



Meander Valley Council

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

ORDINARY MINUTES

COUNCIL MEETING

Tuesday 10 November 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 10 November 2015 at 1.34pm.

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

APOLOGIES: Councillor Deb White

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
Matthew Millwood, Director Works
Dino De Paoli, Director Infrastructure
Krista Palfreyman, Acting Director Development Services
Jo Oliver, Senior Town Planner
Justin Simons, Town Planner
Daniel Smedley, Recreation Co-Ordinator
Jonathan Harmey, Senior Accountant

428/2015 CONFIRMATION OF MINUTES:

Councillor Youd moved and Councillor King seconded, ***"that the minutes of the Ordinary meeting of Council held on Tuesday 13 October, 2015, be received and confirmed."***

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

429/2015 COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING:

Date :	Items discussed:
27 October 2015	<ul style="list-style-type: none">• Tour To Sibelco• NBN Co Presentation• 2016 Federal Election Priority Projects• Notice Of Motion - Ashley Detention Centre – Future Use• NBN Switch Cost Estimation• Reid Street - Westbury• Proposed William Street Bus Shelter• Meander Primary School – Expressions Of Interest For Use Of The Facility• Proposed Car Show - Deloraine• Review Of Policy 63 – Environmental Compliance & Enforcement• Hadspen Urban Growth Area Infrastructure Provision Policy• LGAT General Meeting

430/2015 ANNOUNCEMENTS BY THE MAYOR:

13 October 2015

Officially opened the symposium on Diabetes and Dementia - Westbury

21 October 2015

LGAT breakfast series - Launceston

Beacon Foundation Business Partnership meeting - Launceston

Great Western Tiers Tourism Forum with Premier Will Hodgman - Deloraine

26 October 2015

TasWater Industry Briefing - Launceston

27 October 2015

Council Workshop, including tour of Sibelco – Westbury and Mole Creek

29 October 2015

LGAT General Meeting - Bridgewater

Launch of Graeme Davis' Book "In Pioneers Footsteps" - Deloraine

30 October 2015

Official Opening of Tasmanian Craft Fair - Westbury

6 November 2015

Attended Tasmanian Tourism Industry Awards - Hobart

7 November 2015

Officially opened Westbury Show - Westbury

431/2015 DECLARATIONS OF INTEREST:

440/2015 Notice of Motion – Use of Pesticides - Councillor Ian Mackenzie

432/2015 TABLING OF PETITIONS:

No. 1

A non-conforming petition has been received from seventeen residents of Westbury, against the proposed opening of Reid Street, Westbury, between Ritchie Street and Marriott Street.

The petition is non-conforming because there is no statement specifying the number of signatories.

This matter is to be considered by Council later in the meeting in a Notice of Motion by Councillor Ian Mackenzie.

Recommendation

That Council receive and note the information of a non-conforming petition against the proposed opening of Reid Street, Westbury, between Ritchie Street and Marriott Street.

Cr Mackenzie moved and Cr King seconded ***“that Council receive and note the information of a non-conforming petition against the proposed opening of Reid Street, Westbury, between Ritchie Street and Marriott Street.*”**

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

No. 2

A non-conforming petition has been received from twenty-one residents of Westbury, against the proposed opening of Reid Street, Westbury between Ritchie Street and Marriott Street as an unnecessary cost to the Council to open a small section of road that will only benefit a small number of residents in the Meander Valley Municipality.

The petition is non-conforming because there is no statement specifying the number of signatories.

This matter is to be considered by Council later in the meeting in a Notice of Motion by Councillor Ian Mackenzie.

Recommendation

That Council receive and note the information of a non-conforming petition against the proposed opening of Reid Street, Westbury, between Ritchie Street and Marriott Street as an unnecessary cost to the Council to open a small section of road that will only benefit a small number of residents in the Meander Valley Municipality.

Cr Mackenzie moved and Cr King seconded ***“that Council receive and note the information of a non-conforming petition against the proposed opening of Reid Street, Westbury, between Ritchie Street and Marriott Street as an unnecessary cost to the Council to open a small section of road that will only benefit a small number of residents in the Meander Valley Municipality”.***

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

433/2015 PUBLIC QUESTION TIME

1. QUESTIONS TAKEN ON NOTICE – OCTOBER 2015

1.1 Barry Lee, Westbury

Issues regarding purchase of 35 William Street, Westbury

1. Critical issue for the ratepayer.
2. Westbury Outline Development Plan 2013
What approval has been made direct Council – owned.
When did serious negotiations commence?
Property inspection – poor, fair, good, asbestos on property
3. Library extensions
Fire Brigade operations
Other neighbours.
4. 2013 – until about 23/9/2015 @ 4.30 pm – 1st Council inspection
Concerned ratepayer
2nd offer refused
Deposit paid
Contracts signed.

Response by Greg Preece, General Manager

- 1. It is accepted that this issue is important for Mr Lee, but Council also believes it is for the economic good of the broader Westbury community to own this property.**
- 2. The Westbury Outline Development Plan has been adopted by Council. Council considered the potential purchase of the property at the September workshop. Negotiations commenced on Tuesday 22 September 2015. Yes a property inspection was undertaken as no asbestos was identified. Property was deemed to be in good to fair condition.**
- 3. Future plans for the property will involve discussions with the Library, TasFire Service, local businesses and the neighbours.**
- 4. Council made a conditional offer on the property on 23 September, 2015,. Information from the real estate agent indicates that Mr Lee was aware of another offer having already been made when his offer was lodged with the estate agent.**

2. QUESTIONS 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?
- 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?
- 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?
- 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?

- 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?
- 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?
- 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.

Questions taken on Notice

3. QUESTIONS WITHOUT NOTICE – NOVEMBER 2015

Nil

434/2015 COUNCILLOR QUESTION TIME

1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – OCTOBER 2015

1.1 Cr Bob Richardson

In a recent publication of the Examiner an advertisement appeared, funded by Forestry Tasmania, Forico and SFM Forest Products.

The advertisement indicated the intention to recommence (aerial?) spraying of plantation forests.

The poisons to be used include: - alpha-cypermethrin;
- and fipronil.

Can Councillors be provided with data sheets and any other scientific comments regarding potential side-effects?

Has alpha-cypermethrin been linked with deformities in amphibians and fish, in particular in relation to development of hermaphrodite features?

Will Council list this topic for consideration at the next Council workshop (prior to November)?

Response by Martin Gill, Director Development Services

Councillors were provided datasheets and other information about the side effects of Alpha-cypermethrin and Fipronil at the October Council workshop. Peer reviewed scientific studies indicate that alpha-cypermethrin is highly toxic to fish and aquatic animals. One study reported adverse effects on frog spawn.

The broader topic concerning use of pesticides and insecticides that contain Alpha-cypermethrin and Fipronil on plantation forests was discussed at the October Council workshop.

1.2 Cr Andrew Connor

At the last Council meeting I asked questions surrounding a meeting between councils on July 21st concerning amalgamations / shared services. The response was that amalgamation was not raised. Given the Mayor was chairing this meeting and had given an undertaking to me and others to raise the issue of amalgamations, why did he fail to do this when that was one of the key reasons for the meeting to be held?

Response by Mayor Craig Perkins

It was obvious that the scope of the meeting had changed and that there was no interest from the meeting to discuss amalgamation.

2. COUNCILLOR QUESTIONS ON NOTICE – NOVEMBER 2015

2.1 Cr Deborah White

Cr Richardson's call for a review of Council funding of the Meander Valley Gazette, October Briefing Notes.

Cr Richardson maintains that there is a disproportionate amount of content in the Gazette from Deloraine, and that Westbury is under-represented.

Could the Communications Officer tell us:

1. Why there are more articles about Deloraine in the Gazette than from any other township of the Meander Valley?
2. Why there are more advertisements from Deloraine than other towns?
3. Why over half the events listed are from Deloraine groups?
4. How other towns could be encouraged to submit articles, event entries and advertisements?
5. About the distribution system and its reach?

Cr Richardson also maintains that ERAG has been hi-jacked by Deloraine personalities.

6. Could the Director of Economic Development clarify this by listing the names and town of residence of each member of the Committee?

Response by Rick Dunn, Director Economic Development & Sustainability

In order to answer the following questions the Communications Officer spoke with the editor of the Gazette to clarify some points. Please note:- Council's financial contributions covers the cost of two pages, appearing regularly as a centre page spread (p 8&9)

- 1. The number of articles about Deloraine varies each month. The paper relies heavily on contributions from the community for its articles. As the paper is 'housed' at the Deloraine Online Access Centre, the majority of the articles received are from the Deloraine area. The Gazette is aware of the need to ensure a wide coverage of articles and actively seeks articles from across Meander Valley. The Gazette is produced largely by volunteers. They recently recruited a volunteer journalist who lives in Prospect Vale to contribute articles from the eastern end of Meander Valley.**
- 2. The number of Deloraine advertisements varies each month. The majority of the October issues ads, for example, were offering services Meander Valley-wide. The Gazette is in the process of engaging a person to actively seek out advertisers throughout Meander Valley on a commission basis.**
- 3. The events list is generated from emails sent to events@meandervalleygazette.com by members of the community. Many of the Deloraine events list are aimed at the wider Meander Valley Community – recent examples of these include the Western Tiers Film Society, Tasmanian Poetry Festival, Meander Valley Sings and the Tasmanian Craft Fair.**
- 4. The Gazette actively contacts organisations throughout Meander Valley seeking articles, event entries and advertisements. The Gazette promotes the need for articles from time to time in the paper and includes details about contributions in the contacts column on page 2.**
- 5. Salmat, a flyer delivery company, is contracted to deliver papers to Prospect Vale and Hadspen. Australia Post is delivering papers to all other localities. This may mean that if Australia Post delivers mail to an agent for collection and not a letterbox, the paper is also delivered to the agent for collection. The Gazette may be undelivered if a letterbox has a 'no junk mail' sticker attached. To overcome this, the Gazette produced and promoted the availability of a 'Please deliver the Meander Valley Gazette' waterproof stickers for residents and advised the distribution companies to be aware.**
- 6. Name**

Place Of Residence	
Bevan Badcock	Westbury
Simon Bennett	Elizabeth Town
Colin Cook	Launceston
Robert Crews	Blackstone Heights
John Dare (Deputy Chair)	Mole Creek
Lyn Hayward	Weegen

Ian Howard	Reedy Marsh
Andrew Johnston	Exton
Mike Muller	Chudleigh
Leon Porter (Chair)	Exton
Laura Richardson	Deloraine
Cindy Watkins	Golden Valley
Nick Weare	Deloraine
Richard Millen (Secretary)	Launceston

3. COUNCILLOR QUESTIONS WITHOUT NOTICE – NOVEMBER 2015

3.1 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?

Questions taken on Notice

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:-

FORESTRY TASMANIA

PROPOSED CHEMICAL USE IN SUMMER 2015/16

Forestry Tasmania uses chemicals in limited circumstances where it is essential to manage weeds and pests and to promote optimal tree growth.

There are two main type of operations conducted: insecticide application to prevent the severe defoliation of eucalypt plantations by insect pests; and herbicide application for the control of weeds prior to tree planting or sowing.

All chemicals used by Forestry Tasmania are approved for use in Australia by the Australian Pesticide and Veterinary Medicines Authority, and the way they are applied complies with all relevant Tasmanian codes of practice.

As part of working with its stakeholders, Forestry Tasmania has updated its website to list the coupes that:

- Are being monitored for potential insect control this summer and therefore may have a chemical application between Nov 2015 and Feb 2016
- Are expected to require a herbicide application in the next 6 months

Interactive Map Viewer

To make it easier for stakeholders to identify the locations of these coupes relative to their particular areas of interest, an interactive map can be viewed on Forestry Tasmania's website.

Stakeholder Input

Forestry Tasmania welcomes stakeholder input to inform our detailed operational planning and decision making. In particular, we are keen to identify:

- Stakeholder who have an interest in being informed about any future operations on these coupes
- Whether stakeholders have any specific concerns in relation to potential chemical applications on these coupes
- Any issues that will need to be taken into account in our detailed planning and decision making related to chemical applications on these coupes

Stakeholders wanting more information or wishing to register their interest in relation to any particular coupes are encouraged to contact our Stakeholder Engagement Coordinator as early as possible by:

- Calling on 6235 8151
- Emailing stakeholder@forestrytas.com.au
- Mailing Stakeholder Engagement Coordinator, Forestry Tasmania, 79 Melville Street, Hobart TAS 7000



www.forestrytas.com.au

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?

Will Council determine whether these chemicals are approved by FSC?

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

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

Questions taken on Notice

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 contractor 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?

Would it be expected that such a closure would be the subject of public advertisement and an opportunity for public comment? 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?

Questions taken on Notice

3.2 Cr Andrew Connor

a) Blackstone Park powerlines

TasWater is currently upgrading the sewer pumping station in Blackstone Park which handles most of the sewage of in Blackstone Heights at a cost of \$500k+ which will prevent regular sewer overflows during heavy rains and this is appreciated.

Unfortunately, it appears that TasWater is or was planning to install overhead power lines to this upgraded pump station through the park. 6-7 years ago council removed an overhead power line going through the park on a similar route at great expense which vastly improved the amenity of the park.

Can council officers advise on the current status of power supply plans for this pump station.

Response by Dino De Paoli, Director Infrastructure

Council officers met with TasWater last Wednesday. A hold has been put on the determination on how power is going to be run. Council's preference is for power lines to be underground.

b) NBN upgrade for Hadspen/Westbury

Can council officers advise on the response from NBN Co on our application to upgrade NBN services in Hadspen/Westbury from copper to fibre? What is the total figure and if this information cannot be release now when might it be?

Response by Rick Dunn, Director Economic Development & Sustainability

Council will be writing to NBN to advise that as we paid for the application to upgrade NBN services we will be releasing the information to the public.

c) 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?

Questions taken on Notice

3.3 Cr Rodney Synfield

Does the Senior Town Planner have any information to contribute to the matter raised by Councillor Connor regarding the placement of overhead wires at Blackstone Park?

Response by Jo Oliver, Senior Town Planner

The planning scheme does not include any requirements for the provision of underground power lines for visual impact reasons, except where the land may be contained in a scenic management overlay. However, where the land is owned by Council, such as Blackstone Park, Council as the landowner may pursue a preference for underground power with the relevant authorities, which is separate to its role as the Planning Authority. It is noted however, that the electricity supply authority has certain powers to serve notice to install infrastructure.

435/2015 DEPUTATIONS BY MEMBERS OF THE PUBLIC

Nil

436/2015 NOTICE OF MOTIONS BY COUNCILLORS

439/2015 RENAMING OF REID STREET – CR IAN MACKENZIE

440/2015 USE OF PESTICIDES – CR BOB RICHARDSON

COUNCIL MEETING AS A PLANNING AUTHORITY

The Mayor advised that for items 437/2015 to 438/2015 Council is acting as a Planning Authority under the provisions of the *Land Use Planning and Approvals Act 1993*.

437/2015 CHANGE OF USE (VISITOR ACCOMMODATION) – 61 HAMPTONS ROAD, MEANDER

1) Introduction

This report considers the planning application PA\16\0025 for a Change of Use to Visitor Accommodation for land located at 61 Hamptons Road, Meander (CT 56123/1).

2) Recommendation

That the application for a change of use and development for Visitor Accommodation for land located at 61 Hamptons Road, Meander (CT 56123/1) by J Crosswell, requiring the following discretions:

- ***13.3.1 Amenity***
- ***E4.6.1 Use and road or rail infrastructure***

be APPROVED, generally in accordance with the endorsed plans and subject to the following conditions:

- 1. The use and/or development must be carried out as shown and described in the endorsed Plans:**
 - a) **Engineering Plus – Drawing Numbers 14915-A01, A02 & A03;**
 - b) **Rebecca Green & Associates – Bushfire Hazard Assessment report & Bushfire Hazard Management Plan – dated 30 July 2015;**
 - c) **Signage Plan, *Bonsmara Haven*;**
 - d) **Maraway Tasmania Pty Ltd dated 30 July, 2015.**

to the satisfaction of the Council. Any other proposed development and/or use will require a separate application and assessment by Council.

- 2. Prior to the commencement of the use, a certificate of compliance by an accredited person, must be submitted confirming all measures required under the approved bushfire hazard management plan (prepared by Rebecca Green, 30 July 2015) are completed.**
- 3. The development approved by this permit must be maintained at all times in accordance with the endorsed Bushfire Hazard Management Plan.**
- 4. All signage is to be located within the boundary of the subject property.**

Note:

1. **Registration as a Food Business under the Food Act 2003 may be required if food is provided as part of the proposed business. Please contact Council's Environmental Health Officer on (03) 6393 5320.**
2. **Registration as a Private Water Supplier under the Public Health Act 1997 is required if drinking water is supplied to any premises used for commercial purposes including accommodation. Please contact Council's Environmental Health Officer on (03) 6393 5320.**
3. **The application indicates that the existing on-site wastewater system will need to be upgraded to manage the additional wastewater load from the proposed visitor accommodation. Please note an application for a Special Plumbing Permit will be required to be submitted to Council prior to the commencement of any plumbing works.**
4. **This permit does not imply that any other approval required under any other by-law or legislation has been granted. At least the following additional approvals may be required before construction commences:**
 - a) **Building permit**
 - b) **Plumbing permit**
 - c) **Special plumbing permit**

All enquiries should be directed to Council's Permit Authority on 6393 5322.

5. This permit takes effect after:
 - a) The 14 day appeal period expires; or
 - b) Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined; or.
 - c) Any other required approvals under this or any other Act are granted.
6. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted if a request is received at least 6 weeks prior to the expiration date.
7. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal. A planning appeal may be instituted within 14 days of the date the Corporation serves notice

of the decision on the applicant. For more information see the Resource Management and Planning Appeal Tribunal website www.rmpat.tas.gov.au.

8. If any Aboriginal relics are uncovered during works;
 - a) All works are to cease within a delineated area sufficient to protect the unearthed and other possible relics from destruction,
 - b) The presence of a relic is to be reported to Aboriginal Heritage Tasmania Phone: (03) 6233 6613 or 1300 135 513 (ask for Aboriginal Heritage Tasmania Fax: (03) 6233 5555 Email: aboriginal@heritage.tas.gov.au); and
 - c) The relevant approval processes will apply with State and Federal government agencies.

DECISION:

Cr Richardson moved and Cr Kelly seconded ***“that the application for a change of use and development for Visitor Accommodation for land located at 61 Hamptons Road, Meander (CT 56123/1) by J Crosswell, requiring the following discretions:***

- ***13.3.1 Amenity***
- ***E4.6.1 Use and road or rail infrastructure***

be APPROVED, generally in accordance with the endorsed plans and subject to the following conditions:

1. **The use and/or development must be carried out as shown and described in the endorsed Plans:**
 - a) **Engineering Plus – Drawing Numbers 14915-A01, A02 & A03;**
 - b) **Rebecca Green & Associates – Bushfire Hazard Assessment report & Bushfire Hazard Management Plan – dated 30 July 2015;**
 - c) **Signage Plan, *Bonsmara Haven*;**
 - d) **Maraway Tasmania Pty Ltd dated 30 July, 2015.**

to the satisfaction of the Council. Any other proposed development and/or use will require a separate application and assessment by Council.

2. **Prior to the commencement of the use, a certificate of compliance by an accredited person, must be submitted confirming all measures required under the approved bushfire hazard management plan (prepared by Rebecca Green, 30 July 2015) are completed.**

3. **The development approved by this permit must be maintained at all times in accordance with the endorsed Bushfire Hazard Management Plan.**
4. **All signage is to be located within the boundary of the subject property.**

Note:

1. **Registration as a Food Business under the Food Act 2003 may be required if food is provided as part of the proposed business. Please contact Council's Environmental Health Officer on (03) 6393 5320.**
2. **Registration as a Private Water Supplier under the Public Health Act 1997 is required if drinking water is supplied to any premises used for commercial purposes including accommodation. Please contact Council's Environmental Health Officer on (03) 6393 5320.**
3. **The application indicates that the existing on-site wastewater system will need to be upgraded to manage the additional wastewater load from the proposed visitor accommodation. Please note an application for a Special Plumbing Permit will be required to be submitted to Council prior to the commencement of any plumbing works.**
4. **This permit does not imply that any other approval required under any other by-law or legislation has been granted. At least the following additional approvals may be required before construction commences:**
 - a) **Building permit**
 - b) **Plumbing permit**
 - c) **Special plumbing permit**

All enquiries should be directed to Council's Permit Authority on 6393 5322.

5. This permit takes effect after:
 - a) The 14 day appeal period expires; or
 - b) Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined; or.
 - c) Any other required approvals under this or any other Act are granted.
6. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted if a request is received at least 6 weeks prior to the expiration date.

7. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal. A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant. For more information see the Resource Management and Planning Appeal Tribunal website www.rmpat.tas.gov.au.
8. If any Aboriginal relics are uncovered during works;
 - a) All works are to cease within a delineated area sufficient to protect the unearthed and other possible relics from destruction,
 - b) The presence of a relic is to be reported to Aboriginal Heritage Tasmania Phone: (03) 6233 6613 or 1300 135 513 (ask for Aboriginal Heritage Tasmania Fax: (03) 6233 5555 Email: aboriginal@heritage.tas.gov.au); and
 - c) The relevant approval processes will apply with State and Federal government agencies.

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

438/2015 EXTENSION TO RESIDENTIAL OUTBUILDING – 3-5 ZENA PLACE, HADSPEN

The Mayor invited Mr Lyn Nolan to address the meeting regarding this item.

1) Introduction

This report considers the planning application PA\16\0052 for an Extension to a Residential Outbuilding for land located at 3-5 Zena Place, Hadspen (CTs 13023/35 & 13023/34).

2) Recommendation

That the application for use and development for an extension to a Residential Outbuilding for land located at 3-5 Zena Place, Hadspen (CT's 13023/35 & 13023/34) by T L Hatton, requiring the following discretions:

- ***10.4.2 Setbacks and building envelope for all dwellings***

be APPROVED, generally in accordance with the endorsed plans and subject to the following conditions:

- 1. The use and/or development must be carried out as shown and described in the endorsed plans:**

- e) Theresa L Hatton Building Designer – Drawing No. 4782P, Sheet 02, 03 & 04;**
- f) Rainbow Building Solutions – Project No. LAU01_5965, Sheet 2, 3, 4 & 7;**

to the satisfaction of the Council. Any other proposed development and/or use will require a separate application and assessment by Council.

- 2. The use of outbuildings is not permitted for human habitation and is limited to residential storage and related residential activities only.**

Note:

- 1. This permit does not imply that any other approval required under any other by-law or legislation has been granted. At least the following additional approvals may be required before construction commences:**

- a) Building permit**

b) Plumbing permit

All enquiries should be directed to Council's Permit Authority on 6393 5322.

2. This permit takes effect after:
 - a) The 14 day appeal period expires; or
 - b) Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined; or.
 - c) Any other required approvals under this or any other Act are granted.
3. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted if a request is received at least 6 weeks prior to the expiration date.
4. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal. A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant. For more information see the Resource Management and Planning Appeal Tribunal website www.rmpat.tas.gov.au.
5. If any Aboriginal relics are uncovered during works;
 - a) All works are to cease within a delineated area sufficient to protect the unearthed and other possible relics from destruction,
 - b) The presence of a relic is to be reported to Aboriginal Heritage Tasmania Phone: (03) 6233 6613 or 1300 135 513 (ask for Aboriginal Heritage Tasmania Fax: (03) 6233 5555 Email: aboriginal@heritage.tas.gov.au); and
 - c) The relevant approval processes will apply with State and Federal government agencies.

DECISION:

Cr Mackenzie moved and Cr Connor seconded ***“that the application for use and development for an extension to a Residential Outbuilding for land located at 3-5 Zena Place, Hadspen (CT's 13023/35 & 13023/34) by T L Hatton, requiring the following discretions:***

- ***10.4.2 Setbacks and building envelope for all dwellings***

be APPROVED, generally in accordance with the endorsed plans and subject to the following conditions:

1. The use and/or development must be carried out as shown and described in the endorsed plans:

- a) Theresa L Hatton Building Designer – Drawing No. 4782P, Sheet 02, 03 & 04;**
- b) Rainbow Building Solutions – Project No. LAU01_5965, Sheet 2, 3, 4 & 7;**

to the satisfaction of the Council. Any other proposed development and/or use will require a separate application and assessment by Council.

2. The use of outbuildings is not permitted for human habitation and is limited to residential storage and related residential activities only.

Note:

1. This permit does not imply that any other approval required under any other by-law or legislation has been granted. At least the following additional approvals may be required before construction commences:

- a) Building permit**
- b) Plumbing permit**

All enquiries should be directed to Council's Permit Authority on 6393 5322.

2. This permit takes effect after:

- a) The 14 day appeal period expires; or
- b) Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined; or.
- c) Any other required approvals under this or any other Act are granted.

3. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted if a request is received at least 6 weeks prior to the expiration date.

4. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal. A planning

appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant. For more information see the Resource Management and Planning Appeal Tribunal website www.rmpat.tas.gov.au.

5. If any Aboriginal relics are uncovered during works;
 - a) All works are to cease within a delineated area sufficient to protect the unearthed and other possible relics from destruction,
 - b) The presence of a relic is to be reported to Aboriginal Heritage Tasmania Phone: (03) 6233 6613 or 1300 135 513 (ask for Aboriginal Heritage Tasmania Fax: (03) 6233 5555 Email: aboriginal@heritage.tas.gov.au); and
 - c) The relevant approval processes will apply with State and Federal government agencies.

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

As a procedural motion Cr King moved and Cr Connor seconded ***“that INFRA 1 be dealt with after Dev 2.”***

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

439/2015 NOTICE OF MOTION – RENAMING BOTH SECTIONS OF REID STREET TO REID STREET EAST AND REID STREET WEST – CR IAN MACKENZIE

The Mayor invited Karen Griffiths, Maryann Smink, David Smink and Tammy Clark to address the meeting regarding this item.

1) Introduction

The purpose of this report is for Council to consider a Notice of Motion from Cr Ian Mackenzie to rename the existing sections of Reid Street to Reid Street East and Reid Street West.

2) Recommendation (Cr Ian Mackenzie)

It is recommended that Council approve the renaming of the eastern section of Reid Street, accessed off Ritchie Street, to Reid Street East, and the western section of Reid Street, accessed off Marriott Street, to Reid Street West.

DECISION:

Motion from October meeting

Cr Mackenzie moved and Cr White seconded ***“that Council approve the renaming of the eastern sections of Reid Street, accessed off Ritchie Street, to Reid Street East, and the western section of Reid Street, accessed off Marriott Street, to Reid Street West.”***

As a procedural motion Cr Richardson moved and Cr Connor seconded ***“that the matter be deferred.”***

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

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

Comment by Cr Andrew Connor

I am not supportive of this motion because it may add further confusion the current situation where Reid Street has two separate trafficable sections.

Naming the sections East and West presents issues in dissemination of the name to mapping authorities and service providers. This can take some time to occur for even the best managed online GPS services, but for people with basic GPS devices in their vehicles reliant on manual & paid updates may never receive this change of street name for their device.

Re-naming the street means that all residents in Reid Street should update their address with any person or business they transact with by mail so that it is delivered correctly, this includes anything they have registered to that address (vehicles, licenses, services). Should the need eventuate to join the two sections of Reid Street and make them trafficable again, the name of the street would most likely revert and the updates to GPSs and addressing would have to be done again.

A simpler alternative would be to add a panel to existing 'No Through Road' signs on Reid Street to say 'xx-yy Reid Street can be accessed ahead, other addresses via Moore St, etc'

It is disappointing that information accompanying the motion raised personal and unsubstantiated details not relevant to the proposal to re-name the street.

Comment by Cr Bob Richardson+

The facts as stated in the agenda are in dispute on many counts.

There is, specifically, debate concerning the closure of this section of Reid Street as a through road. Evidence is that it was a through road for many years (decades?).

Veterans Row South has been "double cut-off" – the sale of a block which was reserved for development of Veterans Row. Then Reid Street was blocked.

Emergency services have found it difficult to find addresses due to the closure of Reid Street.

Should a tragedy (as cited by Mr Broomhall) occur then it is potentially likely that, given the past evidence, councillors, individually and severally, may be the subject of litigation (Refer to previous answer by the General Manager).

Naming the street "East" and "West" may well increase confusion.

Cr Mackenzie left the meeting at 2.40pm

440/2015 NOTICE OF MOTION – USE OF PESTICIDES – CR BOB RICHARDSON

1) Introduction

The purpose of this report is for Council to consider a Notice of Motion from Councillor Bob Richardson regarding the continued use of pesticide by Forestry Tasmania, Forico and SFM Forest Products.

2) Recommendation (Cr Bob Richardson)

It is recommended that Council expresses its concern at the proposal by Forestry Tasmania, Forico and SFM Forestry Products to continue to use pesticides listed as highly hazardous by the Forest Stewardship Council (viz. Alpha-cypermethrin and Fipronil) in the Meander Valley Municipality and it strongly opposes any application by aerial methods.

DECISION:

Cr Richardson moved and Cr Synfield seconded *“that Council expresses its concern at the proposal by Forestry Tasmania, Forico and SFM Forestry Products to continue to use pesticides listed as highly hazardous by the Forest Stewardship Council (viz. Alpha-cypermethrin and Fipronil) in the Meander Valley Municipality and it strongly opposes any application by aerial methods.”*

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

Cr Mackenzie returned to the meeting at 2.58pm

441/2015 2016 COUNCIL MEETING DATES

1) Introduction

The purpose of this report is for Council to consider dates for Council meetings for 2016.

2) Recommendation

It is recommended that Council approve the following schedule of ordinary meetings for 2016:

Tuesday 19 January 2016
Tuesday 9 February 2016
Tuesday 8 March 2016
Tuesday 12 April 2016
Tuesday 10 May 2016
Tuesday 14 June 2016
Tuesday 12 July 2016
Tuesday 9 August 2016
Tuesday 13 September 2016
Tuesday 11 October 2016
Tuesday 8 November 2016
Tuesday 13 December 2016.

DECISION:

Cr Connor moved and Cr Richardson seconded ***“that Council approve the following schedule of ordinary meetings for 2016 and that the March meeting be held in Prospect Vale at 6.00pm:***

Tuesday 19 January 2016
Tuesday 9 February 2016
Tuesday 8 March 2016
Tuesday 12 April 2016
Tuesday 10 May 2016
Tuesday 14 June 2016
Tuesday 12 July 2016
Tuesday 9 August 2016
Tuesday 13 September 2016
Tuesday 11 October 2016
Tuesday 8 November 2016
Tuesday 13 December 2016”.

As an amendment Cr Synfield moved and Cr Youd seconded ***“that 14 June be moved to 7 June, and 8 November be moved to 15 November, 2016.”***

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

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

442/2015 ANNUAL PLAN – QUARTERLY REVIEW – SEPTEMBER 2015

1) Introduction

The purpose of this report is for Council to consider the September quarterly review of the Annual Plan.

2) Recommendation

It is recommended that Council receive and note the Annual Plan review for the September 2015 quarter.

DECISION:

Cr Richardson moved and Cr Connor seconded ***“that Council receive and note the Annual Plan review for the September 2015 quarter”***.

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

443/2015 AUDIT PANEL MINUTES, WORK PLAN AND PANEL MEMBER REPLACEMENT

1) Introduction

The purpose of this report is for Council to receive the minutes of the Audit Panel meetings held on 9 June 2015 and 22 September 2015; to seek Council approval of the Audit Panel Work Plan and to appoint a replacement Councillor member to its Audit Panel following Cr Richardson's offer of resignation.

2) Recommendation

It is recommended that Council:

- 1. Receive the minutes of the Audit Panel meetings of 9 June 2015 and 22 September 2015*
- 2. Approve the attached Audit Panel Work Plan*
- 3. Accept Cr Richardson's resignation as a Councillor member of its Audit Panel and appoint a replacement Councillor member for the remainder of the two year term expiring in October 2016*

DECISION:

Cr Connor moved and Cr Synfield seconded "**that Council**

- 1. Receive the minutes of the Audit Panel meetings of 9 June 2015 and 22 September 2015*
- 2. Approve the attached Audit Panel Work Plan*
- 3. Accept Cr Richardson and Cr Mackenzie's resignations as Councillor members of its Audit Panel and appoint Councillor Connor for the remainder of the two year term expiring in October 2016 and note that one vacancy still exists".*

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

444/2015 2015-2016 COMMUNITY GRANTS APPLICATION ASSESSMENTS – ROUND 2 OCTOBER 2015

1) Introduction

The purpose of this report is to present the recommendations of the Community Grants Committee to Council for approval.

2) Recommendation

It is recommended that Council:

- 1. notes the Individual Sponsorships approved by the General Manager during the period July -September 2015 and**
- 2. endorses the recommendations of the Community Grants Committee and approves the allocation of funds to the applicants as listed in the following table:**

Organisation	Project	Grant Recommended \$
Carrick Community Committee	Cenotaph boards	2813
Cranes Carrick Speedway	Fire Rescue Crew Suits	1200
Friends of Jackeys Marsh	Fire Trailer	2000
Hadspen Cricket Club	New wicket	2300
MV Women in Agriculture	Book publication	3000
Rosevale Hall Committee	Chopping Carnival	1000
Westbury Ladies Probus	Digitalising records	220
Arts Deloraine	Scarf repurposing	250
Deloraine Dramatic Society	Little Theatre seating	3000
Deloraine House	Christmas Appeal	500
Westbury Comm. Health Centre	Diabetes event signage	300
TOTAL		16,583

DECISION:

Cr Kelly moved and Cr Connor seconded ***“that Council:***

- 1. notes the Individual Sponsorships approved by the General Manager during the period July -September 2015; and***

2. ***endorses the recommendations of the Community Grants Committee and approves the allocation of funds to the applicants as listed in the following table:***

Organisation	Project	Grant Recommended \$
Carrick Community Committee	Cenotaph boards	2813
Cranes Carrick Speedway	Fire Rescue Crew Suits	1200
Friends of Jackeys Marsh	Fire Trailer	2000
Hadspen Cricket Club	New wicket	2300
MV Women in Agriculture	Book publication	3000
Rosevale Hall Committee	Chopping Carnival	1000
Westbury Ladies Probus	Digitalising records	220
Arts Deloraine	Scarf repurposing	250
Deloraine Dramatic Society	Little Theatre seating	3000
Deloraine House	Christmas Appeal	500
Westbury Com. Health Centre	Diabetes event signage	300
TOTAL		16,583

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

The Council meeting adjourned for afternoon tea at 3.26pm

The Council meeting resumed at 3.42pm

445/2015 MEANDER VALLEY ONLINE INC. FUNDING

1) Introduction

The purpose of this report is for Council to consider a response to LINC's proposed withdrawal of funding to Meander Valley Online Inc.

2) Recommendation

It is recommended that Council write to State Government to express its concern regarding the proposed withdrawal of funding to Meander Valley Online Inc.

DECISION:

Cr Mackenzie moved and Cr Connor seconded ***“that Council write to State Government to express its concern regarding the proposed withdrawal of funding to Meander Valley Online Inc.”***

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

446/2015 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.

DECISION:

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.

447/2015 2016 FEDERAL ELECTION PRIORITY PROJECTS

1) Introduction

The purpose of this report is to seek Council's endorsement of proposed Priority Projects to be presented to political parties for consideration of support in the lead up to the 2016 Federal Election.

2) Recommendation

It is recommended that:

1. Council endorse the following Priority Projects

Bass

- ***Prospect Vale Park ground upgrade including drainage, irrigation and lighting Stage 2 (main oval)***
- ***Westbury Road Roundabout adjacent to Industrial Galvanizers Tasmania***
- ***NBN Fibre to the premise upgrade for Hadspen and Travellers Rest***

Lyons

- ***Westbury Recreation Ground Clubrooms development***
- ***Union Bridge replacement***
- ***NBN Fibre to the premise upgrade for Westbury, Hagley and Valley Central Industrial Estate***
- ***Great Western Tiers Touring Route extension feasibility investigation***

and

2. The Mayor and General Manager arrange meetings with endorsed candidates of political parties in both electorates for these to be presented and considered for future funding support and

3. The Mayor, General Manager and other Council Officers meet with senior representatives of TasWater seeking its support to jointly lobby for Federal Government funding support of the following sewer and water infrastructure projects.

- ***Bracknell sewerage system***
- ***East Goderich Street, Deloraine sewer main construction***
- ***Hadspen sewer and water infrastructure investment to support residential, community and commercial growth***

- **Westbury Sewerage Treatment Plant upgrade to accommodate waste water reuse**

DECISION:

Cr Richardson moved and Cr Connor seconded ***“that***

1. Council endorse the following Priority Projects

Bass

- **Prospect Vale Park ground upgrade including drainage, irrigation and lighting Stage 2 (main oval)**
- **Westbury Road Roundabout adjacent to Industrial Galvanizers Tasmania**
- **NBN Fibre to the premise upgrade for Hadspen and Travellers Rest**

Lyons

- **Westbury Recreation Ground Clubrooms development**
- **Union Bridge replacement**
- **NBN Fibre to the premise upgrade for Westbury, Hagley and Valley Central Industrial Estate**
- **Great Western Tiers tourism development**

and

2. The Mayor and General Manager arrange meetings with endorsed candidates of political parties in both electorates for these to be presented and considered for future funding support and

3. The Mayor, General Manager and other Council Officers meet with senior representatives of TasWater seeking its support to jointly lobby for Federal Government funding support of the following sewer and water infrastructure projects.

- **Bracknell sewerage system**
- **East Goderich Street, Deloraine sewer main construction**
- **Hadspen sewer and water infrastructure investment to support residential, community and commercial growth**
- **Westbury Sewerage Treatment Plant upgrade to accommodate waste water reuse**

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

448/2015 REVIEW OF POLICY NO 68 - WRITING OFF DEBTS

1) Introduction

The purpose of this report is for Council to review policy No 68 – Writing off Debts.

2) Recommendation

It is recommended that Council confirm the continuation of Policy No 68 – Writing off Debts, as follows:

POLICY MANUAL

Policy Number: 68 Writing Off Debts

Purpose: To meet the requirements of section 22(2)(ba) of the Local Government Act 1993 by describing the circumstances and procedure for writing off bad debts.

Department: Corporate Services
Author: Malcolm Salter, Director

Council Meeting Date: ~~9th October 2012~~ 10 November 2015
Minute Number: 174/2012

Next Review Date: ~~October 2015~~ 2018

POLICY

1. Definitions

Property Debts - are debts charged against a property

Sundry Debts – are debts that are not charged against a property

Bad Debt – is where difficulty is experienced in recovering a debt and there comes a point where it is inappropriate and overly expensive to pursue recovery further.

2. Objective

To improve administrative efficiency by enabling the power to write off bad debt to be delegated to the General Manager or his delegated officer.

3. Scope

This policy applies to the General Manager or his delegated officer.

4. Policy

A bad debt, whether property or sundry, may be written off by the General Manager or his delegated officer where:

- (a) The debt is equal to or less than \$2,000; and
- (b) A reasonable effort has been made to recover the debt; and
- (c) The cost of attempting to recover the debt would exceed the debt owed to Council and there is little likelihood of recovering the debt because:
 - i. The debtor cannot be located; or
 - ii. The debtor is not in a financial position to be able to garnishee their income; or
 - iii. The debtor has no assets that may be recovered in lieu of the debt.

A briefing report for the information of Council shall be provided annually by the General Manager detailing each write off of a bad debt under delegation indicating:

- (a) The value of the debt;
- (b) The type of debt;
- (c) How long it has been outstanding;
- (d) The actions that have been taken to attempt to recover the debt;
- (e) The reasons for writing off the debt.

Any bad Debts of over \$2,000 will be referred to Council for decision.

5. Legislation & Related Council Policies

Local Government Act 1993

6. Responsibility

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

DECISION:

Cr King moved and Cr Connor seconded ***“that Council confirm the continuation of Policy No 68 – Writing off Debts, as follows:***

POLICY MANUAL

Policy Number: 68 Writing Off Debts

Purpose:	To meet the requirements of section 22(2)(ba) of the Local Government Act 1993 by describing the circumstances and procedure for writing off bad debts.
Department:	Corporate Services
Author:	Malcolm Salter, Director
Council Meeting Date:	10 November 2015
Minute Number:	448/2015
Next Review Date:	October 2018

POLICY

1. Definitions

Property Debts - are debts charged against a property

Sundry Debts – are debts that are not charged against a property

Bad Debt – is where difficulty is experienced in recovering a debt and there comes a point where it is inappropriate and overly expensive to pursue recovery further.

2. Objective

To improve administrative efficiency by enabling the power to write off bad debt to be delegated to the General Manager or his delegated officer.

3. Scope

This policy applies to the General Manager or his delegated officer.

4. Policy

A bad debt, whether property or sundry, may be written off by the General Manager or his delegated officer where:

- (d) The debt is equal to or less than \$2,000; and
- (e) A reasonable effort has been made to recover the debt; and
- (f) The cost of attempting to recover the debt would exceed the debt owed to Council and there is little likelihood of recovering the debt because:
 - iv. The debtor cannot be located; or
 - v. The debtor is not in a financial position to be able to garnishee their income; or
 - vi. The debtor has no assets that may be recovered in lieu of the debt.

A briefing report for the information of Council shall be provided annually by the General Manager detailing each write off of a bad debt under delegation indicating:

- (f) The value of the debt;
- (g) The type of debt;
- (h) How long it has been outstanding;
- (i) The actions that have been taken to attempt to recover the debt;
- (j) The reasons for writing off the debt.

Any bad Debts of over \$2,000 will be referred to Council for decision.

5. Legislation & Related Council Policies

Local Government Act 1993

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 and Youd voting for the motion.

449/2015 WILLIAM STREET BUS SHELTER

1) Introduction

The purpose of this report is for Council to approve the installation of a bus shelter in William Street, Westbury, and consider taking ownership of this asset donated as an initiative from the Lions Club of Westbury.

2) Recommendation

It is recommended that Council:

- 1) Approve the installation of the bus shelter on the existing concrete slab outside No.66 William Street, and**
- 2) Take ownership of the shelter donated by the Lions Club of Westbury**

DECISION:

Cr Mackenzie moved and Cr Synfield seconded ***“that Council:***

- 1. Approve the installation of the bus shelter on the existing concrete slab outside No. 66 William Street, and**
- 2. Take ownership of the shelter donated by the Lions Club of Westbury.”**

As an amendment Cr Connor moved and Cr Richardson seconded ***“that in consultation with the Lions Club of Westbury the design be sympathetic to the heritage of the area.”***

The amendment was LOST with Councillors Connor, Richardson, Synfield and Youd voting for the amendment and Councillors Kelly, King, Mackenzie and Perkins voting against the amendment

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

450/2015 REVIEW OF POLICY NO. 14 - FENCING – COUNCIL OWNED LAND

1) Introduction

The purpose of this report is to seek Council approval for the reviewed Policy No. 14 Fencing – Council owned land.

2) Recommendation

It is recommended that Council adopts the revised Policy 14 Fencing – Council owned land as follows:

POLICY MANUAL

Policy Number: 14	Fencing – Council owned land
Purpose:	To outline the circumstances in which Council will share the cost of boundary fences with other property owners.
Department:	Infrastructure Services
Author:	Ted Ross , Dino De Paoli, Director
Council Meeting Date:	9th October 2012 –10 November 2015
Minute Number:	170/2012
Next Review Date:	October 2015 November 2019

POLICY

1. Definitions

Nil.

2. Objective

To outline the circumstances in which Council will share the cost of boundary fences with other property owners.

3. Scope

This policy applies to the Council, its employees and any land owner adjacent to Council owned land.

4. Policy

Council will share the cost of fencing boundaries between private and Council owned land in accordance with the Boundary Fences Act 1908. This act exempts Council from making a contribution where Council owned land is a roadway (which includes a public highway, street, right-of-way, ~~reserve or public place~~, whether ~~it be an~~ the right-of-way is a vehicle access, horse-way or foot-way), ~~un-occupied land, a reserve or public place.~~

Situations where Council is not exempt and is required to share in the cost of a boundary fence include:

- Where a property adjoins a Council owned house or building.
- ~~Commercial or security area e.g. Council depot or commercial car park.~~
- ~~Council instigated higher impact or intensified development close to an adjoining landowner without a sufficient buffer.~~

5. Legislation

The policy conforms with the Tasmanian Boundary Fences Act 1908.

6. Responsibility

Responsibility for the operation of this policy rests with the Director Infrastructure Services.

DECISION:

Cr King moved and Cr Mackenzie seconded ***“that Council adopts the revised Policy 14 Fencing – Council owned land as follows:***

POLICY MANUAL

Policy Number: 14

Fencing – Council owned land

Purpose:

To outline the circumstances in which Council will share the cost of boundary fences with other property owners.

Department: Infrastructure Services
Author: Dino De Paoli, Director

Council Meeting Date: 10 November 2015
Minute Number: 450/2015

Next Review Date: **November 2019**

POLICY

1. Definitions

Nil.

2. Objective

To outline the circumstances in which Council will share the cost of boundary fences with other property owners.

3. Scope

This policy applies to the Council, its employees and any land owner adjacent to Council owned land.

4. Policy

Council will share the cost of fencing boundaries between private and Council owned land in accordance with the Boundary Fences Act 1908. This act exempts Council from making a contribution where Council owned land is a roadway (which includes a public highway, street, right-of-way, whether the right-of-way is a vehicle access, horse-way or foot-way), un-occupied land, a reserve or public place.

Situations where Council is not exempt and is required to share in the cost of a boundary fence include:

- Where a property adjoins a Council owned house or building.
- Commercial or security area e.g. Council depot

5. Legislation

The policy conforms with the Tasmanian Boundary Fences Act 1908.

6. Responsibility

Responsibility for the operation of this policy rests with the Director Infrastructure Services.

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

ITEMS FOR CLOSED SECTION OF THE MEETING:

Councillor Mackenzie moved and Councillor Kelly 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 and Youd voting for the motion.

- 451/2015 Confirmation of Minutes of the Closed Session of the Ordinary Council Meeting held on 13 October, 2015.
- 452/2015 Leave of Absence
(Reference Part 2 Regulation 15(2)(h) Local Government (Meeting Procedures) Regulations 2015)

The meeting moved into Closed Session at 4.19pm

Cr Connor moved and Cr King seconded ***“that Council move out of Closed Session and endorse those decisions taken while in Closed Session.”***

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

The meeting re-opened to the public at 4.21pm

The meeting closed at 4.21pm

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CRAIG PERKINS (MAYOR)