



Meander Valley Council

W O R K I N G T O G E T H E R

ORDINARY MINUTES

COUNCIL MEETING

Tuesday 8 December 2015

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Minutes of the ordinary meeting of the Meander Valley Council held at the Council Chambers Meeting Room, 26 Lyall Street, Westbury, on Tuesday 8 December 2015 at 1.30pm.

PRESENT: Mayor Craig Perkins, Deputy-Mayor Michael Kelly, Councillors Andrew Connor, Tanya King, Ian Mackenzie, Bob Richardson, Rodney Synfield, Deborah White and Rodney Youd.

APOLOGIES: Nil

IN ATTENDANCE: Greg Preece, General Manager
Merrilyn Young, Personal Assistant
Malcolm Salter, Director Corporate Services
David Pyke, Director Governance & Community Services
Rick Dunn, Director Economic Development & Sustainability
Martin Gill, Director Development Services
Matthew Millwood, Director Works
Dino De Paoli, Director Infrastructure
Jo Oliver, Senior Town Planner
Justin Simons, Town Planner
Patrick Gambles, Community Development Manager
Jonathon Harmey, Senior Accountant

453/2015 CONFIRMATION OF MINUTES:

Councillor Mackenzie moved and Councillor Richardson seconded, ***“that the minutes of the Ordinary meeting of Council held on Tuesday 10 November, 2015, be received and confirmed.”***

The motion was declared CARRIED with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, White and Youd voting for the motion.



454/2015 COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING:

Date :	Items discussed:
24 November 2015	<ul style="list-style-type: none">• Capital Works Programme• Deloraine ODP Consultant Introduction• Trevallyn Dam Valve Replacement• Great Western Tiers Tourism Association Presentation• Proposed Planning Scheme Amendment – Rural Living• Audit Panel• Notice of Motion – Ashley Detention Centre• Great Western Tiers Project Concept Plan• Review of Policy No 63 – Environmental Compliance & Enforcement• Review of Policy No 1 – Risk Management• Draft Waste Management Strategy• Dry Street & Nutt Street, Deloraine – Subdivision Contributions• Hadspen Footway over South Esk River, Meander Valley Road Bridge• Prospect Vale Park – Stage 1 Carpark

455/2015 ANNOUNCEMENTS BY THE MAYOR:

11 November 2015

Launch of Education Ambassadors Tasmania (Government House)

12 November 2015

TasWater General Meeting (Riverside)

Meandering Art Exhibition Opening

18 November 2015

Official Reception, Beacon Foundation (Government House)

21 November 2015

Deloraine Show

24 November 2015

Meander Valley Council Workshop

25 November 2015

"Middle Tea", Deloraine Online Access Centre

Citizenship Ceremony (Westbury)



26 November 2015

Community Achievement Awards announcements (Hobart)

2 December 2015

Official Opening, Entally House (Hadspen)

4 December 2015

NTD Local Government Committee meeting (George Town)

Tasmanian Building Regulatory Framework overview with State Treasurer & Building Control Director (Launceston)

456/2015 DECLARATIONS OF INTEREST:

Nil

457/2015 TABLING OF PETITIONS:

Nil

458/2015 PUBLIC QUESTION TIME

1. QUESTIONS TAKEN ON NOTICE – NOVEMBER 2015

2.1 Sandra Pearn, Westbury

- a) Mr Mackenzie, have you received the police report in regards to the continued issues and unruly behaviour by Number 88 and 68 Reid Street, and Veterans Row residents. Who was the police officer, and their number, that attended this, as 68 Reid Street is a police officer herself, who has lived here for approximately 10 or 11 years?

Response by Cr Ian Mackenzie

Police have not responded to my first request but on returning my call with a correction in the timeline Constable Sydes informed me they only keep these records for seven (7) years.

- b) Mr Mackenzie, did you gather all information in regards to the ditch that was supposed to have been dug out by the 68 year old man, at the time with a heart condition and managed to dig this 4 foot trench, from one side of the road to the other and fill it in again?

Response by Cr Ian Mackenzie

My information was that he was a 30 year old man who dug it with a tractor.



- c) Did Council read the letter that was written by Mr Craig Broomhall (Intensive Care Paramedic of the Deloraine branch), station officer for the last 20 years plus who states: He still becomes lost in this area. He asks that Council consider looking at opening all obstructions before a tragedy occurs?

Response by Greg Preece, General Manager
Yes Council has read the letter.

- d) Did Council know that the time frame to come into Reid Street, reverse and go back to Marriott Street, then along Moore Street right into Ritchie Street, into Reid Street, and into Veterans Row is approximately 4 minutes and 20 seconds. Travelling at the same speed from Meander Valley Road to Veterans Row, (if this small section of road was opened), it would save at least 3-4 minutes. This could be life and death situation?

Response by Greg Preece, General Manager
Council does now.

- e) I ask Council was there a more accurate quote estimate for the cost of this section of road as we only asked for a gravel road. I feel that \$200,000 seems an extreme cost for approximately 150 to 200 metres?

Response by Greg Preece, General Manager
Only preliminary costings have been undertaken.

- f) Has Council checked how long it would take before the new signage would be recognised on new Tas. Maps. I believe it can take years for this to happen?

Response by Greg Preece, General Manager
No, but it is not anticipated to take that long.

- g) Mr Mackenzie, where is any of the information (about digging up the ditches) relevant to the situation that I have put to Council? The reason that I ask for this other access is because if Veterans Row hadn't been sold off I wouldn't need to use Reid Street at all.

Response by Cr Ian Mackenzie
Information was provided in the Agenda for other Councillors at their request.

2. QUESTIONS WITHOUT NOTICE – DECEMBER 2015

Nil



459/2015 COUNCILLOR QUESTION TIME

1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – NOVEMBER 2015

1.1 Cr Bob Richardson

a) The question relating to funding of the Meander Valley Gazette indicates that I, Cr Richardson, have inferred that there is a disproportionate representation of Deloraine in content compared with Westbury. Will Council acknowledge that my (Cr Richardson) concern is with the rest of the Meander Valley Municipality (which includes Blackstone Heights, Prospect Vale, Hadspen Carrick, Westbury, and so on).

In terms of composition of ERAG, would it not be fairer to assign ERAG's secretary, Richard Millen, to Deloraine, as almost certainly his position is due to his role with MVEC, which according to its own reports, is predominantly Deloraine-centric. Basing a count on this, of the 14 members, at least 9 are from the former Deloraine municipality. Can I not rest my case?

Response by Mayor Craig Perkins

Yes Council acknowledges Cr Richardson's concern is with the whole of the Meander Valley Municipality.

b) Development No. 3 in this agenda addresses the issue of pesticide spraying in plantation forests, where compelling evidence exists suggest 2 pesticides, in particular represent significant potential to do harm.

In the Tasmanian Country (Friday Nov 6, 2015), Forestry Tasmania lodged an advertisement (copy attached).

The advertisement stated that "all chemicals used by Forestry Tasmania are approved by the Australian Pesticide and Veterinary Medicines Authority, and the way they are applied complies with all relevant Tasmanian codes of practice?"

Further, stakeholders wanting more information or wishing to register their interest --- are encouraged to contact our Stakeholder Engagement Coordinator as early as possible".

Several questions arise, which are highly relevant to Meander Valley Council's responsibilities in relation to its ratepayers:-

Will Council obtain details of the poisons to be applied, their materials data sheets, and any relevant documentation regarding these poisons in USA and Europe?

Response by Martin Gill, Director Development Services

Yes if required. At this point Forestry Tasmania is undertaking an Insect Monitoring programme in coupes in the Golden Valley area and in a coupe south of Dunorlan. No



decision has been made about whether Forestry Tasmania will apply insecticide this summer.

Will Council determine whether these chemicals are approved by FSC?

Response by Martin Gill, Director Development Services

The insecticide that may be applied, that is not `approved', will be an alpha cypermethrin based product. The FSC will not currently certify timber from forests that have had this chemical applied. The data sheets for alpha cypermethrin have been previously provided to Councillors.

Will Council register its interest in the matter, as a matter of urgency – as intimated by the advertisement?

Response by Martin Gill, Director Development Services

Council Officers contacted Forestry Tasmania during the preparation of the November Council report. Council Officers continue to speak to Forestry Tasmania and Forico regarding the potential spraying programme this summer and the current derogation application for:

- **alpha cypermethrin**
- **fipronil**

Will Council determine funding of Australian Pesticides and Veterinary Medicines Authority?

Response by Martin Gill, Director Development Services

Council officers have investigated on behalf of Council and can provide the following response.

The Australian Pesticides and Veterinary Medicines Authority (APVMA) is an Australian government authority under the Department of Agriculture, responsible for the assessment and registration of pesticides and veterinary medicines. It was established under the Agricultural and Veterinary Chemicals (Administration) Act 1992.

In 2010–11 the Australian Government announced funding for APVMA of \$8.8 million over four years to support reforms to the regulation of agricultural and veterinary chemicals in Australia.

The APVMA has the following programme deliverables:

- ***conduct robust, risk-based, scientific evaluations to support sound regulatory decisions***
- ***identify and reconsider existing chemicals of regulatory concern***
- ***identify and resolve non-compliance***
- ***identify and manage emerging regulatory issues***



In addition to this budgetary appropriation, the APVMA's activities are funded through cost recovery. This is in accordance with the agreement which established the National Registration Scheme.

Most of the APVMA's operational income is collected from registrants of pesticides and veterinary medicines. Registrants pay application fees to register products, and an annual fee to maintain product registrations. Registrants also pay levies based on the annual wholesale sales value of registered products. These levies account for about 75% of the programmes budget.

c) May I cite a hypothetical case study:- A partially-made public thoroughfare has been used by local, and other, residents for many years. One of those other residents has been a postal mail delivery contractor. Using a motor vehicle (not a motorcycle) that contract has traversed that thoroughfare for at least a decade – probably more.

Suddenly, without notice, a section of that thoroughfare is blocked from through traffic, permanently.

Would it be usual for such a closure to be authorised by Council at one of its monthly meetings?

- i. Would it be expected that such a closure would be the subject of public advertisement and an opportunity for public comment?
- ii. If not, why not? It would seem, at least to me, that the removal of a long-standing public amenity should be the subject of a full Council decision, should it not?

Response by Dino De Paoli, Director Infrastructure Services

a) A permanent closure of a Council owned and maintained public road would need to be approved by Council in accordance with Division 2, Section 14 of the Local Government (Highways) Act 1982, unless delegation had been approved for the General Manager to make a determination under this Section on behalf of the Council.

b) It is a requirement of subsection 1 of Section 14 for the Council to undertake certain actions following a decision to close a Council owned and maintained public road, including advertising the proposed closure.

1.2 Cr Andrew Connor

Mayor

Thank you for the answer to my query about the meeting held on July 21st with neighbouring councils which was intended to be about amalgamations.

You answered that "scope of the meeting had changed and that there was no interest from the meeting to discuss amalgamation."



At what stage did you advise council of this CHANGE OF SCOPE or seek authority from us to deviate from the motion passed at a previous council meeting directing you to discuss the specific topic of council amalgamations at this meeting?

What confidence can we have in you as a mayor in following directions of council in future?

Response by Mayor Craig Perkins

It is unclear to me what decisions of Council Councillor Connor is referring to when he states "deviate from the motion passed at a previous council meeting directing you to discuss the specific topic of council amalgamations".

2. COUNCILLOR QUESTIONS WITH NOTICE – DECEMBER 2015

Nil

3. COUNCILLOR QUESTIONS WITHOUT NOTICE – DECEMBER 2015

3.1 Cr Tanya King

a) Council provide Westbury LINC (and I assume other Libraries within the municipality) with copies of Meander Valley Council Meeting Minutes.

Meeting minutes do not contain all relevant information for each Agenda Item, and I believe would be more beneficial to the community if Agenda copies were also made available.

Could Council please provide agenda copies, in addition to the already supplied minutes of council meetings? I would suggest the copies left behind in the public gallery after the meetings could be the first ones distributed.

Response by Greg Preece, General Manager

Yes we can distribute

b) At the November Council meeting, dates were set for 2016 meetings. The March meeting is to be held on the 8th, at 6pm in Prospect.

While a purpose built building remains unoccupied for the duration of this meeting; what will be the cost of:-

- i) the room hire?
- ii) meals for Councillors, Directors and staff?
- iii) the direct and indirect cost (proportional remuneration) of directors and staff to attend out of hours?

What award or policy provision does Council have for staff working beyond prescribed hours of employment?



What safety considerations are provided for staff expected to work a full day, and then attend an evening meeting that is expected to have a duration of at least 3 hours, plus a recess for an evening meal?

Questions taken on Notice

3.2 Cr Bob Richardson

a) Environmental River/Stream Flows:

It has been reported to me that flow levels in Quamby Brook are lower than at comparable times in previous years.

Under the conditions of approval for the Meander Dam irrigation project, an environmental flow (which happened to be remarkably similar to the requirements for the Tamar Valley D.R.S. Pulp Mill) was to be maintained in the Meander River, and streams associated with the irrigation scheme.

Has there been any change to the environmental flow in the Meander River and Quamby Brook, and if so, upon what authority has that change been made?

Question taken on Notice

b) Cat Control and Management

Earlier this year Meander Valley Council placed its Cat Management and Control Group into recess; this occurred as a consequence of a State Government Committee being formed

I am unaware of any reports, even progress reports, regarding progress towards Cat Control and Management. My understanding at the time was that the State Committee was to report by year end 2015.

Could it be that this (State) Committee is one of those committees which keeps minutes but wastes hours.

Should not Meander Valley Council, and particularly its Cat Management and Control Group be disappointed, at the least?

Response by Martin Gill, Director Development Services
Council could be disappointed.



3.3 Cr Deborah White

Further to Cr Richardson's question on Cat Management, is there any pro-active action that we as a Council can make to progress this matter?+

Response by Martin Gill, Director Development Services

Council will write to the relevant Minister encouraging the State to keep progressing the matter.

3.4 Cr Andrew Connor

a) As a follow up to Cr King's question, can you please advise of the default council meeting time as defined in the Local Government (Meeting Procedures) Regulations.

Response by Greg Preece, General Manager

The time defined in the Local Government (Meeting Procedures) Regulations is 5.00pm but Council have a motion that our Council meetings commence at 1.30pm

b) The Mayor's response to my question at the last meeting mentioned "It is unclear to me what decisions of Council Councillor Connor is referring to..."

I can advise it was item 280/2015 from the April meeting introduced 'to discuss voluntary amalgamations' and the recommendation passed more broadly as discussing 'local government reform'. Clearly the intention from council was for amalgamations to be discussed but it was not raised by the Mayor who was acting as chair of that meeting.

So I ask again, what confidence can we have in you as a Mayor in following directions of council in future?

Question taken on notice

460/2015 DEPUTATIONS BY MEMBERS OF THE PUBLIC

Nil

461/2015 NOTICE OF MOTIONS BY COUNCILLORS

DEV 3 FUTURE USE OF ASHLEY DETENTION CENTRE – CR BOB RICHARDSON

COUNCIL MEETING AS A PLANNING AUTHORITY

The Mayor advised that for item 462/2015 Council is acting as a Planning Authority under the provisions of the *Land Use Planning and Approvals Act 1993*.



462/2015 AMENDMENT TO THE MEANDER VALLEY INTERIM PLANNING SCHEME 2013 – RURAL LIVING ZONE

The Mayor invited Mr John Hawkins to address the meeting regarding this item.

1) Introduction

This purpose of this report is to amend the Meander Valley Interim Planning Scheme 2013 to finalise Council’s strategy for rural living. The amendment includes the rezoning of land to the Rural living Zone in several locations and the inclusion of provisions in the Interim Planning Scheme to provide for subdivision in specific locations.

2) Recommendation

That under Section 34 of the Land Use Planning and Approvals Act 1993, the following amendments to the Meander Valley Interim Planning Scheme 2013 are initiated and in accordance with Section 35 are certified as being in accordance with Sections 30(O) and 32 of the Act:

1. ***Rezone Certificates of Title:***

108465/12	47363/3	234151/1	30741/1	104210/4	28201/1
108465/13	160577/1	228500/1	33998/1	104210/5	244816/1
111029/1	52649/1	30687/2	33998/3	119176/1	209172/1
117289/2	26794/2	238999/1	119176/1	31386/1	239587/1
157021/1	244608/1	221511/1	104210/1	33911/1	49076/1
110499/0	205072/1	201339/1	49290/1	51852/1	43678/1
110499/1	229522/1	204944/1	33998/2	47575/1	103144/1
110499/2	84943/1	213324/1	49290/2	39199/1	103144/2
23008/1	222169/1	213323/1	110151/8	38825/1	112434/1
136153/1	222363/1	110438/1	104210/2	231614/1	112434/2
136153/2 (partial)	26794/1	28355/1	104210/3	231615/1	112434/3
160576/1	30687/1	36190/3	165031/1	244473/1	237776/1
240731/1	9213/2	206012/1			

to the Rural Living Zone in accordance with the attached certification documents;

2. Rezone Certificates of Title 221507/1 and 136832/4 to the Rural Resources Zone in accordance with the attached certification documents;

3. Amend the planning scheme map to add a scenic protection overlay to the Rural Living Zone to the north of Mole Creek Road at Chudleigh and insert into the ordinance, the corresponding Character Statement and Scenic



Management objectives into Table E7.1 – Local Scenic Management Areas, in accordance with the attached certification documents;

- 4. Insert Section 13.4.2.2 – Lot Area, Building Envelopes and Frontage into the ordinance, in accordance with the attached certification documents;**
- 5. Amend the planning scheme map to add the outline and notation for Lower and Upper Golden Valley, in accordance with the attached certification document;**
- 6. Insert F3 – Carrick Rural Living Specific Area Plan into Part F of the Planning Scheme, in accordance with the attached certification documents;**
- 7. Amend the planning scheme map to add the outline and notation of the area contained in Specific Area Plan (SAP F3) in accordance with the attached certification document;**
- 8. Insert a qualification into the ordinance at section 13.2 - Use Table for Certificate of Title 160576/1 to provide for the harvesting of the existing timber plantation, in accordance with the attached certification document.**

DECISION:

Cr White moved and Cr Mackenzie seconded **“that under Section 34 of the Land Use Planning and Approvals Act 1993, the following amendments to the Meander Valley Interim Planning Scheme 2013 are initiated and in accordance with Section 35 are certified as being in accordance with Sections 30(O) and 32 of the Act:**

1. Rezone Certificates of Title:

108465/12	47363/3	234151/1	30741/1	104210/4	28201/1
108465/13	160577/1	228500/1	33998/1	104210/5	244816/1
111029/1	52649/1	30687/2	33998/3	119176/1	209172/1
117289/2	26794/2	238999/1	119176/1	31386/1	239587/1
157021/1	244608/1	221511/1	104210/1	33911/1	49076/1
110499/0	205072/1	201339/1	49290/1	51852/1	43678/1
110499/1	229522/1	204944/1	33998/2	47575/1	103144/1
110499/2	84943/1	213324/1	49290/2	39199/1	103144/2
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136153/2 (partial)	26794/1	28355/1	104210/3	231615/1	112434/3
160576/1	30687/1	36190/3	165031/1	244473/1	237776/1
240731/1	9213/2	206012/1			



to the Rural Living Zone in accordance with the attached certification documents;

- 2. Rezone Certificates of Title 221507/1 and 136832/4 to the Rural Resources Zone in accordance with the attached certification documents;**
- 3. Amend the planning scheme map to add a scenic protection overlay to the Rural Living Zone to the north of Mole Creek Road at Chudleigh and insert into the ordinance, the corresponding Character Statement and Scenic Management objectives into Table E7.1 – Local Scenic Management Areas, in accordance with the attached certification documents;**
- 4. Insert Section 13.4.2.2 – Lot Area, Building Envelopes and Frontage into the ordinance, in accordance with the attached certification documents;**
- 5. Amend the planning scheme map to add the outline and notation for Lower and Upper Golden Valley, in accordance with the attached certification document;**
- 6. Insert F3 – Carrick Rural Living Specific Area Plan into Part F of the Planning Scheme, in accordance with the attached certification documents;**
- 7. Amend the planning scheme map to add the outline and notation of the area contained in Specific Area Plan (SAP F3) in accordance with the attached certification document;**
- 8. Insert a qualification into the ordinance at section 13.2 - Use Table for Certificate of Title 160576/1 to provide for the harvesting of the existing timber plantation, in accordance with the attached certification document.**
- 9. Delete Clause 13.4.1 A4 (b) from the Meander Valley Interim Planning Scheme 2013."**

As an amendment Cr Synfield moved and Cr Richardson seconded **"that Council include a point 9 in the recommendation that deletes Clause 13.4.1 A4 (b) from the Meander Valley Interim Planning Scheme 2013."**

The amendment was declared CARRIED with Councillors Connor, Kelly, King, Mackenzie, Richardson, Synfield and Youd voting for the motion and Councillors Perkins and White voting against the motion.

The amended motion was declared CARRIED with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, White and Youd voting for the motion.



463/2015REVIEW OF POLICY NO. 44 – HERITAGE ADVICE

1) Introduction

The purpose of this report is for Council to review Policy No. 44 – Heritage Advice

2) Recommendation

It is recommended that Council discontinue the following Policy No. 44 - Heritage Advice:-

POLICY MANUAL

Policy Number: 44

Heritage Advice

Purpose:

The purpose of this Policy is to assist owners of heritage properties in the cost of obtaining expert heritage advice.

Department:

Development Services

Author:

Martin Gill, Director

Council Meeting Date:

11 December, 2012

Minute Number:

206/2012

Next Review Date:

December 2015

POLICY

1. Definitions

2. Objective

The objective of this policy is to provide financial assistance to property owners seeking expert heritage advice when wishing to develop, maintain or restore properties with heritage values.

3. Scope

The policy shall apply to all properties within the municipality that are considered to have heritage values. Typically this will involve properties that have been identified in the Heritage Study as being of either state or local significance.



4. Policy

Council subsidise the services of a Heritage Architect for property owners wishing to develop, maintain, restore or renovate a building or land of historical or cultural significance.

That the subsidy be payable up to 50% of the fees of the service, up to a maximum of \$250. Applications are to be made in writing to Council with supporting documentation describing the significance of the property and the intended works.

5. Legislation

N/A

6. Responsibility

Responsibility for the operation of the policy rests with the Development Services Director.

DECISION:

Cr Synfield moved and Cr King seconded ***“that Council discontinue Policy No. 44 - Heritage Advice as per above.”***

The motion was declared CARRIED with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, White and Youd voting for the motion.



464/2015 NOTICE OF MOTION - FUTURE USE OF ASHLEY DETENTION CENTRE – CR BOB RICHARDSON

1) Introduction

The purpose of this report is for Council to consider a Notice of Motion from Cr Bob Richardson seeking Council's support to initiate discussions with relevant Commonwealth and State authorities in relation to conversion of Ashley Detention Centre to a centre for the reception and integration of refugees into Australian Society

2) Recommendation (Cr Bob Richardson)

It is recommended that Council initiate discussions with relevant Commonwealth and State authorities in relation to conversion of Ashley Detention Centre to a centre for the reception and integration of refugees into Australian Society

Motions from October Council meeting

Cr Richardson moved and Cr Connor seconded ***“that Council initiate discussions with the community and relevant Commonwealth and State authorities in relation to reception and integration of refugees into Australian society, and in particular, Meander Valley and, including the potential conversion of Ashley Detention Centre for that purposes.”***

As a procedural motion Cr Synfield moved and Cr Youd seconded ***“that the item lay on the table until the December meeting and be discussed further at a Council workshop with relevant stakeholders.”***

The procedural motion was declared CARRIED with Councillors Connor, Kelly, King, Mackenzie, Synfield, White and Youd voting for the motion and Councillors Perkins and Richardson voting against the motion

Motions from November Council meeting

As an amendment Cr Synfield moved and Cr Mackenzie seconded ***“that Council delete the words – “and, including the potential conversion of Ashley Detention Centre for that purposes” from the motion.”***

The amendment was declared CARRIED with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, White and Youd voting for the amendment.

The amended motion was declared CARRIED with Councillors Connor, King, Mackenzie, Perkins, Richardson, Synfield and White voting for the amended motion and Councillors Kelly and Youd voting against the amended motion.



465/2015 APPOINTMENT OF ACTING GENERAL MANAGER

1) Introduction

The purpose of this report is for Council to consider the appointment of an Acting General Manager while the General Manager is on annual leave.

2) Recommendation

It is recommended that Council appoint the Director Economic Development and Sustainability, Mr Rick Dunn, as the Acting General Manager from 4 January 2016 to 15 January 2016 inclusive, when the General Manager is on Annual Leave.

DECISION:

Cr Youd moved and Cr Mackenzie seconded ***“that Council appoint the Director Economic Development and Sustainability, Mr Rick Dunn, as the Acting General Manager from 4 January 2016 to 15 January 2016 inclusive, when the General Manager is on Annual Leave.***

The motion was declared CARRIED with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, White and Youd voting for the motion.

Cr Connor left the meeting at 2.44pm

Cr Connor returned to the meeting at 2.46pm



466/2015 REVIEW OF POLICY NO.1 – RISK MANAGEMENT

1) Introduction

The purpose of this report is for Council to review Policy No. 1 - Risk Management.

2) Recommendation

It is recommended that Council confirm the continuation of Policy No.1 – Risk Management, amended as follows:

POLICY MANUAL

Policy Number: 1 Risk Management

Purpose: The purpose of this policy is to provide a framework for the management of **and Council's appetite for** risk, and define the responsibilities of staff and management in the risk management process.

Department: Governance

Author: David Pyke

Council Meeting Date: ~~11 September 2012~~ 10 November 2015

Minute Number: ~~154/2012~~

Next Review Date: ~~September 2015~~ **2018**

POLICY

1. Definitions

Nil.

2. Objective

- Manage risk in a way that prevents the occurrence of harmful incidents
- Manage risk in a way that provides clarity and certainty for Council and Council officers



- To Ensure all organisation risks are controlled to the relevant AS/NZA ISO 31000 2009 Risk Management Standard
- Council's key objective to risk ~~and risk appetite~~ is based on a preference to avoid risk and uncertainty

3. Scope

This policy applies to the Council, the Risk Management Committee and the ~~Occupational~~ Workplace Health & Safety Committee, employees, contractors and volunteers in the management of risk that arises from all Council activities.

4. Policy

The Meander Valley Council is committed to proactively managing risk that arises from all Council activities, providing and maintaining a healthy and safe living environment for the general community within all Council controlled areas. Council endeavours to ensure that the environment and facilities provided for the community and employees are safe, with minimum risk and the necessary practices and procedures are implemented to control such risks.

Council recognises that risk management is an essential tool for sound strategic and financial planning and the ongoing physical operations of the organisation. ~~The approach may vary across Council with different departments adopting an appetite that reflects their specific role, resources and ability with an overarching risk appetite framework based on a preference to avoid risk and uncertainty. In order to achieve these objectives~~ Adequate funds and resources will be provided by Council to ensure the following outcomes:

- Identify and analyse Council's liability associated with risk
- Encourage the identification and reporting of potential risks
- Minimise any potential liabilities
- Protect the community against losses that are controllable by Council
- Maintain affordable ~~of~~ insurance premiums
- Provide a basis for higher standards of accountability
- Set performance standards and regularly review practices and procedures
- Allow for more effective allocation and use of resources
- To promote and raise the awareness of Risk Management practices throughout the organisation
- Protect Council's corporate image as a professional, responsible and ethical organisation

The above outcomes will be achieved by managing risks in accordance with the AS/NZS ISO 31000:2009 Risk Management Standard. This involves logically and systematically



identifying, analysing, assessing, treating and monitoring risk exposures that are likely to adversely impact on Council's operations. Specifically, this includes the following areas of potential losses:

- Personnel (Occupational Workplace Health and Safety);
- Plant and Property;
- Liability (including Public Liability and Professional Indemnity);
- Financial;
- Business interruption;
- Community Recovery.

Link to Council's Annual Plan Community Strategic Plan

Our Community Strategic Plan under Future Direction 5, "Innovative leadership and community governance" provides for Meander Valley Council to be recognised as a responsibly managed organisation.

The management of risk is integral to achieving Council's mission as outlined in its Annual Plan:

- It enables the information of contemporary risk management initiatives across all levels of the Council;
- It facilitates and initiates innovation, co-operation and sharing of resources;
- It enhances Council's programs of economic development, environmental management, urban enhancement, community well being, and quality management and customer service.

Roles and Responsibilities

Councillors, management, employees, contractors and volunteers all have a joint responsibility of making risk management a priority as they undertake their daily tasks in the operations of Meander Valley Council. Management and staff are to be familiar with and competent in the application of Council's Risk Management Policy and are accountable for adherence to that policy within their areas of responsibility.

Council

- Provide the commitment and support so that and basis in which the risk management policy can be implemented. this includes listing risk management as a priority in Council's Annual Plan
- Provide adequate budgetary provision for the maintenance of this policy; and
- Responsible for approving the Risk Management Policy.



General Manager

- Recognise, actively encourage and adopt Risk Management as a key function of the organisation
- Facilitate the Development and provision of awareness training throughout Council
- Provide risk management related information, as requested by Council, and
- Ensure risks are managed in accordance with the AS/NZS ISO 31000:2009 Risk Management Standard, legislation and Council policy.

Directors/Supervisors

- Maintain overall responsibility for the effective management for all types of risks related to this policy across Council's operations;
- Ensure that Council's assets and operations, together with liability risks to the public, are adequately protected through appropriate risk financing and loss control programs and measures;
- Prepare and implement documented procedures for each area of operations;
- Monitor and audit practices and processes to ensure appropriateness to current conditions and practices;
- Provide information when requested to provide assistance in the investigation of a risk management issue or claim that has been made against Council;
- Immediately act upon information provided by employees or residents who are reporting a hazard or incident; and
- Actively implement Risk Management audit recommendations.
- Promote and inform all employees, contractors and volunteers of the policy and their requirements.

Employees, Contractors and Volunteers

- Familiarise themselves with Council's Risk Management policy, principles and procedures;
- Employ risk management principles and practices to ensure that loss control and prevention is a priority whilst undertaking daily tasks;
- Report any hazard or incidents as soon as possible that may have a potential risk exposure to Council, employees, contractors or the public;
- Assist positively with investigations related to incidents that have occurred as a result of a hazard or incident; and
- Take notice of and implement recommendations or risk management audits conducted in the workplace.



Risk Management Committee

- Effectively co-ordinate and facilitate risk management operations within the framework provided by the AS/NZS ISO 31000:2009 Risk Management Standard, legislation and Council policy;
- Review Council's risk management policies and procedures;
- Recommend new procedures or amendments to existing procedures to reduce risk;
- Review and monitor Council's risk management performance measures; and
- Monitor the recommendations and outcomes from risk management audits.

Implementation

A comprehensive review of all Council's activities will be undertaken to assess the level of compliance with this policy. A Risk Management Strategy including internal audits and reviews will be completed on a regular basis to enable progressive adjustment of practices to be undertaken to achieve full compliance with this policy.

Performance Review

This policy will become effective upon approval by Council. It will be reviewed in accordance with Council's Annual Plan.

Council will ensure that there are ongoing reviews of its management system to ensure its continued suitability and effectiveness, in satisfying the requirements of the AS/NZS ISO 31000:2009 Risk Management Standard. Records of all reviews and changes shall be documented.

References

AS/NZS ISO 31000:2009 Risk Management Standard
AS ISO GUIDE 73:2009 Risk Management – Vocabulary
AS ISO IEC 31010:2009 Risk Management – Risk Assessment Techniques

5. Legislation

- Work Health and Safety Act 2012
- Work Health and Safety Regulations 2012

6. Responsibility

Responsibility for the operation of this policy rests with the General Manager.



Motion from November Council meeting

Cr Richardson moved and Cr Youd seconded ***“that Council confirm the continuation of Policy No.1 – Risk Management, amended as follows:***

POLICY MANUAL

Policy Number: 1 Risk Management

Purpose: The purpose of this policy is to provide a framework for the management of ~~and Council's~~ ~~appetite for~~ risk, and define the responsibilities of staff and management in the risk management process.

Department: Governance

Author: David Pyke

Council Meeting Date: ~~11 September 2012~~ 10 November 2015

Minute Number: ~~154/2012~~

Next Review Date: ~~September 2015~~ **2018**

POLICY

1. Definitions

Nil.

2. Objective

- Manage risk in a way that prevents the occurrence of harmful incidents
- Manage risk in a way that provides clarity and certainty for Council and Council officers
- ~~To~~ Ensure all organisation risks are controlled to the relevant AS/NZA ISO 31000 2009 Risk Management Standard
- Council's key objective to risk ~~and risk appetite~~ is based on a preference to avoid risk and uncertainty

3. Scope



This policy applies to the Council, the Risk Management Committee and the Occupational Workplace Health & Safety Committee, employees, contractors and volunteers in the management of risk that arises from all Council activities.

4. Policy

The Meander Valley Council is committed to proactively managing risk that arises from all Council activities, providing and maintaining a healthy and safe living environment for the general community within all Council controlled areas. Council endeavours to ensure that the environment and facilities provided for the community and employees are safe, with minimum risk and the necessary practices and procedures are implemented to control such risks.

Council recognises that risk management is an essential tool for sound strategic and financial planning and the ongoing physical operations of the organisation. The approach may vary across Council with different departments adopting an appetite that reflects their specific role, resources and ability with an overarching risk appetite framework based on a preference to avoid risk and uncertainty. In order to achieve these objectives Adequate funds and resources will be provided by Council to ensure the following outcomes:

- Identify and analyse Council's liability associated with risk
- Encourage the identification and reporting of potential risks
- Minimise any potential liabilities
- Protect the community against losses that are controllable by Council
- Maintain affordable of insurance premiums
- Provide a basis for higher standards of accountability
- Set performance standards and regularly review practices and procedures
- Allow for more effective allocation and use of resources
- To promote and raise the awareness of Risk Management practices throughout the organisation
- Protect Council's corporate image as a professional, responsible and ethical organisation

The above outcomes will be achieved by managing risks in accordance with the AS/NZS ISO 31000:2009 Risk Management Standard. This involves logically and systematically identifying, analysing, assessing, treating and monitoring risk exposures that are likely to adversely impact on Council's operations. Specifically, this includes the following areas of potential losses:

- Personnel (Occupational Workplace Health and Safety);
- Plant and Property;
- Liability (including Public Liability and Professional Indemnity);



- Financial;
- Business interruption;
- Community Recovery.

Link to Council's Annual Plan Community Strategic Plan

Our Community Strategic Plan under Future Direction 5, "Innovative leadership and community governance" provides for Meander Valley Council to be recognised as a responsibly managed organisation.

The management of risk is integral to achieving Council's mission as outlined in its Annual Plan:

- It enables the information of contemporary risk management initiatives across all levels of the Council;
- It facilitates and initiates innovation, co-operation and sharing of resources;
- It enhances Council's programs of economic development, environmental management, urban enhancement, community well being, and quality management and customer service.

Roles and Responsibilities

Councillors, management, employees, contractors and volunteers all have a joint responsibility of making risk management a priority as they undertake their daily tasks in the operations of Meander Valley Council. Management and staff are to be familiar with and competent in the application of Council's Risk Management Policy and are accountable for adherence to that policy within their areas of responsibility.

Council

- Provide the commitment and support so that and basis in which the risk management policy can be implemented. this includes listing risk management as a priority in Council's Annual Plan
- Provide adequate budgetary provision for the maintenance of this policy; and
- Responsible for approving the Risk Management Policy.

General Manager

- Recognise, actively encourage and adopt Risk Management as a key function of the organisation
- Facilitate the Development and provision of awareness training throughout Council
- Provide risk management related information, as requested by Council, and



- Ensure risks are managed in accordance with the AS/NZS ISO 31000:2009 Risk Management Standard, legislation and Council policy.

Directors/Supervisors

- Maintain overall responsibility for the effective management for all types of risks related to this policy across Council's operations;
- Ensure that Council's assets and operations, together with liability risks to the public, are adequately protected through appropriate risk financing and loss control programs and measures;
- Prepare and implement documented procedures for each area of operations;
- Monitor and audit practices and processes to ensure appropriateness to current conditions and practices;
- Provide information when requested to provide assistance in the investigation of a risk management issue or claim that has been made against Council;
- Immediately act upon information provided by employees or residents who are reporting a hazard or incident; and
- Actively implement Risk Management audit recommendations.
- Promote and inform all employees, contractors and volunteers of the policy and their requirements.

Employees, Contractors and Volunteers

- Familiarise themselves with Council's Risk Management policy, principles and procedures;
- Employ risk management principles and practices to ensure that loss control and prevention is a priority whilst undertaking daily tasks;
- Report any hazard or incidents as soon as possible that may have a potential risk exposure to Council, employees, contractors or the public;
- Assist positively with investigations related to incidents that have occurred as a result of a hazard or incident; and
- Take notice of and implement recommendations or risk management audits conducted in the workplace.

Risk Management Committee

- Effectively co-ordinate and facilitate risk management operations within the framework provided by the AS/NZS ISO 31000:2009 Risk Management Standard, legislation and Council policy;
- Review Council's risk management policies and procedures;
- Recommend new procedures or amendments to existing procedures to reduce risk;



- Review and monitor Council's risk management performance measures; and
- Monitor the recommendations and outcomes from risk management audits.

Implementation

~~A comprehensive review of all Council's activities will be undertaken to assess the level of compliance with this policy.~~ A Risk Management Strategy including internal audits and reviews will be completed on a regular basis to enable progressive adjustment of practices to be undertaken to achieve full compliance with this policy.

Performance Review

~~This policy will become effective upon approval by Council. It will be reviewed in accordance with Council's Annual Plan.~~

Council will ensure that there are ongoing reviews of its management system to ensure its continued suitability and effectiveness. ~~in satisfying the requirements of the AS/NZS ISO 31000:2009 Risk Management Standard.~~ Records of all reviews and changes shall be documented.

References

AS/NZS ISO 31000:2009 Risk Management Standard
 AS ISO GUIDE 73:2009 Risk Management – Vocabulary
 AS ISO IEC 31010:2009 Risk Management – Risk Assessment Techniques

5. Legislation

- Work Health and Safety Act 2012
- Work Health and Safety Regulations 2012

6. Responsibility

Responsibility for the operation of this policy rests with the General Manager.

As a procedural motion Cr Synfield moved and Cr Connor seconded ***“that the matter be deferred to a future workshop for discussion.”***

The procedural motion was declared CARRIED with Councillors Connor, King, Mackenzie, Richardson, Synfield and Youd voting for the motion and Councillors Kelly and Perkins voting against the motion

Motions from December Council Meeting

Councillor Richardson and Councillor Youd agreed to withdraw the above motion.



DECISION:

Cr Mackenzie moved and Cr White seconded *“that Council confirm the continuation of Policy No.1 – Risk Management, amended as follows:*

POLICY MANUAL

Policy Number: 1

Risk Management

Purpose:

The purpose of this policy is to provide a framework for the management of risk, and define the responsibilities of staff and management in the risk management process.

Department:

Governance

Author:

David Pyke, Director

Council Meeting Date:

December 2015

Minute Number:

466/2015

Next Review Date:

September 2018

POLICY

1. Definitions

Nil

2. Objective

- Ensure that appropriate risk management is an integral part of management processes within Council operations so as to minimise any consequential loss, damage or injury to persons or property.

3. Scope

This policy applies to the Council, the Risk Management Committee and the Workplace Health & Safety Committee, employees, contractors and volunteers in the management of risk that arises from all Council activities.

4. Policy

The Meander Valley Council is committed to proactively managing risk that arises from all Council activities, providing and maintaining a healthy and safe living environment for the



general community within all Council controlled areas. Council endeavours to ensure that the environment and facilities provided for the community and employees are safe, with minimum risk and the necessary practices and procedures are implemented to control such risks.

Council recognises that risk management is an essential tool for sound strategic and financial planning and the ongoing physical operations of the organisation. Adequate funds and resources will be provided by Council to ensure the following outcomes:

- Identify and analyse Council's liability associated with risk
- Encourage the identification and reporting of potential risks
- Minimise any potential liabilities
- Protect the community against losses that are controllable by Council
- To maintain an appropriate level and type of insurance to cover risk
- A high standard of accountability
- Set performance standards and regularly review practices and procedures
- Allow for more effective allocation and use of resources
- To promote and raise the awareness of Risk Management practices throughout the organisation
- Protect Council's corporate image as a professional, responsible and ethical organisation

The above outcomes will be achieved by managing risks in accordance with the Standard or Standards referred to in Clause 5. This involves logically and systematically identifying, analysing, assessing, treating and monitoring risk exposures that are likely to adversely impact on Council's operations. Specifically, this includes the following areas of potential losses:

- Personnel (Workplace Health and Safety);
- Plant and Property;
- Liability (including Public Liability and Professional Indemnity);
- Financial;
- Business interruption;
- Community Recovery.

Link to Council's Community Strategic Plan

Our Community Strategic Plan under Future Direction 5, "Innovative leadership and community governance" provides for Meander Valley Council to be recognised as a responsibly managed organisation.

Roles and Responsibilities

Councillors, management, employees, contractors and volunteers all have a joint responsibility of making risk management a priority as they undertake their daily tasks in the operations of Meander Valley Council. Management and staff are to be familiar with and competent in the



application of Council's Risk Management Policy and are accountable for adherence to that policy within their areas of responsibility.

Council

- Provide commitment and support so that the risk management policy can be implemented.
- Provide adequate budgetary provision for the implementation of this policy.

General Manager

- Recognise, adopt and ensure implementation of appropriate Risk Management as an essential function of the organisation
- Facilitate the provision of awareness training throughout Council
- Provide risk management related information, as requested by Council, and
- Ensure risks are managed in accordance with the Standard or Standards referred to in Clause 5, legislation and Council policy.

Directors/Supervisors

- Maintain overall responsibility for the effective management for all types of risks related to this policy across Council's operations;
- Ensure that Council's assets and operations, together with liability risks to the public, are adequately protected through appropriate risk financing and loss control programs and measures;
- Prepare and implement documented procedures for each area of operations;
- Monitor and audit practices and processes to ensure appropriateness to current conditions and practices;
- Provide information when requested which will assist in the investigation of a risk management issue or claim that has been made against Council;
- Immediately act upon information provided by employees or residents who are reporting a hazard or incident; and
- Actively implement Risk Management audit recommendations.
- Promote and inform all employees, contractors and volunteers of the policy and their requirements.

Employees, Contractors and Volunteers

- Familiarise themselves with Council's Risk Management policy, principles and procedures;
- Employ risk management principles and practices to ensure that loss control and prevention is a priority whilst undertaking daily tasks;
- Report any hazard or incidents as soon as possible that may have a potential risk exposure to Council, employees, contractors or the public;



- Assist positively with investigations related to incidents that have occurred as a result of a hazard or incident; and
- Take notice of and implement recommendations or risk management audits conducted in the workplace.

Risk Management Committee

- Effectively co-ordinate and facilitate risk management operations within the framework provided by the Standard or Standards referred to in Clause 5, legislation and Council policy;
- Review Council's risk management policies and procedures;
- Recommend new procedures or amendments to existing procedures to reduce risk;
- Review and monitor Council's risk management performance measures; and
- Monitor the recommendations and outcomes from risk management audits.

Implementation

A Risk Management Strategy including internal audits and reviews will be completed on a regular basis to enable progressive adjustment of practices to be undertaken to achieve full compliance with this policy.

Performance Review

Council will ensure that there are ongoing reviews of its management system to ensure its continued suitability and effectiveness. Records of all reviews and changes shall be documented.

5. Legislation & Related Standards

- Work Health and Safety Act 2012
- Work Health and Safety Regulations 2012
- AS/NZS ISO 31000:2009 Risk Management Standard
- AS ISO GUIDE 73:2009 Risk Management – Vocabulary
- AS ISO IEC 31010:2009 Risk Management – Risk Assessment Techniques

6. Responsibility

Responsibility for the operation of this policy rests with the General Manager.

The motion was declared CARRIED with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, White and Youd voting for the motion.



467/2015 REVIEW OF POLICY NO 69 – DISABILITY ACCESS

1) Introduction

The purpose of this report is for Council to review Policy No. 69 - Disability Access.

2) Recommendation

It is recommended that Council discontinue its Disability Access Policy No 69 as follows and express a commitment to supporting Disability and Difference within its Community Development Framework:-

POLICY MANUAL

Policy Number: 69

Disability Access

Purpose:

To direct and inform Council business in regard to community access to its services and facilities.

Department:

Governance & Community Services

Author:

Patrick Gambles, Community Development Officer

Council Meeting Date:

13th November 2012

Minute Number:

190/2012

Next Review Date:

September 2015

POLICY

1. Definitions

Disability - is defined by the Commonwealth Disability Discrimination Act 1992 as:

- total or partial loss of the person's bodily or mental functions; or
- total or partial loss of a part of the body; or
- the presence in the body of organisms causing disease or illness; or
- the presence in the body of organisms capable of causing disease or illness; or
- the malfunction, malformation or disfigurement of a part of the person's body; or
- a disorder or malfunction that results in the person learning differently from a person without the disorder or malfunction; or



- a disorder, illness or disease that affects a person's thought processes, perception of reality, emotions or judgment or that results in disturbed behaviour.

Access - is defined in terms of the ability of the residents and visitors to use the service or facility provided. Consequently, a service is accessible when:

- it is easy to find out about
- it is easily understood
- it is easy to get to
- it is easy to use
- people who use it feel they are welcome
- people know that they will get the right assistance when they need it
- people are confident that every reasonable effort will be made to address their needs.

Discrimination - means treating people with a disability less favourably than people without a disability would be treated under the same circumstances.

2 Objective

To maximise public access to all aspects of Council business.

3. Scope

This policy applies to the councillors, management, employees, contractors and volunteers in the management of access issues that arise from daily business activities.

4. Policy

Council is committed to maximising access for people within all aspects of its business including people with a disability, older Australians, and those with mobility difficulties.

Council will:

- Progressively modify its existing facilities to comply with access standards.
- Council will ensure that members of the community are able to consult with Council and are kept informed of its decisions and directions.
- Encourage widespread understanding of the needs of people with disabilities and ensure that it provides quality services to all customers.
- Ensure its new building developments are accessible for all.
- Continually develop services to be more inclusive and accessible.



Guiding Principles

- No two individuals are alike.
- The needs of people change across their life span.
- People can become disabled and/or acquire a disability throughout their life.
- A person with a disability is a person first and foremost and is not defined by that disability.
- People with disabilities have the same fundamental rights as all residents and visitors to the municipality.
- A change to the physical and social environment, which creates better access and equity, is key to integration of people with disabilities into the community.
- Where possible all facilities, public space, services, information, programs and areas under Council's control should be accessible to all.
- The needs of people with disabilities should be promoted within Council and to the wider community.
- Where achievable, service provision should complement a person's own family and community supports

5. Legislation and Related Council Policies

Commonwealth Disability Discrimination Act (1992)

The Disability Services Act 2011 (Tas)

Tasmanian Anti-Discrimination Act (1999)

Australian Standards 1428, 2001

MVC Policy 72 Street Dining and Vending

6. Responsibility

Responsibility for the operation of this policy rests with the General Manager.

DECISION:

Cr Kelly moved and Cr Youd seconded ***“that Council discontinue its Disability Access Policy No 69 as above and express a commitment to supporting Disability and Difference within its Community Development Framework”.***

The motion was declared CARRIED with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, White and Youd voting for the motion.



468/2015 COUNCIL AUDIT PANEL MEMBER REPLACEMENT

1) Introduction

The purpose of this report is for Council to appoint a replacement Councillor Member to its Audit Panel.

2) Recommendation

It is recommended that Council appoint a replacement Councillor Member to fill the vacancy on its Audit Panel for the remainder of the current two year term expiring in October 2016.

DECISION:

Cr Synfield moved and Cr Youd seconded ***“that Council advertise for a replacement Audit Panel Member to fill the vacancy on its Audit Panel for the remainder of the current two year term expiring in October 2016.”***

The motion was declared CARRIED with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, White and Youd voting for the motion.



469/2015 SPECIAL COMMITTEES OF COUNCIL

1) Introduction

The purpose of this report is to formalise the annual appointment of members of Special Committees of Council.

2) Recommendation

It is recommended that Council formalise the appointment of the following Special Committee members as required by Section 24(2) of the Local Government Act 1993:-

Special Committee	Members
<i>Birralee Memorial Hall Committee:</i>	Esther Blackberry, M Dewsbery, L Brient, D Hall, G Blackberry, D Arnold, Ernest Blackberry, L Blackberry, N Hall, F Camino
<i>Bracknell Public Hall and Recreation Ground Committee:</i>	Stephen Jones, S Cousens, G Leonard, C Spencer, R Leonard, Sharmaine Jones, N Jones, C Jones, A Cousens, A Strickland, K Rushton, E Preece, E Leonard, Merylyn Shelton, I Mackenzie, B Shelton, O Shelton, L Richardson
<i>Carrick Community Committee:</i>	E Strickland, D Keygan, R Shean, D Williams, J Cunningham, R Williams, S Stevenson, B Stevenson, N Trower, C Blackwell, R Renault



<i>Caveside Recreation Committee:</i>	K Howe, Kelvin Haberle, Katy Haberle, M Manners, C Robertson, T Robertson, R Linger, C Linger, S Manners, N Doyle, R Stafford, Z Crowden, J Robertson, C Doyle, M Crowden, G Robertson, A Crowden, C Capper, G Capper
<i>Chudleigh Memorial Hall Committee:</i>	J Lamont, D Crowden, N Ritchie, W Richardson, B Hingston, Leon Philpott, T Pickett, S Crowden, M Cameron, M Wilson, E Bryan, D Philpott, A Cameron, M Gleeson, L Haberle, P Philpott, B Motton, P Crowden
<i>Dairy Plains Memorial Hall Committee:</i>	N Atkins, P Atkins, K Atkins, D Atkins, A Atkins, R Atkins, G Atkins, B Atkins, M Atkins, C Fletcher
<i>Deloraine Community Car Committee:</i>	R Axelsen, M Young, S Keegan, K Earley, R Roles, C Fowler, G Scott
<i>Meander Hall and Recreation Ground Committee:</i>	J John, S Johnston, S Saltmarsh, N Chilcott, A Costello, C Chilcott, T Buttery, A Berne, N Johnston, D Chilcott, K Bird, A Geard, S Jones
<i>Mole Creek Memorial Hall Committee:</i>	C Martin, B Walters, M Martin, D Walters, K Philpott, K Lane, L Tolman-Armstrong, K Green, P Lane, E Gale, J Barrow, M Philpott, S Wilks, D Stewart, D Youd, R Larcher, C Frydrych, L Stephens
<i>Rosevale Memorial Hall and Recreation Ground Committee:</i>	G Cuthbertson, K Cuthbertson, C Davson-Galle, K Best, M Eddington, R Millwood, B Bennett, W Cuthbertson, T Cuthbertson, C Hendley, T Hendley, M Souto, R Hardwicke, T Reed
<i>Selbourne Memorial Hall Committee:</i>	D Eyles, M Heazlewood, G Eyles, J French, D French, M Brown, M Hills, T Hills, N Reed, A Reed, P Brown, J Brown, J Eyles, P Eyles
<i>Weegen Hall Committee:</i>	G Swinsburg, T Dawkins, J Hawley, S Harvey, S Roberts, A Lindsay, J Buck, M Lindsay, F Robinson, R Buck, C Roberts, L Norton, K Sheldon, P Mackay, C Gard, R Thomas, C Norton, A Robinson, M Webster, M Sheldon, M Graves, L Pittard, A LeFevre, J Lindsay, B Lindsay, G Lindsay, J Spicer



Westbury Community Car Committee:	C Blazely, E Blackley, E Carter, D Badcock, K Philpott, R Travis, S Gould
Westbury Recreation Ground Management Committee:	S West, M Claxton, G McDonough, G Claxton, L Brient, K Pitt, K Garwood, D Jarvis, R Reinmuth
Westbury & Districts Historical Society	J Starr-Thomas, V Greenhill, A Witherden, M Cameron, S West, K Trelloggen, S Badcock, C Horgan, F Badcock, D Murray, A Barber, D Taylor, A Taylor, P Swain, S Manners, P Mantanle, B Greenhill, A Manners, H Summers
Whitemore Recreation Ground Committee:	K Pitt, B Pearn, K Johns, E Shaw, H Cresswell, S Pearn, S French, M Cresswell, M Dent
Natural Resource Management Committee	S Brownlea, D Bower, A Baldwin, Cr M Kelly, R Dunn, J Bell, G Neill, M Bennett, T Schmidt
Townscape, Reserves and Parks Committee	Cr A Connor, Cr R Synfield, Cr B Richardson, I Knight, J Temple, D Fitzgerald, C Chilcott, L Catchlove, G Bartley, N Szczyglowska, D Pyke, D De Paoli, M Millwood

DECISION:

Cr White moved and Cr Mackenzie seconded ***“that that Council formalise the appointment of the following Special Committee members as required by Section 24(2) of the Local Government Act 1993:-***

Special Committee	Members
<i>Birralee Memorial Hall Committee:</i>	Esther Blackberry, M Dewsbury, L Brient, D Hall, G Blackberry, D Arnold, Ernest Blackberry, L Blackberry, N Hall, F Camino
<i>Bracknell Public Hall and Recreation Ground Committee:</i>	Stephen Jones, S Cousens, G Leonard, C Spencer, R Leonard, Sharmaine Jones, N Jones, C Jones, A Cousens, A Strickland, K Rushton, E Preece, E Leonard, Merrilyn Shelton, I Mackenzie, B Shelton, O Shelton, L Richardson
<i>Carrick Community Committee:</i>	E Strickland, D Keygan, R Shean, D Williams, J Cunningham, R Williams, S Stevenson, B Stevenson, N Trower, C Blackwell, R Renault



<i>Caveside Recreation Committee:</i>	K Howe, Kelvin Haberle, Katy Haberle, M Manners, C Robertson, T Robertson, R Linger, C Linger, S Manners, N Doyle, R Stafford, Z Crowden, J Robertson, C Doyle, M Crowden, G Robertson, A Crowden, C Capper, G Capper
<i>Chudleigh Memorial Hall Committee:</i>	J Lamont, D Crowden, N Ritchie, W Richardson, B Hingston, Leon Philpott, T Pickett, S Crowden, M Cameron, M Wilson, E Bryan, D Philpott, A Cameron, M Gleeson, L Haberle, P Philpott, B Motton, P Crowden
<i>Dairy Plains Memorial Hall Committee:</i>	N Atkins, P Atkins, K Atkins, D Atkins, A Atkins, R Atkins, G Atkins, B Atkins, M Atkins, C Fletcher
<i>Deloraine Community Car Committee:</i>	R Axelsen, M Young, S Keegan, K Earley, R Roles, C Fowler, G Scott
<i>Meander Hall and Recreation Ground Committee:</i>	J John, S Johnston, S Saltmarsh, N Chilcott, A Costello, C Chilcott, T Buttery, A Berne, N Johnston, D Chilcott, K Bird, A Gear, S Jones
<i>Mole Creek Memorial Hall Committee:</i>	C Martin, B Walters, M Martin, D Walters, K Philpott, K Lane, L Tolman-Armstrong, K Green, P Lane, E Gale, J Barrow, M Philpott, S Wilks, D Stewart, D Youd, R Larcher, C Frydrych, L Stephens
<i>Rosevale Memorial Hall and Recreation Ground Committee:</i>	G Cuthbertson, K Cuthbertson, C Davson-Galle, K Best, M Eddington, R Millwood, B Bennett, W Cuthbertson, T Cuthbertson, C Hendley, T Hendley, M Souto, R Hardwicke, T Reed
<i>Selbourne Memorial Hall Committee:</i>	D Eyles, M Heazlewood, G Eyles, J French, D French, M Brown, M Hills, T Hills, N Reed, A Reed, P Brown, J Brown, J Eyles, P Eyles
<i>Weegena Hall Committee:</i>	G Swinsburg, T Dawkins, J Hawley, S Harvey, S Roberts, A Lindsay, J Buck, M Lindsay, F Robinson, R Buck, C Roberts, L Norton, K Sheldon, P Mackay, C Gard, R Thomas, C Norton, A Robinson, M Webster, M Sheldon, M Graves, L Pittard, A LeFevre, J Lindsay, B Lindsay, G Lindsay, J Spicer
<i>Westbury Community Car Committee:</i>	C Blazely, E Blackley, E Carter, D Badcock, K Philpott, R Travis, S Gould
<i>Westbury Recreation Ground Management Committee:</i>	S West, M Claxton, G McDonough, G Claxton, L Brient, K Pitt, K Garwood, D Jarvis, R Reinmuth
<i>Westbury & Districts Historical Society</i>	J Starr-Thomas, V Greenhill, A Witherden, M Cameron, S West, K Trelloggen, S Badcock, C Horgan, F Badcock, D Murray, A Barber, D Taylor, A Taylor, P Swain, S Manners, P Mantanle, B Greenhill, A Manners, H Summers



Whitemore Recreation Ground Committee:	K Pitt, B Pearn, K Johns, E Shaw, H Cresswell, S Pearn, S French, M Cresswell, M Dent
Natural Resource Management Committee	S Brownlea, D Bower, A Baldwin, Cr M Kelly, R Dunn, J Bell, G Neill, M Bennett, T Schmidt
Townscape, Reserves and Parks Committee	Cr A Connor, Cr R Synfield, Cr B Richardson, I Knight, J Temple, D Fitzgerald, C Chilcott, L Catchlove, G Bartley, N Szczyglowska, D Pyke, D De Paoli, M Millwood

The motion was declared CARRIED with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, White and Youd voting for the motion.

The Council meeting adjourned for afternoon tea at 3.02pm

The Council meeting resumed at 3.17pm



470/2015 REVIEW OF BUDGETS FOR THE 2015-2016 CAPITAL WORKS PROGRAM

1) Introduction

The purpose of this report is to provide information to Council on capital works projects budget variations and to seek Council approval for additional funding and the reallocation of funding within the Capital Works Program where budget variations fall beyond the limit of the General Manager's financial delegation.

2) Recommendation

It is recommended that Council approve the following changes to the 2015-2016 Capital Works Program.

Project	Project Name	Original Budget	Variation	New Budget
-	Footpath construction in vicinity of Westbury Primary School	\$0	\$100,000	\$100,000
-	New footpath, Lansdowne Place at Deloraine High School	\$0	\$155,000	\$155,000
-	New footpath – South St to Church St, Meander Valley Rd, Carrick	\$0	\$40,000	\$40,000
-	Black Hills Road upgrade between Station Lane and Glenore Rd	\$0	\$60,000	\$60,000
-	Intersection improvement – Marriott St & Meander Valley Rd, Westbury	\$0	\$10,000	\$10,000
-	Installation of guard rail – Gulf Road	\$0	\$75,000	\$75,000
-	Construction of new bus shelter, Bartley St Hadspen	\$0	\$15,000	\$15,000
-	Drainage improvements – Jane St Bracknell	\$0	\$50,000	\$50,000
5829	Morrison Street Subdivision Contribution, Deloraine	\$45,000	-\$35,250	\$9,750
5837	Dry Street Subdivision Contribution, Deloraine	\$0	\$35,250	\$35,250
6289	Mt Leslie Road, Prospect Vale – Parking Improvements	\$0	\$15,000	\$15,000



Project	Project Name	Original Budget	Variation	New Budget
6288	Westbury Road – Prospect Vale Park Entrance Roundabout	\$0	\$50,000	\$50,000
	Totals	\$45,000	\$570,000	\$615,000

DECISION:

Cr Kelly moved and Cr White seconded ***“that Council approve the following changes to the 2015-2016 Capital Works Program.***

Project	Project Name	Original Budget	Variation	New Budget
-	Footpath construction in vicinity of Westbury Primary School	\$0	\$200,000	\$200,000
-	New footpath, Lansdowne Place at Deloraine High School	\$0	\$155,000	\$155,000
-	New footpath – South St to Church St, Meander Valley Rd, Carrick	\$0	\$40,000	\$40,000
-	Black Hills Road upgrade between Station Lane and Glenore Rd	\$0	\$60,000	\$60,000
-	Intersection improvement – Marriott St & Meander Valley Rd, Westbury	\$0	\$10,000	\$10,000
-	Installation of guard rail – Gulf Road	\$0	\$75,000	\$75,000
-	Construction of new bus shelter, Bartley St Hadspen	\$0	\$15,000	\$15,000
-	Drainage improvements – Jane St Bracknell	\$0	\$50,000	\$50,000
5829	Morrison Street Subdivision Contribution, Deloraine	\$45,000	-\$35,250	\$9,750
5837	Dry Street Subdivision Contribution, Deloraine	\$0	\$35,250	\$35,250
6289	Mt Leslie Road, Prospect Vale – Parking Improvements	\$0	\$15,000	\$15,000
6288	Westbury Road – Prospect Vale Park Entrance Roundabout	\$0	\$50,000	\$50,000



Project	Project Name	Original Budget	Variation	New Budget
	<i>Deloraine Community Complex – Basketball rings and alteration to lighting</i>		\$110,000	\$110,000
	Totals	\$45,000	\$780,000	\$825,000

As an amendment Cr Synfield moved and Cr Mackenzie seconded ***“that the amount allocated to Westbury Primary School footpaths be increased from \$100,000 to \$200,000.”***

The amendment was declared CARRIED with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, White and Youd voting for the amendment.

The amended motion was declared CARRIED with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, White and Youd voting for the amended motion.



ITEMS FOR CLOSED SECTION OF THE MEETING:

Councillor King moved and Councillor Connor seconded *“that Council move into Closed Session to discuss the following items.”*

*The motion was declared **CARRIED** with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, White and Youd voting for the motion.*

471/2015 CONFIRMATION OF MINUTES

Confirmation of Minutes of the Closed Session of the Ordinary Council Meeting held on 10 November 2015, 2015.

472/2015 LEAVE OF ABSENCE

(Reference Part 2 Regulation 15(2)(h) Local Government (Meeting Procedures) Regulations 2015)

473/2015 AUSTRALIA DAY NOMINATIONS

(Reference Part 2 Regulation 15(2)(f) Local Government (Meeting Procedures) Regulations 2015)

The meeting moved into Closed Session at 3.29pm

The meeting re-opened to the public at 3.51pm

The meeting closed at 3.51pm

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CRAIG PERKINS (MAYOR)

