersection Campania (Vuln. Road Users)	200,000	0	0.00%	
- Roads To Recovery	665,531	426,000	64.01%	
- Comm Dev Grant Program - Broadmarsh Streetscape	230,000	0	0.00%	
- Midland Hway/ Mood Food Pathway	147,565	0	0.00%	
- Comm Dev Grant Program - U/Ground Lighting (250K)	125,000	0	0.00%	
- Comm Dev Grant Program - Lake Dulverton (220K)	220,000	154,000	70.00%	
- Department of Health - Chauncy Vale (Wombat Walk)	24,220	24,220	100.00%	\$485,960 (rec'd in advance - unspent as at 30/6/2021)
- State Grant Oatlands Aquatic Centre	2,000,000	2,000,000	100.00%	\$2.00 million (rec'd in advance - unspent as at 30/6/2021)
- Federal Grant Oatlands Aquatic Centre	1,500,000	0	0.00%	
- Comm Dev Grant - Oatlands Aquatic Centre (\$500K)	0	0		
- Comm Dev Grant - Campania Bush Reserve (\$100K)	0	92,110		
- Comm Dev Grant - Kempton Streetscape (\$75K)	0	45,000		
- Comm Dev Grant - Broadmarsh Streetscape (\$230K)	0	0		
- Electric Vehicle ChargeSmart Grant (\$45K)	0	4,500		First Instalment
	<u>6,431,085</u>	<u>3,323,068</u>	51.67%	
<b>4. Grant - Operating (Budget \$3,564,167) includes:</b>				
<b>Operating Grants</b>				
- FAGS	3,619,473	1,387,424	38.3%	Actual Grant - \$3,657,903 (\$1,808,005 prepayment in 20/21 + 4 instalments of \$462,474.50)
- Communities for Children - School Holiday Program	0	7,501		
- Volunteer Support Grant Fund (DPFEM)	0	3,787		SES equipment
	<u>3,619,473</u>	<u>1,398,711</u>	38.6%	

**SOUTHERN MIDLANDS COUNCIL : OPERATING EXPENDITURE 2021/22  
 SUMMARY SHEET**

PROGRAM	YTD ACTUAL (as at 28 Feb 22)	YTD BUDGET (as at 28 Feb 22)	YTD VARIANCE	YTD VARIANCE %	FULL YEAR BUDGET - REVISED INC. GRANTS & OTHER
<b>INFRASTRUCTURE</b>					
Roads	919,047	1,032,208	113,161	89.04%	3,350,313
Bridges	14,918	31,030	16,113	48.07%	400,987
Walkways	150,174	169,147	18,973	88.78%	226,220
Lighting	46,815	56,800	9,985	82.42%	85,200
Public Toilets	49,410	53,494	4,084	92.37%	77,741
Sewer/Water	-	-	-	-	-
Drainage	22,656	21,410	1,246	105.82%	79,614
Waste	599,464	707,173	107,708	84.77%	1,088,258
Information, Communication	-	-	-	-	-
<b>INFRASTRUCTURE TOTAL:</b>	<b>1,802,484</b>	<b>2,071,261</b>	<b>268,778</b>	<b>87.02%</b>	<b>5,308,333</b>
<b>GROWTH</b>					
Residential	-	-	-	-	-
Tourism	22,121	38,733	16,612	57.11%	48,700
Business	184,152	129,770	-54,383	141.91%	957,904
Industry	-	-	-	-	-
<b>GROWTH TOTAL:</b>	<b>206,273</b>	<b>168,503</b>	<b>-37,770</b>	<b>122.42%</b>	<b>1,006,604</b>
<b>LANDSCAPES</b>					
Heritage	195,484	279,951	84,467	69.83%	414,926
Natural	141,528	156,735	15,207	90.30%	219,603
Cultural	-	9,000	9,000	0.00%	13,500
Regulatory - Development	424,780	593,019	168,240	71.63%	889,530
Regulatory - Public Health	7,529	13,550	6,021	55.57%	20,325
Regulatory - Animals	66,162	74,809	8,647	88.44%	111,113
Environmental Sustainability	-	-	-	-	-
<b>LANDSCAPES TOTAL:</b>	<b>835,483</b>	<b>1,127,064</b>	<b>291,581</b>	<b>74.13%</b>	<b>1,668,997</b>
<b>COMMUNITY</b>					
Community Health & Wellbeing	110,771	179,116	68,345	61.84%	267,425
Recreation	239,574	501,028	261,455	47.82%	729,670
Access	-	-	-	-	-
Volunteers	31,339	40,000	8,661	78.35%	45,000
Families	3,018	9,000	5,982	33.53%	11,500
Education	-	-	-	-	-
Capacity & Sustainability	28,494	36,128	7,635	78.87%	44,405
Safety	16,644	26,467	9,823	62.89%	39,700
Consultation & Communication	9,846	11,908	2,063	82.68%	17,300
<b>LIFESTYLE TOTAL:</b>	<b>439,684</b>	<b>803,648</b>	<b>363,963</b>	<b>54.71%</b>	<b>1,155,000</b>
<b>ORGANISATION</b>					
Improvement	63,722	71,260	7,538	89.42%	106,890
Sustainability	1,361,518	1,451,756	90,237	93.78%	2,500,667
Finances	185,584	189,590	4,006	97.89%	328,179
<b>ORGANISATION TOTAL:</b>	<b>1,610,824</b>	<b>1,712,605</b>	<b>101,781</b>	<b>94.06%</b>	<b>2,935,736</b>
<b>TOTALS</b>	<b>\$4,894,747</b>	<b>\$5,883,081</b>	<b>\$988,333</b>	<b>83.2%</b>	<b>\$12,074,670</b>

**CAPITAL EXPENDITURE PROGRAM 2021-22**  
**As at 28 February 2022**

		BUDGET	EXPENDITURE	BALANCE	COMMENTS
		\$	\$	\$	
<b>INFRASTRUCTURE</b>					
<b>ROAD ASSETS</b>					
Resheeting Program	Roads Resheeting	800,000	333,470	466,530	
Reseal Program	Roads Resealing (as per program below)	300,000	0	300,000	\$100k of \$400k budget identified as savings Nov 2021
	Bagdad - Chauncy Vale Road (1500 m2)	0	0	0	
	Bagdad - Green Valley Road (3000m2)	0	0	0	
	Bagdad - Huntingdon Tier Road, Bagdad (Starting at WTS 4800m2)	0	0	0	
	Bagdad - School Road (2400m2)	0	0	0	
	Campania - Brownwood Estate (1000m2 / 2 coat seal)	0	0	0	
	Levendale - Woodsdale Road (Near Hall 4200m2)	0	0	0	
	Mangalore - Blackbrush Road (3500 m2)	0	0	0	
	Oatlands - Marlborough Street (2200m2)	0	0	0	
	Oatlands - Nelson Street (200m2 / 2 coat seal)	0	0	0	
	Tunbridge - Allison Street (350m2)	0	0	0	
	Tunbridge - Ballochmyle Road (1350m2)	0	0	0	
	Tunbridge - Lowe Street (1600m2)	0	0	0	
	Tunbridge - Scott Street (1000m2 + 450m2 /2 coat seal)	0	0	0	
	Tunbridge - Butler Street (1250m2 / 2 coat seal)	0	0	0	
	Tunbridge - Victoria Street (250m2 / 2 coat seal)	0	0	0	
	Woodsdale - Woodsdale Road (North of Nutting Garden Bridge 1500m2)	0	0	0	Included in Woodsdale Road Reconstruction Patches
Reconstruct & Seal		-100,000	0	-100,000	\$100k identified as Project Savings Nov 2021
	Bagdad - Green Valley Rd / Huntingdon Tier Road Jnct (250 metres)	35,100	39,201	-4,101	RTR 21/22
	Baden - Woodsdale Road (700m Reconstruction)	115,500	83,801	31,699	Urgent works to be carried out in lieu of Stonor Road (700m)
	Oatlands - South Parade (including Kerb, Channel and Footpath)	170,000	8,753	161,247	WIP 30.06.21 \$2,591 RTR 21/22 (\$150,000)
	Stonor - Stonor Road (western end) (1000 metres)	165,000	145,026	19,974	
	York Plains - York Plains Road (pavement failures) (500 metres)	82,500	0	82,500	LRCI P3
	Woodsdale Road - Reconstruction Patches	170,200	139,922	30,278	Budget Alteration Nov 2021
	Woodsdale Road - Reconstruction Patches	195,000	0	195,000	RTR \$127,700 (nominated with savings from other projects)
	Ingwood Road - Reconstruction Patches	85,000	0	85,000	Nov 2021 (Offset by \$21,600 contribution by Shaw Contracting)

**CAPITAL EXPENDITURE PROGRAM 2021-22**  
**As at 28 February 2022**

		BUDGET	EXPENDITURE	BALANCE	COMMENTS	
		\$	\$	\$		
Construct & Seal (Unsealed Roads)	Bagdad - Green Valley Road (650m New Seal)	81,400	73,049	8,351	RTR \$71,400 (project nominated using savings from 20/21 RTR)	
	Bagdad - Huntingdon Tier (400m new seal) Two Coat	84,000	43,955	40,045		
	Lower Marshes - Lower Marshes Road (approx. 750 Metres)	144,375	1,190	143,185	RTR 21/22 (\$143,281)	
	Mangalore - Ballyhooly Road (approx 500 metres)	96,250	1,190	95,060	RTR 21/22	
	Tunnack - Eldon Road (1,100 metres new seal)	171,300	177,297	-5,997	RTR 21/22	
Minor Seals (New)	Rhyndaston - Rhyndaston Road Dust Suppressant	20,000	0	20,000		
	Tunnack - Scotts Road Dust Suppressant	20,000	0	20,000		
Other	Elderslie - Cockatoo Gully Road Landslip repairs	35,000	23,268	11,732	Budget Alteration Nov 2021	
	Tunnack - Link Road Landslip repairs	25,000	107	24,893	Budget Alteration Nov 2021	
	Tunnack - Eldon Road Landslip repairs	50,000	73,090	-23,090	Budget Alteration Nov 2021	
	Campania - Estate Road (vicinity Mallow property)	49,000	13,544	35,456	\$10K Budget c/fwd WIP 30/06/21 \$3638.16	
	Campania - Main Intersection/Carpark Design Concept	50,000	0	50,000	\$50K c/fwd	
	Campania - Reeve St / Clime Street (includes Footpath)	70,000	11,419	58,581	\$70K Budget c/fwd WIP 30/6/20 \$11,418.84	
	Campania - Reeve St Junction/footpath/kerb & channel	200,000	5,285	194,715	Vulnerable Road Users Program	
	Dysart - Cliftonvale & Sugarloaf Rd Junction Improvements	16,884	16,884	0.00	WIP 30/06/20 \$16,884.46 Budget moved to urgent works 11/2021	
	Elderslie - Bluff Road Intersection Upgrade	150,000	100,829	49,171	WIP 30/06/21 \$36992.28	
	Elderslie - Elderslie Road Widening Investigation & Trial (Sth Blackbrush)	40,000	6,777	33,223	WIP 30/06/21 \$1078.54	
	Oatlands - Hasting Street Junction	15,000	959	14,041	\$15K Budget c/fwd WIP 30/6/19 \$958.52	
	Tea Tree - Grices Road (Tree removal, set-back of embankment, drainag	15,000	0	15,000		
	Woodsdale - Woodsdale Road (400m safety rail in two sections, The Cutt	17,000	9,016	7,984		
			<b>3,368,509</b>	<b>1,308,032</b>	<b>2,060,477</b>	
	BRIDGE ASSETS	Interlaken Road (Dulv Rvlt - Bridge No 3861) - Widening	42,218	53,525	-11,307	
Woodsdale Road (Nutting Garden Rivulet - Bridge No 4084)		148,200	228,298	-80,098	Budget c/fwd RTR (\$94,531) WIP 30/06/21 \$16,917.03	
York Plains Road (Kitty's Rivulet - Bride No 457)		42,218	33981.36	8,237	WIP 30/06/21 \$25,945	
			<b>232,636</b>	<b>315,804</b>	<b>-83,168</b>	

**CAPITAL EXPENDITURE PROGRAM 2021-22**  
**As at 28 February 2022**

		BUDGET	EXPENDITURE	BALANCE	COMMENTS
		\$	\$	\$	
<b>WALKWAYS</b>	Footpaths - General Streetscapes	225,000	0	225,000	Includes \$170K Budget C/fwd, \$20K moved to South Parade
	Bagdad - East Bagdad Road	210,000	151,524	58,476	Budget c/fwd WIP 30/6/21 \$143062.53
	Bagdad - Midland Highway - Walking Path Upgrade (500 metres)	50,000	0	50,000	
	Broadmarsh - Streetscape Works	230,000	206,524	23,476	Budget c/fwd WIP 30/06/21 \$190864.48
	Campania - Review Manag. Plan (Site Plan) / Walking Tracks (Bush Res	5,000	0	5,000	\$5K Budget c/fwd
	Campania - Reeve Street - Footpath through to Hall	30,000	0	30,000	
	Kempton - Midlands Highway/Mood Food	147,565	0	147,565	
	Kempton - Streetscape Plan (Review & Implementation)	35,000	1,881	33,119	Budget c/fwd WIP 30/06/21 \$1881.13
	Kempton - Streetscape Plan - Footpath Renewal (Dysart House)	23,000	0	23,000	Budget c/fwd
	Kempton - Streetscape Plan - Footpath Renewal (southern end)	60,000	0	60,000	LRCI P3
	Kempton - Jones' Subdivision - Footpath/kerb & gutter/stormwater	242,660	243,000	-340	LRCI P3
	Kempton - Main St, Sophia to Erskine (145m) - Footpath/kerb & gutter/stc	52,032	878	51,154	LRCI P2
	Kempton - Old Huntingground Road (Footpath / School Crossing etc.)	27,000	0	27,000	
	Kempton - Streetscape Plan - Victoria Memorial Hall	110,000	157,499	-47,499	Budget c/fwd WIP 30/06/20 \$109,336.52
	Melton Mowbray - Streetscape Works (Trough / Shelter etc)	30,000	5,318	24,682	WIP 30/06/20 \$5318.18
	Oatlands - High Street (Footpath Renewal)	61,281	67,963	-6,682	LRCI P1
	Oatlands - Wellington Street (Footpath, Kerb, Guttering Anstey Crt to High	54,000	66,776	-12,776	LRCI - Renominated from P1 savings
	Oatlands - Wellington Street (Footpath - High to Infant Car Park - Gravel t	24,225	44,770	-20,545	
	Oatlands - Wellington Street (Footpath - Oak Court to Anstey Court)	0	8,025	-8,025	
	Oatlands - Stanley Street (Concrete Footpath, Marlborough St to High St)	43,000	64,265	-21,265	LRCI - Renominated from P1 savings
	Oatlands - Church Street (High St to Esplanade - Gravel to Concrete - 24	28,800	0	28,800	
	Tunbridge - Main Street (Ongoing Kerb & Gutter Renewal)	20,000	335	19,665	
	Tunnack - Streetscape concept Plan	50,000	34,153	15,847	\$45K budget c/fwd WIP 30/06/21 \$28,770.96
		<b>1,758,563</b>	<b>1,052,911</b>	<b>705,652</b>	
<b>LIGHTING</b>	Oatlands - Esplanade Project	384,000	321,658	62,342	Budget c/fwd WIP 30/6/21 \$162,203.16
		<b>384,000</b>	<b>321,658</b>	<b>62,342</b>	
<b>PUBLIC TOILETS</b>	Campania - Flour Mill Park - Concrete Pathways/drainage/remove pavers	15,000	0	15,000	Budget c/fwd
	General Public Toilets - Upgrade Program	20,000	0	20,000	Budget c/fwd
		<b>35,000</b>	<b>0</b>	<b>35,000</b>	

**CAPITAL EXPENDITURE PROGRAM 2021-22**  
**As at 28 February 2022**

	BUDGET	EXPENDITURE	BALANCE	COMMENTS
	\$	\$	\$	
<b>DRAINAGE</b>				
Bagdad - Lyndon Road	15,000	0	15,000	\$15K Budget c/fwd
Bagdad - Blackbrush Road Drainage (kerb, gutter, footpath)	430,000	84,431	345,568.65	LRCI Phase 2 - WIP 30/06/21 \$6,575.80
Bagdad - Hall Lane Drainage	75,000	11,397	63,602.64	LRCI Phase 2 - WIP 30/06/21 \$3,592.71
Campania - Estate Road (School Farm)	10,000	0	10,000	\$10K Budget c/fwd
Oatlands - High St/Wellington Street Junction	5,000	0	5,000	\$5K Budget c/fwd
Stormwater Management Plan	0	656	-656	
	<b>535,000</b>	<b>96,485</b>	<b>438,515</b>	
<b>WASTE</b>				
Wheelie Bins and Crates	5,000	605	4,395	
WTS Safety & Operational Improvements	25,000	0	25,000	
Campania WTS Improvements - Gates	0	8,280	-8,280	
Dysart WTS Improvements - Gates	0	8,520	-8,520	
	<b>30,000</b>	<b>17,405</b>	<b>12,595</b>	
<b>GROWTH</b>				
<b>TOURISM</b>				
Jericho - Memorial Avenue - Plaques (Stage 1 of 2 - \$20K per year)	20,000	0	20,000	
Kempton - Memorial Avenue Park - Interps (Stage 1 of 2 - \$20K per year)	20,000	0	20,000	
Oatlands Accommodation Facility	0	21,104	-21,104	To be offset by Barrack Street Property WIP 30/6/21 \$3,502.41
	<b>40,000</b>	<b>21,104</b>	<b>18,896</b>	
<b>LANDSCAPES</b>				
<b>HERITAGE</b>				
Heritage Collections Store	10,000	3,700	6,300	Budget c/fwd WIP 30/06/21 \$1,500
Oatlands - Barrack Street Police House (\$110K over 2 years)	55,000	0	55,000	
Oatlands - Callington Mill (Limestone Seal in Precinct)	27,250	9,074	18,176	
Oatlands - Commissariat (79 High Street) Boundary Fence	6,000	0	6,000	Budget c/fwd
Oatlands - Court House (Sandstone wall restoration)	15,000	0	15,000	
Oatlands - Gaol Aluminium Temporary Steps (Entrance)	3,500	0	3,500	\$3.5K Budget c/fwd
Oatlands - Gaol Wingwall Restoration	8,000	0	8,000	
Oatlands - Roche Hall Forecourt (Interps - Planning Condition of Approval)	40,000	0	40,000	\$40K Budget c/fwd
Parattah - Railway Station - Shed for Gangers Trolley	2,000	0	2,000	
	<b>166,750</b>	<b>12,774</b>	<b>153,976</b>	

**CAPITAL EXPENDITURE PROGRAM 2021-22**  
**As at 28 February 2022**

		BUDGET	EXPENDITURE	BALANCE	COMMENTS
		\$	\$	\$	
<b>NATURAL</b>	Chauncy Vale - Wombat Walk	39,250	22,235	17,016	Includes \$29,250 grant WIP 30/06/21 \$5,030.25
	Oatlands - Lake Dulverton Improvements	0	1,183	-1,183	Bench Seat
	Oatlands - Lake Dulverton Walkway (Grants \$135K + \$85K)	220,000	210,424	9,576	\$220K Budget c/fwd WIP \$121583.30
	Municipal Area - Preventing Roadkill (Signs)	5,000	0	5,000	
		<b>264,250</b>	<b>233,842</b>	<b>30,408</b>	
<b>CULTURAL</b>	Nil	0	0	0	
		<b>0</b>	<b>0</b>	<b>0</b>	
<b>REGULATORY - DEVELOPMENT</b>	Kempton Council Chambers - Chambers Restoration Works	15,000	1,818	13,182	\$5K Budget c/fwd WIP 30/06/21 \$1,818.18
	Kempton Council Chambers - Clock Restoration Works	20,000	7,961	12,039	Budget c/fwd WIP \$501.50
	Kempton Council Chambers - Office Furniture & Equipment	5,000	656	4,344	
	Kempton Council Chambers - Solar Proposal	11,145	16,867	-5,722	
		<b>51,145</b>	<b>27,303</b>	<b>23,842</b>	
<b>REGULATORY - PUBLIC HEALTH</b>	Water Bottle Refill Stations	7,980	0	7,980	
	Kempton - Community Health Facility	400,000	324,974	75,026	Budget c/fwd WIP 30/06/21 \$324,497.46
		<b>407,980</b>	<b>324,974</b>	<b>83,006</b>	
<b>REGULATORY - ANIMAL CONTROL</b>	Kempton - Dog Pound(s)	35,000	20,968	14,032	Budget c/fwd WIP 30/06/21 \$14,370.46
		<b>35,000</b>	<b>20,968</b>	<b>14,032</b>	
<b>COMMUNITY COMMUNITY HEALTH &amp; WELLBEING</b>	Communities for Children - Play equipment for trailer	0	2,655	-2,655	
		<b>0</b>	<b>2,655</b>	<b>-2,655</b>	

**CAPITAL EXPENDITURE PROGRAM 2021-22**  
**As at 28 February 2022**

		BUDGET	EXPENDITURE	BALANCE	COMMENTS
		\$	\$	\$	
<b>RECREATION</b>	Recreation Committee	25,000	0	25,000	
	Bagdad - Bagdad Community Club (Precinct Plan)	25,000	0	25,000	
	Campania - Public Open Space dev (Justitia Park)	12,000	0	12,000	
	Campania - Recreation Ground (Internal Toilet Improvements)	40,000	8,636	31,364	Budget c/fwd WIP 30/06/21 \$8,636.36
	Kempton - Memorial Avenue Park (Gifted to Council)	0	155	-155	WIP 30/06/20 \$155
	Kempton - Memorial Hall Improvements (Online Access Centre)	0	449	-449	
	Kempton - Memorial Hall Portico	52,000	54,332	-2,332	Budget c/fwd WIP \$54,332.24
	Kempton - Off-lead Dog Park	43,125	0	43,125	LRCI Phase 3
	Kempton - Recreation Ground (Lighting)	16,000	0	16,000	Budget c/fwd
	Kempton - Recreation Ground (Roof Struct Entry to Clubrooms)	15,000	1,068	13,932	Budget c/fwd WIP 30/06/21 \$468.18
	Kempton - Recreation Ground (Site Dev and Play Equipment)	25,000	750	24,250	
	Kempton - Skate Park (Council Commitment)	5,000	4,023	977	
	Mangalore - Hall (replace Gutters and Roofing)	18,000	0	18,000	Budget c/fwd
	Oatlands - Aquatic Centre (New Pool) - WIP prior to 2020/21	941,987	941,987	0	WIP 30/06/20 \$166,197.29, 30/6/19 \$395,896.00, 30/6/18 \$378,800
	Oatlands - Aquatic Centre (New Pool) - Construction	9,379,600	4,786,093	4,593,507	WIP 30/06/21 \$1,741,641.16
	Oatlands - Callington Park (Two seats)	7,000	4,687	2,313	
	Oatlands - Callington Park (Lighting & Surveillance)	6,000	7,428	-1,428	
	Oatlands - Community Hall (Maintenance Program)	51,300	0	51,300	
	Oatlands - Midlands Memorial Comm Centre (Roof & Insulation)	39,000	0	39,000	
	Tunbridge - Hall Council contribution to damaged wall	1,573	3,271	-1,698	\$12,500 committed & \$10,927 spent in 2020/21
	Tunbridge - Park Perimeter Fence (Safety)	30,000	15,877	14,123	Budget c/fwd
		<b>10,732,585</b>	<b>5,828,757</b>	<b>4,903,828</b>	
<b>ACCESS</b>	All Buildings (Priority Approach)	50,000	0	50,000	Budget c/fwd - 5 years @ \$10K per year
	Tunbridge Community Club (SMC Contribution Accessible Toilets)	20,000	200	19,800	
		<b>70,000</b>	<b>200</b>	<b>69,800</b>	
<b>CAPACITY &amp; SUSTAINABILITY</b>	Campania Bush Reserve / Cemetery	300,000	9,942	290,058	WIP 30/06/21 \$5,194.75
	Levendale Community Centre	38,390	0	38,390	Budget c/fwd
	Oatlands - Church Street Sub-Division	0	28,276	-28,276	Expenses offset on sale of properties WIP 30/06/21 \$6,764.66
	Oatlands - Community Shed (TMSA Grant)	0	1,130	-1,130	Income received OBO Community Shed 2020/21
	Oatlands - Stanley Street Master Plan	20,000	0	20,000	
	Oatlands Structure Plan	25,000	34,155	-9,155	\$25K Budget c/fwd WIP \$23,203
		<b>383,390</b>	<b>73,503</b>	<b>309,887</b>	

**CAPITAL EXPENDITURE PROGRAM 2021-22**  
**As at 28 February 2022**

		BUDGET	EXPENDITURE	BALANCE	COMMENTS
		\$	\$	\$	
<b>SAFETY</b>	Nil	0	0	0	
		0	0	0	
<b>ORGANISATION</b>					
<b>SUSTAINABILITY</b>	Oatlands - Council Chambers - Internal Toilets Upgrade	100,000	0	100,000	Budget c/fwd
	Oatlands - Council Chambers - Damp Issues & Stonemasonry	15,000	0	15,000	Budget c/fwd
	Oatlands - Council Chambers - Works Office (floor coverings)	5,000	0	5,000	Budget c/fwd
	Oatlands - Town Hall (General - Incl. Office Equip/Furniture)	5,000	763	4,237	
	Records System	30,000		30,000	\$20K Budget c/fwd
	Computer System (Hardware / Software)	80,000	36,656	43,344	
	Municipal Revaluation	0	19,320	-19,320	To be ammortised over 5 years (commencing 01.07.22)
	Asset Revaluation - Moloneys Asset Management Systems - Roads	49,500	0	49,500	To be ammortised over 3 years
		<b>284,500</b>	<b>56,739</b>	<b>227,761</b>	
<b>WORKS</b>	Kempton Depot - Property Purchase (Year 3 Budget of \$180K)	45,000	45,000	0	Total Project Cost - to be funded over 4 yrs (Yr 3 - \$45K)
	Kempton Depot - Internal Building Improvements	30,000	34,947	-4,947	\$15K Budget c/fwd
	Kempton Depot - Storage Lockers	2,000	0	2,000	Budget c/fwd
	Oatlands Depot - Roof over containers/General repairs & alterations	28,000	265	27,735	Budget c/fwd
	Minor Plant Purchases	9,500	0	9,500	
	Radio System	3,000	0	3,000	
	<b>Plant Replacement Program</b>				
	Heavy Vehicles	715,000	189,826	525,174	
	Light Vehicles	108,000	211,199	-103,199	
	(Trade Allowance - \$280K)				
		<b>940,500</b>	<b>481,237</b>	<b>459,263</b>	
<b>GRAND TOTALS</b>		<b>19,719,808</b>	<b>10,196,351</b>	<b>9,523,457</b>	

<b>CASH FLOW 2021/2022</b>	INFLOWS (OUTFLOWS) (July 2021) \$	INFLOWS (OUTFLOWS) (Aug 2021) \$	INFLOWS (OUTFLOWS) (Sept 2021) \$	INFLOWS (OUTFLOWS) (Oct 2021) \$	INFLOWS (OUTFLOWS) (Nov 2021) \$	INFLOWS (OUTFLOWS) (Dec 2021) \$	INFLOWS (OUTFLOWS) (Jan 2022) \$	INFLOWS (OUTFLOWS) (Feb 2022) \$	INFLOWS (OUTFLOWS) (Year to Date) \$
<b>Cash flows from operating activities</b>									
<b>Payments</b>									
Employee costs	-260,616	-390,947	-264,569	-260,441	-273,302	-308,294	-165,488	-255,886	-2,179,543
Materials and contracts	-491,436	-202,262	-287,964	-187,165	-355,721	-382,439	-199,015	-162,898	-2,268,899
Interest	-3,558	0	0	0	-1,864	-31,317	0	0	-36,739
Other	-28,525	-73,931	-39,279	-122,445	-44,565	-40,216	-80,562	-41,301	-470,825
	-784,134	-667,140	-591,813	-570,052	-675,451	-762,266	-445,064	-460,085	-4,956,005
<b>Receipts</b>									
Rates	114,192	1,709,936	1,307,712	167,514	463,147	397,008	399,591	372,186	4,931,286
User charges	126,455	-3,059	202,593	60,610	36,672	49,557	130,153	66,959	669,939
Interest received	1,852	1,900	3,079	1,651	2,256	1,954	1,247	1,809	15,748
Subsidies	0	0	0	0	0	0	25,099	0	25,099
Other revenue grants	2,779	462,475	0	2,200	466,261	0	0	464,996	1,398,711
GST Refunds from ATO	0	0	0	0	0	0	0	0	0
Other	45,664	13,995	4,476	-118,933	12,974	-58,609	-268,012	34,786	-333,660
	290,942	2,185,246	1,517,860	113,042	981,311	389,910	288,077	940,736	6,707,123
<b>Net cash from operating activities</b>	<b>-493,192</b>	<b>1,518,106</b>	<b>926,047</b>	<b>-457,010</b>	<b>305,860</b>	<b>-372,357</b>	<b>-156,987</b>	<b>480,651</b>	<b>1,751,118</b>
<b>Cash flows from investing activities</b>									
Payments for property, plant & equipment	-144,440	-1,208,615	-1,117,813	-133,689	-966,090	-1,337,548	-528,164	-361,393	-5,797,752
Proceeds - sale of property, plant & equip.	55	59,027	63,651	3,182	8,373	0	333	0	134,620
Proceeds from Capital grants	0	100,000	0	0	463,110	158,500	0	0	721,610
Proceeds from Investments	0	0	0	0	0	0	0	0	0
Payment for Investments	0	0	0	0	0	0	0	0	0
<b>Net cash used in investing activities</b>	<b>-144,385</b>	<b>-1,049,588</b>	<b>-1,054,161</b>	<b>-130,508</b>	<b>-494,607</b>	<b>-1,179,048</b>	<b>-527,831</b>	<b>-361,393</b>	<b>-4,941,522</b>
<b>Cash flows from financing activities</b>									
Repayment of borrowings	-7,651	0	0	0	-15,680	-119,272	0	0	-142,602
Proceeds from borrowings	0	0	0	0	0	0	0	0	0
<b>Net cash from (used in) financing activities</b>	<b>-7,651</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-15,680</b>	<b>-119,272</b>	<b>0</b>	<b>0</b>	<b>-142,602</b>
Net increase/(decrease) in cash held	-645,228	468,517	-128,114	-587,517	-204,427	-1,670,677	-684,818	119,258	-3,333,006
Cash at beginning of reporting period	18,201,458	17,556,231	18,024,748	17,896,634	17,309,117	17,104,690	15,434,013	14,749,195	18,201,458
<b>Cash at end of month</b>	<b>17,556,231</b>	<b>18,024,748</b>	<b>17,896,634</b>	<b>17,309,117</b>	<b>17,104,690</b>	<b>15,434,013</b>	<b>14,749,195</b>	<b>14,868,452</b>	<b>14,868,452</b>

<b>SOUTHERN MIDLANDS COUNCIL</b>				
<b>SUMMARY OF RATES AND CHARGES LEVIED, REMITTED AND COLLECTED</b>				
	This Financial Year 10th March 2022		Last Financial Year 13th March 2021	
Arrears brought forward as at July 1		\$ 434,414.30		\$ 527,651.89
ADD current rates and charges levied		\$ 5,948,069.69		\$ 5,731,088.82
ADD current interest and penalty		\$ 61,913.86		\$ -
<b>TOTAL rates and charges demanded</b>	<b>100.00%</b>	<b>\$ 6,444,397.85</b>	<b>100.00%</b>	<b>\$ 6,258,740.71</b>
LESS rates and charges collected	73.73%	\$ 4,751,639.65	73.61%	\$ 4,607,229.10
LESS pensioner remissions	3.91%	\$ 251,933.75	4.00%	\$ 250,541.59
LESS other remissions and refunds	-0.30%	-\$ 19,635.37	-0.11%	-\$ 6,637.12
LESS discounts	0.54%	\$ 34,725.14	0.53%	\$ 33,081.51
<b>TOTAL rates and charges collected and remitted</b>	<b>77.88%</b>	<b>\$ 5,018,663.17</b>	<b>78.04%</b>	<b>\$ 4,884,215.08</b>
<b>UNPAID RATES AND CHARGES</b>	<b>22.12%</b>	<b>\$ 1,425,734.68</b>	<b>21.96%</b>	<b>\$ 1,374,525.63</b>

**17.3.2 Monthly Oatlands Aquatic Centre Capital Expenditure Report  
(Period ending 28 February 2022)**

**AUTHOR:** FINANCE OFFICER (MANDY BURBURY)

**DATE:** 4 MARCH 2022

**ISSUE**

Provide the capital expenditure report for the Oatlands Aquatic Centre to 28<sup>th</sup> February 2022.

**DETAIL**

The enclosed Report includes all capital expenditure relating to the Oatlands Aquatic Centre prior to 2020/2021, and budget and expenditure for 2020/2021 and 2021/2022.

**RECOMMENDATION**

**THAT the Financial Report be received and the information noted.**

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

**OATLANDS AQUATIC CENTRE CAPITAL EXPENDITURE RECONCILIATION  
AS AT 28 FEBRUARY 2022**

	BUDGET \$	EXPENDITURE \$	BALANCE \$	COMMENTS
<b>Total Expenditure to 28 February 2022</b>		<b>5,894,988</b>		
Council Labour & On-costs		5,255		
Materials - Council		195		
External Plant Hire - Council		6,217		
SMC Planing / Building Permits		6,495		
SMC Planing / Building Permits - June 2020		6,868		
SMC - Other Contractor Costs		901		
August 2012 - Purchase of 70 High Street, Oatlands		166,908		Total Cost (includes legals etc.) Gov't Land Value - \$23,000
<b>Bzowy Architecture &amp; Other Consultants</b>				
<b>2016/17</b>		27,056		Best described as Project Revival
Contract No 1 (part of \$107,660)		16,227		
<b>2017/18</b>				
Contract No 1 (part of \$107,660)		92,471		Includes Disbursements of \$1,038
Other Costs - Variations & Redesign		63,579		Additional Floor / Redesign etc.
Bio-Energy (review & assessment)		24,867		
Appeal Costs		140,153		Various
<b>2018/19</b>				
Bzowy - Other Costs - Variations & Redesign		108,611		Includes Survey & Legal
Engagement Agreements		21,470		
Formal Contract - Tenders / Design etc (part of \$379,960)		265,905		

**OATLANDS AQUATIC CENTRE CAPITAL EXPENDITURE RECONCILIATION  
AS AT 28 FEBRUARY 2022**

	BUDGET	EXPENDITURE	BALANCE	COMMENTS
	\$	\$	\$	
<b>2019/20</b>				
Bzowy - Other Costs - Variations & Redesign		96,779		Includes Survey & Legal
Bzowy - Formal Contract - Tenders / Design etc (part of \$379,960)		39,921		
Building Surveying		350		
Communications (Nylander)		180		
Legal (BMB)		18,488		
<b>Construction Phase (to date) - July 2020 - to 28 February 2022</b>				
Legal (BMB)	0	15,996	-15,996	
Construction Contract (Vos)	7,783,604	4,120,020	3,663,584	8 progress claims (work to 30.11.21)
Consultants Fees (SMG)	581,712	494,453	87,259	
Furniture, Fittings and Equipment (SMG)	50,000	0	50,000	
Principal Supplied Goods (SMG)	62,284	35,867	26,417	
Principal Works (SMC)	300,000	83,988	216,012	
Contingency Sum (SMG)	400,000	0	400,000	
Demolition of CT Fish Building	10,000	24,673	-14,673	
Construction of Waste Water Holding Facility	192,000	11,097	180,903	
<b>Current Year Budget and Expenditure</b>	<b>\$ 9,379,600</b>	<b>\$ 4,786,093</b>	<b>\$ 4,593,507</b>	
<b>Total Expenditure to 28 February 2022</b>		<b>\$ 5,894,988</b>		
<b>Reconciliation to Capital Expenditure Report</b>				
Work in Progress (expenses prior to 2020/21)		941,987		
2020/21 expenditure	1,741,641			
2021/22 expenditure	3,044,452			
Expenditure as per Capital Expenditure Report		4,786,093		
add purchase of 70 High Street		166,908		
		<b>\$ 5,894,988</b>		

### 17.3.3 L Burke (Oatlands District High School) – Request for Donation

**Author:** GENERAL MANAGER (TIM KIRKWOOD)

**Date:** 8 MARCH 2022

**Enclosure(s):**

*Oatlands District High School – Letter dated 8<sup>th</sup> March 2022*

#### ISSUE

Council to consider request for donation – refer attached letter received from the Oatlands District High School.

#### BACKGROUND

Nil

#### DETAIL

Reference is made to Council's 'Donations and Community Support Policy'.

This Policy sets out Council's position in relation to:

1. Requests for financial assistance from not-for-profit registered welfare or community service groups working within the Southern Midlands Municipality;
2. Requests for financial assistance from persons chosen to represent Tasmania/Australia in sporting, social, economic, environmental development and/or related to the wellbeing of the community;
3. Supporting Community Owned Halls; and
4. School Citizenship / Achievement Awards for end of year Assemblies.

Whilst the Policy provides donation amounts for sporting or recreational representation, it does not necessarily cover this circumstance. For information, intrastate representation is \$50; Interstate representation \$100; and overseas representation \$200.00

The request is therefore to be considered on merit.

**Human Resources & Financial Implications** – There is capacity within the allocated budget to provide for a donation.

**Community Consultation & Public Relations Implications** – N/A.

**Priority - Implementation Time Frame** – The event is scheduled for 10<sup>th</sup> April 2022.

## RECOMMENDATION

**THAT Council recognise this activity as being equivalent to ‘recreational representation’, and provide a donation of \$100 to assist with the costs of attendance at the Sydney Royal Agricultural Show.**

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

**ENCLOSURE**  
*Agenda Item 17.3.3*



Oatlands District High School  
Church Street, Oatlands Tasmania 7120  
Ph (03)62 541 110 Fax (03) 62541481  
Email Oatlands.District.High@education.tas.gov.au



8/03/2022

SCANNED X

Dear General Manager of the Southern Midlands Council,

I would like to inform you about a fantastic opportunity that one of our Year 11 students, Lewis Burke has been nominated for. Lewis will be participating in a Junior Poultry Handling and Judging Competition at the Sydney Royal Agricultural Show on Sunday the 10<sup>th</sup> April. Lewis will be representing both his school and the state. He will be accompanied by myself and my husband Brett Cooper.

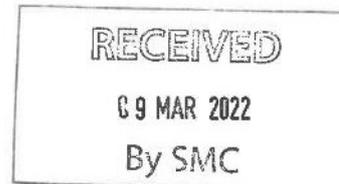
Lewis has recently lost his family home and all the contents in a house fire. I would like to enquire if there is any possibility of the Southern Midlands Council being able to help Lewis out financially with some of his expenses for this trip?

Lewis is very excited about the opportunity and it has given him something to look forward to when everything else was not going so well.

It would be very much appreciated if you could help him out in some way for this trip.

Yours Thankfully,

Jenny Cooper  
AP Oatlands District High School  
Church St  
Oatlands 7120



**18. MUNICIPAL SEAL**

Nil.

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

**RECOMMENDATION**

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

<b>Matter</b>	<b>Local Government (Meeting Procedures) Regulations 2015 Reference</b>
<i>Closed Council Minutes - Confirmation</i>	15(2)
<i>Applications for Leave of Absence</i>	15(2)(h)
<i>Property Development Matter - Oatlands</i>	15(2)(c)
<i>Personnel Matter</i>	15(2)(a)

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

**RECOMMENDATION**

**THAT in accordance with Regulation 15(2) of the *Local Government (Meeting Procedures) Regulations 2015*, Council move into Closed Session and the meeting be closed to members of the public.**

<b>DECISION (MUST BE BY ABSOLUTE MAJORITY)</b>		
<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor A O Green		
Deputy Mayor E Batt		
Clr A Bantick		
Clr A E Bisdee OAM		
Clr K Dudgeon		
Clr D F Fish		
Clr R McDougall		

## CLOSED COUNCIL AGENDA

### 20. BUSINESS IN “CLOSED SESSION”

20.1 Closed Council Minutes - Confirmation

20.2 Applications for Leave of Absence

20.3 Property Development Matter - Oatlands

20.4 Personnel Matter

### RECOMMENDATION

THAT Council move out of “Closed Session”.

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

## **OPEN COUNCIL AGENDA**

### **21. CLOSURE**