

SOUTHERN
MIDLANDS
COUNCIL



PUBLIC COPY

MINUTES
ORDINARY COUNCIL MEETING

Wednesday, 27th July 2016
Municipal Office, 71 High Street, Oatlands

OPEN COUNCIL MINUTES

MINUTES OF AN ORDINARY MEETING OF THE SOUTHERN MIDLANDS COUNCIL
HELD ON WEDNESDAY, 27th JULY 2016 AT MUNICIPAL OFFICES, OATLANDS
COMMENCING AT 10:01 A.M

1. PRAYERS

Mr Bo Pennicott recited prayers.

2. ATTENDANCE

Mayor A E Bisdee OAM, Deputy Mayor A O Green, Cllr A R Bantick, Cllr E Batt, Cllr R Campbell, Cllr D F Fish, Cllr D Marshall

In Attendance: Mr T Kirkwood (General Manager), Mr A Benson (Deputy General Manager), Miss E Lang (Executive Assistant)

3. APOLOGIES

Nil.

4. APPLICATION FOR LEAVE OF ABSENCE

Nil.

5. MINUTES

5.1 Ordinary Council Minutes

The Minutes of the previous meeting of Council held on the 29th June 2016, as circulated, are submitted for confirmation.

DECISION

Moved by Cllr D Fish, seconded by Cllr R Campbell

THAT the minutes of the previous meeting of Council held on the 29th June 2016 be confirmed.

CARRIED

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor A O Green	
√	Cllr A R Bantick	
√	Cllr E Batt	
√	Cllr R Campbell	
√	Cllr D F Fish	
√	Cllr D Marshall	

5.3 Special Committee of Council Minutes

5.3.1 SPECIAL COMMITTEES OF COUNCIL - RECEIPT OF MINUTES

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

- Nil

DECISION NOT REQUIRED

5.3.2 SPECIAL COMMITTEES OF COUNCIL - ENDORSEMENT OF RECOMMENDATIONS

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

- Nil

DECISION NOT REQUIRED

5.4 Joint Authorities (Established Under Division 4 Of The Local Government Act 1993)

5.4.1 JOINT AUTHORITIES - RECEIPT OF MINUTES

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

- **Southern Tasmanian Councils Authority – Nil**
- **Southern Waste Strategy Authority - Nil**

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

DECISION NOT REQUIRED

5.4.2 JOINT AUTHORITIES - RECEIPT OF REPORTS (ANNUAL & QUARTERLY)

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

36A. Annual reports of authorities

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

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

- (a) a statement of its activities during the preceding financial year; and*
- (b) a statement of its performance in relation to the goals and objectives set for the preceding financial year; and*
- (c) the financial statements for the preceding financial year; and*
- (d) a copy of the audit opinion for the preceding financial year; and*
- (e) any other information it considers appropriate or necessary to inform the single authority council or participating councils of its performance and progress during the financial year.*

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

36B. Quarterly reports of authorities

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

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

- (a) a statement of its general performance; and*
- (b) a statement of its financial performance.*

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

- **Southern Waste Strategy Authority – Nil**
- **Southern Tasmanian Councils Authority – Nil**

DECISION NOT REQUIRED

6. NOTIFICATION OF COUNCIL WORKSHOPS

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

It is noted that no Council workshops have been held since the last Council meeting.

RECOMMENDATION

THAT the information be received.

DECISION

Moved by Clr R Campbell, seconded by Clr E Batt

THAT the information be received.

CARRIED

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

7. QUESTIONS WITHOUT NOTICE

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

1. Clr Campbell – advised of water/drainage issues at the Masonic Hall, Oatlands with water coming from the rear of the Masonic Hall and going across the driveway's of nearby residents. It was also advised that glass at the rear of the Gay Street hall requires maintenance.

The General Manager advised that these items would be inspected.

2. Clr Campbell – enquiry from a resident at Tunnack requesting a skip bin be placed at Tunnack for 1 day per year (supervised) to assist residents with tidying up whitegoods/furniture etc.

The General Manager will seek costings to facilitate this and report back.

3. Clr Batt – advised that the tree guard near the carparking area opposite the Council Chambers at Kempton requires removal as vehicles regularly hit the guard/reverse into it. It was further requested that new seating be installed in this location for residents waiting for buses etc.

The General Manager advised that he will arrange to have the northern tree guard removed to minimise road hazards, along with installing a new seat for people waiting for buses etc.

4. Clr Marshall – advised that Springvale Road was recently resigned/re-named as Craiglea Road. The Nomenclature Board advised that consultation would occur with Council and residents but this didn't occur.

The General Manager advised he will look at the process/background and what Council hold on file in relation to this item and report back.

5. Deputy Mayor – requested that information be included in the agenda stating what final seals have been applied under Delegation (refer Agenda Item 12.3.1).

The General Manager advised that he will arrange for this information to be collated and included in the agenda each month if applicable.

6. Clr Fish – suggested that a birthday card be sent to Mrs Betty White for her 99th birthday to recognise her significant contributions to the municipality.

7. Mayor – enquiry about the status of the boundary adjustment for 70 High Street, Oatlands.

It was advised that the adjustment has been finalised and currently sorting an easement issue with TasWater which has been resolved as of 26th July 2016.

8. Mayor – enquiry about Interlaken Road stock reserve.

It was advised that ownership has been transferred back to the Crown and proceeds of the sale will be returned to Council.

9. Mayor – enquiries from residents about Dr Booth and what Council have arranged.

The General Manager advised that once Dr Lee's has returned from leave a meeting will be facilitated in the week beginning 8th August 2016 to meet with Health Recruitment Plus, Central Highland Council, Southern Midlands Council, Dr Lees and Dr Booth.

The General Manager will liaise with and provide an update direct to Dr Booth.

8. DECLARATIONS OF PECUNIARY INTEREST

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

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

Nil.

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 2005*, the Council, by absolute majority may decide at an ordinary meeting to deal with a matter that is not on the agenda if the General Manager has reported –

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

- 21.1 **Victoria Memorial Hall, Kempton – Proposed Management Arrangement – Brighton Green Ponds RSL**
- 21.2 **Telecommunications Tower (Vodafone Hutchinson Aust Pty Ltd) – Proposed Development Application & Lease Campania**
- 21.3 **Heritage Weekend, Oatlands (6th & 7th August 2016)**
- 21.4 **Proposed Education Bill 2016 – Early Childhood Australia**
- 21.5 **Council Depot, Oatlands - Relocation**

RECOMMENDATION

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

DECISION

Moved by Clr E Batt, seconded by Clr R Campbell

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

CARRIED

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

10. PUBLIC QUESTION TIME (SCHEDULED FOR 12.30 PM)

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

Public Question Time held later in the meeting.

10.1 Permission to Address Council

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

- Nil.

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

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)

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

Nil.

12.4 PLANNING (OTHER)

Nil.

13. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE)

13.1 Roads

Strategic Plan Reference – Page 13

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

13.1.1 P&H WILLIAMS – WHITE KANGAROO ROAD, CAMPANIA (CROWN RESERVED ROAD – PUBLIC INITIATED REQUEST TO CONSTRUCT)

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 22 JULY 2016

Attachment:-

Council Policy – Crown Reserved Roads (Unmade Roads): Public Initiated Request To Construct – Policy and Procedures

ISSUE

Council to consider a formal request made under Council's Policy entitled "Crown Reserved Roads (Unmade Roads) – Public Initiated Request to Construct".

BACKGROUND

P & H Williams reside at 747 White Kangaroo Road, Campania. Access to their property is gained from White Kangaroo Road, however the Council maintained section of White Kangaroo Road stops approximately 500 metres short of their property boundary.

At present the 500 metres of unmade road that they use to access their property goes through two separate Titles, owned by R & L Douglas and J Marshall. Without going into history, a review of those Titles confirms that there is legal road access through to the Williams boundary.

In accordance with the attached Policy (adopted in October 2006), if the 500 metres is constructed to the nominated Council standard, it can become a Council maintained road and be included on the Council map. Note: The Council map is kept in accordance with section 208 of the *Local Government Act 1993* which states, amongst other things that the General Manager is to keep up to date a map of its municipal area showing all local highways maintainable by the council.

DETAIL

Recent discussions have been held with P & H Williams for the purpose of detailing the intent of the Policy and associated procedures.

In terms of required standard, given the location and level of usage, the proposed construction standard would be to a U3 level (being the lowest classification for unsealed roads). Taking into account the current standard of the 'unmade road', construction to an acceptable standard would simply require minor drainage improvements and the application of 150 mm of gravel and compaction. The estimated cost to construct the road to the required standard is \$9,000.

In reference to the procedure contained within the Policy, written confirmation has been received from the Williams' that they are prepared to fund the full cost of construction, less the 20% Council contribution (i.e. \$7,200). No funding contribution is being sought from the other two property owners.

The remaining procedural steps would be undertaken having sought a formal position from Council in regard to its preparedness to proceed with the proposal, and fund the 20% contribution (i.e. \$1,800).

Human Resources & Financial Implications – The road would be constructed using Council's existing resources and have no impact on work programming. Council's contribution of \$1,800 can be funded from the approved 2016/17 Road Maintenance Budget.

Community Consultation & Public Relations Implications – Adherence to the remaining procedures detailed in the Policy will ensure the property owners impacted will be aware of the circumstances prior to construction. An opportunity for feedback and comment will be provided despite no financial contribution being sought.

It is acknowledged that there have been issues relating to access and maintenance of this section of 'unmade road' in the past. This proposal is seen as a positive and permanent measure to address these issues, and hence the proposal is recommended for approval.

Policy Implications – Considered in accordance with Council Policy.

Priority - Implementation Time Frame – N/A (Council perspective).

RECOMMENDATION

THAT:

- a) the information be received;
- b) Council be prepared to construct the nominated extension of White Kangaroo Road, Campania (approximate distance of 500 metres) to the U3 standard and accept ongoing maintenance of same (to be formalised through an amendment to the Council map kept under section 208 of the *Local Government Act 1993*; and
- c) Council acknowledge that its 20% contribution under the Policy will total \$1,800; and
- d) The other procedural requirements of the Policy be undertaken.

DECISION

Moved by Clr D Fish, seconded by Clr R Campbell

THAT

- a) the information be received;
- b) Council be prepared to construct the nominated extension of White Kangaroo Road, Campania (approximate distance of 500 metres) to the U3 standard and accept ongoing maintenance of same (to be formalised through an amendment to the Council map kept under section 208 of the *Local Government Act 1993*; and
- c) Council acknowledge that its 20% contribution under the Policy will total \$1,800; and
- d) The other procedural requirements of the Policy be undertaken.

CARRIED

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

1.1 ROADS & BRIDGES

1.1.5.2 CROWN RESERVED ROADS (UNMADE ROADS): PUBLIC INITIATED REQUEST TO CONSTRUCT – POLICY AND PROCEDURES

<i>First Council Meeting Date:</i>	<i>11th Oct. 2006</i>	<i>Decision No.</i>	<i>C/06/10/078/8500</i>
<i>Final Council Meeting Date:</i>	<i>1st Nov. 2006</i>	<i>Decision No.</i>	<i>C/06/11/069/8541</i>
<i>Repealed Council Meeting Date:</i>		<i>Decision No.</i>	
<i>Updated Council Meeting Date:</i>		<i>Decision No.</i>	

POLICY AND PROCEDURE

POLICY STATEMENT

Council will construct a Crown Reserved Road, and accept ongoing maintenance responsibility, where the following procedure is adhered to and all conditions / pre-requisites have been complied with.

In all cases, Council will be responsible for constructing the road to the required standard determined by Council.

PROCEDURE

Upon receipt of a request for Council to construct a Crown Reserved Road, Council will:

- (a) undertake research to confirm the status of the Road as Crown Reserved Road, and identify any existing Leases / Licences (which may prevent construction);
- (b) Assess and consider the merits of the proposal based on economic and social benefit for the broader municipal area and community (This is an additional consideration to justify Council investment in the development of additional road infrastructure, and the associated budget implications);
- (c) determine whether there is any private infrastructure within the road reservation which may require relocation to enable construction of the road. This will be undertaken at the owners expense, although it may be undertaken during the construction process;
- (d) seek approval 'in-principle' from the Crown to construct the Road;
- (e) prepare a cost estimate for constructing the road, which will include costs associated with acquiring necessary drainage easements (if applicable) and any other related infrastructure;
- (f) identify the affected property owners and determine the apportionment of costs based on the principles detailed below; and
- (g) inform the applicant(s) accordingly.

The applicant(s) must then:

- (a) seek formal consent from each of the landowners fronting the section of the Crown Reserved Road to be constructed, which will include confirmation of financial

- contribution. A separate apportionment of the construction costs may be agreed between the affected landowners;
- (b) identify if there is a need to negotiate any separate repayment arrangements, with all or any of the parties, and notify Council accordingly. In this regard, it is considered appropriate that any repayment arrangement would not exceed five (5) years. Each to be considered on a ‘case by case’ basis:
 - (c) Seek formal approval from any persons that may have private infrastructure within the road reservation that they are prepared to relocate the infrastructure at their own expense.

There must be full agreement from all affected landowners for the project to proceed.

Funding Contributions – Apportionment principles:

Unless determined otherwise, Council will contribute an amount equivalent to twenty percent (20%) of the total estimated cost of construction.

The remaining (80%) of the total cost will, in the first instance, be apportioned based on the length of the road frontage to the section of the road to be constructed.

Any Council owned property will be excluded for the purpose of calculating road frontage and the end apportionment.

13.2 Bridges

Strategic Plan Reference – Page 14

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

Nil.

13.3 Walkways, Cycle ways and Trails

Strategic Plan Reference – Page 14

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

Nil.

13.4 Lighting

Strategic Plan Reference – Page 14

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

Nil.

13.5 Buildings

Strategic Plan Reference – Page 15

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

Nil.

13.6 Sewers

Strategic Plan Reference – Page 15

1.6.1 Increase the capacity of access to reticulated sewerage services.

Nil.

13.7 Water

Strategic Plan Reference – Page 15

1.7.1 Increase the capacity and ability to access water to satisfy development and Community to have access to reticulated water.

Nil.

13.8 Irrigation

Strategic Plan Reference – Page 15

1.8.1 Increase access to irrigation water within the municipality.

Nil.

13.9 Drainage

Strategic Plan Reference – Page 16

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

Nil.

13.10 Waste

Strategic Plan Reference – Page 17

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

Nil.

13.11 Information, Communication Technology

Strategic Plan Reference – Page 17

1.11.1 Improve access to modern communications infrastructure.

Nil.

Mr Jack Lyall (Manager, Works and Technical Services) entered the meeting at 10.54 a.m.

Mr Eric Hutchinson entered the meeting at 10.57 a.m.

13.12 Officer Reports – Works & Technical Services (Engineering)

13.12.1 MANAGER - WORKS & TECHNICAL SERVICES REPORT

Author: MANAGER WORKS & TECHNICAL SERVICES (JACK LYALL)

Date: 24 JULY 2016

ROADS PROGRAM

Maintenance grading is underway at Glen Morey, Woodbury, York Plains and Levendale areas.

BRIDGE PROGRAM

Inglewood Road bridge has been installed and awaiting guard rails to be installed.

WASTE MANAGEMENT PROGRAM

All sites are operating well.

TOWN FACILITIES PROGRAM

General Maintenance is continuing.

QUESTIONS WITHOUT NOTICE TO MANAGER, WORKS & TECHNICAL SERVICES

- It was noted that Council employee, Mr Ian Ward, is retiring on 28th July 2016.
- Clr Campbell – referred to a number of roads requiring inspection / maintenance
- Clr Campbell – excessive speeds of motorbikes on Woodsdale Road (from Runnymede to Baden).
- Clr Campbell – requested update re: Unmade Road proposal - Chatham Street / Whynyates Street.
- Deputy Mayor – received request from resident regarding Back Woodsdale Road – maintenance required - Grader is in that location
- Mayor – High Street, Oatlands – Street lighting. TasNetworks have been advised and works scheduled (acknowledging other state-wide priorities due to weather conditions).
- Mayor – received advice from resident of Green Valley Road that highway contractors are carting large loads causing deterioration of road pavement. It was confirmed that this section is not the section that has been rehabilitated and the area of concern is scheduled for rehabilitation in 2016/17.

RECOMMENDATION

THAT the Works & Technical Services Report be received and the information noted.

DECISION

Moved by Clr R Campbell, seconded by Clr D Marshall

THAT the Works & Technical Services Report be received and the information noted.

CARRIED

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

Ms Liz Little (CEO, Rural Alive & Well) entered the meeting at 11.06 a.m.

The meeting was suspended for a short break at 11.08 a.m.

The meeting reconvened at 11.34 a.m.

Liz Little thanked Council for extending an invitation to morning tea to meet Councillors and briefly addressed Council regarding her new role as Chief Executive Officer with Rural Alive and Well.

Liz Little left the meeting at 11.40 a.m.

On behalf of Councillors and staff of the Southern Midlands Council, the Mayor expressed his appreciation to Mr Eric Hutchinson for the assistance and support provided to Council during his tenure as the Federal Member for Lyons.

Mr Eric Hutchinson thanked Council for extending an invitation for him to attend the meeting and expressed his gratitude for the level of support shown to both him and his staff during his time as a Member of Parliament within the electorate of Lyons.

Mr Eric Hutchinson left the meeting at 11.54 a.m.

14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)

14.1 Residential

Strategic Plan Reference – Page 18

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

Nil.

14.2 Tourism

Strategic Plan Reference – Page 19

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

Nil.

14.3 Safety

Strategic Plan Reference – Page 31

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

Nil.

14.3 Business

Strategic Plan Reference – Page 20

2.3.1a Increase the number and diversity of businesses in the Southern Midlands.

2.3.1b Increase employment within the municipality.

2.3.1c Increase Council revenue to facilitate business and development activities (social enterprise)

Nil.

14.4 Industry

Strategic Plan Reference – Page 21

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

Nil.

14.5 Integration

Strategic Plan Reference – Page 21

2.5.1 The integrated development of towns and villages in the Southern Midlands.

2.5.2 The Bagdad Bypass and the integration of development.

Nil.

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: 22 JULY 2016

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:

- Provision of additional information to the Tasmanian Heritage Council and Council's Planning Officer for the Oatlands Commissariat Project.
- Finalisation of procurement strategy and advertisement for expressions of interest for specialist trades for the Commissariat Project.
- Interviews have been held for the Heritage Officer Position. An appointment is imminent.
- Researching material on Southern Midlands heritage for the inaugural ABC Community Correspondent program.
- Volunteers Linda Clark, Caroline Heine and Cindy Tattersall have been undertaking various projects on Council's heritage collection, including curatorial work on the Victoria Hall (Kempton) underfloor collection.
- Return of the Artist in Residence at the Oatlands Gaoler's Residence, Henrietta Manning. Henrietta recently held successful exhibitions at the Salamanca Arts Centre and Moonah Arts Centre showcasing her work on Oatlands subjects.
- Response to a larger number than usual of public enquiries on various heritage subjects.
- Finalisation of the Mt Seymour interpretation project.
- Planning for a heritage surface finish event as part of the Heritage Crafts Weekend.
- Staging of a Midlands Seniors Group day trip to Richmond in conjunction with Clarence Council.

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

- Continued input into heritage aspects of various projects, including a successful submission for the formulation of a comprehensive conservation management plan for a major heritage complex.
- Finalisation of the Premaydena Officers Quarters project.

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

- Strategic planning for future phases of the 5x5x5 project.
- Detailed investigations of historic surface finishes in two large midlands properties as part of the Tasmanian Decorated Interiors project and as planning for the forthcoming HESC traditional surface finishes course.

RECOMMENDATION

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

DECISION

Moved by Clr R Campbell, seconded by Clr D Fish

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

CARRIED

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

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 LANDCARE UNIT, GIS & CLIMATE CHANGE – GENERAL REPORT

Author: NRM PROGRAMS MANAGER (MARIA WEEDING)

Date: 12 JULY 2016

ISSUE

Southern Midlands Landcare Unit Monthly Report.

DETAIL

- A final project report for the Underground Irrigation System for the Mt Pleasant Recreation Ground has been submitted to the Department of Premier and Cabinet – Communities, Sport and Recreation Division.
- Helen Geard and Maria Weeding have recently sorted just over 2000 native tubestock plants. These are for use on the Dulverton Walking track, replanting a section of the lake foreshore where pine trees were removed last year, distribution to various landholders, and some for the Parattah Hall committee. The plants were obtained through a grant that the Midlands Tree Committee secured.
- A funding application for the Dulverton Walkway track has been submitted to the Tasmanian Community Fund. The amount requested is \$15,482. The Tasmanian Community fund have a specific tracks and trails funding round. The outcome of the application will be advised by the 10th August 2016.
- Helen Geard will be working with Graham Green next week to plant out an area at Tunbridge township.
- Both Helen Geard and Maria Weeding have been away on annual leave for a week during the month.

RECOMMENDATION

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

DECISION

Moved by Clr R Campbell, seconded by Clr D Fish

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

CARRIED

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

15.3 Cultural

Strategic Plan Reference – Page 24

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

Nil.

15.4 Regulatory (Other than Planning Authority Agenda Items)

Strategic Plan Reference – Page 25

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

Nil.

15.5 Climate Change

Strategic Plan Reference – Page 25

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

Nil.

16. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LIFESTYLE)

16.1 Community Health and Wellbeing

Strategic Plan Reference – Page 26

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

Nil.

16.2 Youth

Strategic Plan Reference – Page 26

4.2.1 Increase the retention of young people in the municipality.

Nil.

16.3 Seniors

Strategic Plan Reference – Page 27

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

Nil.

16.4 Children and Families

Strategic Plan Reference – Page 27

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

Nil.

16.5 Volunteers

Strategic Plan Reference – Page 27

4.5.1 Encourage community members to volunteer.

Nil

16.6 Access

Strategic Plan Reference – Page 28

4.6.1a Continue to explore transport options for the Southern Midlands Community.
4.6.1b Continue to meet the requirements of the Disability Discrimination Act (DDA).

Nil.

16.7 Public Health

Strategic Plan Reference – Page 28

4.7.1 Monitor and maintain a safe and healthy public environment.

Nil.

16.8 Recreation

Strategic Plan Reference – Page 29

4.8.1 Provide a range of recreational activities and services that meet the reasonable needs of the Community.

Nil.

16.9 Animals

Strategic Plan Reference – Page 29

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

Nil.

16.10 Education

Strategic Plan Reference – Page 29

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

Nil.

17. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY)

17.1 Retention

Strategic Plan Reference – Page 30

5.1.1 Maintain and strengthen communities in the Southern Midlands.

17.2 Capacity & Sustainability

17.2.2 COMMON SERVICES JOINT VENTURE UPDATE (STANDING ITEM – INFORMATION ONLY)

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 21 JULY 2016

Attachment:

- Common Service JV Council Update – June 2016.

ISSUE

To inform Council of the Joint Venture's activities for the month of June 2016.

BACKGROUND

There are seven existing members of the Common Services Joint Venture Agreement, with two other Council's participating as non-members.

Members: Brighton, Central Highlands, Glenorchy, Huon Valley, Sorell, Southern Midlands and Tasman.

DETAIL

Refer 'Common Services Joint Venture Update – June 2016 attached.

Human Resources & Financial Implications – Refer comment provided in the update.

Councillors will note that the Southern Midlands Council provided 140 hours of service to six Councils: - Brighton, Central Highlands, Derwent Valley, Glamorgan/Spring Bay, Sorell and Tasman and received 3.75 hours of services from other Councils.

Details of services provided are included in Figure 3.

Community Consultation & Public Relations Implications – Nil

Policy Implications – N/A

Priority - Implementation Time Frame – Ongoing.

RECOMMENDATION

THAT the information be received.

DECISION

Moved by Deputy Mayor A Green, seconded by Clr R Campbell

THAT the information be received.

CARRIED

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

LG Common Services Joint Venture - Council Update

Council

Southern Midlands

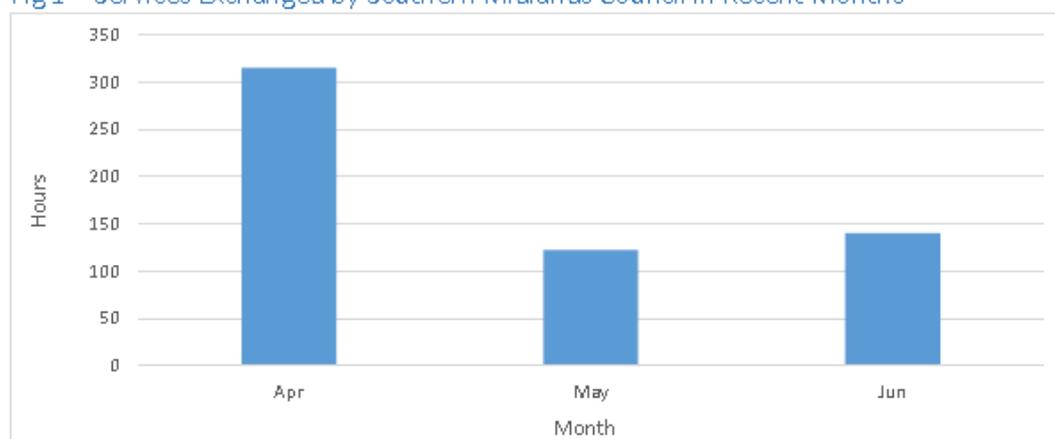
Common Services Joint Venture Participation in June '16

140 hours

Summary

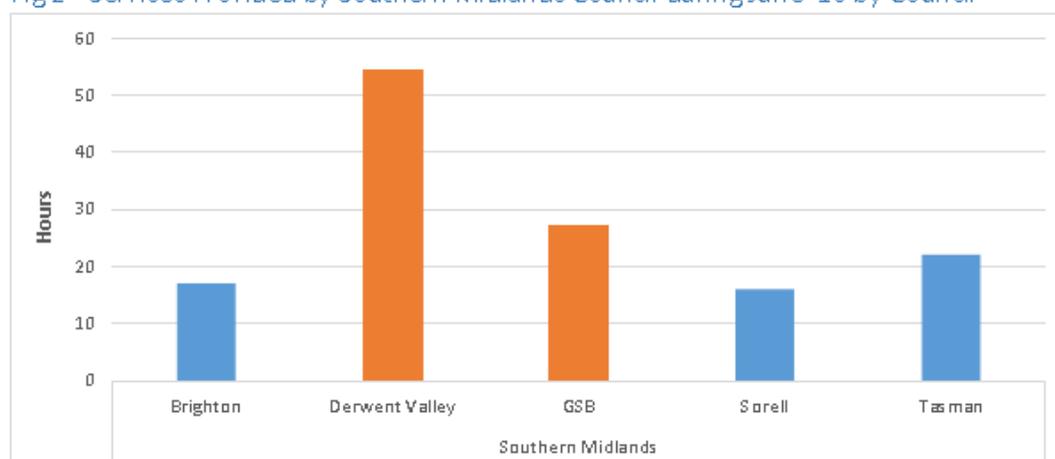
In June 2016, 140 hours of Common Services were exchanged by Southern Midlands Council. From this total, Southern Midlands provided 136 hours of services and received 4 hours of services from other Councils.

Fig 1 – Services Exchanged by Southern Midlands Council in Recent Months



Services Provided by Southern Midlands Council

Fig 2 - Services Provided by Southern Midlands Council during June '16 by Council



* Council not currently a member of the Common Services Joint Venture Agreement

Fig 3 – Details of Services Provided by Southern Midlands Council during June '16

Southern Midlands	136	Summary of Services Provided
Brighton	17	
Planning	1	Strategic Planning
WHS / Risk Management	16	WHS Advice
Derwent Valley	54	
Permit Authority	48	Plumbing Inspections
Planning	6	Strategic Planning
GSB	27	
Planning	11	Strategic Planning
WHS / Risk Management	16	WHS Advice
Sorell	16	
WHS / Risk Management	16	WHS Advice
Tasman	22	
Planning	6	Strategic Planning
WHS / Risk Management	16	WHS Advice
Grand Total	136	

* Council not currently a member of the Common Services Joint Venture Agreement

Services Received by Sorell Council

Fig 4 - Services Received by Sorell Council during June '16 by Service Category

Southern Midlands	3.75	Summary of Services Received
Brighton	3.75	
Development Engineering	3.75	Scaife Subdivision Campania
Grand Total	3.75	

Cost Benefits Achieved by Southern Midlands and Other Councils

140 hours of Common Services were exchanged by Southern Midlands Council last month. Analysis of common services provision has indicated that both the Provider Council and the Client Council save money through the exchange of common services at an approximate ratio of 50%.

In the month of June it is estimated, Council have achieved a net benefit of approximately \$3,950. This was a result of increasing the utilisation of its current staff to earn additional revenue from providing services to other Councils, and from utilising common services from within Local Government as opposed to external consultants (on average LG common services rates can be procured at significant discount to external consultant fees).

It is estimated that Southern Midlands Council's direct involvement in common services saved participating Councils (including Southern Midlands Council) approximately \$8,500 for the month of June.

17.3 Consultation and Communication

Nil.

18. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION)

18.1 Improvement

18.1.1 DESKTOP REVIEW OF COUNCIL'S STRATEGIC PLAN 2014-2023

Author: DEPUTY GENERAL MANAGER (ANDREW BENSON)

Date: 20 JULY 2016

Enclosure:

Draft Desktop Review Strategic Plan 2014-2023

BACKGROUND

Council's Strategic Plan in its current layout was adopted prior to the commencement of the 2006/07 financial year and it is acknowledged that a review of the Plan has occurred every two years since that date. There have been changes to the Local Government Act 1993 and those changes require Council to create a plan that encapsulates a ten year period in line with the requirement for Council to have a ten year asset Management Plan.

It is two years into the ten year Strategic Plan 2014 – 2023 and a desktop review was agreed to be undertaken to ensure that it remains relevant, therefore some minor changes to the approved Strategic Plan 2014 – 2023 have been undertaken. For example the current Elected Members were not the Council that approved the original document; therefore the current Elected Members have been included within this document. It is proposed that a Community based review be undertaken at the "midterm" of the document, ie in two years' time.

The attached draft Strategic Plan 2014 – 2023 is the outcome of a recent senior Manager's workshop and is recommended for Council's consideration.

For Discussion

RECOMMENDATION

THAT Council

1. Receive and note the report;
2. Consider the adoption of the draft desktop review Strategic Plan 2014 - 2023, and any amendments agreed during the meeting with final consideration in the August 2016 Council meeting; and
3. Endorse the process of the review of the Strategic Plan to date.

DECISION

Moved by Clr E Batt, seconded by Clr R Campbell

THAT Council

1. Receive and note the report.
2. Consider the adoption of the draft desktop review Strategic Plan 2014-2023, and any amendments agreed during the meeting with final consideration in the August 2016 Council meeting; and
3. Endorse the process of the review of the Strategic Plan to date.

CARRIED

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

Mr David Cundall (Manager, Development and Environmental Services) entered the meeting at 12.31 p.m.

PUBLIC QUESTION TIME

Tammy Bennett - Director, Bagdad Child Care Centre

Mrs Tammy Bennett addressed Council in regard to the lowering of entry ages to early education and the consequences that it would have on small child care centres such as the one at Bagdad and many other regional centres around the state. Mrs Bennett was opposed to the proposal by Government seeking to lower the school entry age by six months and also spoke about children's development and readiness for school at earlier ages.

The State Government are due to vote on this legislation in the spring session of Parliament and Mrs Bennett is seeking Council support on this issue.

Tammy Bennett left the meeting at 1.02 p.m.

Helen Scott

Mrs Scott addressed Council and advised that a 'concealed entrance' sign is still required for Woodsdale Road (above Fire Station and Museum).

The meeting was suspended for lunch at 1.05 p.m.

The meeting reconvened at 1.39 p.m.

18.1.2 BUSINESS CONTINUITY PLAN

Author: DEPUTY GENERAL MANAGER (ANDREW BENSON)

Date: 20 JULY 2016

Enclosures:

Draft Version 2 – Business Continuity Plan

ICT Business Continuity / Disaster Recovery Plan

ISSUE

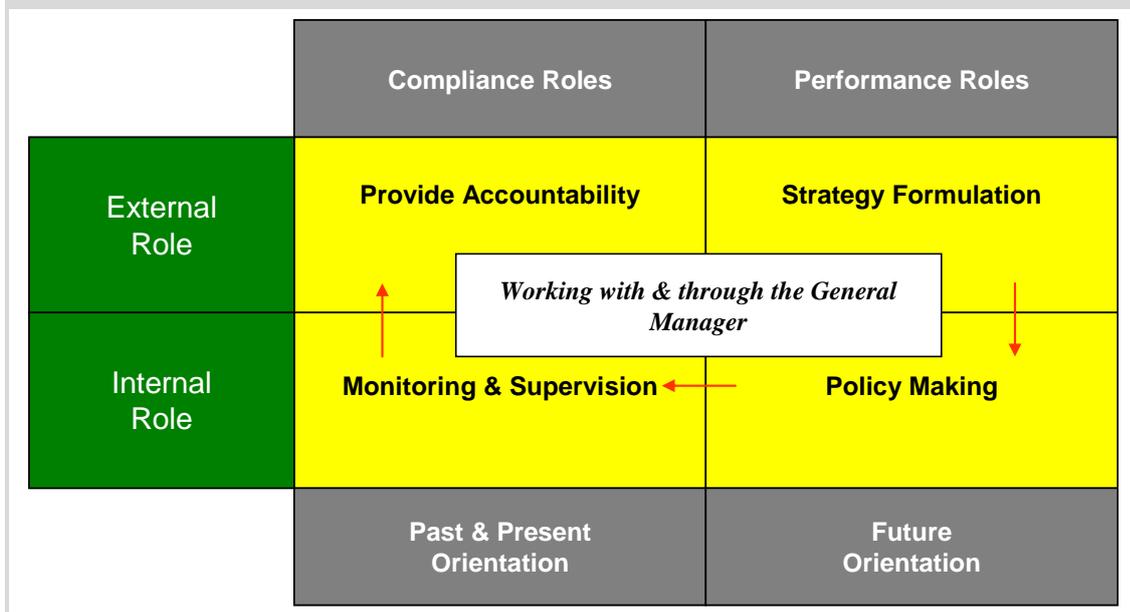
Good business practice demands that Council has a Business Continuity Plan. This document requires regular review and endorsement by Council.

BACKGROUND

[EXTRACT FROM THE REPORT TO THE JUNE COUNCIL MEETING]

FRAMEWORK FOR ANALYSING COUNCIL'S GOVERNANCE FUNCTION

The diagram below along with its explanation has been the subject of previous presentations to Council; however, it is meaningful to reflect on this governance framework when policy documents are presented to Council. As part of this framework it is important for Council to be aware of and monitor audits and related governance review mechanisms that are undertaken within the organisation, based on Council's strategies and policies.



The enclosed version 2 of the Business Continuity Plan will replace the existing version. This revised document is more comprehensive than the previous document.

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

CONCLUSION

This proposed document represents a more comprehensive approach in working with emergency management partners as well as internally with Business Units both in the manner in which it is presented and the detail included within the document.

The draft version 2 Business Continuity Plan is commended to Council for its consideration.

RECOMMENDATION

THAT Council

1. Receive and note the report;
2. Consider draft version 2 Business Continuity Plan for adoption at the July 2016 Council meeting.

DECISION

Moved by Deputy Mayor A Green, seconded by Clr D Fish

THAT Council

1. **Receive and note the report;**
2. **Consider draft version 2 Business Continuity Plan for adoption at the July 2016 Council meeting.**

CARRIED

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

[END EXTRACT FROM THE REPORT TO THE JUNE COUNCIL MEETING]

DETAIL

The Draft Revision 2 Business Continuity Plan was tabled at the June 2016 Council meeting for Council's consideration. As Councillors are aware, the process for any policy document is, that it is tabled at one meeting and then "lays on the table" until the next meeting, to enable Councillors sufficient time to work through and consider all of the ramifications of the strategy/policy, before the document is finally considered for adoption at the following meeting. Input from Councillors would be welcome.

Human Resources & Financial Implications - Business Unit Managers will undertake briefings with their team members to ensure that everyone is up to date with the revised document.

Community Consultation & Public Relations Implications - This document will be housed on the SMC website.

Policy Implications - Review annually

Priority - Implementation Time Frame - As soon as possible.

RECOMMENDATION

THAT Council

1. Receive and note the report;
2. Adopt revised version 2 Business Continuity Plan.

DECISION

Moved by Cllr E Batt, seconded by Deputy Mayor A Green

THAT Council

1. Receive and note the report;
2. Adopt revised version 2 Business Continuity Plan (subject to identified amendments).

CARRIED

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor A O Green	
√	Cllr A R Bantick	
√	Cllr E Batt	
√	Cllr R Campbell	
√	Cllr D F Fish	
√	Cllr D Marshall	

18.1.3 POLICY REVIEW – GOODS AND SERVICES PURCHASING POLICY

Author: GENERAL MANAGER (TIM KIRKWOOD)
Date: 21 JULY 2016

Attachment:

Draft Version 2 – Goods & Services Purchasing Policy

ISSUE

Review of the Goods and Services Purchasing Policy.

BACKGROUND

[EXTRACT FROM THE REPORT TO THE JUNE COUNCIL MEETING]

The attached draft version of the Goods and Services Purchasing Policy will replace the existing version (2008). The revised draft has been updated to accurately reflect current structure and positions. Clause 5.1 a) and 5.2 have been adjusted to reflect the increase price in goods and services since the previous policy was approved in 2008.

As Councillors are aware, the process for any policy document is, that it is tabled at one meeting and then “lays on the table” until the next meeting, to enable Councillors sufficient time to work through and consider all of the ramifications of the policy, before the document is finally considered for adoption at the following meeting (July 2016).

The revised draft of the Goods and Services Purchasing Policy is commended to Council for consideration.

RECOMMENDATION

THAT Council

- a) Receive and note the report;
- b) Consider Revised Draft Version 2 of the Ordering Of Goods and Services Purchasing Policy for adoption.

DECISION

Moved by Clr D Fish, seconded by Clr R Campbell

THAT Council

- a) Receive and note the report;
- b) Consider Revised Draft Version 2 of the Ordering Of Goods and Services Purchasing Policy for adoption at the July 2016 Council meeting.

CARRIED

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

[END EXTRACT FROM THE REPORT TO THE JUNE COUNCIL MEETING]

DETAIL

The Draft Revision of the Goods and Services Purchasing Policy was tabled at the June 2016 Council meeting for Council's consideration. As Councillors are aware, the process for any policy document is, that it is tabled at one meeting and then "lays on the table" until the next meeting, to enable Councillors sufficient time to work through and consider all of the ramifications of the policy, before the document is finally considered for adoption at the following meeting. Input from Councillors would be welcome.

Human Resources & Financial Implications - Business Unit Managers will undertake briefings with their team members to ensure that everyone is up to date with the revised document.

Community Consultation & Public Relations Implications - This document will be housed on the SMC website.

Policy Implications - Review regularly.

Priority - Implementation Time Frame - As soon as possible.

RECOMMENDATION

THAT Council

1. Receive and note the report;
2. Adopt revised version 2 of the Goods and Services Purchasing Policy.

DECISION

Moved by Clr R Campbell, seconded by Clr E Batt

THAT Council

1. Receive and note the report;
2. Adopt revised version 2 of the Goods and Services Purchasing Policy.

CARRIED

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

Attachment

GOODS AND SERVICES PURCHASING POLICY

SOUTHERN
MIDLANDS
COUNCIL



GOODS & SERVICES PURCHASING POLICY

DRAFT

Goods & Services Purchasing Policy - V2.0 - amended_ab	Version 2.0	Page 1 of 5
Effective Date: Draft	Review Date: Draft	© Southern Midlands Council 2016



CONTENTS	
AUTHORITY AND APPLICATION.....	2
DEFINITIONS.....	2
1. PURPOSE.....	3
2. COVERAGE.....	3
3. REQUIREMENTS.....	3
4. ROLE RESPONSIBILITIES.....	4
5. CONDITIONS.....	4
AUTHORITY AND APPLICATION	
Date of approval:	DRAFT – June Council Meeting
Source of approval:	DRAFT
Start date:	[#Insert date of commencement#]
Related Council Documents:	This Policy should be considered in the context of the following policies and procedures: <ul style="list-style-type: none"> ▪ 15.01.28_ver 5_Code for Tenders and <u>Contracts_ab</u> ▪ 16.01.27_ver 2_Code of Conduct ▪ 12.10.15_ver 1_Fraud Control <u>Policy_ab</u>
Date of review:	June 2016
Responsible Business Unit:	Corporate Services
Previous policies replaced by this Policy:	Previous Policy approved 2 July 2008
Publication of policy:	[#Insert policy publication#]
DEFINITIONS	
Term	Meaning
Council	Southern Midlands Council
Employee	A person who carries out work for Council as an employee of Council.
Manager/Supervisor	A person at Workplace who is appointed to a position that has management/supervisory responsibilities for others.
Policy	This Purchasing Policy including the 'Authority and Application'.
Workplace	A place where work is carried out for Council.
Amendment	Council retains the sole discretion to reasonably vary, terminate or replace this Policy from time to time.
	Questions relating to the interpretation, application or enforcement of this Policy should be directed to a person's Manager/Supervisor.

1. PURPOSE

This aims of this Policy are to:

- (a) provide incumbents of positions authorisation to sign official Council 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 - Development and Environment Services
- Manager - Corporate Services
- Manager - Works & Technical Services
- Manager - Heritage Projects
- Manager - Natural Resource Management Unit
- Assistant Works Coordinator/s – Kempton and Oatlands
- Community Development/Recreation Officer
- Finance Officer
- Senior Admin Officer(s) – Kempton and Oatlands
- Mechanic (*purchases limited to items associated directly with the maintenance of plant and equipment, does not include tools and personal protective equipment*)
- Senior Visitor Information Officer, Heritage Highway Visitor Information Centre (*purchases limited to items directly associated with the operation of the Centre e.g. goods for resale, does not include furniture and equipment*)
- Head Miller, Callington Mill (*purchases limited to items directly associated with the production of mill product and associated maintenance of milling infrastructure*)

(b) For employees acting in any of the above positions (e.g. during periods of annual leave etc.) prior approval is to be sought from the General Manager to sign orders.

3. REQUIREMENTS

- (a) Employees must comply with this Policy.
- (b) Managers/Supervisors must reasonably communicate and implement this Policy within their area of responsibility.

Goods & Services Purchasing Policy - V2.0 - amended_ab	Version 2.0	Page 3 of 5
Effective Date: Draft	Review Date: Draft	© Southern Midlands Council 2016

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 \$100,000**
three (3) written quotations to be obtained and the lowest one accepted. Any variation from this rule requires approval from the General Manager.
- c) **\$100,000**
Tenders are required for goods and services greater than \$100,000.

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 - Development and Environmental Services, Manager - Works & Technical Services, Manager - Corporate Services, Manager - Heritage Projects or Manager - Natural Resource Management.

- Community Development/Recreation Officer
- Finance Officer
- Senior Admin Officer(s) – Kempton and Oatlands
- Mechanic
- Senior Visitor Information Officer, Heritage Highway Visitor Information Centre
- Head Miller, Callington Mill

Goods & Services Purchasing Policy - V2.0 - amended_ab	Version 2.0	Page 4 of 5
Effective Date: Draft	Review Date: Draft	© Southern Midlands Council 2016

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 - Community & Corporate Development, Manager - Development and Environmental Services, Manager - Works & Technical Services, Manager - Corporate Services:

- Assistant Works Coordinator/s – Kempton and Oatlands

5.4 Order Books

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

- Deputy General Manager (Kempton Office)
- Manager Corporate Services (Oatlands Office)
- Manager - Works & Technical Services
- Manager – Heritage Projects
- Manager – Natural Resource Management
- Assistant Works Coordinator, Kempton and Oatlands
- Senior Visitor Information Officer -Heritage Highway Visitor Information Centre

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.

Goods & Services Purchasing Policy - V2.0 - amended_ab	Version 2.0	Page 5 of 5
Effective Date: Draft	Review Date: Draft	© Southern Midlands Council 2016

18.2 Sustainability

Strategic Plan Reference – Page 33 & 34

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

Nil.

18.3 Finances

18.3.1 MONTHLY FINANCIAL STATEMENT (JUNE 2016)

Author: FINANCE OFFICER (COURTNEY PENNICOTT)

Date: 22 JULY 2016

ISSUE

Refer enclosed Report incorporating the following: -

- a) Statement of Comprehensive Income – 1st July 2015 to 30th June 2016 (including Notes)
- b) Current Expenditure Estimates
- c) Capital Expenditure Estimates
Note: Refer to enclosed report detailing the individual capital projects.
- d) Cash Flow Statement - June 2016

Note: Expenditure figures provided are for the period 1st July 2015 to 30th June 2016 – approximately 100% of the period.

CURRENT EXPENDITURE ESTIMATES (OPERATING BUDGET)

Strategic Theme – Infrastructure

Sub-Program – Lighting - expenditure to date (\$96,010– 110.02%). Street lighting is now paid on a monthly basis. Prior to the commencement of monthly payments, in August 2015, a quarterly payment was made in July 2015 which related to part of the previous financial year. Recognising that this was not an accrued expense as at June 2015.

Sub-Program – Signage – expenditure to date (\$12,174– 129.51%). Expenditure relates to the replacement of damaged and missing signs, including the large Çolebrook township sign.

Strategic Theme – Growth

Sub-Program – Business - expenditure to date (\$231,204– 183.24%). Works undertaken on a recharge basis. Expenditure will be offset by income received.

Strategic Theme – Landscapes

Sub-Program – Regulatory – expenditure to date (\$895,626 – 108.65%). Expenditure includes Planning Appeal/Tribunal Hearing Tea Tree Road Quarry \$36,721

Strategic Theme – Lifestyle

Sub-Program – Aged – expenditure to date (\$2,700 – 180.01%). Expenditure includes costs relating to Seniors Week.

Strategic Theme –Community

Sub-Program – Consultation – expenditure to date (\$5,422 – 106.93%). Expenditure relates to annual electricity payments for the Weeding’s Hill tower.

Strategic Theme – Organisation

Strategic Theme – Improvement – expenditure to date (\$89,817– 1026.47%). All costs relate to the joint OH&S / Risk Management project being undertaken by six participating Councils under a resource sharing agreement. The cost of the project is to be shared between the six (6) Councils with revenue coming back to Southern Midlands.

Sub-Program – Sustainability - expenditure to date (\$2,203,736 – 107.61%). Expenditure includes approximately \$149,500 of annual expenses (e.g. insurances, subscriptions and licence payments).

CAPITAL EXPENDITURE ESTIMATES (CAPITAL BUDGET)

Nil.

RECOMMENDATION

THAT the Financial Report be received and the information noted.

DECISION

Moved by Deputy Mayor A Green, seconded by Cllr D Fish

THAT the Financial Report be received and the information noted.

CARRIED

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor A O Green	
√	Cllr A R Bantick	
√	Cllr E Batt	
√	Cllr R Campbell	
√	Cllr D F Fish	
√	Cllr D Marshall	

STATEMENT OF COMPREHENSIVE INCOME				
FOR THE PERIOD				
1st JULY 2015 to 30th JUNE 2016				
	Annual Budget	Year to Date as at 30th JUNE	%	Comments
Income				
General rates	\$ 4,666,548	\$ 4,675,291	100.2%	Budget includes Interest & Penalties to be imposed to end of June 2016
User Fees (refer Note 1)	\$ 658,662	\$ 845,124	128.3%	
Interest	\$ 200,000	\$ 177,518	88.8%	
Government Subsidies	\$ 15,570	\$ 7,570	48.6%	Heavy Vehicle Licence Fees & Road Rescue MAIB reimbursements
Contract Income	\$ 0	\$ 0	0.0%	
Other (refer Note 2)	\$ 355,854	\$ 524,522	147.4%	
Sub-Total	\$ 5,896,634	\$ 6,230,025	105.7%	
Grants - Operating	\$ 3,201,435	\$ 1,709,076	53.4%	Mens Shed \$3202 FAGS \$1,271,474 NRM \$332.73 School Holiday \$5,552.73 Garden \$5,000 Communities For Children \$3,725.45
Total Income	\$ 9,098,069	\$ 7,939,101	87.3%	
Expenses				
Employee benefits	\$ (3,766,728)	\$ (3,112,032)	82.6%	Less Roads - Resheeting Capitalised
Materials and contracts	\$ (2,738,461)	\$ (3,212,917)	117.3%	Less Roads - Resheeting Capitalised, Includes Land Tax
Depreciation and amortisation	\$ (2,668,500)	\$ (2,656,612)	99.6%	Percentage Calculation (based on year-to-date)
Finance costs	\$ (50,583)	\$ (45,769)	90.5%	
Contributions	\$ (188,399)	\$ (188,399)	100.0%	Fire Service Levies
Other	\$ (264,784)	\$ (244,119)	92.2%	
Total expenses	\$ (9,677,455)	\$ (9,459,849)	97.8%	
Surplus (deficit) from operations	\$ (579,386)	\$ (1,520,748)	262.5%	
Grants - Capital (refer Note 3)	\$ 877,860	\$ 1,258,151	143.3%	
Sale Proceeds (Plant & Machinery)	\$ 210,000	\$ 399,291	190.1%	
Net gain / (loss on disposal of non-current assets)	\$ 0	\$ 0	0.0%	
Surplus / (Deficit)	\$ 508,474	\$ 136,694	26.9%	

NOTES				
1. Income - User Fees (Budget \$658,662) includes:				
- All other Programs	\$ 330,162	\$ 528,307	160.0%	Actual Income Received (i.e. excluding Debtors)
- Callington Mill	\$ 328,500	\$ 316,816	96.4%	
	\$ 658,662	\$ 845,124		
2. Income - Other (Budget \$355,854) includes:				
- Income (Private Works)	\$ 127,854	\$ 290,416	227.1%	
- Tas Water Distributions	\$ 228,000	\$ 228,000	100.0%	
- Public Open Space Contributions	\$ -	\$ -	0.0%	
- Other	\$ -	\$ 6,106	0.0%	
	\$ 355,854	\$ 524,522	147.4%	
3. Grant - Capital (Budget \$877,860) includes:				
- Black Spot Funding	\$ -	\$ -	0.0%	
- Tourism Funding	\$ -	\$ 4,000	0.0%	
- Roads To Recovery Grant	\$ 877,860	\$ 1,254,151	142.9%	Increase to reintroduction of CPI linked fuel excise
	\$ 877,860	\$ 1,258,151	143.3%	
Note:				
Operating Grants				
- School Holiday Program	\$ -	\$ 5,553		
- Mens Shed	\$ -	\$ 3,166		
- NRM South	\$ -	\$ 333		
- Communities For Children	\$ -	\$ 3,725		
- School Community Garden	\$ -	\$ 5,000		
		\$ 17,777		

**SOUTHERN MIDLANDS COUNCIL : CURRENT EXPENDITURE 2015/16
SUMMARY SHEET**

PROGRAM	TOTAL	REVISED BUDGET (GRANTS & OTHER REIMBURSEMENTS)	ACTUAL AS AT 30th JUNE 2016 100%	VARIANCE (+/-)	% BASED ON REVISED BUDGET 100%
INFRASTRUCTURE					
Roads	3004318	3004318	2892654	111664	96.28%
Bridges	361179	361179	340131	21048	94.17%
Walkways	179906	179906	155906	24000	86.66%
Lighting	87266	87266	96010	-8744	110.02%
Irrigation	0	0	0	0	0.00%
Drainage	85107	85107	70296	14811	82.60%
Waste	579191	579191	577262	1929	99.67%
Public Toilets	56642	56642	48231	8411	85.15%
Communications	0	0	0	0	0.00%
Signage	9400	9400	12174	-2774	129.51%
INFRASTRUCTURE TOTAL:	4363009	4363009	4192664	170345	96.10%
GROWTH					
Residential	0	0	0	0	0.00%
Mill Operations	481205	481205	480973	232	99.95%
Tourism	222479	222479	173379	49100	77.93%
Business	876177	126177	231204	-105027	183.24%
Agriculture	0	0	89	-89	0.00%
Integration	25615	25615	4528	21087	17.68%
GROWTH TOTAL:	1605476	855476	890172	-34696	104.06%
LANDSCAPES					
Heritage	292412	292412	180533	111879	61.74%
Natural	138323	138323	131005	7318	94.71%
Cultural	0	0	0	0	0.00%
Regulatory	824289	824289	895626	-71337	108.65%
Climate Change	28204	28204	1405	26799	4.98%
LANDSCAPES TOTAL:	1283228	1283228	1208569	74659	94.18%
LIFESTYLE					
Youth	222610	222610	27127	195483	12.19%
Aged	1500	1500	2700	-1200	180.01%
Childcare	7500	7500	5000	2500	66.67%
Volunteers	34500	34500	25923	8577	75.14%
Access	0	0	0	0	0.00%
Public Health	7881	7881	6872	1009	87.19%
Recreation	430731	430731	407267	23464	94.55%
Animals	72429	72429	49761	22668	68.70%
Education	0	0	0	0	0.00%
Recreation Comm	0	0	577	-577	0.00%
LIFESTYLE TOTAL:	777151	777151	525227	251924	67.58%
COMMUNITY					
Retention	0	0	0	0	0.00%
Capacity	31025	31025	27305	3720	88.01%
Safety	56650	56650	50196	6454	88.61%
Consultation	5070	5070	5422	-352	106.93%
Communication	12125	12125	1606	10519	13.24%
COMMUNITY TOTAL:	104870	104870	84527	20343	80.60%
ORGANISATION					
Improvement	8750	8750	89817	-81067	1026.47%
Sustainability	2047836	2047836	2203736	-155900	107.61%
Finances	252135	252135	257718	-5583	102.21%
ORGANISATION TOTAL:	2308721	2308721	2551271	-242550	110.51%
TOTALS	10442455	9692455	9452430	240025	97.52%

CAPITAL EXPENDITURE PROGRAM 2015-16							
AS AT 30 JUNE 2016							
				BUDGET	EXPENDITURE	VARIANCE	COMMENTS
INFRASTRUCTURE							
	ROAD ASSETS						
	Resheeting Program		Roads Resheeting (40.00 klms x 5.5 x 150mm x \$20 m3)	\$ 600,000	\$ 556,277	\$ 43,723	
	Reseal Program		Roads Resealing (as per agreed program)	\$ 500,000	\$ -	\$ 217,104	
		C1010046	East Bagdad Road Reseal		\$ 21,521		
		C1010048	Oatlands and Kempton Road Reseal Project		\$ 261,375		
		C1010052	Eldon Road Reseal	\$ -	\$ 56,305	\$ (56,305)	RTR
		C1010053	Rhyndaston Road	\$ -	\$ 72,590	\$ (72,590)	RTR
		C1010057	White Kangaroo Road Reseal	\$ -	\$ 53,433	\$ (53,433)	RTR
		C1010058	Woodsdale Road Reseal 3 Sections (near 'glue pot' - New Country Marsh Road)	\$ -	\$ 49,170	\$ (49,170)	RTR
		C1010059	Birmingham Arms Road	\$ -	\$ 39,755	\$ (39,755)	RTR
		C1010060	Esplanade	\$ -	\$ 17,568	\$ (17,568)	RTR
		C1010061	Main Street Kempton	\$ -	\$ 132,569	\$ (132,569)	RTR
	Reconstruct & Seal	C1010034	Clifton Vale Road	\$ 21,818	\$ 28,383	\$ (6,565)	
		C1010051	Brown Mountain Road (section up Hill - 200 metres)	\$ 30,000	\$ 36,173	\$ (6,173)	
		C1010049	Eldon Road Restabilise and Seal (various sections - 500 metres)	\$ 75,000	\$ 68,326	\$ 6,674	
		C1010032	Green Valley Road (above Bridge - 150 metres)	\$ 22,500	\$ 21,570	\$ 930	
		C1010023	Inglewood Road (vicinity of Viaduct) - 585 mtrs from Rail Lights to Viaduct	\$ 87,750	\$ 70,966	\$ 16,784	
		C1010050	Rhyndaston Road (Vicinity of J Housego - 100 metres)	\$ 13,750	\$ 19,244	\$ (5,494)	
		C1010055	Woodsdale Road (Whitefoord end - 2 sections - 200 metres)	\$ 30,000	\$ 34,401	\$ (4,401)	
			Woodsdale Road (near 'glue pot' - 2 sections - 240 metres)	\$ 36,000	\$ -	\$ 36,000	
			Yarlington Road (Smarts Hill - 150 metres)	\$ 22,500	\$ -	\$ 22,500	
	Junction Road Realignment/ Other	C1010037	Campania - Reeve St / Clime Street	\$ 45,600	\$ 11,722	\$ 33,878	
			Church Street, Oatlands (outside school -'V' drain) - 100mtrs	\$ 6,000	\$ -	\$ 6,000	
		C1010056	High Street/Esplanade - Junction Improvements	\$ 25,000	\$ 12,536	\$ 12,464	
			Reeve Street - Hall Street to Rec Ground (K&G) - 70 mtrs	\$ 8,800	\$ -	\$ 8,800	
		C1020047	Lovely Banks Road (junction with Colebrook)	\$ 40,000	\$ 5,755	\$ 34,245	
			Station Street, Tea Tree	\$ 19,500	\$ -	\$ 19,500	

Carry Forwards:						\$ -	
Minor Seals (New)	C1020031	Church Road (Brighton Council end)	\$ 10,000	\$ -	\$ 10,000		
	C1020032	Hasting Street Junction	\$ 15,000	\$ -	\$ 15,000		
Sealed - Road Widening	C1010002	Green Valley Road - Widening	\$ 83,000	\$ 66,931	\$ 16,069		
Unsealed - Road Widening	C1020037	Hall Lane, Bagdad - widening	\$ 15,000	\$ 25,045	\$ (10,045)		
	C1020038	Chauncy Vale Road, Bagdad	\$ 20,000	\$ -	\$ 20,000		
	C1020034	Church Road (Corner Widening)	\$ 7,165	\$ 9,202	\$ (2,037)		
Junction / Road Realignment / Other		Woodsdale Road / Tunnack Main Rd Junction (30 mm Overlay)	\$ 6,400	\$ -	\$ 6,400		
		Yarlington Road - Realignment	\$ 20,000	\$ 11,023	\$ 8,977		
	C1020050	Sugar Loaf Road Junction		\$ 2,810	\$ (2,810)		
	C1020040	Interlaken Road- Corner Realignment (Rockton)	\$ 13,308	\$ 12,909	\$ 399		
	C1010038	Campania - Reeve St / Hall Street K&G	\$ 5,000	\$ -	\$ 5,000		
		Tunbridge Main Road Verge	\$ 3,000	\$ -	\$ 3,000		
	C1010039	Woodsdale Road - Landslip Area (vicinity Scotts Quarry)	\$ 15,000	\$ -	\$ 15,000		
		Woodsdale Road - Landslip Area(s) - Engineering Assessment	\$ 9,700	\$ -	\$ 9,700		
		York Plains Road *Camber adjustment)	\$ 5,000	\$ -	\$ 5,000		
	C1020026	Church Road - Realign (Intersection with Elderslie Road) - Survey & Acquisition	\$ 211,000	\$ 204,127	\$ 6,873	WIP 30/6/15	
			\$ 2,022,792	\$ 1,901,685	\$ 121,106		
BRIDGE ASSETS							
	C1030003	Brown Mountain Rd Bridge (B637)	\$ -	\$ 1,024	\$ (1,024)		
	C1030006	Fields Road Bridge (B1851)	\$ -	\$ 1,469	\$ (1,469)	WIP 30/6/15	
	C1030012	Sandy Lane (Red Rocks Race B4198)	\$ 56,950	\$ 31,222	\$ 25,728	WIP 30/6/15	
	C1030019	Nala Road (B4500)	\$ -	\$ -	\$ -		
	C1030021	Wattle Hill Road (Coal River B1402)	\$ 284,925	\$ 223,241	\$ 61,684		
	C1030023	Swanston Road - Little Swanport Rv (B 1716)	\$ 355,000	\$ 402,734	\$ (47,734)		
	C1030028	Rotherwood Road (B1137)	\$ -	\$ 8,646	\$ (8,646)		
	C1030040	Jones Rd (B5083)	\$ -	\$ 80,778	\$ (80,778)	WIP 30/6/15	
	C1030046	Kheme Road (Birralee Creek T468.00570)	\$ 142,527	\$ 102,300	\$ 40,227		
	C1030044	Grahams Creek Road (Grahams Creek B2510) Elderslie Road	\$ 81,672	\$ 1,304	\$ 80,368		
	C1030048	Muddy Plains Road (Summerfield Creek B417)	\$ 107,289	\$ 73,694	\$ 33,595	WIP 30/6/15	
	C1030049	Inglewood Road (Tin Dish Rivulet B4289)	\$ 212,650	\$ 89,164	\$ 123,486	WIP 30/6/15	
	C1030050	Nala Road (Kittys Rivulet B4264)	\$ 107,289	\$ 60,607	\$ 46,682	WIP 30/6/15	
	C1030051	Old Tier Road (Blackman River B3207)	\$ 132,834	\$ 87,595	\$ 45,239		
	C1030052	Jordan River B5083	\$ -	\$ 7,877	\$ (7,877)		
	C1030053	Stratford Road Bridge (B4823)	\$ -	\$ 22,128	\$ (22,128)		
		Noyes Road (Limekiln Creek)	\$ 41,265	\$ -	\$ 41,265		
		Hardings Road (White Kangaroo Rivulet B1096)	\$ 163,547	\$ -	\$ 163,547		
			\$ 1,685,948	\$ 1,193,782	\$ 492,166		

WALKWAYS						
		Footpaths - General (Program to be confirmed)	\$ 30,000	\$ -	\$ 30,000	
	C1040003	Streetscapes, Street Furniture	\$ -	\$ 4,708	\$ (4,708)	
		Bagdad Township			\$ -	
	C1090013	- Swan Street - Kerb & Gutter (eastern & western side)	\$ 112,244	\$ 2,687	\$ 109,557	
		Campania Township				
	C1040005	- Reeve Street (Vicinity of Store)	\$ 10,000	\$ 5,057	\$ 4,943	
	C1040005	- Reeve Street (500 metres)	\$ 80,000	\$ 8,386	\$ 71,614	WIP 30/6/14 Design etc
		- Review Management Plan (Site Plan) / Walking Tracks (Bush Reserve)	\$ 5,000		\$ 5,000	
		Kempton Township			\$ -	
		- Main Street (vicinity of Tavern) incl. renewal of K&G	\$ 17,500	\$ 14,302	\$ 3,198	
		Oatlands Township			\$ -	
		- Church Street (K&G renewal)	\$ 15,000	\$ 53,653	\$ (38,653)	
		Tunbridge Township				
		- Main Road K&G	\$ 7,800	\$ 5,040	\$ 2,760	
			\$ 277,544	\$ 93,833	\$ 183,711	
DRAINAGE		Bagdad				
		- Midland Hwy/ Swan St Drainage (McShane Property)	\$ 22,500	\$ -	\$ 22,500	
	C1090015	- Swan Street - Kerb & Gutter (eastern & western side)	\$ -	\$ -	\$ -	WIP 30/6/15
	C1090026	- East Bagdad Road - Drainage Renewal	\$ 50,000	\$ 53,362	\$ (3,362)	
		Campania			\$ -	
	C1090008	- Reeve Street Open Drain (North Of Telephone Box)	\$ 35,000	\$ 9,592	\$ 25,408	WIP 30/6/15
		Oatlands				
		- Barrack Street(towards Mason St)	\$ 10,000	\$ -	\$ 10,000	
		- High St/Wellington Street Junction	\$ 5,000	\$ 205	\$ 4,795	
	C1090024	Stormwater Management Plan		\$ 5,791	\$ (5,791)	
			\$ 122,500	\$ 68,951	\$ 53,549	
WASTE	C110002	Wheelie Bins & Crates	\$ 7,500	\$ 6,216	\$ 1,284	
			\$ 7,500	\$ 6,216	\$ 1,284	
PUBLIC TOILETS	C1110001	Colebrook - Power Connection & Lighting	\$ 5,000	\$ 3,935	\$ 1,066	
		Campania - Urinal / Plumbing / External Shower Head	\$ 4,000	\$ -	\$ 4,000	
			\$ 9,000	\$ 3,935	\$ 5,066	

	SIGNAGE		Oatlands Signage (Info Bays) - Town Maps	\$ 10,000	\$ 660	\$ 9,340
		C113001	Highway Signage - Graphic Design	\$ 2,000	\$ 1,260	\$ 740
				\$ 12,000	\$ 1,920	\$ 10,080
	RESIDENTIAL	C201001	Kandara Court Subdivision	\$ -	\$ 2,606	\$ (2,606)
				\$ -	\$ 2,606	\$ (2,606)
	CAPACITY	C2020003	Community Garden- Mill Precinct	\$ 8,200	\$ 3,924	\$ 4,276
				\$ 8,200	\$ 3,924	\$ 4,276
	BUSINESS	C2030001	Barrack Street Property Purchase	\$ -	\$ 172,320	\$ (172,320)
				\$ -	\$ 172,320	\$ (172,320)
LANDSCAPES	HERITAGE	C3010002	Callington Mill (Master Precinct Plan)	\$ 12,500	\$ -	\$ 12,500
			Callington Mill (Mill Tower- Fire Detection System)	\$ 6,500	\$ -	\$ 6,500
			Callington Mill (Car Parking Area- Drainage Improvements)	\$ 5,000	\$ -	\$ 5,000
		C3010008	Commissariat (79 High Street)	\$ 139,500	\$ 14,010	\$ 125,490
			Oatlands Court House (Stabilisation & Gaol Cell)	\$ 5,000	\$ -	\$ 5,000
			Oatlands Gaol - Minor Capital Works	\$ 7,000	\$ -	\$ 7,000
		C3010011	Roche Hall - Forecourt (Interps- Planning)	\$ 5,000	\$ 4,750	\$ 250
			Roche Hall - Stamp Duty (Property Transfer)	\$ 15,275	\$ -	\$ 15,275
		C3010009	Kempton Watch House (Fitout)	\$ 7,500	\$ -	\$ 7,500
			Parattah Railway Station - Guttering & Fascia	\$ 2,600	\$ -	\$ 2,600
				\$ 205,875	\$ 18,760	\$ 187,115
	NATURAL	C3020002	Callington Park - Stone Wall	\$ 9,000	\$ 3,480	\$ 5,520
			Chauncy Vale - Day Dawn Cottage (Toilet Upgrade)	\$ 5,000	\$ -	\$ 5,000
		C3020005	Chauncy Vale Track Construction	\$ -	\$ 10,000	\$ (10,000)
		G3020006	Dulverton Corridor Walkway	\$ -	\$ 1,686	\$ (1,686)
			NRM South Weed Management	\$ -	\$ 620	\$ (620)
			Tunbridge Circle Landscaping	\$ -	\$ 111	\$ (111)
				\$ 14,000	\$ 15,897	\$ (1,897)

	REGULATORY	C3040001	Kempton Council Chambers - Building & Office Improvements	\$ 18,954	\$ 5,250	\$ 13,704	
		C3040001	Kempton Council Chambers - Office Equipment	\$ 3,000	\$ -	\$ 3,000	
		C3040001	Kempton Council Chambers - External Repainting	\$ 7,500	\$ -	\$ 7,500	
				\$ 29,454	\$ 5,250	\$ 24,204	
LIFESTYLE	RECREATION	C4070001	Parattah Recreation Ground - Building	\$ 10,000	\$ 25,291	\$ (15,291)	
		C4070001	Parattah Recreation Ground - Demolish External Toilets	\$ 5,000	\$ -	\$ 5,000	
		C4070002	Parattah Recreation Ground - Facility Development	\$ 20,000	\$ -	\$ 20,000	
		C4070003	Campania Recreation Ground- Tree Planting	\$ 5,000	\$ -	\$ 5,000	
		C4070005	Recreation Committee	\$ 15,000	\$ 6,085	\$ 8,915	Incl. W/Dale Hall Heating
		C4070016	Colebrook Recreation Ground (Amenities)	\$ 35,000	\$ 22,337	\$ 12,663	
		C4070017	Kempton Hall - External Repainting	\$ 20,000	\$ -	\$ 20,000	
			Kempton Recreation Ground - Grandstand Hand Rails	\$ 5,000	\$ -	\$ 5,000	Includes C4070030
		C4070033	Oatlands Aquatic Club Building	\$ 18,000	\$ 18,729	\$ (729)	
		C4070022	Playspace Strategy - Alexander Circle & Lyndon Road	\$ 8,000	\$ -	\$ 8,000	
			Oatlands Recreation Ground - Retaining Wall	\$ 12,000	\$ -	\$ 12,000	
		C4070027	Oatlands Recreation Ground Flood Lights	\$ 385,000	\$ 384,531	\$ 469	
		C4070028	Campania Recreation Ground Flood Lights	\$ -	\$ 286,649	\$ (286,649)	
		C4070031	Mt Pleasant - Watering System	\$ 20,554	\$ 17,680	\$ 2,874	Ground Lighting - Budget Amendment
			Mt Pleasant - Upgrade Toilets	\$ 13,000	\$ -	\$ 13,000	
		C4070032	Mt Pleasant - Cricket Pitch	\$ -	\$ 17,140	\$ (17,140)	Club Contribution
				\$ 571,554	\$ 778,443	\$ (206,889)	
	SAFETY		Road Accident Rescue Unit	\$ 3,000	\$ -	\$ 3,000	
				\$ 3,000	\$ -	\$ 3,000	
	CAPACITY	C3010010	Community Blacksmith Program	\$ 6,200	\$ 10,845	\$ (4,645)	
		C4060006	Mens Shed Grant		\$ 3,947	\$ (3,947)	
		C5020001	Levendale Community Centre	\$ 20,000	\$ 33,745	\$ (13,745)	
				\$ 26,200	\$ 48,537	\$ (22,337)	

ADMINISTRATION	C6020003	Computer System (Hardware / Software)	\$ 20,000	\$ 20,888	\$ (888)	
	C6020007	Council Chambers - Damp Issues & Stonemasonry	\$ 15,000	\$ -	\$ 15,000	
	C6020007	Council Chambers - Building Improvements	\$ 7,500	\$ 4,195	\$ 3,305	
	C6020007	Town Hall (General) - incl. Office Equip/Furniture	\$ 8,000	\$ 7,222	\$ 778	
	C6020007	Photo Reframing	\$ 1,500	\$ -	\$ 1,500	
	C6020010	Municipal Revaluation		\$ 126,000	\$ (126,000)	WIP 30/6/15 - \$98K
					\$ -	
WORKS		Kempton Depot - Painting	\$ 10,000	\$ -	\$ 10,000	
		Depot Relocation	\$ 5,000	\$ -	\$ 5,000	
					\$ -	
	C9990002	Minor Plant Purchases	\$ 9,500	\$ 14,515	\$ (5,015)	
		Radio System	\$ 2,000	\$ -	\$ 2,000	
					\$ -	
		Plant Replacement Program				
		Refer separate Schedule (Net Changeover)	\$ 365,000	\$ 299,443	\$ 65,557	
		Light Vehicles	\$ 168,000	\$ 356,050	\$ (188,050)	
		(Trade Allowance - \$240K)	\$ -	\$ -	\$ -	
		Water Tanks Replacement (Truck)	\$ 50,000	\$ 49,440	\$ 560	
					\$ -	
			\$ 661,500	\$ 877,753	\$ (216,253)	
		GRAND TOTALS	\$ 5,657,067	\$ 5,193,811	\$ 463,256	
					\$ 463,256	

	INFLOWS (OUTFLOWS) (July 2015)	INFLOWS (OUTFLOWS) (August 2015)	INFLOWS (OUTFLOWS) (September)	INFLOWS (OUTFLOWS) (October 2015)	INFLOWS (OUTFLOWS) (November)	INFLOWS (OUTFLOWS) (December 2015)	INFLOWS (OUTFLOWS) (January 2016)	INFLOWS (OUTFLOWS) (February 2016)	INFLOWS (OUTFLOWS) (March 2016)	INFLOWS (OUTFLOWS) (April 2016)	INFLOWS (OUTFLOWS) (May 2016)	INFLOWS (OUTFLOWS) (June 2016)	INFLOWS (OUTFLOWS) (Year to Date)
Cash flows from operating activities													
Payments													
Employee costs	- 254,864.07	- 261,693.89	- 251,001.52	- 232,034.50	- 393,712.86	- 269,604.92	- 187,615.29	- 228,230.80	- 245,094.85	- 223,062.84	- 371,204.55	-260,239.24	- 3,178,359.33
Materials and contracts	- 412,124.72	- 525,718.68	- 473,273.43	- 198,766.35	- 377,494.06	- 176,160.99	- 281,497.11	- 283,506.80	- 209,000.52	- 264,940.77	- 176,695.00	71,374.63	- 3,307,803.80
Interest	- 128.02	-	-	-	- 5,019.42	- 15,929.89	- 5,075.00	- 28.35	-	-	- 4,782.70	- 14,805.68	- 45,769.06
Other	- 14,368.84	- 28,264.62	- 34,991.30	- 82,725.46	- 24,794.03	- 18,381.21	- 70,745.43	- 12,312.14	- 27,054.94	- 61,207.67	- 17,002.77	- 74,994.40	- 466,842.81
	- 681,485.65	- 815,677.19	- 759,266.25	- 513,526.31	- 801,020.37	- 480,077.01	- 544,932.83	- 524,078.09	- 481,150.31	- 549,211.28	- 569,685.02	- 278,664.69	- 6,998,775.00
Receipts													
Rates	86,203.59	581,696.64	1,435,377.23	353,194.19	343,847.82	283,887.71	398,500.51	278,454.53	369,173.37	251,304.97	171,017.81	82,341.67	4,635,000.04
User charges	341,967.92	60,880.69	107,331.56	106,788.34	76,656.56	65,760.67	67,507.98	97,430.06	103,308.57	59,252.13	191,355.98	104,387.60	1,382,628.06
Interest received	14,286.13	15,869.47	15,542.66	15,996.65	16,712.92	15,647.60	14,995.76	15,527.82	14,298.59	14,331.77	12,660.95	11,647.76	177,518.08
Subsidies	-	-	-	-	7,570.00	-	-	-	-	-	-	-	7,570.00
Other revenue grants	3,166.00	422,824.75	-	36.36	422,824.75	-	-	423,157.48	-	-	433,341.12	-	1,705,350.46
GST Refunds from ATO	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	49,007.95	28,624.98	89,118.60	- 34,879.60	- 17,328.99	- 19,151.19	- 40,706.55	93,473.86	- 39,217.84	- 64,496.48	54,068.44	- 91,728.56	6,784.62
	494,631.59	1,109,896.53	1,647,370.05	441,135.94	850,283.06	346,144.79	440,297.70	908,043.75	447,562.69	260,392.39	862,444.30	106,648.47	7,914,851.26
Net cash from operating	- 186,854.06	294,219.34	888,103.80	- 72,390.37	49,262.69	- 133,932.22	- 104,635.13	383,965.66	- 33,587.62	- 288,818.89	292,759.28	- 172,016.22	916,076.26
Cash flows from investing activities													
Payments for property, plant & equipment	- 108,069.43	- 563,212.67	- 61,851.29	- 133,488.49	- 566,039.49	- 222,041.48	- 422,906.09	- 477,231.68	- 363,593.74	- 328,669.84	- 375,710.91	- 521,808.03	- 4,144,623.14
Proceeds from sale of property, plant & equipment	12,357.27	15,330.01	-	7,944.55	25,599.09	24,235.45	58,000.63	74,094.82	97,706.07	-	31,113.64	52,909.09	399,290.62
Proceeds from Capital grants	-	-	-	-	89,436.00	-	-	127,498.00	-	-	1,041,217.00	3,725.45	1,261,876.45
Proceeds from Investments	-	-	-	-	-	-	-	-	-	-	-	-	-
Payment for Investments	-	-	-	-	-	-	-	-	-	-	-	-	-
Net cash used in investing activities	- 95,712.16	- 547,882.66	- 61,851.29	- 125,543.94	- 451,004.40	- 197,806.03	- 364,905.46	- 275,638.86	- 265,887.67	- 328,669.84	696,619.73	- 465,173.49	- 2,483,456.07
Cash flows from financing activities													
Repayment of borrowings	- 4,507.85	-	-	-	- 12,524.30	- 35,569.30	- 6,133.58	-	-	-	12,761.02	- 28,806.90	- 100,302.95
Proceeds from borrowings	250,000.00	-	-	-	-	-	-	-	-	-	-	-	250,000.00
Net cash from (used in) financing activities	245,492.15	-	-	-	- 12,524.30	- 35,569.30	- 6,133.58	-	-	-	12,761.02	- 28,806.90	149,697.05
Net increase/(decrease) in cash held	- 37,074.07	- 253,663.32	826,252.51	- 197,934.31	- 414,266.01	- 367,307.55	- 475,674.17	108,326.80	- 299,475.29	- 617,488.73	976,617.99	- 665,996.61	- 1,417,682.76
Cash at beginning of reporting year	10,002,747.20	9,965,673.13	9,712,009.81	10,538,262.32	10,340,328.01	9,926,062.00	9,558,754.45	9,083,080.28	9,191,407.08	8,891,931.79	8,274,443.06	9,251,061.05	10,002,747.20
Cash at end of reporting year	9,965,673.13	9,712,009.81	10,538,262.32	10,340,328.01	9,926,062.00	9,558,754.45	9,083,080.28	9,191,407.08	8,891,931.79	8,274,443.06	9,251,061.05	8,585,064.44	8,585,064.44

Clr Campbell left the meeting at 2.08 p.m.
Clr Campbell returned to the meeting at 2.14 p.m.

18.3.2 REVIEW OF FEES & CHARGES SCHEDULE

Author: MANAGER DEVELOPMENT ENVIRONMENTAL SERVICES (D CUNDALL)

Date: 22 JULY 2016

Attachment:

SMC - Schedule of Fees and Charges: 2016-2017

INTRODUCTION

The fees and charges of a Council are captured in a succinct document usually entitled “schedule of fees and charges” (“schedule”). Over time legislation changes, fees must be reviewed, and services are added or removed.

The current *Schedule of Fees and Charges: 2013-2014* was adopted in 2013. This is the last review of Council’s schedule.

It is therefore considered necessary, by Council Officers, to update the schedule for the following reasons:

- A. To review Council service fees in line with Consumer Price Index (CPI)
- B. To review Council service fees in line with other Councils in Tasmania
- C. To create a succinct and user friendly document; through
 - a. the removal of charge fees for services no longer required due to legislative changes.
 - b. refine wording and descriptions of service fees.

FEE CHANGES

There has not been a review of Council’s fees and charges since the adoption of the 2013-2014 Schedule. It is considered necessary to review the actual amounts charged for services.

CPI

A general rise of all fees and charges is proposed in line with the Hobart CPI increase over the past 3 years. The annual CPI for Hobart for the March quarter for the previous three (3) years has been:

- March 2014 – 2.8%
- March 2015 – 0.9%
- March 2016 – 1.3%

Source: Consumer Price Index, Abs Cat No 6401.0: Table 1.2

Many other Councils in Tasmania will adopt an annual increase to the fees and charges in line with the latest CPI. The latest CPI for Hobart (Tasmania) was 1.3% for the March quarter. In this context, fees are increased slightly each year to keep pace with CPI to avoid large increases in any one year.

Council has not reviewed or increased fees and charges in the previous two (2) financial years.

It is proposed that Council increase fees in line with the methodology described below for the current 2016/2017 financial year.

Fee Review Methodology: Development and Environmental Services

Since March 2014 there has been an overall 5% increase in CPI in Tasmania.

It is therefore proposed that fees should be increased by an average 5% rounded to the nearest multiple of 5 (up or down). There is no annual compounding of fees over the past 2 years so the increase will only apply to the 2013 fees.

Fees for the following services have been increased through the above CPI methodology:

- A. Building Permit Fees
- B. Building Surveying Fees
- C. Plumbing and Drainage Fees
- D. Land Use Planning Fees
- E. Environmental Health Fees (Food Licences, Special Events, etc)
- F. Cemeteries

Elected Members will note that current fees for services below \$50.00 remain unchanged.

Fee Review: Waste Transfer Station Disposal Fees

Review of fees for Waste Management will be the subject of a separate report following finalisation of the Waste Management Strategy.

Fee Review: Animal Control

Animal Control Fees are set in May of each year.

Fee Review: Roadside Collection Wheelie Bin replacement

Fees increased to reflect actual cost of purchase.

Fee Review: General

Fees remain unchanged.

CHANGES TO SERVICES IN SCHEDULE

The following services and associated fees have been removed/included in the Schedule:

<i>Changes to Services – Removal or Additions to Schedule</i>		
2013-2014 Service & Fee	2016-2017 Service & Fee	Explanation
Advertising for S34 Historic Cultural Heritage Act - \$200.00	Removed	The Historic Cultural Act was amended in 2014 and removed this requirement.
Application for Strata - \$300.00 + \$20.00 per unit	Removed	The Planning Scheme specifies division of land by strata is exempt from requiring a permit.
Animal Control Infringements/Fines	Removed	A fine/charge for infringement of the <i>Dog Control Act 2000</i> is regulated by the Act and fines should be specified by the wording of the act not a fee schedule.
Nil	Building Administration Fee (TBC 2017)	This fee is proposed in draft form in legislation currently before the Parliament. It is expected a Building Administration Fee payable to State Government will be introduced in 2017. The service fee is not applicable at this point in time. Council Officers advise Council should be ready for the change by amending the fee schedule prior to the change.
	Place of Assembly Licence Place of Assembly (Special Event) Low risk and High risk Replace with one new fee Place of Assembly Licence \$200.00	With changes to the Place of Assembly Guidelines they now only apply to “mass public gatherings” (>1,000 persons). This means that they are by their nature all high risk and as such one new “higher” fee should apply. Council now does not have any Places of Assembly.

Table 2: Changes to Services – Removal or Additions to Schedule

RECOMMENDATION

THAT the *Schedule of Fees and Charges: 2016-2017* be adopted.

DECISION

Moved by Cllr E Batt, seconded by Cllr D Fish

THAT the *Schedule of Fees and Charges: 2016-2017* be adopted (subject to minor amendments).

CARRIED

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor A O Green	
√	Cllr A R Bantick	
√	Cllr E Batt	
√	Cllr R Campbell	
√	Cllr D F Fish	
√	Cllr D Marshall	

19. INFORMATION BULLETINS

Information Bulletins dated the 1st July, 8th July and 22nd July 2016 have been circulated since the previous meeting.

RECOMMENDATION

THAT the Information Bulletins dated the 1st July, 8th July and 22nd July 2016 be received and the contents noted.

DECISION

Moved by Cllr R Campbell, seconded by Deputy Mayor A Green

THAT the Information Bulletins dated the 1st July, 8th July and 22nd July 2016 be received and the contents noted.

CARRIED

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor A O Green	
√	Cllr A R Bantick	
√	Cllr E Batt	
√	Cllr R Campbell	
√	Cllr D F Fish	
√	Cllr D Marshall	

20. MUNICIPAL SEAL

Nil.

21. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

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

21.1 VICTORIA MEMORIAL HALL, KEMPTON – PROPOSED MANAGEMENT ARRANGEMENT – BRIGHTON GREEN PONDS RSL

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 26 JULY 2016

Attachments:

Briefing Paper – Presented to Community Forum (held 25th July 2016)

ISSUE

Council to further consider transferring management and operation of the Victoria Memorial Hall, Kempton to the Brighton Green Ponds RSL.

Note: This follows the conduct of an initial community consultation forum held on the 16th June 2016 and a follow-up forum held 25th July 2016.

BACKGROUND

The Brighton Green Ponds RSL, which partly occupies the Victoria Memorial Hall, has expressed an interest in taking on full management responsibility for the Hall facility.

The following summarises the current arrangements:

The RSL has sole occupation and use of the two rooms (previous Child Nursing Room and Doctors Surgery) which has been converted into the Club's Bar and meeting rooms; The RSL has a Special Liquor Permit to trade between 6 pm and 10 pm on Wednesdays, 6 pm and 11 pm on Thursdays, noon to 6 pm on Sundays and 10 am to 6 pm on Anzac Day.

The RSL may also access the Kitchen and Supper Room during the above times, and no additional hire fee is payable for the following specified RSL events:

- ANZAC Day;
- Remembrance Day;
- Annual General Meeting;
- Christmas function (date to be advised each year); and
- Funeral wakes for RSL members only.

Note: The standard Hire fee is payable where the Hall is used by RSL members for private events and activities (e.g. parties or other gatherings). The fee is payable even if the RSL provides the catering as this is beyond its normal trading hours, and is not a specified event mentioned above.

The RSL reimburses Council 50% of the total actual power costs for the full facility on a quarterly basis; and this arrangement also recognises that the RSL is prepared to allocate surplus funds to undertaking minor improvements at the Hall, including kitchen upgrade.

DETAIL

This issue was first considered by Council at its meeting held 25th May 2016. At that meeting it was resolved that feedback and comment be sought from the community prior to making a determination.

Following the initial community consultation forum held on the 16th June 2016, Council at its meeting held 29th June 2016, further considered the proposed terms and conditions.

Consistent with the outcome of the first community forum, it was resolved that these terms and conditions would be referred to a follow-up forum - subsequently held 25th July 2016.

The attached briefing paper was presented to the meeting and an opportunity for questions; comment and feedback provided.

Forum held 25th July 2016

Mayor A E Bisdee OAM, Clr A Bantick and Clr D Fish and approximately seventeen members of the community attended the forum. Note: Clrs E Batt and R Campbell submitted apologies.

The following comments were noted at the forum:

- Will hire fees be increased or maintained at the same level during the lease period? *RSL indicated that fees would need to be subject to review depending on the other cost increases e.g. Aurora.*
- Will the Primary School be able to use the facility free of charge? *RSL confirmed that this would be the case.*
- Discussion relating to insurance requirements – *clarification provided and made clear that all insurance requirements for each party would be clearly stipulated in the formal lease.*
- What planned improvements do the RSL have planned? *RSL indicated that this would be dependent on available funds.*
- The Green Ponds Progress Association should be represented on the Management Committee. *Refer comment provided in the briefing paper. Further explanation was provided in relation to past endeavours to establish a community based management committee. It was commented that this would be the subject of further discussion between the RSL and the Progress Association.*

In conclusion the forum was advised:

- a) That Council would further consider this matter taking into account the comments and feedback provided; and

- b) Assuming a decision is made to proceed with the proposed lease arrangement, then a formal lease document would be prepared and incorporate the terms and conditions as presented.

Note: The draft Lease is to be referred to the RSL for review prior to finalising. The GPPA and Mr P Tankard also requested to receive a copy of the draft lease (post RSL review) for information and comment.

Human Resources & Financial Implications – refer detail in the briefing paper, including previous reports submitted to Council (May and June 2016).

Community Consultation & Public Relations Implications – To be considered, taking into account the feedback received.

Priority - Implementation Time Frame – Dependent upon Council decision.

RECOMMENDATION

Two alternative recommendations are offered:

1. THAT Council elect not to progress with the proposed lease arrangement.

OR

2. THAT Council:
- a) Acknowledge that a lease arrangement with the Brighton Green Ponds RSL for the management and operation of the Victoria Memorial Hall, Kempton would be beneficial to both Council and the community;
 - b) Approve entering into a four-year lease of the facility to the Brighton Green Ponds RSL; and
 - c) A lease document be prepared to reflect the proposed terms and conditions contained within the report; and
 - d) The draft Lease, once approved by the Brighton Green Ponds RSL, be presented to Council for final endorsement prior to execution.

DECISION

Moved by Deputy Mayor A Green, seconded by Cllr R Campbell

THAT Council:

- a) **Acknowledge that a lease arrangement with the Brighton Green Ponds RSL for the management and operation of the Victoria Memorial Hall, Kempton would be beneficial to both Council and the community;**
- b) **Approve entering into a four-year lease of the facility to the Brighton Green Ponds RSL; and**

- c) A lease document be prepared to reflect the proposed terms and conditions contained within the report; and
- d) The draft Lease, once approved by the Brighton Green Ponds RSL, be presented to Council for final endorsement prior to execution.

CARRIED

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



VICTORIA MEMORIAL HALL, KEMPTON

– PROPOSED MANAGEMENT ARRANGEMENT – BRIGHTON GREEN PONDS RSL

BACKGROUND & DRAFT TERMS AND CONDITIONS

BACKGROUND

The Brighton Green Ponds RSL, which partly occupies the Victoria Memorial Hall, has expressed an interest in taking on full management and operational responsibility of the Hall facility.

The following summarises the current arrangements:

The RSL has sole occupation and use of the two rooms (previous Child Nursing Room and Doctors Surgery) which has been converted into the Club's Bar and meeting rooms; The RSL has a Special Liquor Permit to trade between 6 pm and 10 pm on Wednesdays, 6 pm and 11 pm on Thursdays, noon to 6 pm on Sundays and 10 am to 6 pm on Anzac Day.

The RSL may also access the Kitchen and Supper Room during the above times, and no additional hire fee is payable for the following specified RSL events:

- ANZAC Day;
- Remembrance Day;
- Annual General Meeting;
- Christmas function (date to be advised each year); and
- Funeral wakes for RSL members only.

Note: The standard Hire fee is payable where the Hall is used by RSL members for private events and activities (e.g. parties or other gatherings). The fee is payable even if the RSL provides the catering as this is beyond its normal trading hours, and is not a specified event mentioned above.

The RSL reimburses Council 50% of the total actual power costs for the full facility on a quarterly basis; and this arrangement also recognises that the RSL is prepared to allocate surplus funds to undertaking minor improvements at the Hall, including kitchen upgrade.

DETAIL

Effectively a lease arrangement has been proposed and reference is made to section 175 of the *Local Government Act 1993* which specifies that a Council may purchase or lease land for any purpose which it considers to be of benefit to the council or the community.

The property is classified as 'public land' (as defined in the *Local Government Act 1993*) and therefore there are limitations in terms of lease period. To address this issue, it is recommended that any lease term be for a period of no more than four (4) years.

This issue was first considered by Council at its meeting held 25th May 2016. At that meeting it was resolved that feedback and comment be sought from the community prior to making a determination.

An initial Community Forum was held on 16th June 2016. The following comments were noted at the forum:

- What expansion (if any) is the RSL planning based on its Business Plan?
- Concern re: maintaining general community access to the facility;
- Need to consider the detail that may be included in the Memorandum of Understanding / Lease document;
- Can the RSL refuse use of the Hall (under what conditions)?
- If the Hall is managed by the RSL, will it be available for hire by non-members?
- What would be the insurance requirements?
- Cost of operating the facility compared to a normal commercial business i.e. what costs will be incurred by the RSL?

The following comments were provided by the RSL representatives:

- RSL has no plans to increase operating hours;
- There will be minimal change other than the RSL taking on full responsibility for Aurora costs; enhanced maintenance of the facility overall and bookings channelled through the RSL;
- It was confirmed that hire is not restricted to RSL members (provided no bar); and
- RSL would nominate a key contact person(s) for all bookings.

In summary, the outcome of the forum was to proceed and fully document the precise terms and conditions of the proposed lease arrangement which could be further considered by the community at a follow-up forum.

Through a subsequent discussion with the RSL, the following comments were noted:

- In terms of providing a contact point for bookings etc., the RSL will be establishing a web site which will contain all relevant information and contact details for bookings etc.;
- The RSL has no plans to expand the business operation whatsoever (i.e. increased trading hours), other than a focus on promoting usage of the Hall facility.
- The RSL has not formally considered the option of a joint management arrangement with the Green Ponds Progress Association; however it is unlikely that this would be supported as it negates the intent of the lease arrangement which is aimed at being able to secure external funds associated with veteran affairs / RSL's etc.

Consistent with the outcomes of the first forum, the following arrangements are proposed, noting that these would be incorporated in a formal commercial lease:

Term: A lease period of four (4) years.

No provision for renewal or extension as this would be inconsistent with the provisions of the *Local Government Act 1993* in terms of leasing public land. Any ongoing arrangement would be subject to all fresh considerations etc.

Rent: No actual rent payable.

Council responsibilities:

- Payment of all rates and charges levied on the property, including Council rates; TasWater (both fixed and consumption charges) and Land Tax;
- Maintain a Public Liability Insurance policy to cover all incidents resulting from Council negligence;
- Insuring the Building and Council owned contents;
- Consider and respond to requests for funding assistance to upgrade or renew/replace property assets; and
- As per the attached Appendix in relation to specific maintenance responsibilities.

RSL responsibilities:

- To manage use of the premises on behalf of Council;
- Maintain a Public Liability Insurance policy to cover all incidents resulting from RSL negligence;
- Insuring RSL owned contents;
- To actively encourage diversity in community use of the premises and its' facilities;
- To make such rules as may be deemed necessary for the purpose of administration and control of the premises;
- To develop, upgrade and maintain the premises and its facilities for the benefit of the whole community (as per the attached Appendix which details the specific maintenance responsibilities);
- Retain all funds from booking fees and other user charges;
- Payment of all other outgoings (excluding those allocated to Council above) e.g. electricity
- to raise funds for the purposes of meeting expenditures related to the operation of the premises;
- Prepare and submit to Council any funding request for major works (other than general maintenance) e.g. repainting of Hall (interior and exterior); roof repairs/renewal etc.

Termination Provisions:

Council may elect to terminate the lease arrangement by giving thirty (30) days' notice if, in the opinion of Council, the facility is not functioning in accordance with its expectations or the intent of the lease arrangement.

The Brighton Green Ponds RSL may elect to terminate the lease arrangement by giving thirty (30) days notice if, in the opinion of the RSL, it is unable to continue to manage the facility in accordance with Council's expectations.

APPENDIX – Maintenance Responsibilities

The responsibilities of each party will be in accordance with the table below.

Item	CLUBS RESPONSIBILITY	COUNCIL'S RESPONSIBILITY
1. Heating Fixtures	Payment of all gas and electricity bills, servicing, replacing and repairing when required.	No responsibility.
2. Building Alterations	For determining and documenting the specific needs of the building relating to any requests to Council for building alterations.	For assessing all requests submitted and if approved by Council, ensuring satisfactory completion of work by the responsible parties.
3. Curtains and Blinds	Regular cleaning and repair.	No responsibility.
4. Ceiling	Repairs due to foreseeable misuse.	Major repair and/or replacement due to structural faults, age etc.
5. Doors (including cupboard doors and door fittings).	Regular cleaning and repair of internal doors due to foreseeable misuse.	Replacement due to age or structural fault. Repairs on all external doors.
6. Electrical wiring and fittings in buildings	Repair and replacement due to foreseeable misuse.	All building wiring from main supply to and including the switchboard, power points, switches and light fittings.
7. Fire Extinguishers	To fill when discharged.	For annual maintenance and replacement due to age.
8. Floor surfaces and coverings	All regular cleaning and maintenance.	No responsibility.
9. Glass	To keep clean and replace internal breakages.	To replace externally when breakage occurs due to vandalism.
10. Vandalism	No external responsibility.	Removal of graffiti from external areas and other associated grounds work - as determined by Council.
11. Keys, Locks	Responsible for keys issued by Council.	Purchase, install and maintain all locks.
12. Signage	Total responsibility of the Club (subject to Council approval, including development approval requirements).	For assessing all requests submitted and if approved by Council, ensuring satisfactory completion of work by the responsible parties.
13. Security System	Purchase, installation, service and maintenance.	No responsibility.
14. Light Globes and fittings (external)	No responsibility	For replacement and maintenance when required.
15. Light Globes (internal)	Replacement	Repair faulty fittings.
16. Plumbing and Fixtures	Cost of internal repairs due to foreseeable misuse, and any add-on fixtures not standard within the building.	Repair and renewal of all plumbing fixtures.
17. Plumbing waste pipes and drains	Keep them clear of foreign objects, mud etc and clear if blocked by these materials.	General maintenance.
18. Other permanent fixtures	Regular cleaning of all fixtures and repair/or replace if due to foreseeable misuse.	No responsibility.
19. Hygiene	To keep all areas in a clean and hygienic state.	No responsibility.

20. Painting	Internal painting if damaged through foreseeable misuse.	Internal and external painting on as needed basis.
21. Roofs	No responsibility.	All maintenance and repair as required.
22. Skylights	No responsibility.	All maintenance and repair as required.
23. Walls	Regular cleaning and repair if damaged through foreseeable misuse of internal walls.	Structural maintenance.
24. Building External	No responsibility.	General maintenance.
25. Food Handling areas and equipment	To comply with the relevant Health Acts and maintain such equipment required under the Health Act.	No responsibility.

21.2 TELECOMMUNICATIONS TOWER (VODAFONE HUTCHINSON AUST PTY LTD) – PROPOSED DEVELOPMENT APPLICATION & LEASE CAMPANIA

DECISION

Moved by Deputy Mayor A Green, seconded by Clr R Campbell

THAT Council provide owner consent for submission of a development application for the construction of a telecommunications tower at Lot 5, Native Corners Road, Campania.

CARRIED

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

21.3 HERITAGE WEEKEND, OATLANDS

Mr Andrew Benson (Deputy General Manager) provided an update to Councillors in regard to Heritage Weekend events occurring in Oatlands on the 6th and 7th August 2016.

RESOLVED that the information be received.

21.4 PROPOSED EDUCATION BILL 2016 – EARLY CHILDHOOD AUSTRALIA

Determination of Council Policy relating to the proposal to lower the school starting age for the compulsory first year of school – Prep, to four years and six months. This follows an address provided by Mrs Tammy Bennett (Director – Bagdad Child Care Centre) during the public consultation session.

RESOLVED that:

- a) Council contact the various School Associations within the Southern Midlands Council area, including Lady Gowrie Tasmania as the operator of the Oatlands Child Care Centre, seeking advice from their respective bodies regarding their position in relation to the proposal to reduce the School starting age; and
- b) Council develop a policy position based on the feedback received, but initially the Policy position should be based on supporting the position adopted by Early Childhood Australia and the information provided by Mrs Bennett.

21.5 COUNCIL DEPOT, OATLANDS - RELOCATION

Discussion in relation to the relocation of the Council Depot at Oatlands and the potential to purchase a demountable building(s) from the ex Pontville Detention Centre which may be appropriate for the new Council depot site. Following an inspection, further detail would be provided to Councillors via an 'out-of-session' report.

RESOLVED that the information be received.

22. BUSINESS IN “CLOSED SESSION”

Nil.

23. CLOSURE

The meeting closed at 3.03 p.m.