

EVANDALE COMMUNITY CENTRE AND MEMORIAL HALL MANAGEMENT COMMITTEE

Gov 4(2)(i)

Minutes of Annual General Meeting Tuesday 1st September 2015

Chairperson: John Lewis

Meeting opened: 10.00am.

1. Present: Chris Hurford, Jenny Carter, Ruth Tilsley, Adrian Jobson, Ian Goninan, Peter Riley, Frank Halliwell, Jennie Staal, Anne Engdahl, Sue Bedford, Gillian Atherton (Minutes).
2. Apologies: Bronwyn Rigby.
3. Minutes of Previous Annual Meeting: read and confirmed: Chris Hurford/Ruth Tilsley. Accepted.

4. Chairperson's Report:

John Lewis thanked all volunteers and committee members for their support during the year, with special mention made of the contributions made by both Jenny Carter and Chris Hurford. (Report attached).

John moved his report be accepted, seconded Frank Halliwell, carried.

Jenny Carter thanked John for his work as Chairperson, especially his liaising with the NMC.

5. Financial report:

Chris Hurford reported that although an operating loss was noted, there had been a substantial financial investment in upgrading computer systems and purchasing new tables. (Report attached).

Chris moved the report be accepted, seconded Peter Riley.

Adrian Jobson thanked the Treasurer for his work.

6. Nominations for Committee Members:

Chairman:	John Lewis	Jenny Carter/Ruth Tilsley	accepted
Vice-Chairman	Adrian Jobson	Chris Hurford/Ruth Tilsley	accepted
Treasurer	Chris Hurford	John Lewis/Peter Riley	accepted
Secretary	Jennie Staal	Jenny Carter/Ruth Tilsley	accepted
Minute Secretary	Gillian Atherton	John Lewis/Frank Halliwell	accepted

Committee

- Bronwyn Rigby
 - Frank Halliwell
 - Peter Riley
 - Ruth Tilsley
 - Jenny Carter
 - Ian Goninan is the NMC nominee
- John Lewis/Sue Bedford accepted.

7. Cheque Account Signatories:

The signatories for the Commonwealth Bank Cheque Account (no: 28049171) will be Adrian Jobson, Peter Riley, Jennie Staal, Chris Hurford; any two to sign.

The signatory for the Bankwest Telenet Saver Account (no: 010578-9) will be Jennie Staal. Only one person is required here as the only function available is to transfer funds.

The meeting closed at 10.15am.

Treasurer's report to the Annual General Meeting of 1-2

Evandale Community Centre Committee

1st September 2015

Our operating loss for the calendar year 2014 was \$1707.00. This was a good result because it shows that we actually made a profit of \$2159.00 and then spent an additional \$3866.29 on purchasing capital items such as \$3000 on a new computer system and \$866 on tables, notice board tea urn, wall mounted ashtrays etc.

Since the 2014 Annual General Meeting we have had some positive improvement to our bottom line due to :

- Increased hiring of our meeting rooms, in particular to Yoga, Quilters, Foster Carers and Australian Education Union.
- An upturn in sales in our shop area due to the quality of our stock and the gradual increase in visitors.
- New signage directing tourists to the centre.

However income from the Memorial Hall will be down in 2015/2016 due to the loss of Tae Kwàn Do, Playgroup and The Rabbit Breeders Assoc (temporary).

With grant funding becoming more difficult to obtain I would recommend to the new committee that we remain pro active in making our centre and hall attractive to visitors and users but be conservative in any large capital commitment.

The poor quality Telstra ADSL2 line for our Internet is a source of frustration to us all. The NBN connection, which we hoped would alleviate our situation, remains as elusive as ever. Eighteen months seems to be the latest estimate.

Thank you to all committee members and volunteers for your efforts, especially on those long days when visitors are few and far between.

Chris Hurford

Treasurer

Evandale Community Centre Committee

Chairman's Report to the Annual General Meeting of

Evandale Community Centre Committee

Tuesday 1st Sept 2015

I would like to begin by thanking the committee and volunteers for all their valued support over the past 12 months.

Our main project for this past year has been stage 1 of the refurbishment of the hall, I would like to thank the council in particular Marie Bricknell and Wayne Challis for their valued advice and assistance which will include a new mural in the outside foyer to be installed on Steve Baldock's return.

To Jenny for her wonderful work as secretary/manager I offer my thanks and admiration. Jenny has taken on many extra duties to ensure that the Community Centre has run efficiently.

I would also like to thank Chris in his role as treasurer for keeping us on the right side of the balance sheet and Bronwyn for her continuing good management of the Memorial Hall.

As we all know what we have achieved for the year without itemising it, I would like to thank the committee for the successful running of the Community Centre and Memorial Hall and trust that this will continue into the future.

John Lewis

Chairman

Evandale Community Centre Committee

EVANDALE COMMUNITY CENTRE AND MEMORIAL HALL MANAGEMENT COMMITTEE

GOV 4(2)(ii)

Minutes of General Meeting Tuesday 1st September 2015

Chairperson: John Lewis

Meeting opened: 10.15am

1. Present: Chris Hurford, Jenny Carter, Ruth Tilsley, Adrian Jobson, Ian Goninan, Peter Riley, Frank Halliwell, Jennie Staal, Anne Engdahl, Sue Bedford, Gillian Atherton (Minutes).

2. Apologies: Bronwyn Rigby.

3. Minutes of Previous Meeting: read and confirmed: Adrian Jobson/Chris Hurford. Accepted.

3.1 Business Arising:

- The Spring Awakening has been cancelled due to lack of support. Letter has been sent returning fees and thanking those for their interest. May be held every other year.
- Art Show to be held 15th-29th January 2016. NMC have queried tax accountability, and Anne Engdahl has been provided with the necessary forms.
- Tear-off leaflets/maps. Six replies have been received from interested parties. Jenny Carter will ring to remind other businesses of the deadline.
- Glass Atrium cleaning completed including most of the roof.
- Solar panel research (for Memorial Hall) is on-going by Chris Hurford. Ian Goninan will pursue the possibility of a grant from the NMC.
- Uniting Church Fair Saturday 5th September. Both the ECC and the History Society will be running stalls.
- Geoff Anderson has kindly donated blue chairs to the centre. It was moved a thank you gift be bought to the value of \$50; Frank Halliwell/Adrian Jobson, carried.
- Memorandum of Understanding – Jenny Carter and Chris Hurford met with Amanda Mason NMC and it is agreed the council -
 - will see to the atrium cleaning,*
 - set both the ECC and the hall water usage at 500 kl. to avoid excess,*
 - cut/paste errors that were identified,*
 - to check the amount of water used by council testing and caravan owners,*
 - inventory lower value to be \$500,*
 - the three year term for the Chairperson of the committee remains, with registration of volunteers for the same period.*
 - AGM to be held each year.*
- It was moved that that the updated MOU was accepted and signed: Ruth Tilsley/ Peter Riley, carried.

4. Correspondence:

4.1 Inwards:

- Australian Educator – Public Liability Insurance.
- NMC – notice of electronic transfer of funds.
- Adobe Abode – update information.
- Enquiry re trestle hire.
- Toilet Paper Plus – re supplies.

- Amanda Mason – re MOU and water usage 1–5
- Anne Engdahl – re roster.

4.2 Outwards:

- Rosters
- Agendas/Minutes
- Newsletter
- Michelle Wisbey 'Examiner' newspaper re Spring Awakening
- Geoff Anderson – thank you for the chairs.
- Manager NMC – notification of damage to Doctors' surgery.

It was moved that the correspondence be accepted: Ruth Tilsley/Frank Haliwell: carried.

5. Financial report:

August 2015

Income	August 2015	% Change	August 2014
General	\$534.40	-19.7%	\$665.25
Memorial Hall	\$420.00		\$792.00

Bank Balance	August 2015	Last Month
Commonwealth Bank-Cheque Account	\$1057.66	\$493.30
Bankwest- Business Telenet Saver	\$8510.52	\$4002.96

General Income for August was \$534.40 which is 19.7% down on August 2014.

\$4984.00 for our 2015/2016 Maintenance Grant was received from The Northern Midlands Council on 12th August. \$4500 of which has been placed into our Telenet Saver account.

It was moved that the Financial Report be accepted: Chris Hurford/Peter Riley. Accepted.

6. History report: Jenny Carter

- RAAF 7EFTS Annual Barbecue was held at the Centre 22nd August following a short Memorial Service at the Memorial Park. It was a well attended and successful day.
- The History Society will be represented at the Uniting Church Fair.
- Research and queries from the public are on-going.

7. Centre Management: Jenny Carter

- Visitor numbers on a par with last year's figures. The centre has more use now as a 'drop-in' centre for the library, photocopying etc.
- Volunteers are reminded to always promote Clarendon House in a positive manner when on duty at the Centre, regardless of any personal feelings they may have. Matthew Smithies is working hard to improve the image of the National Trust and we must do all we can to support him. Garden volunteers have been a great asset to Clarendon for the past thirty years, and any negative comments must cease. Matthew has invited us to have our Christmas Function there, which has been provisionally accepted, until it is discussed by History Society members, and he will be invited to attend.
- Work for the Dole – manager to come and talk to the committee. The scheme has been suggested to the Uniting Church for their garden renovations.

8. Community Hall report:

1-6

- Bronwyn reported that bookings at the hall had been quiet, and she was thankful it had not been targeted by the vandalism that has occurred recently.

It was moved that the reports be accepted: Ruth Tilsley/ Jennie Staal. Carried.

9. Any Other Business:

- Woolmers Rose Festival – 15th November with guests Ben Milburn and Tino Carnevale.
- ECC party – 10th December, to be confirmed.

The meeting closed at 10.50am

Next meeting: Tuesday 6th October

] MINUTES OF MEETING OF MORVEN PARK MANGEMENT &
DEVELOPMENT ASSOCIATION INC.

HELD ON WEDNESDAY 9 SEPTEMBER 2015
MORVEN PARK FACILITY, EVANDALE.

The Chairman declared the meeting opened 19-32pm.

PRESENT: Carmel Oates (Secretary/Cricket Club), Ian Pease (Light Rail & Steam), Brendon Crosswell (Chair.) John Stoltenberg (Cricket Club), John Hughes (Treasurer/Tennis Club), Stephen Baldock (Penny Farthing/Groundsman/EAC Rep), David Houghton (Rotary)

APOLOGIES:

Deputy Mayor Richard Goss (NMC) Charmaine Whyman (Cricket Club), Scott Hill (Primary School) Patrick Davey (EFC) Di Guilbert (EPS)

MINUTES PREVIOUS MEETINGS (12 Aug 2015)

Moved Carmel Oates/seconded. John Hughes that minutes are accepted as true and correct. CARRIED.

BUSINESS ARISING PREVIOUS MINUTES. 12 August 2015.

- *Moved C. Oates/2nd I. Pease In asking Council to erect a Beware of Children sign and slow down 10kmph sign on the pole in between shed and traffic calmer. CARRIED. In progress*
- *Prices obtained from Supa Gas .88 cents p/l. Bottle rental \$15.50 per month. Origin Gas \$1.38 p/l not paying rental at the moment. Supa Gas matched Origin prices. Supa Gas is now supplier.*
- *Moved Patrick Davey seconded Jeremy Cunningham that NMC make necessary repairs to make grandstand useable to enable it to be utilised by supporters. CARRIED. Correspondence now received from NMC. Discuss further General business.*
- *Moved Jeremy Cunningham 2nd John Hughes that NMC investigate the problem that is being experienced with the main switchboard tripping when under load, for example ground lights running, kitchen in full operation, and check the size of main circuit breaker in relation to OH&S concerns. CARRIED (Pending) Matter been passed onto relevant department, awaiting contact from that department.*
- *Moved Ian Pease 2nd Brendon Crosswell that NMC attend to the problem of potholes and water laying near goal posts situated by school, and entry to Morven Park by draining/refilling with gravel.*

CARRIED (Pending) Request forwarded to relevant department, in progress.

- **Floor resurfacing.** Michael Higginson (NMC) has taken photos of area. Hazard form to be completed and forwarded to Amanda Mason (NMC) **(Pending)**
- **Bi-monthly assessment - groundsman to attend to replacing light globes in required areas.**
- **MOU- 2 amendments may need to be done. Brendon Crosswell to visit NMC to discuss and sign.**
- **Shipping container for storage- refer to email in correspondence. Morven Park comes under Heritage area. Planning application/plans need to be submitted.**
- **Role of Groundsman. Discuss further in general business.**
- **Fertilising/dressing of ground carried over until Patrick Davey in attendance.**

CORRESPONDENCE IN

Apologies; Brendan Chapman. ELRSS-Cheque. Bank statement
NMC – Feedback responses from minutes.

CORREPENDENCE OUT

NMC – Volunteer Forms
Moved Carmel Oates 2nd Brendon Crosswell that correspondence IN/OUT is accepted. CARRIED

TREASURER'S REPORT

O/B \$3731.94 as at 7/9/2015
C/B \$2841.80 as at 9/9/2015
No accounts to be paid.
Moved John Hughes/2nd Ian Pease that Treasurer's Report be accepted. CARRIED

REPORTS

SCHOOL: No report

TENNIS CLUB:

- All OK.

LIGHT RAIL:

- All good. AGM last Sat 5-9-15.
- President: Arch Robinson
- Secretary: Elisha Gibson
- Treasurer: Ros Richards
- Summer programme start 11 Sept.
- Installed 2 posts at Dump point.

- Council erected planning signs for new ticket box/station.
- Skip bin not being locked.

ROTARY:

- Address PO Box 100, Evandale 7212
- President: Russell Fyfe
- Secretary: Arthur Talbot
- Treasurer: Geoff Gibbons
- David Houghton is the new representative.
- Mud run being held Sunday 20 September 2015.
- Still interested in helping in refurbishment of grandstand if still going ahead.

SKATE PARK:

- Nothing to report.

PENNY FARTHING: No report.

NMC

- No report.

GROUND REPORT

- Require cricket roster when available, to organise watering times.
- What will be training nights?
- Watering – Will it be the groundsman who has control over watering?

EVANDALE CRICKET CLUB.

- Start using nets from 20th September for training.
- TCL matches to start 11 October 2015. TBC.
- Pitch cover off within two weeks if possible, would like date?
- Still Okay for changeover 30 Sept/1 Oct.?

EVANDALE FOOTBALL CLUB:

- Seek permission to place shipping container at end of clubrooms for storage. (End where lift bin is situated). Secretary has forwarded NMC reply to Patrick Davey of football club.
- No representative at meeting.

GENERAL BUSINESS:

Moved Ian Pease 2nd Brendon Crosswell that Northern Midland Council review our Memorandum of Understanding in relation to lawn mowing costs in light of the Evandale Light Steam and Rail Society lease a portion of land at Morven Park from Northern Midlands Council and therefore are responsible for mowing substantial part of Morven Park as such there has been no reduction in mowing costs by Council shown in annual maintenance fee. CARRIED. (PENDING) Brendon Crosswell to discuss further with NMC when he meets with them to further discuss MOU.

Ground upkeep and role of groundsman were discussed due to financial restraints. Groundsman originally employed full 12 months at \$125-00 per month. Total \$1500-00 pa. For purpose of watering ground throughout year.

Moved John Hughes 2nd Brendon Crosswell we employ Morven Park groundsman for 6 months per annum 1 Oct to 31 Mar at \$125-00 per month total \$750-00. CARRIED

Watering of ground.

- Groundsman has full authority over watering requirements of ground 1 Oct to 31 March and to follow the requirement of cricket club.

Grandstand Improvements.

- All at meeting feel that grandstand should be moved closer to playing field and then repaired in accordance to council's requirements.
- Morven Park committee to arrange quotes, costing's etc.
- Builder to check structure.
- Chairman to check with council re: contractors
- Has support of Rotary.

NEXT MEETING: 14 October 2015

APOLOGIES FOR NEXT MEETING; John Hughes

MEETING CLOSED: 21-15

Brendon Crosswell
Chairman

Carmel Oates
Secretary

AVOCA, ROYAL GEORGE & ROSSARDEN LOCAL DISTRICT COMMITTEE

Minutes of the Ordinary Meeting of the Avoca, Royal George & Rossarden Local District Committee held at the Avoca Community Centre on Thursday, 24 September 2015 commencing at 6.00pm

1 IN ATTENDANCE

Claudia Freeman (Chair), Jacinta Allen, Dalija Wells, Tony Gee, Gary Cobb, Shirley Squires, Helen Reynolds, Cr Mary Knowles, Des Jennings (General Manager), Gail Eacher (Executive Assistant)

Guest: Suzanne Jones

2 APOLOGIES

Shirley Freeman

3 CONFIRMATION OF MINUTES***Dalija Wells / Gary Cobb***

That the minutes of the meeting of the Avoca, Royal George and Rossarden Local District Committee held on Thursday, 6 August 2015 be confirmed as a true and correct record of proceedings.

Carried

4 DECLARATION OF ANY PECUNIARY INTEREST BY A MEMBER OF A SPECIAL COMMITTEE OF COUNCIL

In accordance with the provisions of the *Local Government Act 1993*, a member of a Special Committee must not participate in any discussion or vote on any matter in respect to which the member:

- a) has an interest; or
- b) is aware or ought to be aware that a close associate has an interest.

A member has an interest in a matter if the matter was decided in a particular manner, receive or have an expectation of receiving or likely to receive a pecuniary benefit or pecuniary detriment.

5 BUSINESS ARISING FROM THE MINUTES**i) Monitoring Water Quality / Water Consumption**

Previously noted that

- Construction of a water pipeline to provide treated water to Avoca had been approved and envisaged that construction works would take 12 months to complete.
- In late 2014 early 2015 TasWater had written to Avoca residents providing information relative to the project.
- Advised that TasWater had not yet made contact with the dialysis patient re the provision of water / tanks to the dialysis patient.

At the March meeting, a number of queries were raised by guests and the committee in relation to:

- Contamination of the water which is currently provided by TasWater,
- Current costs incurred for water consumption;
- Provision of shelter at the water tanks to offer protection to users filling water containers;
- The provision of a further tap extension (hose) to make it easier to fill containers and reduce wastage;
- Future cost of treated water, relative to availability and usage thereof.

Council officers continue to liaise with TasWater in regard to

- The information day to be held (TasWater have advised that this arrangement is on hold pending completion of the functional design of the water pipeline from Fingal to Avoca and that during the design phase they will finalise the pipeline route and engage with the community and, in particular, those landowners along the pipeline route)
- The dialysis patient.

Following the August meeting, TasWater were advised of the following:

- A substantial water leak on Falmouth Street, just east of the intersection with Arthur Street - Complete.
- The need for the provision of a further tap extension (hose) to the tank at the Fire Station to make it easier to fill containers and reduce wastage – TasWater advised that they have provided hoses previously which have been removed.
- Queried what action TasWater could take to ensure that new residents were informed of the water issues currently experienced in Avoca. – TasWater advised that their 56ZQ (lands titles certificate) process has been expanded so that when the conveyancing process is undertaken, water quality is featured on the 56ZQ issued by TasWater.

At the September meeting it was noted:

- The committee advised that a hose had not been previously affixed to the tank at the fire station and requested that one be provided.
- Requested that the shade cloth on the shelter provided be replaced with an impervious material to provide shelter from rain and wind.

Action

Liaise with TasWater re the hose and shelter.

ii) Esk Highway – Verge maintenance

Referred to State Growth (DSG) that the rail crossing at the western approach to Avoca is off-camber and misaligned – requested that the appropriate authorities address the matter.

DSG have advised the site has been inspected and the situation investigated, and advise as follows:

- *Application of normal camber at this site has not been possible due to the need to cater for a level crossing in hilly topography.*
- *The Level crossing site coincides with bends in the horizontal and vertical alignment of the Esk Main Road.*
- *Because of the road alignment and level crossing, approaching traffic is provided advance curve warning signage, rail crossing warning signage, chevron alignment markers and 65km/hr advisory speed plates on both approaches to warn drivers to slow and negotiate the hazards ahead.*
- *In effect the winding road alignment and warning signage combine to create a lower speed environment in the vicinity of the level crossing which serves to lessen the impact of the undesirable camber.*
- *The crash history at the site indicates that the signage provisions have been effective. There has only been one crash recorded at the site over the last 5 years. The crash that did occur in 2010 involved property damage only in wet road conditions.*
- *Accordingly the Department of State Growth considers that the level crossing is operating satisfactorily. The Department has limited resources for upgrading road alignments and this site would be expensive to improve and not compete well with other candidates so no work is planned to target this site.*

Action

Matter complete.

iii) Rossarden issue - Vehicle wrecks

20 plus wrecked vehicles at the back of Baker Street houses and on the nature strip on the street frontage in Baker Street.

The committee noted that no action can be taken in relation to vehicles on private property, however, Council would investigate options to have other vehicles removed.

Committee members previously advised of a costing for removal of vehicles that had been provided by a contractor – Council to be provided with said information. Following receipt of the information Council will investigate further and correspond with property/vehicle owners to offer assistance with coordinating removal of the vehicles.

The committee noted that removal of vehicles from private property would be at the discretion of property owners.

Action

Costing for removal of vehicles to be provided.

Council to investigate further and correspond with property/vehicle owners.

iv) 10 Year Plan

At the August meeting the 10 year plan list together with minor amendments was adopted. The list has been considered by Council officers and proposed actions listed. List appended to the minutes for further discussion and prioritisation at the November meeting.

Action

List to be prioritised at November meeting.

v) Bridge Construction

At the August meeting, the Committee were advised that when the previous bridge was constructed in 1974, an opalised log had been buried at the approach to the bridge and requested that consideration be given to this when excavation works are undertaken.

Noted that Council officers had consulted with the construction engineers and further information in relation to the location of the logs was sought. Information provided by the committee to be forwarded to the contractors.

Action

Council officers to forward information provided by the Committee to the contractors.

vi) RV Friendly Status

The Committee requested that Council pursue RV Friendly status for Avoca.

Previous sites identified reassessed and agreed that a more appropriate site be sought by council officers for consideration by the committee. Noted that works associated with the preparation of a site would need to be considered in the 2016/17 municipal budget.

Action

Alternate sites to be identified by Council officers.

vii) Newspaper Article

The Committee noted that Council officers would commence with placing articles in the Northern Midlands News page of the Tuesday Examiner, advising communities of the membership of the committees and the role of the committee within the community.

viii) Policing

Information re the laws governing the discharge of firearms to be provided to Council for

inclusion in a future news item to be published.

Noted that the information is awaited.

Speeding on Falmouth Street (the Esk Highway), especially heavy vehicles, remained an issue. Tas Police have advised previously that there are a number of patrols through Avoca at various times and that the information had been relayed to patrolling police.

Speeding through Avoca remains an issue, especially heavy vehicles frequently and most oft in the early mornings. Tas Police have filed a report and advised that they will approach operators in the district in relation to the community's concerns.

Requested that Council officers to liaise with DSG to install vehicle counters in Falmouth Street to ascertain the number and nature of vehicles speeding and the volume of traffic.

Action

Requested that Council officers liaise with DSG to gain permission to install vehicle counters at Avoca.

6 PENDING ITEMS

i) Rossarden – Walks and Attractions

The Committee have previously requested that access be provided through Crown land to the Rossarden waterfall. GPS coordinates for the waterfall and access have been established by Council's Engineering Assistant.

Noted that Cr Knowles is working with NRM Officer, Monique Case, and Gary Cobb to progress this matter.

Action

Matter on hold.

ii) Road Closures/Improvements

At previous meetings the deterioration of those roads previously managed by Forestry Tasmania and Gunns had been noted and discussed. The Committee requested Council consider liaising with Break O'Day Council in order to improve "forestry" roads so that tourist attractions, such as waterfalls, could be accessed.

Council had sent a letter to the Break O'Day Council providing in principle support for the upgrading of gravel forestry roads to waterfalls project as tabled at that meeting.

At 29 May meeting noted that Cr Knowles had been in contact with the State Government re this matter and, at 28 August 2014 meeting, the Committee were advised by Cr Knowles that at the recent meeting with the Premier at Council's Chambers, the matter had been discussed.

Action

Placed on hold pending funding opportunities/ ownership issues

iii) Rossarden sculpture

Designs to be considered, possibly mining themed. Eddie Freeman to provide design concepts.

Awaiting design concept of "miner" from Eddie Freeman.

7 CUSTOMER REQUESTS

The following requests have been issued – update to be provided:

Meeting Date	Customer Request	Detail	Status
8/2015	Rossarden Museum	Back ramp entrance to Rossarden Museum becomes slippery when wet/icy, request installation of some measure to prevent slipping (e.g. chicken mesh) and installation of advisory signage.	Works complete.
8/2015	Disposal of rubbish at football field and river	Rubbish is being dumped at football field between railway line and river on river's edge, needs to be removed. (Request resubmitted).	Indicated that CR complete, however, garden waste, vinyl etc. still not removed.
8/2015	Boucher Park BBQ	Polycarbon cladding on BBQ vandalised and repaired, however, repairs are not satisfactory as sharp edges – polycarbon requires replacing.	Made safe until time permits to replace cladding. Requested that the polycarbon be replaced and that an alternate material not be utilised.
8/2015	Road Sign – Storys Creek Road	The Committee noted that a road sign was lying on the grass on Storys Creek Road in close proximity to Avoca.	TasRail notified.
8/2015	Road Sign – St Paul's Cabin Sign	The Committee noted that a large lump of concrete was left at the base of the tourist sign when it was erected, and requested the removal thereof.	Concrete removed 19/8.
8/2015	Tree stumps – Storys Creek Road	Requested that the stumps that were left behind when the trees were felled be removed.	Not considered urgent. Tree stump near Telstra cables will be removed when time permits.
8/2015	Rossarden museum	Debris from tree felled to be removed.	Completed 31/8
9/2015	Speed Signage – Rossarden entrance	That a speed reduction sign be installed before the sharp bend at the entrance to Rossarden (approx 1km from the bridge on the Avoca/Rossarden approach (sign installed on the opposite side of the road facing other direction, may have been installed on the wrong side).	
9/2015	Ruins at Walter Street Rossarden	House in Walter Street burned down some time ago. Council to please pursue clean up of the property.	
9/2015	Barbecues at St Pauls River Recreation area	Requested that the old barbecues at St Paul's river be removed and that an adequate fire pit be installed.	
9/2015	Directional sign – dog exercise area	Requested that a sign be installed at Boucher Park directing dog owners to the St Pauls River recreation area to exercise dogs.	
9/2015	Doggy Bag Dispensers	Requested that an alternative design doggy bag dispenser be sourced and utilised as some difficulties are encountered in accessing the bags if the bags are not protruding from the dispenser.	
9/2015	Open Drain on Falmouth Street Avoca – environmental concerns	Noted that there is a stench emanating from the open drain on the lower side of Falmouth Street (opposite the junction of Churchill St). Appears to be grey water with perhaps oil / paint content.	

8 ASSOCIATION REPORTS**i) AMIC**

- Spring Festival very successful – photographs to be placed on Avoca webpage and Cr Knowles' contact details to be provided to Examiner correspondent.
- The Spring Festival committee were congratulated on an excellent event.
- The Spring Festival Committee thanked Council for their assistance with signage for the event.

ii) Rossarden & Friends Kids Xmas Group

- Outing to tailrace and aquatic centre to be held on 3/10, some funds provided by Council.
- 60's night hosted by the Group was successful and enjoyed by all whom attended.

9 NEW BUSINESS**i) Garage Sale Trail**

Flyer to be made available at the post office re Garage Sale Trail to be held on 24/10.

ii) Mental Health Week

Community barbeque to be held on 5/10 at Campbell Town Football ground, flyer to be made available at the post office.

iii) RAW – Psychs on Bikes event

Free health checks (mental health focus) to be held at Longford RSL on 16/10, flyer to be made available at the post office.

iv) Defibrillator

Noted that Angie Gee had submitted funding application for the purchase of a defibrillator.

v) Don McShane

The committee recognised the contribution of Mr McShane to the Fingal Valley community and requested that a letter be written on behalf of the Committee to Mrs McShane acknowledging this service.

vi) Green Waste

Suggested that Council make provision for a once per month free green waste day at the tip as this may alleviate the need for Council to clean up green waste which has been illegally dumped.

vii) Footpath Program

The committee requested that details of Council's footpath programme be circulated to the membership.

viii) Gym Equipment at Avoca

The Committee noted that a visitor had written to Council re their recent visit:

*We stopped at the little townships along the way, including Avoca and Fingal, to look about and we were very impressed by the community park at ... Avoca. There was a hall, clean toilets, a grove of trees planted recently in honour of WWI servicemen and a small collection of really interesting and colourful exercise "machines". We spent quite a while trying them out. There was also a display about nurses/midwives of the area. ...
...I was especially interested as I have seen equipment like this in various places...*

ix) Affordable Housing

The committee discussed the benefits of the introduction of affordable housing to small rural communities.

Tony Gee/Helen Reynolds

That Council pursue the provision of affordable housing in small communities such as Avoca and Royal George.

Carried

10 CLOSURE & NEXT MEETING

The Chairperson closed the meeting at 7.25pm.

The next meeting to be held on Thursday, 26 November 2015 at the Avoca Community Centre commencing at 6.00pm.

MINUTES

Gov 4(2)(v)

**MEETING OF THE CRESSY LOCAL DISTRICT COMMITTEE HELD AT THE CRESSY MEMORIAL HALL
ON WEDNESDAY, 30 SEPTEMBER 2015 COMMENCING AT 7:00 PM**

1 PRESENT

Mrs Fae Cox (Chairperson), Mrs Helen Howard, Mr Daniel Rowbottom, Mrs Anne Green, Mrs Angela Jenkins, Mrs Maurita Taylor

2 IN ATTENDANCE

Cr Richard Goss, Mr Des Jennings (General Manager), Miss Amanda Mason (Executive Officer)

3 APOLOGIES

Mr David Bassett, Mrs Helen Williams, Mr Peter Goss, Mr Andrew Turnham

4 DECLARATION OF ANY PECUNIARY INTEREST BY A MEMBER OF A SPECIAL COMMITTEE OF COUNCIL

In accordance with the provisions of the *Local Government Act 1993*, Part 5, S48A – S56, a member of a Special Committee must not participate in any discussion or vote on any matter in respect to which the member:

- a) has an interest; or
- b) is aware or ought to be aware that a close associate has an interest.

A member has an interest in a matter if the matter was decided in a particular manner, receive or have an expectation of receiving or likely to receive a pecuniary benefit or pecuniary detriment.

**It should be noted that any person declaring an interest is required to notify the general manager, in writing, of the details of any interest declared within 7 days of the declaration.*

5 CONFIRMATION OF MINUTES

Mrs Ann Green/Mr Daniel Rowbottom

That the minutes of the Cressy Local District Committee meeting held on Wednesday, 29 July 2015 be confirmed as a true and correct record of proceedings.

Carried unanimously

6 BUSINESS ARISING FROM THE MINUTES**6.1 Council website**

Updated photo of Hall has been taken and uploaded to the website.

6.2 AED Unit in Cressy

The Council AED Unit at the Cressy War Memorial Swimming Pool can be housed at the Fire Station during winter.

Verbal approval has been provided from the Tas Fire Service to house the AED Unit. Written approval can be obtained if required.

6.3 Strategic Plan

6.3.1 Entrance statements

Committee has met to discuss initial designs with Cumulus Studio. Advice has been received that concepts will be available in 2 weeks for review.

Discussion was had in respect to iron silhouettes showing people working on the land to represent Cressy as a farming / agricultural town.

Suggested location – at the beginning of the row of trees inside the 60km/hr zone.

6.3.2 Christmas decorations

It is not recommended funding be applied for through the Tasmanian Community Fund.

6.4 Cressy Road

State Growth investigated concern raised re the uneven surface of Cressy Road between Cressy and Green Rises Road. State Growth deems the issue to be P3 (low priority). They will continue to monitor and place on the reseal list for 2016-2017 works program.

6.5 RV Friendly signs and Overnight Camping at Cressy Recreation Ground

RV signs have been requested, however will not be installed until after the dump point has been installed.

The Cressy Recreation Ground is listed as a free overnight camping area, therefore will need to be kept unlocked.

The Committee noted that the Recreation Ground is kept unlocked at all times, however, the gates are closed to prevent hooning.

It was suggested a phone number be placed on the gates with Council's number for potential campers to call.

6.6 Customer requests

Committee to note that all Customer Requests in section 8.2 of the minutes of the last meeting have been actioned.

7 MATTERS IN PROGRESS

7.1 Telstra Pits

Remaining pits for repair by Telstra are:

- Macquarie Street;
- Opposite the park in Church Street;
- Approx. 54 Saundridge Road – filled in.

7.2 Cressy History Project

7.2.1 History board

Unveiling complete. Huge success, excellent feedback from people within the town. Thank you to everyone who helped in particular Helen, Andy and Simone for the afternoon tea.

Mr Daniel Rowbottom/Mrs Angela Jenkins

That Council place a cover over the Cressy history board to preserve it from the elements.

Carried unanimously

7.2.2 Green Walk / Plinth

Plaque ordered, Council to make plinth. Discussion in respect to a formal opening to be had closer to the event.

7.2.3 Information brochure

Mrs Cox to arrange meeting with sub-committee to progress the development of a brochure to compliment the history board.

7.3 Perth Bypass

Final design on display at the Council offices. Planning application has been submitted by State Growth for the development and approved by Council on 21 September 2015.

7.4 Dump Point at Cressy Recreation Ground

Funds allocated in 2015/16 budget for installation of dump point at the Cressy Recreation Ground.

7.5 Manuka honey

No update at this stage.

8 NEW BUSINESS

8.1 Customer requests

Scrapper at BBQ has been misplaced.

Capeweed – can Council please note location for future spraying.

Prunus tree on northern entrance to Cressy requires mulching.

8.2 Tasmanian Trout Expo

The Committee noted the annual Tasmanian Trout Expo was held the weekend prior and was once again a huge success. Excellent coverage given in the Sunday Tasmanian promoting Cressy.

8.3 Northern Midlands Council Volunteer Handbook

The Committee noted Council has developed a Volunteer Handbook with information for all its volunteers. All volunteers must be registered with Council for insurance purposes.

Action

Miss Mason to circulate with minutes and check who is registered from the Committee.

8.4 Halfway School

Mrs Howard/Mrs Jenkins

That Council investigate a sign indicating the location of the halfway school be located on Cressy Road.

Carried unanimously

9 CLOSURE & NEXT MEETING

The Chairperson closed the meeting at 7:48 pm.

The next meeting to be held on 25 November 2015 at 7:00pm.

**NORTHERN MIDLANDS ECONOMIC DEVELOPMENT COMMITTEE MEETING HELD MONDAY OCTOBER 5TH 2015 IN THE COUNCIL CHAMBERS
STARTING AT 3PM**

MINUTES

1. Present: Michael Sahlani (Chair), Cllr Ian Goninon, Duncan Payton, Russell Fyfe, Robert Harrison, Kevin Turner, David Gatenby, Cllr Mary Knowles
2. Apologies: Fiona Dewar
3. In Attendance: Linus Grant, Cllr Dick Adams, Lorraine Green
4. Confirmation of the Record of the Previous Meeting : it was resolved the minutes of the August 3rd 2015 meeting were a true and accurate record.

The Priority Initiatives Framework held below will be worked through and updated.

PRIORITY INITIATIVES	STATUS as of August 3rd 2015	THE WAY FORWARD
<p>1.The Translink Precinct</p>	<p>K Turner reported in July 2015 that NTD is preparing a northern region industrial land prospectus/perspective</p>	<p>K Turner reported the prospectus will be completed by the end of 2015. L Green reported the State Growth officer managing the project has met with council staff to discuss the prospectus. It was noted this committee would have input into the development of the prospectus. Noted that this project was submitted by Council for the second round of the National Stronger Regions Funding Program. Outcome known December 2015</p>
<p>1.1.Translink stormwater infrastructure upgrade</p>		<p>Recommendation to Council: <i>'That Council make further representation to TasGas with regard to bringing gas to Translink.'</i></p>
<p>2.Powranna/Burlington Road</p> <p>2.1.Council develop site development plans for the two precincts, seek to secure funding for the sealing of Burlington Road & attract new businesses to the precincts</p>	<p>Noted that Council adopted the Northern Midlands Rural Processing Centre Report, prepared by SGS Economic and Planning, at the February 2015 Meeting</p> <p>The March 30th 2015 meeting discussed the need for parcels of land –(up to 5 hectares) to be available in the vicinity of the research farm for ready sale and development.</p> <p>Council noted and endorsed the following 2 recommendations at the May 18th 2015 Council Meeting:</p>	<p>Council considered the recommendations of the Rural Processing Centre Report at the July 20th 2015. The committee reviewed these recommendations and makes the following recommendations to Council</p> <p>Recommendations to Council:</p> <p><i>That Council facilitate a workshop with interested rural practitioners in February 2016 focussing on branding product and the berry industry - with workshop presenters proposed as Driscolls senior management, Rabobank, TCCI, KPMG, Brand Tasmania, State Growth</i></p>
	<p>1) That Council write to the Minister for Primary Industries and Water to outline Council's vision for the development of a Rural Processing Centre at the western end of Burlington Road, and request the Minister give consideration to approving the inclusion of Cressy Research Farm land in this Centre.</p>	

<p>3. Support existing NM businesses/ economic drivers</p>	<p>2) That Council write to landowners adjoining the western end of Burlington Road to outline Council's vision for the development of a Rural Processing Centre at the western end of Burlington Road and request the landowners give consideration to making land available for inclusion in the Centre.</p>	<p><i>That Council undertake an assessment of itinerant workers' accommodation in the Northern Midlands</i></p> <p>Preparation of a draft amendment to the planning scheme to place a specific plan over the two precincts</p> <p>Noted that D Payton wrote to Minister and landowners 29/6 – letters tabled – Minister has responded that status quo will continue: landowners response awaited.</p>
<p>3.1. Development Officer</p>	<p>R Harrison spoke of the crucial role the Meander Valley Development Officer is playing in attracting developers to the MVC area.</p>	<p>Recommendation to Council: <i>That Council undertake a cost-benefit analysis of the Meander Valley Council Development Officer position and investigate the option of resource sharing the officer position (or having a Northern Midlands Council officer serve an apprenticeship with the Development Officer'</i></p>
<p>4. Heritage Tourism</p>	<p>4.1. Longford Visitor Appeal Study</p>	<p>Noted that Council endorsed the implementation plan for the report recommendations at the August 17 2015 Council Meeting and the implementation plan report was circulated to committee members.</p> <p>Noted that the Longford Placemaking Plan workshops and consultations will be held Monday October 26th.</p> <p>Noted the Legislative Inquiry into Built Heritage Tourism is ongoing.</p>
<p>4.2. Proposed Open Door program for privately owned heritage properties.</p>	<p>Noted that Council made a submission re the proposed Open Door Program for private heritage listed properties on behalf of the ED Committee to the Legislative Council Inquiry into Built Heritage Tourism</p> <p>Noted at the March 3rd 2015 meeting that Matt Smithies, National Trust Managing Director, has submitted a draft MOU between National Trust and Council relating to the proposed private heritage properties 'Open Door' Program</p>	<p>Recommendation to Council: <i>That council collaborate with the National Trust to develop a Heritage Plan for the Northern Midlands that articulates opportunities, interactions and initiatives for promoting heritage tourism in the Northern Midlands.'</i></p> <p><i>' That representatives of Woolmers and Brickendon be invited to meet with Council to discuss opportunities to collaborate on the proposed Open Doors Program, and that NMEDC funds be allocated to this project.</i></p>
<p>4.3. Celebrating Longford's motor racing history</p>	<p>M Salhani and L Green met with J Talbot to discuss the proposed establishment of a Longford</p>	<p>Noted the Longford Visitor Appeal Study report recommends <i>'given Longford's fame as a motor racing destination, one option</i></p>

	<p>Motor Racing Historic Society/Group.</p> <p>Noted that at the Council's July 20th 2015 Meeting, Council resolved to approve the transfer of the registration of the business name 'Longford Revival Festival' to Opcor and committed to providing no opposition to Opcor's application for the Longford Revival Festival trademark. Opcor has transferred the business name.</p>	<p><i>for the future use of the Memorial Hall could be as a museum where that rich motor racing history could be on display'.</i></p> <p>Council and/or NIMEDC to meet with Board members of Tas Sport to discuss future plans/vision for Symmons Plains Council and/or this committee to meet with John Talbot to discuss the proposed development of the motor racing museum and associated town interpretation.</p>
<p>4.4. Leveraging off the Woolmers- Brickendon World Heritage Listing</p>	<p>Noted that one of the recommendations in the Longford Visitor Appeal Study is: <i>'that business, community and the Estates work collaboratively to explore their shared narrative and how it can be connected in an engaging and innovative way.'</i></p>	<p>Noted Woolmers and Brickendon reps have been invited to be members of the Longford Business and Tourism Assn.</p> <p>Issues will be addressed as part of the development of the Longford Placemaking Strategy and also via the TNT Infrastructure Audit</p>
<p>4.5. Long Marsh Dam</p>		<p>Background information on this site was tabled at the July Meeting</p> <p>D Gatenby to discuss Long Marsh Dam with the Heritage Council.</p> <p>Refer this to the Heritage Highway Tourism Region Assn the proposal to develop a booklet/website outlining all the walks in the HH region (short, medium and long)</p> <p>Item to be deleted from the agenda.</p>
<p>5. Northern Midlands Economic Development and Tourism Strategy</p>		<p>D Jennings advised preference is to develop the strategy internally. Resource issues need to be addressed.</p>
<p>5.1. Strategy Development</p>	<p>Noted that at the February 16th 2015 Council Meeting, Council passed motion: "That Council obtain costings to conduct an Economic Development and Tourism Strategy in 2015/16 budget deliberations"</p>	
<p>5.2. Business databases</p>		<p>Recommendation to Council: <i>'That NIMEDC funds be allocated to the development of business databases by towns/precincts including street address, mailing address, email and business descriptor'</i></p>
<p>5.3. Land use strategies</p>		<p>The need to review NMI commercial and Industrial land use</p>

6. Other		strategies/plans was identified.
6.1. Waste Management	<p>Duncan Payton reported at the November 24th 2014 meeting that three developers have shown interest in establishing tyre recycling facilities – no firm proposals yet from any of the developers.</p> <p>Discussion at the February 2nd 2015 meeting as to whether any tyre recycling facility can be commercially viable i.e. is a private solution viable?</p> <p>Recommendation to Council in February 2105 - : that the Committee advises Council this the tyre recycling facility is a waste and environmental issue and on that basis Council should approach the state government.. D Jennings reported at the March 3rd 2015 meeting that he has discussed the issue with the State Growth Coordinator General, Senator Abetz and Eric Hutchinson, and is continuing to progress the matter</p> <p>Jim Hole, Manager Eidan Recycling (worldwide suppliers of recycling equipment) presented to the May 5th 2015 meeting on the company's tyre recycling equipment.</p> <p>Recommendation to Council from the March 30th 2015 meeting: That Council request the State Government identify the sites of tyre dumps statewide, and the quantities of tyres within each dump.</p> <p>Noted that the Tasmanian Conservation Trust has a website where the location of car tyre dumps can be recorded and donations made to enable dumped tyres to be recycled: www.tastyrecleanup.com.</p> <p>Recommendation to Council's June 22nd Council Meeting: That Council consider adopting Option Two as per the 'Assessment of Northern Midlands Council's Planning Permit P13-199, 437 Woolmers Lane, Longford, for the 'Temporary Storage of Scrap Tyres (Recycling and Waste Disposal)' Report, and that this matter be considered in Closed Council, and the decision disclosed to this Committee in confidence.</p> <p>D Jennings reported this is a closed Council agenda item and Council is seeking further advice to be considered in closed Council at the July meeting.</p>	<p>D Jennings emphasised that the tyres are stored on private property and any visitors must have the property owner's permission to enter his property.</p> <p>Noted that the Committee supports the application for a tyre recycling facility in the Northern Midlands.</p> <p>Recommendation to Council: <i>'That Council continue to seek solutions for the recycling of the 75% of the tyre stockpile that the proposed tyre recycling facility will not address.'</i></p>
6.2. Council Priority Projects	<p>1. Ben Lomond Feasibility Study Noted TRC Tourism has been contracted to undertake this study: report due October 2015.</p> <p>2. NMI Community Sports Centre Masterplan Noted the sports centre masterplan has been accepted by Council in principle and funding is to be sought for plan implementation</p> <p>3. Campbell Town War Memorial Oval Precinct Development Plan Noted that Strategy 42 South has been contracted by Council to undertake the financial and economic analysis of the development plan:</p>	<p>Draft report received October 2nd</p> <p>Noted plans are being prepared for the new gym and storage area.</p> <p>Report due by end October 2015</p>

	<p>4. Longford Recreation Ground Masterplan Noted Council has approved the development of the plan. Aiming to finalise the contract August 2015.</p> <p>5. Perth Recreation Ground Masterplan Consultant has been contracted: work underway.</p>	<p>Noted as being in progress.</p> <p>Report due by the end of October 2015</p>
6.3. Economic Development budget	<p>Noted Council has allocated \$25,000 in the 2015/16 budget for projects/initiatives recommended by the committee and endorsed by Council</p>	
6.4. Equestrian opportunities	<p>M Sallhani met with Sandra Butorac, new President Equestrian Tasmania, to explore opportunities for more state events in the Northern Midlands. M Sallhani and L Green met with Michael Morris, Longford Equine Centre. Also met at showgrounds with Sandra Butorac, Susan Elliot (Northern Tas Quarter Horse Association) and Sallee Cauchi (Longford Show Society).</p> <p>Chair reported 35-40 people, representing 35-40 clubs, attended the July 29th meeting re the establishment of the Longford Equestrian Association. A number of people expressed interest in assisting with the establishment of the Association. Chair aiming to provide presentation to Council on the concept.</p>	<p>Noted a meeting is being held Thursday October 22nd in the Longford Memorial Hall at 7pm to establish the Equestrian Association.</p>
6.5. Beacon Foundation Northern Midlands Business Partnership Group	<p>L Green reported at the August 2015 meeting on this proposed new support for the Inspiring Futures (formerly 'No Dole') programs at Campbell Town and Cressy District High Schools, and invited members to the group Establishment Event being held August 27th Noon-2pm at Council</p>	<p>L Green reported the August 27th meeting attracted a strong audience and the first meeting of the Business Partnership Group is scheduled for Thursday October 15th 11am – noon at the council chambers</p>
6.6. Committee's Industry Sector Reps	<p>The four industry sector reps were appointed in November 2013 for a two year term. The Committee's terms of reference state:</p> <p>1. Committee Members</p> <p>1.1. Recruitment Council will advertise for expressions of interest (including a request for the submission of a summary of the candidate's skills and relevant networks eg. memberships of other organisations/boards) for the Industry Sector Representative position (Primary Industry, Commercial sector, Industrial sector, Tourism sector). Industry Sector Representatives are appointed for a two year period and can submit a new expression of interest at the end of each two year period.</p>	<p>Council to advertise the four positions in November 2015.</p>

MINUTES

Cov 4(2)(vii)

MEETING OF THE CAMPBELL TOWN DISTRICT FORUM HELD IN THE UPSTAIRS MEETING ROOM AT THE TOWN HALL, CAMPBELL TOWN ON TUESDAY, 6 OCTOBER 2015 COMMENCING AT 9:32 AM

1 PRESENT

Mrs Jill Clarke (Chairperson), Mr Bevis Perkins, Ms Sally Hills, Mrs Judith Lyne, Mr Owen Diefenbach, Mrs Debbie Thomas, Mrs Jill Davis

2 IN ATTENDANCE

Mayor David Downie, Cr Leisa Gordon, Cr Mary Knowles (10:15am), Mr Des Jennings (General Manager), Miss Amanda Mason (Executive Officer), Mr Bill Chugg (Guest, until 9:41am)

3 APOLOGIES

Mr Michael Roach, Mr John Ashman

4 DECLARATION OF ANY PECUNIARY INTEREST BY A MEMBER OF A SPECIAL COMMITTEE OF COUNCIL.

In accordance with the provisions of the *Local Government Act 1993*, a member of a Special Committee must not participate in any discussion or vote on any matter in respect to which the member:

- a) has an interest; or
- b) is aware or ought to be aware that a close associate has an interest.

A member has an interest in a matter if the matter was decided in a particular manner, receive or have an expectation of receiving or likely to receive a pecuniary benefit or pecuniary detriment.

5 CONFIRMATION OF MINUTES

Mrs Judith Lyne/Ms Sally Hills

That the minutes of the meeting of the Campbell Town District Forum held on Tuesday, 1 September 2015 be confirmed as a true and correct record of proceedings.

Carried unanimously

6 CAMPBELL TOWN HALL AND MUSEUM

Mr Chugg suggested to the Forum that Council consult with the Campbell Town community asking what the community wants in respect to a museum, and suggested that a new committee be established to run a museum which incorporates all of the Town Hall.

It was noted that it is an ongoing issue within small communities to engage volunteers.

Ms Hills sought to clarify some points in Mr Chugg's email to Miss Mason and the Forum dated 28 September 2015, in particular Ms Hills advised:

- a) It was Ms Hills who advised Ms Mason that should access to the museum be required by Mr Chugg, outside of Service Tasmania opening hours, Ms Hills could be contacted to open the museum; and

- b) Mr Chugg had written a letter to the Midlands Herald advising readers that should they require information on the history of Campbell Town they should contact Ms Hills at the Campbell Town Museum & Information Centre.

Mr Chugg left the meeting at 9:41am.

7 BUSINESS ARISING FROM THE MINUTES

7.1 Memorandum of Understanding

Forum to note the decision of the Council of 21 September 2015 regarding the proposed amendments to the Memorandum of Understanding for the Campbell Town District Forum:

Cr Adams/Cr Calvert

That Council reject the proposed amendments to the Memorandum of Understanding made by the Campbell Town District Forum and Council officers reconfirm the commitment to provide support that may exceed 1.5 hours in instances such as where a guest is present at the meeting.

Carried

Voting for the motion:

Deputy Mayor Goss, Cr Adams, Cr Calvert, Cr Goninon, Cr Gordon, Cr Knowles, Cr Lambert, Cr Polley AM

Voting against the motion:

Mayor Downie

It was noted by the Forum the Councillors who voted against the motion who have not attended a meeting of the Campbell Town District Forum.

7.2 Litter on Midland Highway

Forum to note advice received from the Department of State Growth that there is a set schedule for litter pickup which is monthly for the Campbell Town area. State Growth encourages individuals to raise litter concerns in a particular location by reporting to: (03) 6166 3365.

Action

No further action required.

8 MATTERS IN PROGRESS

8.1 Campbell Town Traffic Management Strategy and Entrance Statements

Council has secured the funding for the traffic management strategy and entrance statements. Project commencing this month in Longford, once complete approval will be sought from Council for Campbell Town to commence.

Action

No further action until Longford project complete.

8.2 Valentine Park Sign

Signs have been fitted to frame.

Action

Miss Mason to follow up with the Works Department and seek a timeframe for installation.

8.3 Campbell Town War Memorial Oval

Financial & Economic Analysis in progress. Update to be provided as available.

Draft feasibility study has been prepared and will be workshopped by Council next week. Campbell Town District Forum will be advised of outcome/progression of progress in due course.

8.4 Works / Infrastructure items

Item	Status	Action
Flower boxes / low maintenance garden beds	Flower boxes to be made into seats and plants placed beside. Work commenced 6 October 2015.	Works & Infrastructure
Macquarie Road	General Manager to meet with property owner re resolution. Report to next Council meeting.	In progress
Clock face	Clock faces and retainer units have been constructed and are being painted. Will be installed once painted. Miss Mason to follow up as weather getting into clock face.	In progress
Pump house	It is noted Council has allocated funding to repair the pump house (but not refurbish), time frame requested. On list of works to be done.	

9 GENERAL BUSINESS

9.1 Lake Leake – monitoring buoy for Blue Green Algae

The Forum to note that TasWater have partnered with UTAS to conduct a study to trace and predict cyanobacteria (Blue Green Algae) blooms in Tasmania's catchments. Lake Leake has been identified as one location to conduct the study.

Mayor Downie was asked to comment on the levels of Lake Leake. Mayor Downie advised that Lake Leake is at 2.08m. It has been down to 1.5m previously. Mayor Downie is meeting with TasWater on 13 October 2015 to discuss the levels of Lake Leake.

It was noted that Council continues to lobby TasWater for the installation of a water tank at Conara.

It was further noted the water pressure at Campbell Town is poor.

Action

Miss Mason to issue customer request.

9.2 Use of Campbell Town Hall

Discussed above at 5.0.

The Forum noted further that consideration could be given to using the Campbell Town Hall exclusively as a museum once development at the Campbell Town War Memorial Oval is complete.

Mrs Judith Lyne/Ms Sally Hills

That the signs for the museum are re-hung so they are more visible for passing cars.

Carried unanimously

9.3 Council's Disability Discrimination Access Action Plan

The *Disability Discrimination Act 1992* (Cth) states that an organisation may develop an Action Plan to eliminate discriminatory practices and the Australian Local Government Association recommends Councils develop an Action Plan as the best way to manage the range of issues involved.

Council has endorsed the process for the development of Council's Disability Discrimination Access Policy and Action Plan 2015-2020. A committee is being formed to develop the plan. The committee includes the Manager Community Services at the Campbell Town Health and Community Service. There will be community consultation as the project develops.

9.4 West Street

Forum to note that Council has rejected a request by Australian Bauxite Limited to contribute to the cost of the repair to West Street, Campbell Town.

The Forum commended Council for decision and requested Council follow up on when works will progress.

9.5 Free overnight camping in Blackburn Park

The Forum noted concern has been raised regarding overnight camping at Blackburn Park, in particular defecation at the area and washing hanging out. It was noted that given experience in other locations, even if public toilet facilities are provided the issue still arises.

Mrs Judith Lyne/Mrs Debbie Thomas

That the free overnight camping be relocated to Lions Park from Blackburn Park.

The motion was lost

Voting for the motion

Mrs Debbie Thomas, Mrs Judith Lyne, Mrs Jill Clarke

Voting against the motion

Mr Owen Diefenbach, Mr Bevis Perkins, Mrs Jill Davis and Ms Sally Hills

Mrs Judith Lyne/Debbie Thomas

That council investigates Blackburn Park's suitability for free overnight camping for self contained vehicles and opportunities for relocation.

Carried unanimously

It was noted that Council can write to organisations such as the CMCA and identify issues in certain free camping locations.

9.6 BBQ at Valentine Park

Cr Gordon has received an enquiry about installation of a BBQ at Valentine Park. It was noted that this has been raised previously and not considered due to food sources close to the park and BBQ facilities at either end of the town.

Mrs Judith Lyne/Mr Bevis Perkins

That Council investigate installation of BBQs in Valentine Park.

Carried unanimously

9.7 Australian Sheepdog Trials

The Forum noted that the Australian Sheepdog Trials are to be held at the Campbell Town War Memorial Oval commencing 12 October 2015. This is an excellent event for the town. It was confirmed that power is being supplied for the event, however, the pool will not be charged for usage.

9.8 Works

- It was requested that care be taken with mowing in Campbell Town as some limbs had recently been broken on trees when mowing.
- There are a number of witches hats that have been left in Campbell Town (these are likely to belong to TasWater).
- Gum tree on New Street, could Council inspect for safety.

9.9 Public safety

The Forum noted there has been an increase in young men riding motor bikes around Campbell Town with no helmets. All Forum members encourage to notify the Police when behaviour is witnessed.

9.10 Volunteer Handbook

The Forum was advised that Council has recently developed a Volunteer Handbook which will be distributed with the Minutes of the meeting. Members were reminded that they must be registered as volunteers with Council for insurance purposes.

9.11 Leave of Absence

Mrs Jill Clarke will be an apology for the next meeting, Mrs Jill Davis is available to Chair the meeting.

9.12 Christmas Function

Christmas function will be held for Ross Local District Committee, Campbell Town District Forum and Avoca, Royal George & Rossarden Local District Committee again this year. It was advised the Bowls Club is doing Christmas functions again this year.

10 CLOSURE

Chairperson closed meeting at 10:48 am.

Next meeting to be held on **3 November 2015** at the Town Hall, upstairs meeting room.

PERTH LOCAL DISTRICT COMMITTEE

ORDINARY MEETING MINUTES

TUESDAY, 6 OCTOBER 2015 AT 5.30PM

Gov 4(2)(viii)

1 IN ATTENDANCE

Mr Michael Geeves (Chair), Mr John Stagg, Mrs Christine Beswick, Mr Phillip Dell, Cr Mary Knowles, Mrs Gail Eacher (secretary)

2 APOLOGIES

Mr Graeme Eberhardt, Mr Will Egan, Cr Janet Lambert, Mr Des Jennings

3 CONFIRMATION OF MINUTES

J Stagg/P Dell

That the minutes of the meeting of the Perth Local District Committee held on Tuesday, 4 August 2015, be confirmed as a true and correct record of proceedings.

Carried

4 DECLARATION OF ANY PECUNIARY INTEREST BY A MEMBER OF A SPECIAL COMMITTEE OF COUNCIL

In accordance with the provisions of the *Local Government Act 1993*, Part 5, S48A – S56, a member of a Special Committee must not participate in any discussion or vote on any matter in respect to which the member:

- a) has an interest; or
- b) is aware or ought to be aware that a close associate has an interest.

A member has an interest in a matter if the matter was decided in a particular manner, receive or have an expectation of receiving or likely to receive a pecuniary benefit or pecuniary detriment.

* *It should be noted that any person declaring an interest is required to notify the general manager, in writing, of the details of any interest declared within 7 days of the declaration.*

No declarations received.

5 BUSINESS ARISING FROM THE MINUTES

i) Website

Noted that in the interim, the website address reflects that the site is under construction.

Website production to commence: Colour palette received from ThinkBig.

Previously agreed to proceed with the website design with minor amendments, the following to be included on the website:

Tabs to include:

- History walk – extracted from “the path of History: a walk through Perth” brochure – with map and all historical info.
- Places of Interest – William Street Reserve, Punt, Cairn, train park, etc. – also with map
- Monuments, Memorials and Artworks
- Recreation & Sporting Activities – sporting venues, etc.
- Public facilities
- School & Child Care facilities
- Business & Community directory
- Perth Local District Committee

The Committee agreed that Will would take the lead on construction and maintenance of the site. Will met with council officers on 22 April, at which time the following was discussed:

- two options to be considered for creating the site; either council creates/hosts/maintains it or the committee does, but there really isn't any inbetween (we can't support sites that have been created by others)
- if the committee wishes to set up own site then they would be responsible for maintaining it and

keeping it up to date

- Council officers to assist with provision of photos and content. Ultimately though what goes on the site and how it's setup is a decision for the committee. Will has some ideas on what he would like to do to 'Sell Perth'
- In terms of council content (e.g. halls, etc) the site should link directly to the relevant page on the council website so the content is always up to date. This is how other 'town' sites have been setup
- Committee will need to make sure all images are properly attributed (where needed) and that copyright is respected
- Will would like to use a platform called Wix to set up the website. The cost is fairly low and it's easy to use. Council agreeable; however, Will would need to provide Council with usernames and passwords just in case future maintenance need to be taken over. The Wix site can't ever be moved from their platform, once it's setup with them you are locked into it. The local district committee will need to be made aware that they're on their own.
- Will can develop the site using Wix's free plan and once it's ready, we will need to start paying for it and point the perthtasmania.com domain to the new site.
- Ben will need to be kept informed re progress, especially when the site goes live he will need to make the DNS changes.

At the 2 June meeting the Committee were advised that the framework for the website had been prepared, skeleton at this stage; and that Will was awaiting responses from businesses.

No further information has since been made available to the Committee.

ii) Perth Bypass

The Committee noted the information provided in the notes of the meeting of the Perth Road Community Reference Group (PRCRG) meeting held on 13 August; and discussed the following:

- the public consultation process,
- the roadworks display at the Council Chambers,
- Planning approval; and
- The expectation that preliminary works would commence with the relocation of the power poles.

iii) Examiner Newspaper Article

The Committee noted that Council officers would commence with the placing of articles in the Northern Midlands News page of the Tuesday Examiner, advising communities of the membership of the committees and the role of those committees within the community.

Further, noted that Council would prepare a news items re the membership and achievements of each Committee, agreed that this matter would be progressed once further information on the Perth Bypass project becomes available.

The Committee noted the following projects for inclusion:

- Bypass
- William Street Reserve improvements
- Footpaths, kerb and gutter
- Beautification of Perth project, including street trees;
- Relocation of the school bus stop; and
- The Town Tourism Map; and

iv) 10 Year Plan

The Committee to consider projects for inclusion in the 10 year plan for Perth. The Committee raised concerns relating to the difficulty of preparing a 10 year plan as future land use would be impacted by the location of the Perth Bypass. Matter to be discussed further following meeting of Perth Road Community Reference Group and once additional information is made available.

Committee discussed the 10 year plan concept and agreed that future planning should include provision for cycleways/bikeways, footpaths and the creation of corridors and linkages to the various areas of the town. Presentation developed titled *Perth Development and Traffic Plan*, available on Council's website

The Committee noted that

- the footpath plan of Perth was being updated and would be circulated for consideration once complete, and that work was progressing on mapping of the footpaths.
- future plans included
 - a Land Use Strategy for Perth – noted that a project brief was being prepared and that it would be advertised or expressions of interest would be sought in the near future.
 - Entrance Statement – would be placed on hold pending the progress of the bypass. Noted that Council had commenced with planning for the entrance statements for Ross and Cressy.

v) William Street Reserve

The Committee acknowledged that the following decision:

That the motion from 2 June:

That Council investigate the opportunity of a designated dog exercise area at William Street Reserve, Perth be rescinded.

was noted by Council at the 17 August 2015 Council meeting; and that no further action would be taken in relation to the decision of the committee from 2 June.

In relation to dog exercise areas, the Committee noted that Council was looking at ways to improve the off-leash dog area between Arthur and Mulgrave streets.

The committee noted and expressed their appreciation in relation to the recent gravel works conducted at the Reserve.

vi) Perth Community Centre

The decision of 4 August was considered by Council at the 17 August Council meeting, at which time the decision of Council was to note and investigate the recommendation of the Perth Local District Committee *That Council undertake a full review of the facilities at the Perth Community Centre.*

The Committee noted that a report was tabled at the 21 September Council meeting; consequent to which Council and Loop Architecture had signed an agreement to develop a master plan for the Perth Community Centre in consultation with the various user groups and Primary School, as well as liaising with the consultants undertaking Recreation Ground review.

6 CUSTOMER REQUESTS

Date	Item	Description	Comment/ Action Taken
3/2/15	William Street Reserve	replace the rubbish bin at the corner of the reserve, near Elizabeth Street, in the vicinity of 'Beulah'.	Bin not to be installed in short term. Issue to be monitored.
31/3/15	Bus Stop – Clarence Street	Consideration be given to upgrade of Clarence Street bus stop, gravel and possible bus shelter.	Hard stand complete. Authorisation given to cut back the hedge - to be undertaken in the near future.
2/6/15	Seccombe Street Park	Decision: That Council plant trees at Seccombe Street park	Addition of trees to be considered in the 2016/17 program. Seats and bins to be installed in the near future.
6/10/15	Bus stop sign – Clarence Street	Bus stop sign removed/vandalised at the Frederick Street end of Clarence Street. Needs to be replaced.	
6/10/15	Cemetery	That a bench seat be installed in the municipal cemetery grounds in Perth	

7 MATTERS PENDING

i) Roadworks, Intersection Upgrades and associated projects

The Committee agreed to list the following items as pending, to be considered in conjunction with information/planning for the Perth Bypass.

- Connectivity of Streets – North Perth/Devon Hills
- Significance of Gibbet Hill and John McKay whom (in 1837) is believed to be the last person in the

British Empire to be gibbeted after being hanged in Hobart.

- Midland Highway/Drummond Street Intersection – part of Midland Highway upgrade.

ii) Beautification of Perth / Town Entrance Statements

Entrances to Perth require upgrading, in particular, the improvement of the northern entrance to Perth (any improvements may be limited by land ownership, however, may be possible to plant low lying shrubs and gardens at the entrance to Youl Main Road)

Programmed to plant more trees in the main street, with plans to continue tree plantings to the north of the Honey Company. Noted that, as required, additional trees would be planted in the Main Street in June/July 2015.

Matter pending – awaiting provision of concept design details for the Perth Bypass.

8 NEW BUSINESS

i) Christmas Function

The Committee discussed and agreed to the holding of a single End of Year / Christmas function for the four northern Local District committees.

ii) Volunteers

The members of the committee received volunteer forms for completion and acknowledged that the Volunteer Handbook would be circulated together with the meeting minutes.

iii) Frequency of Meetings

The Committee gave consideration to the holding of bi-monthly meetings.

J Stagg/C Beswick

That

- *with immediate effect, meetings of the Perth Local District Committee be held on a bi-monthly basis, on the proviso that an extraordinary meeting can be called, should such meeting be required; and*
- *meetings be scheduled between February and December of each year.*

Carried

iv) West Perth Stormwater Assessment

The committee noted the Council report.

v) Safety of the river precinct between Arthur Street and the commencement of Mill Road

The committee noted the recent accidental drowning in the South Esk River at Perth and referred to a similar incident some 30 years previous; and considered the river precinct between the end of Arthur Street and the commencement of Mill Road to be unsafe.

P Dell/C Beswick

That Council investigate a strategy, in consultation with other agencies (e.g. Crown Lands and Department of State Growth), to clean-up and make safe the river precinct between the end of Arthur Street and the commencement of Mill Road.

Carried

9 CLOSURE

The meeting closed at 6.15pm.

The next bi-monthly meeting of the Committee is scheduled to be held at the **Community Centre Perth at 5.30pm on Tuesday, 1 December 2015.**

**EVANDALE ADVISORY COMMITTEE
ORDINARY MEETING MINUTES
6 OCTOBER 2015 AT 7.30PM**

Gov 4(2)(ix)

1 IN ATTENDANCE

Mr J Lewis (Chairperson), Mr R von Bibra, Mrs H Houghton, Mrs K Heathcote, Mr P Page, Mr T Terhorst, Mr S Baldock, Mrs C Brown, Cr M Knowles, Mr D Jennings, Mrs G Eacher

2 APOLOGIES

Cr J Lambert

3 CONFIRMATION OF MINUTES

R von Bibra/K Heathcote

That the minutes of the meeting of the Evandale Advisory Committee held on Tuesday, 6 October 2015, be confirmed as a true and correct record of proceedings.

Carried

4 DECLARATION OF ANY PECUNIARY INTEREST BY A MEMBER OF A SPECIAL COMMITTEE OF COUNCIL

In accordance with the provisions of the *Local Government Act 1993*, Part 5, S48A – S56, a member of a Special Committee must not participate in any discussion or vote on any matter in respect to which the member:

- a) has an interest; or
- b) is aware or ought to be aware that a close associate has an interest.

A member has an interest in a matter if the matter was decided in a particular manner, receive or have an expectation of receiving or likely to receive a pecuniary benefit or pecuniary detriment.

** It should be noted that any person declaring an interest is required to notify the general manager, in writing, of the details of any interest declared within 7 days of the declaration.*

Nil declared.

5 BUSINESS ARISING FROM THE MINUTES

i) Honeysuckle Banks

a) Masterplan

Development of the masterplan is to include: consultation with community groups and consideration of signage. It is expected that the masterplan will be completed in the 2016 calendar year.

The committee made the following comments in relation to the Intra-Town Trail/Bikeway Study at the September meeting:

- 2.2 (High Street - Leighlands Road intersection) & 2.3 (Leighlands Road intersection to bridge access way) of the plan, had been implemented.
- 2.6 (Additional new link between High Street and bridge access way) needs to be investigated – opportune time as property is for sale. The report notes:
... an existing easement apparently left over from when the Evandale Railway Station was located in the vicinity of the existing railway storage area – may be suitable for use as an alternative route between High Street and the bridge.
The advantages of this link are that it is more direct ..., it affords pleasant views to the river and tiers ... it would offer users and alternative route, thus adding interest and variety to an excursion to Rotary Park ...
- need nice BBQ's installed.

The Committee noted that

- Mr McClintock had been appointed to develop the masterplan and that he would be in contact with the Chair in order to arrange a meeting with the Committee.
- In relation to 2.6 above,
 - that plans show that a walkway exists; and that should the need arise, Council could have the property surveyed; and
 - that, should Council not hold the title for the walkway, if Council paid the out of pocket expenses, Mr Page would undertake a title search on the land.

b) Signage

The following signage has been placed on hold pending consideration in conjunction with the masterplan:

- story board - to be erected at entrance – text for story board researched, information provided. Tasmanian Aboriginal Centre to be consulted. Story board to incorporate Aboriginal and European history.
- additional signage to be erected on gazebo providing community information (details of facilities) – community centre, camping facilities, amenities, etc.

6 CUSTOMER REQUESTS/ACTION ITEMS

i) Task List

Date	Item	Description	Comment/ Action Taken
02/12/14	Cambock Lane footpath (on Glover Court)	Cracks in footpath in Cambock Lane (near Glover Court) expanding.	No further works to be undertaken, not considered an issue. Included on annual maintenance inspections.
07/10/14	Signage – Memorial Hall / Medical centre	Query whether existing signage on opposite side of High St is to be removed (redundant) and whether curb/culvert head also needs to be painted yellow	Signage to be removed in due course.
03/02/15	Cambock Lane – footpath	Footpath on Cambock Lane (vicinity of No. 6-12) needs top dressing.	Top dressing not adequate, improvement would require reconstruction. Council policy to provide a footpath on one side of the road only, this work would therefore not be undertaken and the footpath would be removed and grassed. No further works to be undertaken, not considered an issue.
03/02/15	Water/ fire Hydrants	Signage and maintenance of water/fire hydrants needs to be undertaken. Committee requested that Council ensure that triangle roadmarkings are also painted	Taswater advised that painting of fire hydrants and road markings would be undertaken.
7/7/15	Owners not picking up dog faeces	Animal Control Officer to undertake spot checks	Programmed to undertake spot checks throughout the municipality.
7/7/15	Owners not picking up dog faeces	owner education item to be placed in Country Courier and Examiner's – Your Region	Included in Examiner Your Region on 28 July.
7/7/15	Litter at Morven Park	especially in vicinity of skate park (and up to hedge at Cambock Lane) particularly after sports matches	Referred to Morven Park. Committee advise they pick up as much as possible.
7/7/15	Water leak - Rodgers Lane at entrance to Pioneer Park	Water leak at TasWater water connection in Rodgers Lane at entrance to Pioneer Park – water runs into Scone Street, witches hats are in place	Noted that no longer leaking, but surface has not been repaired.

Date	Item	Description	Comment/ Action Taken
7/7/15	Rodgers Lane at entrance to Pioneer Park	TasWater water leak repaired – surface requires repair.	Surface required to be left to dry out – TasWater to undertake repairs in due course.
07/07/15	Hedgerow maintenance	Photos tabled re poor workmanship and inadequate clean-up of waste.	Matter referred to DSG and Contractor.
4/8/15	Glover Festival signage	Signage still in place at Falls Park from the Glover Festival held in March – needs to be removed.	Noted that the sign is to be updated as soon as 2016 dates finalised.
4/8/15	Trip Hazard	Possible trip hazard in public open space on corner of Russell and Scone Streets – pavers uneven	Trip hazard repaired. Pavers to be re-laid in due course.
4/8/15	Repairs to solar lighting in walkways	Saddlers Court walkway & Berresford Reserve/Arthur Street walkway	Batteries ordered. Committee noted no lights were currently working.
4/8/15	Handicapped Roadmarking	Roadmarking signage requires maintenance – vicinity of Lake Leather and Pioneer Park (south)	Completed 10/8/15.
4/8/15	Development Applications	that Council reinstate the practice of providing DA's to the Community Centre, Post Offices and Service Tas as was previously the practice as not all Northern Midlands residents have access to the web and regularly ask to view DA's.	Link has been placed as the home page on the community computer at the Evandale Community Centre. Noted that Council would continue to circulate some DA's to the Committee for comment; in the event that the closing date of such DA's was prior to the next meeting date, they would continue to be circulated to the Committee as was currently the practice.
4/8/15	Russell Street – pedestrian signage	appropriate pedestrian signage be installed on eastern end .	Signs ordered.
1/9/15	DSG Verges	That Council request DSG to include in their contracts a provision for the contractor to clean up the verges after cutting of vegetation.	Council does not consider it appropriate to request DSG to undertake this function.
1/9/15	Sweeping of Rogers Lane	That the street sweeper clean Rodgers Lane (removing the bollard to do so)	Completed 11/9.
1/9/15	CCTV cameras	Spate of break-ins in the village request that the installation of two more cameras be considered.	Cameras installed.
1/9/15	Pioneer Park	New tables and chairs now installed, old tables/chairs in BBQ shelter need some attention.	Included in works list. Committee requested that refurb be undertaken prior to April 2016.
6/10/15	Speed Limits in Evandale	Requested that 1) a 50km/h sign be placed on Logan Road (outside No. 20); & 2) all Evandale streets have 50km/h speed limits.	
6/10/15	Installation of additional seating in Pioneer Park	Request for additional seating in Pioneer Park appropriately placed so as not to hinder stall at time of Village Fair.	

7 COMMUNITY GROUP REPORTS

i) Rotary Club

- Wear a funny hat to Trivia night - Memorial Hall 17/10 – proceeds to go to mental health.
- Mud Run held at the Brewery in September.

ii) Community Centre/ Memorial Hall

- Similar numbers to same period 2014.
- Finances are low – power bill \$2,500 (split between hall and info centre).
- 4 new volunteers commenced.
- BBQ Xmas function with History Society on 10/12.
- Upgrade of area in front of mural wall to be undertaken.

iii) Neighbourhood Watch

- Police and NBN to talk on Saturday 10/10.
- Requested that a 50km/h sign be placed on Logan Road (outside No. 20) & that all Evandale streets have 50km/h speed limits.

H Houghton/T Terhorst

That the reports from community group representatives be received.

Carried

8 PENDING ITEMS**i) Evandale Main Road**

The following queries raised in relation to Evandale Main Road are on hold pending the upgrade of Evandale Main Road.

Date	Description	Comment/ Action Taken
1/04/14 & 5/08/14	Council requested to liaise with DIER re reconstruction of Evandale Main Road.	On hold - Noted that DSG to further consider speed limits on completion of airport upgrade. Awaiting outcome of discussions with DSG and Pitt & Sherry.
3/06/14	Airport round about: that DIER consider the installation of a slip-lane to allow through traffic from Evandale to proceed unhindered on Evandale Main Road.	On hold - Noted that DSG advised: <i>This roundabout is a 4 leg roundabout, therefore it is not possible to create a slip lane for through traffic. It is unlikely that traffic volumes will be so great that efficiencies for Evandale MR traffic will be an issue.</i>
1/07/14	Breadalbane roundabout: Additional road markings on accesses to Breadalbane roundabout from Old Hobart Road and Launceston (Midland Highway)	On hold - Committee requested further consideration be given to installation of line markings to provide a left turn lane on Old Hobart Road AND that arrows be included to define the two lanes at the entrance to the roundabout from the Launceston aspect of the Midland Highway.

ii) Heritage Brick Walls

In relation to the repair of wall/s at Buffalo Park, the Committee to be advised of outcome when information released by Council.

9 NEW BUSINESS**i) Christmas Function**

The Committee discussed and agreed to the holding of a single End of Year / Christmas function for the four northern Local District committees. Advised that this year the function would be held at Cressy, the Committee requested that transport to and from Evandale be provided.

ii) Volunteers

The members of the committee received volunteer handbooks and volunteer forms for completion.

iii) Development Applications

Query raised in relation to copyright status of DA's accessible via the link and whether they were permitted to be downloaded.

iv) Armco Railing

The Committee were pleased to note and thanked Council for installing an Armco barrier on Relbia Road.

v) Clarendon House

Members noted that Clarendon House was closed for renovations; however, Information Centre volunteers (who had not advised visitors to visit Clarendon) were being abused by visitors who had tried to visit Clarendon House and found it closed.

Requested that

- Council contact the National Trust and request that signage be erected advising that the site was closed; and
- that the HHTRA and Council place notices on their websites.

10 CLOSURE & NEXT MEETING

Chairman closed meeting at 8.42pm.

The next meeting to be held Tuesday, 3 November, commencing at 7.30pm.

MINUTES

Gov 4(2)(x)

MEETING OF THE ROSS LOCAL DISTRICT COMMITTEE HELD AT THE READING ROOM, ROSS ON WEDNESDAY, 7 OCTOBER 2015 COMMENCING AT 3.00PM

1 PRESENT

Mr Keith Draper (Chairperson), Mrs Christine Robinson, Mr Arthur Thorpe, Mrs Debra Cadogan-Cowper, Mrs Helen McQuade, Mrs Noelene Carroll, Mr Allan Cameron, Mr Herbert Johnson

2 IN ATTENDANCE

Cr Andrew Calvert, Miss Amanda Mason (Executive Officer)

3 APOLOGIES

Mrs Fiona Doe, Mrs Jill Bennett, Mr Des Jennings (General Manager)

4 WELCOME TO NEW MEMBERS

Chairperson welcomed new members Ms Carroll and Ms McQuade.

5 DECLARATION OF ANY PECUNIARY INTEREST BY A MEMBER OF A SPECIAL COMMITTEE OF COUNCIL

In accordance with the provisions of the *Local Government Act 1993*, Part 5, S48A – S56, a member of a Special Committee must not participate in any discussion or vote on any matter in respect to which the member:

- a) has an interest; or
- b) is aware or ought to be aware that a close associate has an interest.

A member has an interest in a matter if the matter was decided in a particular manner, receive or have an expectation of receiving or likely to receive a pecuniary benefit or pecuniary detriment.

**It should be noted that any person declaring an interest is required to notify the General Manager, in writing, of the details of any interest declared within 7 days of the declaration.*

6 CONFIRMATION OF MINUTES

Mr Arthur Thorpe/Mr Herbert Johnson

That the minutes of the meeting of the Ross Local District Committee held on Wednesday, 2 September 2015 be confirmed as a true and correct record of proceedings.

Carried unanimously

6 BUSINESS ARISING FROM THE MINUTES6.1 Dog waste disposal units

Due to cost Council Works Department will not install an additional dog waste disposal unit on the corner of Church & High Streets. Works have offered to relocate existing unit to outside entrance to Caravan Park.

Action

No further action.

6.2 Canon

Inspection of canon being conducted on 22 October 2015 to make recommendations for restoration and housing.

It was requested by the Committee that the person conducting the inspection be advised that the wheel spokes are butted, not joined.

Action

Miss Mason to enquire with company who made wheels as to whether or not they have the original wheels.

Miss Mason to investigate the design of the original wheels of that canon.

6.3 Ross Entrance Statement

Costing being sought. It was suggested that a temporary sign be erected when the location of the entrance statements is decided.

6.4 Bus stop

Process for relocation of bus stop:

- Discuss with bus companies;
- Discuss with Department of State Growth;
- Community consultation.

Miss Mason has spoken with one bus company and the only concern raised was ability to park at the proposed bus stop during summer when the number of tour buses visiting Ross is high. Possible solution is to make the bus stop school bus only between certain times. Further liaison with two other bus companies required.

6.5 Vacant land in Ross

Council making enquiries.

6.6 Macquarie River – water testing

TasWater have provided data on testing conducted at the detention pond in Ross. Miss Mason to discuss further with Environmental Health Officer.

Action

Miss Mason to make enquiries about what happens if the Macquarie River is contaminated, what plans are in place for those using that water for domestic use?

6.7 Shipping containers

- Since 2012 5 containers have been approved, 3 removed, 2 have existing use rights, 1 has rights whilst valid building permit in place, a number exempt from planning approval.
- 8 properties had containers that weren't approved (6 have obtained approval).
- 2 properties are having action taken against them.

The Committee noted its opinion that retrospective approval should not be given for shipping containers.

6.8 Works items

Customer requests have been issued for all tree items listed in 8.2 of last meeting's minutes.

Relocation of park table and chairs is on Works list to be completed, no time frame available.

It was noted that there is an increase in rabbit numbers in Ross and confirmed that Council has approved the request of release of the calicivirus in Ross by DPIPWE in early 2016.

6.9 Interpretive signage at Ross

Committee to meet at the Tacky Bridge at 2:30pm prior to the commencement of the next meeting to discuss further.

7 MATTERS IN PROGRESS

7.1 Motions to Council

Motion (17/02/2015): *The Ross Local District Committee request the Northern Midlands Council to have all cats registered is being investigated by Council officers.*

Update:

To be provided in January 2016 when outcome of State Government Cat Management Plan released.

Motion (05/05/2015): *That the Ross Canon be included on the heritage listing in the Northern Midlands Council Planning Scheme was noted by Council at its meeting of 18 May 2015 for investigation by Council and has been referred to the Planning Department to be included in next amendment to the Northern Midlands Planning Scheme.*

Update:

Time frame is dependant on finalisation of Interim Scheme. Approx. 12 months.

Motion (05/05/2015): *That Council investigate the possibility of offering a subsidy for returning bottles/can/drink bottles was noted by Council at its meeting of 18 May 2015 and has been referred to Northern Regional Waste Management committee.*

Update:

No update available.

7.2 Ross Public Toilet

At Planning and Building Permit stage.

8 NEW BUSINESS

8.1 Chairperson of Ross Local District Committee

Mr Draper indicated that he wishes to resign as Chairperson of the Ross Local District Committee.

No nominations were given and the matter was deferred to the next meeting.

8.2 Lake Leake water testing

Committee to note that TasWater has partnered with UTAS to conduct a study aiming to trace and predict cyanobacteria (Blue Green Algae) blooms in Tasmania's catchments. Lake Leake has been identified as a location for the study.

8.3 Ross Bridge

Council is investigating nomination of the Ross Bridge for World Heritage Listing. Awaiting nomination form template from Australian Government.

8.4 Referral on Planning Review

Committee discussed the referral circulated the day before regarding Bond Street, Ross. The following questions were asked:

- Who is the applicant?
- Why is rezoning allowed?
- What is the intention for the use of the property?
- Why was a document issued with crossing out in it?

Action

Miss Mason to seek more information from the Planning Department.

8.5 Railway Crossings**Mr Allan Cameron/Mrs Christine Robinson**

That the Badajos Street and Boulevard railway crossings be widened to allow for traffic to pass simultaneously.

Carried unanimously

8.6 Works requests

- White weed on road verges within Ross.
- Inspection of Cotton Thistle on properties in Ross.
- 6 trees on the Avenue require replacing.
- Request State Growth remove the road signs on the Midland Highway that indicate roadworks where there are none at the northern entrance to Ross.
- TasWater sewerage hole on High Street, stones are falling down.
- TasWater pipes on Tutnill's hill are breaking whenever heavy vehicles pass over them.
- Please mow the verges on the eastern side of the railway.
- Street light on corner of Bridge and Church Streets.
- Rubbish located in the river near the Ross Bridge at the entrance to Lovers Lane, as well as the section of ground near the staircase at the new walkway.
- Whose responsibility are the garden beds in the Main Street?
- Bushes on the railway line at Badajos Street need clearing.
- Street lights are still white and have not been changed back to amber.

- Mrs Cadogan-Cowper following up with Parks & Wildlife re the thistles at the Female Factory.

Action

Miss Mason to issue customer requests and follow up previous requests issued.

8.7 Cloud seeding

Mr Cameron advised he has requested that Council and the State Government advocate for cloud seeding in and around Ross.

8.8 Lake Leake water levels

It was noted by the Committee that the Lake Leake water levels are low and that Mayor Downie is meeting with TasWater next week to discuss.

8.9 High Street – first home in Ross

Committee discussed house being made an attraction for Ross. It was noted the property is privately owned.

Action

Place on hold for time being.

8.10 Boats and Caravans

The Committee discussed having an area to store boats and caravans in Ross. It was noted that storage of property is the responsibility of property owners and private land owners to reach an agreement.

8.11 Ross Local District Committee

Discussion was had in respect to the Ross Local District Committee identifying issues around Ross rather than only in the township itself. It was noted that all members of the committee look out for issues in and around the town. It is also the responsibility of the community to report issues to the committee.

8.12 Heritage Highway

The Committee noted the Heritage Highway Association is in discussion with the Department of State Growth regarding standardised signage along the Heritage Highway, including a “What’s on in Ross” sign.

8.13 Planning

The Committee discussed planning applications in the town and the impact on the heritage aspect of the town.

It was noted by Cr Calvert that the Ross community had input into the rezoning in previous years.

8.14 Volunteer Handbook

The Committee noted the development of a Volunteer Handbook as information for Council’s volunteers. Any members who aren’t registered as volunteers are to complete a volunteer registration form.

Action

Miss Mason to circulate copy with the minutes.

8.15 End of Year Function

The Committee noted the end of year Christmas function will be held for Avoca, Royal George & Rossarden, Campbell Town and Ross again this year and the Bowls Club has been nominated as the location.

9 NEXT MEETING/CLOSURE

Next meeting to be held 4 November 2015 at 2:30pm at the Tacky Bridge.

The Chair closed the meeting at 4:22 pm.

MINUTES

Gov 4(2)(xi)

MEETING OF THE LONGFORD LOCAL DISTRICT COMMITTEE HELD AT THE COUNCIL CHAMBERS, SMITH STREET, LONGFORD ON WEDNESDAY, 7 OCTOBER 2015, COMMENCING AT 7:04 PM

1. PRESENT

Mr Linus Grant (Chair), Mr John Cauchi, Ms Dee Alty, Mr Harry Galea, Mr Neil Tubb

2. IN ATTENDANCE

Cr Dick Adams, Miss Amanda Mason (Executive Officer NMC)

3. APOLOGIES

Mr Rein Wever, Mr Anthony Morehouse, Mr Des Jennings

4. DECLARATION OF PECUNIARY INTEREST

Nil.

5. CONFIRMATION OF MINUTES

Mr Harry Galea/Mr John Cauchi

That the Minutes of the Longford Local District Committee Meeting held on 9 September 2015 be confirmed as a true record of proceedings.

Carried unanimously

6. BUSINESS ARISING FROM MINUTES

6.1 Longford Streetscape & Traffic Study

Committee to note Council has endorsed the engaging of Village Well to manage the development of a placemaking strategy for Longford in accordance with the recommendation made in the Longford Visitor Appeal Study Report implementation plan for the Longford Visitor Appeal Study.

Traffic issues to be included in the strategy. List of issues prepared by the Committee will be provided.

It was noted Mr Grant has been invited to participate in the study as the Chairperson of the Longford Local District Committee and Ms Alty has been invited as representative of the Longford Tourism & Business Association.

The Committee requested that previous studies Council has done in respect to the Longford Main Street be reviewed and made available to Village Well, in addition to any data held in respect to traffic movements.

Mr Grant to follow up with the General Manager regarding invitations to be issued to the entire committee.

6.2 Signage

Issues with signage within Longford will be addressed in the place making strategy mentioned in 6.1. Council has had preliminary designs for signage on Illawarra Road prepared for discussion with State Growth to occur re implementation.

It was noted that the sign for Longford at Woolmers Lane has fallen down.

6.3 Investigation of standalone Visitor Information Centre

Committee to note decision of Council at its meeting of 21 September 2015:

Cr Polley/Cr Knowles

That Council

1. accept the report on the actions taken in response to Council's decision at the August 17th 2015 Council Meeting that Council note and investigate the recommendations from the August 2015 meeting of the Longford Local District Committee.
2. support a 3 year trial of a Visitor Information Centre in the Memorial Hall, Longford, contributing up to \$15,000 toward the cost of equipment and furniture, subject to the following:
 - a) Consultation with existing users is undertaken and an agreement reached in respect to shared use of the Hall; and
 - b) The establishment of a group (independent of Council) to manage and man the Visitor Information Centre.
3. liaise with the Heart FM, Longford Tourism Group, Longford Local District Committee and Northern Midlands Business Association.

Carried unanimously

The Committee noted the decision of Council.

6.4 Longford destination play space

Committee to note that Council has endorsed the inclusion of a liberty swing and carousel in the destination playspace on the proviso that funding for the purchase and installation of the same can be secured externally. Further, Council will contribute \$5,000 toward the cost and should funding for the entire play space not be obtained, Council is to progress the installation of the liberty swing and carousel.

The Committee noted the information provided.

7. GENERAL BUSINESS

7.1 Longford Planning Applications

7.1.1 P15-283 – Queens Arms Hotel

Enquiry was made about ability to have a designated smoking area.

Action

Miss Mason to enquire with Planning Department as to the requirements.

7.1.2 Non-conforming signs

Committee to note that the issue of non-conforming signs was discussed at the Council meeting of 21 September 2015 and a policy for small compact signs (those not requiring planning approval) is being prepared and larger signs are being addressed through planning scheme.

The Committee noted the information.

8. OTHER BUSINESS

8.1 Tom Roberts

Committee to note following decision of Council from its meeting of 21 September 2015:

Cr Polley/Cr Knowles

That Council:

- i) endorse the proposal for Tom Robert's interpretation at Longford and/or Christ Church Illawarra, and
- ii) enter into negotiations with Christ Church with regard to the upkeep of Tom Robert's grave.

The Committee noted the information and suggested that the Tom Roberts painting of shearing the sheep could be used as the image on the Longford signage on Illawarra Road.

8.2 Targa

Committee to note that at its meeting of 21 September 2015 Council refused a request from Targa to contribute financially to the 2016 event.

The Committee noted the information.

8.3 Ten Days on the Island

The Committee noted that Ten Days on the Island are looking at holding an event in Longford.

Cr Adams left the meeting at 8:02pm.

8.4 Local District Committee process

Mr Tubb made an enquiry about the process outlined by Miss Mason in her email to the committee of 14 September 2015. The general consensus of the committee was that the process identified in that email was correct and reflected what occurred.

Concern was raised that there are some outstanding items that have been "in progress" for a long period of time. A response needs to be given to the committee or more information provided as to their progress.

Concern was once again raised about the Browns Car Park. It was discussed that the concerns had been raised by the Committee in its advisory role to Council and the matter had been progressed and was now at an end.

Mr Galea left the meeting at 8:14pm.

8.5 Longford Blooms

Ms Alty advised she had made enquiries with the Council about having wheelbarrows on the street temporarily during the Longford Blooms weekend. The documentation provided by Council to allow this is onerous. Mr Grant suggested Ms Alty liaise with Mr Duncan Payton (Planning & Development Officer) directly to resolve the issue.

8.6 Events in Longford

Ms Alty enquired as to whether there was a list of events in Longford. Miss Mason advised she was in the process of compiling a non-exhaustive list of events in the Northern Midlands to the Examiner and would provide a copy to Ms Alty.

9. NEXT MEETING:

Next meeting to be held at the Council Chambers, Longford on **4 November 2015**.

10. CLOSURE

The Chairman closed the meeting at 8:19 pm.

**MOTIONS OF THE LONGFORD LOCAL DISTRICT COMMITTEE
2013-2015 TERM
Still outstanding**

DATE	MOVE/SECOND	MOTION	STATUS
1 May 2013	Robert Henley/Dee Alty	That the priority project for the Longford LDC for the 2013/14 Budget is the rehabilitation and development of the Stokes Park precinct.	Under investigation
6 November 2013	Robert Henley/John Cauchi	That the fence line between the caravan park and Carins Park be planted with hawthorn.	To be progressed
5 February 2014	Robert Henley/Dee Alty	That the LLDC recommend that Council investigate the establishment of a visitors centre at the Longford Memorial Hall.	Council supports the trial of a centre. Volunteers required to run the same.
4 June 2014	Dee Alty / John Cauchi	The Committee recommends to Council that the system of signage in Longford be simplified and made coherent by: a) being in sympathy with the entrance to the town; b) being in sympathy with the historic precinct and social viability of the town; c) removing outdated signs; and d) signs be grouped in like colour and font according to the category of the sign.	See items 6.1, 6.2 and 7.4.2
3 December 2014	Mr Robert Henley/Ms Dee Alty	That the Longford Local District Committee agrees with the principles of simplification of the signage system within Longford and that the standard white signs with black print be maintained outside of the heritage precinct area, and the heritage street signs be kept within the heritage area.	See items 6.1 and 6.2
6 May 2015	Dee Alty/Lesley McKenzie	That the Longford Local District Committee recommends Council develop a system of standardised signage incorporating a style guide consistent with state requirements.	See items 6.1 and 6.2
6 May 2015	Mr Rein Wever/Mr Neil Tubb	The Longford Local District Committee recommends Council establish a bi-lateral agreement with State Growth for the maintenance of the appearance and condition of the roundabout and its surrounds.	Funding for development of an entrance statement to Longford is being considered in the budget. To be considered further when budget outcome known.

Resource Sharing Summary 1/7/15 to 30/6/16 As at 30/9/15	Units Billed	Amount Billed GST Exclusive \$	Rate inclusive of Oncosts and Admin \$
Launceston City Council			
Service Provided by NMC to LCC	-	-	
Total Services Provided by NMC to Meander Valley Council			
Service Provided by Launceston City Council to NMC	61.25	4,333.75	70.76
Wages and Oncosts		4,333.75	
Immunisation Services		-	
Total Service Provided by MVC to NMC		4,333.75	
Net Income Flow			
Meander Valley Council			
Service Provided by NMC to MVC	3.50	349.75	99.93
Wages and Oncosts	3.50	349.75	
Traffic Engineers Services			
Total Services Provided by NMC to Meander Valley Council			
Service Provided by Meander Valley Council to NMC	252.80	10,112.00	40.00
Wages and Oncosts		10,112.00	
Plumbing Inspector			
Total Service Provided by MVC to NMC		9,762.25	
Net Income Flow			
Total Net		14,096.00	
Private Works and Council Funded Works for External Organisations	Hours		
Economic & Community Development Department			
Northern Midlands Business Association	12.00	Not Charged to Association Funded from Council Budget A/c 519035	
Promotion Centre Expenditure	105.00	Not Charged to Association Funded from Council Budget A/c 500400	
- Tourism Officer			
Administration and Development	45.50		
- Economic and Community Development Manager			
Works Department Private Works Carried Out			
		162.50	

Our Ref: RNB **14092015**

Contact: **Mayors for Peace working group:**
 Elizabeth PO' 0421 526 785
 Adrian Glamorgan 0450 732 100
mayorsforpeace@fremantle.wa.gov.au



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14 September 2015

Dear Mayor/President

FROM MAYOR OF FREMANTLE

There is still time for Councils and Shires to participate in valuable peace-building projects to commemorate the **International Day of Peace on September 21**, the 70th anniversary of the founding of the United Nations, whose first decision committed the world to **nuclear disarmament**.

There are some exciting, low-cost opportunities in local government to build peace that I would like to share with you.

Building a Culture of Peace

Your Council might like to become more involved in Mayors for Peace by joining our network, and just sharing a peace calendar that incorporates current events and commemorations that help build a culture of peaceful interactions in your community

Our work as Councillors often actively builds peace, even if we haven't been using that specific banner! There is Harmony Day, and NAIDOC week; there may be support for local refuges or Alternatives to Violence programs in schools; and communications courses run in learning centres, as well as for your own staff; and forums for participation and involvement. There may be a designated Peace Park that needs sprucing up, or rededicating. We'd love to hear about your efforts, and find ways to support you.

There's also a **unique opportunity** for local Councils to partner in a Mayors for Peace initiative, the historic gifting of an Australian peace sculpture, the last planned for Nagasaki Peace Park. The gifted artwork will be the first of its kind to represent Australia in the international sculpture park, and carries a timely message of peace from participating Australian communities commemorating the 70th anniversary of the bombing of Nagasaki. We are inviting local Australian partners to become involved. (See flier attached.)

How your Council can be involved in the work for a Nuclear Ban Treaty

1. If your local government authority hasn't joined Mayors for Peace, please become a member. We can help you with background before you take it to Council.
2. Whether you choose to be a member of Mayors for Peace or not, consider signing the Fremantle Declaration (included). This was created out of the first regional meeting of Mayors for Peace in September 2015. Once signed the next step might be to publish it on your website or advise key stakeholders. Please let us know!
3. Write to your state government and ask them about the Emergency Response Plan for your local government area. We are seriously concerned that state governments are underestimating the damage to infrastructure, and the ability of our gallant emergency services to respond. Many are unaware of the warnings from the Red Cross (who were at Hiroshima, and ran the Red Cross Hospital there) that even a single nuclear weapon accident or attack would leave emergency services incapable to adequately respond.
4. As a precaution be clear about what would happen if there was a nuclear accident, electronic pulse (caused by a nuclear blast over central Australia) and/or nuclear weapons event in your proximity. Who is in charge of the response – and where would they meet – and how could you be in touch? (We earnestly hope you never need such a number!)
5. Write to the Foreign Minister urging the Disarmament Ambassador John Quinn to progress in good faith the provisions of the NPT treaty. We can provide you with a customisable template.
6. Assign a contact person in your council for our ongoing communications.
7. Given the busyness of this year, including council elections for some, we are suggesting that WA Mayors for Peace meets in March 2016. You are welcome to join us then! It would be great to hear from you if you would like to participate in this event.



Rededicated Peace Grove for City of Fremantle, 21 September 2014

There is the real prospect of a Nuclear Weapons Convention being adopted by the majority of countries in the world. Instead of nuclear weapons being perceived as prestigious, they will be put in the same category as Chemical Weapons and Biological Weapons, and banned. Mayors for Peace representing 6,733 cities globally have joined the humanitarian call. And your city, town or shire can play a part.



City of Fremantle, 22 September 2014, Inaugural Mayors for Peace WA meeting

Why mayors are saying "Cities are Not Targets"

Too Many Bombs Surprisingly, there are still over 16,000 nuclear weapons in the world – roughly 8 nuclear weapons for every city with a population more than 150,000. And each nuclear weapon is unimaginably more powerful than the one that destroyed Hiroshima and Nagasaki.

Too Devastating for Emergency Response Just one nuclear weapon is enough to destroy a city's entire infrastructure, eliminating hospitals and killing doctors, nurses and those trained in emergency services. The Red Cross knows from its own experience at Hiroshima that neither governments nor volunteers are sufficient to tend to the needs of the injured in a nuclear blast. With the Red Cross leading the international call to abolish all nuclear weapons, and more than 100 nations actively considering a nuclear weapons convention, Mayors for Peace has been reminding world leaders that Cities Are Not Targets!

National Infrastructure at Risk Nuclear weapons are also a problem for those beyond city limits. Just one nuclear weapon detonated high above the centre of Australia could send a debilitating electronic pulse freezing electronic gear across the country, meaning that infrastructure – from mobile phones towers to traffic lights to medical equipment to electrical services generally – could immediately cease to function across the country, and stay debilitated for quite some time.

Disaster for Agriculture Latest research demonstrates that even a limited nuclear war in Asia would impact on growing seasons. There would be a major frost in the WA wheat belt, and would take around 23 years before the worst of the climate effects were over– and that's just from 100 weapons being used in a regional conflict!

Terrible Waste, even if never used Even if nuclear weapons are not fired, they come at a great cost. Nuclear weapons are an unimaginably expensive diversion from essential services. Wherever they are in the world, mayors around the world are in a good position to see how the money could be better spent.

For our Future Contacts – please note

Fremantle has taken on responsibilities as "lead city" for Western Australia's Mayors for Peace. In Aotearoa/New Zealand the city of Wellington has taken on responsibilities as "lead city" for Australasia.

Yours sincerely,

Dr Brad Pettitt
Mayor



Local Councils are invited to join the City of Fremantle to become an official partner for an

Australian Sculpture-Gifting to Nagasaki Peace Park

A Mayors for Peace Australia initiative



Mayors for Peace Australia is working towards gifting an artwork of excellence to Nagasaki Peace Park in Japan. The sculpture will send a message of peace from participating Australian communities, to commemorate the 70-year anniversary of the atomic bombings of Japan, and the end of World War II.

The historic gifting will be the first Australian contribution in the internationally renowned sculpture park, frequented by thousands of visitors annually. It is a timely, locally driven initiative involving many Australian partners, including remote Maralinga Aboriginal communities affected by Australia's atomic test history.

City of Fremantle is calling on local Councils to become involved in this exciting peace-building and cultural exchange initiative.

Contributions will enable the fabrication and installation of the Australian sculpture. Partnering Councils will be listed on the plaque accompanying the Nagasaki Peace Park sculpture and are eligible for a number of locally relevant partnership, and promotion benefits.

A site at the Nagasaki Peace Park has been allocated, in a fabulous and prominent location, and work on the design is underway. The planned sculpture will feature an indigenous inspired design, facilitated by professional sculptor John Turpie via the international arts and cultural program, Nuclear Futures. Seed funding has been provided by the Australian Council for the Arts.

Contributions of \$500-\$2000 or in kind accepted.

Expressions of Interest close 16th October, 2015.

Registration and information packs available. Contact:

Ellise Barkley

Phone: 0422 178 739

Email: ellise.barkley@nuclearfutures.org

More info: www.nuclearfutures.org



Fremantle Declaration¹⁻⁶² For a Ban On Nuclear Weapons 22 September 2014 (The "Fremantle Declaration")



We, the undersigned Mayors and Shire Presidents,

Acknowledge the catastrophic humanitarian impacts caused by the use of nuclear weapons, as experienced by the cities of Hiroshima and Nagasaki in 1945;

Acknowledge the devastating impacts of nuclear testing in Australia in the 1950s and '60s on Aboriginal people, servicemen and servicewomen, and on the environment;⁽¹⁾

Recognise the impossibility of emergency services, relief, public health, humanitarian and infrastructure agencies to respond adequately in the aftermath of a nuclear weapon detonation;⁽²⁾

Note with concern scientific research) about a limited nuclear exchange leading to profound global environmental, food security and other humanitarian consequences;⁽³⁾

Recognise that the 16,000 nuclear weapons still in existence daily threaten humanity with the risk of their use either by accident, design or miscalculation;⁽⁴⁾

Affirm our commitment to supporting and developing dynamic cultures of peace within our cities, towns and regions;

Affirm our commitment to ensuring that the cities, towns and regions we represent never become nuclear targets;

Recognise that an international treaty banning nuclear weapons is an urgent and necessary step towards the total elimination of nuclear weapons;

Call on the Australian Government to actively support international negotiations for a treaty banning nuclear weapons once and for all.

Name	Position
Address	Date
Signature	

Please send a signed copy of this Declaration to the City of Fremantle at Town Hall Centre, 8 William Street, Fremantle WA 6160, or by email to mayor@fremantle.wa.gov.au

(1) P.N Grabosky (1989), "Chapter 16: A Toxic Legacy: British Nuclear Weapons Testing in Australia", Wayward Governance: Illegality and its control in the public sector, pp. 235-253, <http://aic.gov.au/publications/previous%20series/lcj/1-20/wayward/ch16.html>

(2) International Federation of Red Cross and Red Crescent Societies (IFRC) (2013), "The Humanitarian Impact of Nuclear Weapons", Intervention presented by Australian Red Cross on behalf of the International Federation of Red Cross and Red Crescent Societies, http://www.redcross.org.au/files/Australian_Red_Cross_Intervention_FINAL_060313.pdf

(3) Alan Robock and Owen Brian Toon, (2012) "Self-assured destruction: The climate impacts of nuclear war" Bulletin of the Atomic Scientists, September/October 2012 vol. 68 no. 5 66-74 doi: 10.1177/0096340212459127

(4) Patricia Lewis & Heather Williams, (2014) "Too Close for Comfort: Cases of Near Nuclear Use and Options for Policy." Chatham House Report. http://www.chathamhouse.org/publications/papers/view/199200?dm_i=1TY5,2EIQH,BHZJ2P,8Q9SA,1#sthash.cYjYWZHW.dpuf

Policy 12 OCCUPATIONAL HEALTH & SAFETY
(Incorporating Policy No's 13 & 39 - Min Ref: 298/10 – 15/11/2010)

POLICY NUMBER	12
OBJECTIVE	To ensure that a safe and healthy work environment is created for all its employees and contractors and compliance with applicable legislation
STATUTORY AUTHORITY	<i>Workplace Health & Safety Act 2012 and accompanying Regulations Workers Rehabilitation & Compensation Act 1988</i>
POLICY	<p>Adopted 4 August 1997-Minute No 304/97 <i>(Policy No. 13 OH&S for Contractors - Adopted 19 October 1998 (Min Ref 442/98))</i> <i>(Policy No. 39 – Sun Protection Policy - Adopted 31 May 2004 - Minute No 176/04)</i></p> <p>Amended 15 November 2010 – Minute No. 298/10 <i>Policy – combining Policy No. 12 OH&S; Policy No. 13 OH&S for Contractors; and Policy No. 39 – Sun Protection Policy</i></p> <p>Amended 19 March 2012 – Minute No. 72/12 <i>Policy incorporating Management Policy – Alcohol and Drugs</i></p>

POLICY

1. POLICY STATEMENT

Northern Midlands Council (Council) is committed to the occupational health, safety and welfare of its employees, those contracted to perform work for the Council and the public at large. Council regards its' occupational health and safety responsibilities with the utmost importance.

2. OBJECTIVES

To achieve a safe and healthy work environment Council commits to:

- ◆ Complying with all relevant Acts, Regulations, Standards and Codes of Practice;
- ◆ The promotion and maintenance of safe working conditions;
- ◆ Instigating, implementing and monitoring correct work practices;
- ◆ Establishing and sustaining a framework of continuously improving standards of workplace health and safety;
- ◆ Providing information, instruction, training and supervision to employees, contractors and customers to ensure their safety; and
- ◆ Providing rehabilitation to employees injured at work.

The safety practices of contractors are also important and Council's minimum safety requirements for contractors are also set out in this policy

This policy is applicable to all Council operations and functions including those situations where employees are required to work off site.

3. STRATEGIES

- ◆ Develop safe working practices to ensure hazards to Council employees and contractors are minimised with training and regular inspection of work premises.
- ◆ Promote a proactive approach to health and safety with newsletters/signage.
- ◆ Audit and improve occupational health and safety standards.
- ◆ Ensure that contractors and third parties clearly understand and comply to Council's Occupational Health and Safety Policy by:
 - Contract specification: ensuring that appropriate health and safety requirements are incorporated into specification documents.
 - Tender evaluation: establishing a systematic approach to evaluating tenderer's health and safety capabilities and resources.

4. OCCUPATIONAL HEALTH AND SAFETY LEGISLATION

Council commits to compliance with the provisions of Occupational Health and Safety legislation including but not limited to:

- ◆ *Workplace Health & Safety Act 1995 and Regulations; and*
- ◆ *Workers Rehabilitation & Compensation Act 1988*

5. LEGAL OBLIGATIONS

5.1 Employer

The *Workplace Health & Safety Act 1995* (Act) states that the Chief Executive shall:

"...ensure so far as is practicable that the duties and obligations imposed on any person by or under this Act are complied with"

Under the Act, *"an employer must, in respect of each employee employed by the employer, ensure so far as is reasonably practicable that the employee is, while at work, safe from injury and risks to health and, in particular, must:-"*

- a) *provide and maintain so far as is reasonably practicable;*
 - (i) *a safe working environment;*
 - (ii) *safe systems of work; and*

- (iii) plant and substances in a safe condition;*
- b) provide facilities of a prescribed kind for the welfare of employees at any workplace that is under the control or management of the employer;*
- c) provide any information, instruction, training and supervision reasonably necessary to ensure that each employee is safe from injury and risks to health."*

The employer must also notify the Workplace Standards if a person is killed or suffers serious bodily injury or illness through an accident at work.

5.2 Employees

Under the Act, *"while at work, an employee must:-*

- a) take reasonable care for the employee's own health and safety and for the health and safety of other persons, including persons working under the direction or supervision of the employee, who may be affected by the employee's acts or omissions at the workplace; and*
- b) comply with any direction given to the employee by an employer or responsible officer with respect to any matter in relation to health and safety under this Act."*

6. RESPONSIBILITY

6.1 Managers

Each Business Unit Manager is accountable for implementing this policy in their area of responsibility. Management is responsible for:

- ◆ The provision and maintenance of the workplace in a safe condition;
- ◆ Involvement in the development, promotion and implementation of health and safety policies and procedures;
- ◆ Ensuring employees are trained in the safe performance of their assigned tasks;
- ◆ Identifying, controlling and where possible eliminating hazards from the workplace;
- ◆ Investigating accidents and implementing remedial action; and
- ◆ The provision of resources to meet health and safety commitments.

6.2 Employees

Each employee is responsible for:

- ◆ Taking reasonable care of their own health and safety and that of others in the workplace;
- ◆ Complying with health and safety policies and procedures; and

- ◆ Reporting all known hazards to their supervisor.

Compliance with legislative requirements in regards to occupational health and safety is the minimum standard acceptable to Council and it is recognised that a team effort is required to achieve this objective. Anyone found in breach of health and safety requirements may be subject to an official warning or dismissal.

To support this policy occupational health and safety systems shall be developed, reviewed and upgraded where necessary. Council is committed to consultation and cooperation between management and employees and will involve the Risk Management and Employee Safety Committee in any workplace change that will affect health and safety of any of its employees.

Contract management - ensuring that contractor health and safety performance is adequately monitored and supervised for the duration of the contract.

7. SUN PROTECTION

All Council employees and contractors who work outdoors or who are outdoors as a result of work requirements for any part of the day are required to wear the following items of clothing:

- ◆ Long trousers, long legged shorts which must not be rolled up (except that long trousers are to be worn when directed by Council's Works Manager or Council's Works Supervisors)
- ◆ Long sleeved shirts with a collar
- ◆ Broad rimmed hats
- ◆ Safety glasses complying with AS1067, AS1337
- ◆ 30+ Broad Spectrum Sunscreen on all exposed skin surfaces to be renewed at regular frequencies in accordance with usage instructions to be applied at the commencement of each working day and at the end of each meal break or other break
- ◆ Skirts to the knees
- ◆ Socks to be worn at all times and kept up

In relation to non-compliance of Council's Sun Protection guidelines by employees, the disciplinary action may be taken. Managers and Supervisors are responsible for the management, monitoring, and enforcement of this policy.

8. ALCOHOL AND DRUGS

Council provides a work environment which aims to ensure the health, safety, respect and productivity of all employees. The use of drugs and alcohol may impair an individual's capacity to perform their job safely, efficiently and with respect for work colleagues and customers. The use of such substances may result in the risk of injury or a threat to the wellbeing of the impaired employee, other employees or members of the general public.

Under no circumstances is an employee to commence work, or return to work while under the influence of drugs or alcohol.

Council vehicles, plant and equipment are not to be driven or operated by any person who is under the influence of illicit or non-prescription drugs or alcohol. In addition, council vehicles, plant and equipment are not to be driven or operated by any person who is under the influence of prescription medication that may impair judgement to such an extent that the employee places himself or herself, or any other person at risk.

Council will not accept any liability for any damage to a Council vehicle, injury to another person, or damage or injury to any third party incurred while the driver of a Council vehicle or an operator of Council plant and equipment is under the influence of drugs or alcohol. All liabilities rest with the driver/operator concerned. Any employee who breaches this policy will be subject to Council's disciplinary procedures.

8.1 Prescription Drugs

If you take prescription drugs please check with your doctor to establish if the use of the drug will impact on work performance. If so, please obtain this advice in writing and provide this advice to your manager.

8.2 Smoking

Northern Midlands Council observes a no smoking policy in all premises, including Council vehicles.

8.3 Drug And Alcohol Testing

To ensure the maintenance of this policy all employees may be subject to drug and alcohol testing.

Drug testing may be required where, by way of observation or other reasonable method, including disclosure, an employee's behaviour or work performance indicates the person is under the influence of drugs or alcohol.

The introduction of the Drug and Alcohol Testing Programme is about altering behaviour and raising drug and alcohol awareness to create a safer work environment.

The programme is not intended to create, nor operate to create a work environment which is harsh, unjust or unfair. However, due to the importance of ensuring safety in the workplace, employees who breach the drug and alcohol policy may be disciplined.

At all times during the implementation of the drug and alcohol testing process, management and staff shall conduct themselves in a courteous manner toward employees and shall respect the employee's rights. Any member of management who acts without reasonable cause, or who behaves over zealously in the implementation of these procedures shall be subject to disciplinary action.

The method of investigation is as follows:

- ◆ an observation must be made, or information given that indicates the employee has behaved in a way which indicates a breach of this policy and/or which may put themselves and other employees at risk of their health and safety.
- ◆ the employee will be asked to explain their behaviour. If no reasonable or satisfactory response is given, the employee may be asked to undergo an examination at the local hospital or medical practitioner to ascertain whether they are under the influence of alcohol or drugs.
- ◆ the employee may also be asked to go home until the end of the day or shift.
- ◆ on the employee's return to work and following receipt of the results of any tests, the employee will be interviewed by his/her manager. The employee may have a witness/representative present.
- ◆ allegations may be made to the employee and the employee will be asked to respond. Depending on the response further investigation may take place to assist the Council determine the facts and /or appropriate disciplinary action to be taken.
- ◆ an employee who refuses to undergo testing of their health may find it difficult to provide evidence to disprove an allegation they have breached this policy.
- ◆ in the absence of medical evidence to disprove an allegation the Council will make any decision it feels is reasonable and justified, given observation, witness statements and any other sources of evidence which are relevant to the investigation.
- ◆ Employees will not be treated harshly, unfairly or unjustly by this policy. All reasonable efforts will be made to ensure confidentiality re personal information about employees.

Northern Midlands Council provides the services of an Employee Assistance Program, including counselling to assist employees in the treatment of alcohol or drug use problems. Details of the program and are provided in the Employee Handbook, if you need to take advantage of the service contact Newport & Wildman on 6332 0999.

9. OCCUPATIONAL HEALTH & SAFETY REQUIREMENTS OF CONTRACTORS

This document outlines the minimum occupational health and safety requirements that Contractors need to adhere to when completing works for Council and should be read in conjunction with the Contractor's Agreement form (Attachment A).

9.1 Accident Reporting

Contractors must promptly notify Council's Infrastructure Manager of any accident, injury or property damage which occurs during the carrying out of contract works. All lost time incidents shall be immediately notified to Council. The Contractor must within three (3) days of any incident provide a report giving complete details of the incident, including results of investigations into its cause, and any recommendations or strategies for prevention in the future.

9.2 Worksite Inspections

The Contractor as an employer has a duty of care to provide and maintain a safe workplace and consequently has an important responsibility to conduct workplace inspections on a regular basis. The Contractor needs to make available copies of health and safety inspection reports for review when requested by Council.

Council also has a responsibility to monitor health and safety aspects of Contractor operations to ensure as far as is can reasonably establish that the Contractor is adequately fulfilling its health and safety obligations. When inspections are carried out by Council a representative of the Contractor will be involved to enable discussion and resolution of issues as they are identified.

9.3 Protective clothing

The Council requires personal protective equipment to be worn by contractors for their own protection. This equipment should be worn whenever required and properly maintained at all times.

Head	Body
<ul style="list-style-type: none"> ◆ safety helmets ◆ hard hats ◆ sun hats/caps 	<ul style="list-style-type: none"> ◆ overalls ◆ long sleeve shirts* ◆ reflective safety vests
Ears	Hands
<ul style="list-style-type: none"> ◆ ear muffs ◆ ear plugs 	<ul style="list-style-type: none"> ◆ gloves ◆ barrier/sun creams
Eyes	Legs
<ul style="list-style-type: none"> ◆ long trousers/long legged shorts ◆ sun glasses 	<ul style="list-style-type: none"> ◆ chaps ◆ face screen ◆ safety glasses
Respiratory system	Feet
<ul style="list-style-type: none"> ◆ face masks 	<ul style="list-style-type: none"> ◆ steel capped boots

9.4 Safety Footwear

Steel capped boots must be worn at all times by outdoor contractors when onsite and anyone else as directed by their supervisor.

9.5 Head Protection

It is a requirement that safety helmets/hard hats be worn at all times while there is a danger of being struck from above by falling objects or mechanical equipment e.g. working in a trench, working in the vicinity of a backhoe or other machinery, using a chainsaw, at building construction sites.

9.6 Reflective Vests

Reflective vests must be worn at all times while working outdoors.

9.7 Eye Protection

The wearing of eye protection is mandatory when performing any of the following tasks

or using any of the following machinery or equipment, or any other situation where there is a risk of injury to the eyes:

- ◆ all power tools
- ◆ chainsaws
- ◆ lawn mowers/brush cutters
- ◆ compressed air
- ◆ grinders
- ◆ machining wood/timber
- ◆ drilling or chipping earth, metal, timber, stone, brick or concrete
- ◆ handling harmful acid or caustic liquids
- ◆ mixing or spraying chemicals
- ◆ working underneath vehicles
- ◆ shovelling powdery material in windy conditions
- ◆ or any other situation as advised

9.8 Hearing Protection

All contractors must wear hearing protection where noise levels are above 85 decibels as specified in the Australian Noise Standards. Employees must wear earmuffs when using noisy equipment or working in the immediate vicinity of a noisy operation. For example:

- ◆ lawnmower
- ◆ brush cutter
- ◆ chainsaw
- ◆ backhoe or other large machinery
- ◆ pavement cutting machine
- ◆ pipe cutting machine
- ◆ vibrating plates or roller

9.9 Hand Protection

Gloves should be worn to protect hands when handling rough, slippery, splintery, hot or sharp objects and impervious gloves must be worn when handling harmful substances, acids, chemicals or solvents.

9.10 Sun Protection

Contractors who are required to work outside need to wear accepted safety equipment to reduce the change of excessive sun exposure. This equipment should include:

- ♦ a broad brimmed hat with fitted chin strap
- ♦ a pair of ultra violet reducing safety sunglasses
- ♦ an acceptable 30+ sun screen

Contractors are required to wear protective equipment during high risk ultra violet exposure periods.

If during the performance of works under a contract the Council informs the contractor that it is the opinion that the contractor is not complying with Sun Protection clothing requirements, Council may direct the contractor to suspend the work until such time as the contractor satisfies Council that the work will be resumed in conformity with applicable health and safety provisions.

9.11 Jewellery, Clothing and Hair

Under legislation it is an offence to wear any item of jewellery or personal clothing which may become entangled in any moving parts of machinery. Long hair must be in a hair net or beret if the person is working with or near any moving parts of machinery.

9.12 Alcohol and Drugs

Being under the influence of or consuming alcohol and drugs during working hours is strictly prohibited and will not be tolerated.

9.13 Behaviour

Fighting, skylarking and horseplay are strictly prohibited and will not be tolerated.

9.14 Housekeeping

Contractors must ensure that all work locations are kept clear of rubbish, liquids, oils and materials.

9.15 Smoking

Smoking is strictly prohibited in Council buildings and vehicles (including machinery).

9.16 Hazardous Substances

A hazardous material is a material (including a liquid or gas) that can harm a person's health, start a fire, explode or cause environmental damage.

There are strict Environmental Protection Authority rules about the right way to handle and dispose of hazardous materials. The relevant MSDS should state clearly the disposal

method and procedure to use and Council's Senior Environmental Officer is available to advise you of the correct disposal procedures.

9.17 Confined Space Entry

Only those persons who have undertaken training in safe working procedures in confined spaces, calibration and maintenance of gas monitors and an emergency procedure course are permitted to enter confined spaces.

9.18 First Aid Kits

An appropriate sized First Aid Kit needs to be provided at each worksite for employee use. The First Aid Kit needs to be kept in proper order and the contents renewed as required.

9.19 Contractors on Council Works

All contractors must conform to the minimum safety standard as set down for Council employees.

9.20 Signing of Works – Public Protection

Contractors must protect the public from accidents which may occur as a result of any Council activities. The following practices will help to ensure public safety:

- ◆ remove public access to locations where work may be a danger;
- ◆ when work is being conducted along roads or highways, pedestrians and vehicular traffic must be warned by signs, traffic cones, flags or flashing lights and reflective tape. When necessary, flagmen wearing reflective vests should be assigned;
- ◆ barriers should be placed at all open man holes, exposed trenches and excavations which must be covered to prevent injury to people and damage to vehicles;
- ◆ during the night and in all locations, lights must be placed at any obstruction, excavation or opening which is likely to cause injury to employees or the public;
- ◆ when working on private premises or public property every effort must be made to avoid hazards and unnecessary property damage. All tools, equipment and excess materials must be removed from the site when the job is completed.

9.21 Non Compliance

If during the performance of works under the contract the Council informs the Contractor that it is the opinion of Council that the Contractors is:

- ◆ not conducting the work in compliance with health and safety management procedures provided by Council or relevant legislation, or
- ◆ conducting the work in such a way as the endanger the health and safety of Contractor's employees or Council's or if Contractor's and sub-contractors' employees, plant, equipment or materials, the Contractor shall promptly remedy

that breach of health and safety.

Council may direct the Contractor to suspend the work until such time as the Contractor satisfies Council that the work will be resumed in conformity with applicable health and safety provisions. During periods of suspension Council shall not be required to make any payment whatsoever to the Contractor.

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NORTHERN MIDLANDS COUNCIL
HUMAN RESOURCES POLICIES & PROCEDURES



Policy Name: Work Health & Safety Policy
Policy Owner: Human Resources Officer
Originated Date: August 2015
Amended Date/s:
Review Date: December 2016
Replaced Policy: Policy 12 – Occupational Health & Safety
Applicable Legislation: *Age Discrimination Act 2004 (Cth)*
Anti-Discrimination Act 1998 (TAS)
Australian Human Rights Commission Act 1986 (Cth)
Disability Discrimination Act 1992 (Cth)
Fair Work Act 2009 (Cth)
Local Government Act 1993 (TAS)
Racial Discrimination Act 1975 (Cth)
Sex Discrimination Act 1984 (Cth)
Work Health & Safety Act 2012 (TAS)
Workers Rehabilitation & Compensation Act 1988 (TAS)

Publication Sources: 15/013 - Human Resources Policies & Procedures
02/03/01/01 – Human Resources – Employee
Infonet / Documents / HR – Policies
Works Depot & Childcare Facility

1. AUTHORITY & APPLICATION:

This Policy should be considered in the context of the following policies and procedures:

- Communications & Social Media
- Disciplinary
- Employee Code of Conduct
- Fitness for Work
- Issue Resolution
- Performance Management
- Workplace Behaviour

Definitions

Council - Northern Midlands Council.

Councillor - an elected member of Council known as a Councillor or Alderman or otherwise meeting the definition of a Councillor as defined under section 3 of the *Local Government Act 1993 (TAS)*.

Employee - a person who carries out work for Council as an employee of Council.

General Manager - the General Manager of Council as appointed under section 61 of the *Local Government Act 1993 (TAS)*.

Infringing Workplace Behaviour - any act or omission, which amounts to a breach of any Council policy, contractual obligation or misconduct at common law.

Manager/Supervisor - a person at the workplace who is appointed to a position that has management/supervisory responsibilities for others or their appropriately nominated or authorised delegate.

Officer – an officer within the meaning of section 9 of the Corporations Act 2001 of the Commonwealth other than a partner in a partnership; or an officer of the Crown within the meaning of section 247 of the Work Health and Safety Act 2012 (TAS); or an officer of a public authority within the meaning of section 252 of the Work Health and Safety Act 2012 (TAS) – other than an elected member of a local authority acting in that capacity (which includes a Councillor).

Other Persons at the Workplace - any person, other than a Councillor at the workplace who is not a worker including visitors and ratepayers.

Policy - this Policy including the Authority and Application.

Worker - a person who carries out work in any capacity for Council, including work as:

- an employee
- a contractor or subcontractor
- an employee of a contractor or subcontractor
- an employee of a labour hire company who has been assigned to work at Council
- an outworker
- an apprentice or trainee
- a student gaining work experience
- a volunteer or
- a Councillor

Workplace - a place where work is carried out for Council.

Training

Council will provide all persons covered by this Policy with the appropriate training so they are made aware of their responsibilities and obligations under the Policy.

Amendment

Council retains the sole discretion to reasonably vary, terminate or replace this Policy from time to time. Council will consult before amendments are made and will notify and train those the amendments apply to.

Interpretation of Policy

The singular includes the plural and vice versa.

A reference to any legislation includes all delegated legislation made under it and amendments, consolidations, replacement or re-enactments of any of them.

A reference to a policy or procedure means any approved policies or procedures of Council unless otherwise stated.

'Including' and similar expressions are not words of limitation.

A reference to a document (including this document) is to that document as amended, novated or replaced unless otherwise stated.

Where a word or expression is given a particular meaning, other parts of speech and grammatical forms of that word or expression have a corresponding meaning.

Examples used in this Policy are for illustrative purposes only and are not intended to be exhaustive.

Unless expressly provided for, this Policy is not in any way incorporated as part of any enterprise agreement and does not form part of any employee's contract of employment and any applicable enterprise agreement or contract of employment will prevail over this Policy to the extent of any inconsistency.

It is not intended that this Policy impose any obligations on the Council or those covered by it that are unreasonable or contrary to the operation so applicable laws. Any obligation, direction, instruction or responsibility imposed by this Policy must be carried out in a manner that an objective third party would consider to be fair and reasonable taking into account and in the context of all the relevant applicable laws, operational and personal circumstances.

Questions relating to the interpretation, application or enforcement of this Policy should be directed to the person's manager or the Human Resources Officer.

Reporting of Breaches

Persons covered under the paragraph 'Coverage' must reasonably report breaches of infringing workplace behaviour as follows:

For breaches by:

- an employee, worker (other than the General Manager or other workers) or other person at the workplace the report must go to the reporting person's applicable manager
- the General Manager the report must go to the Mayor (or if unavailable to the next appropriately delegated Councillor) and

as otherwise required or permitted by applicable laws.

Breach of this Policy

Persons covered under the paragraph 'Coverage' who engage in infringing workplace behaviour may (as is appropriate) be subject to appropriate disciplinary action in accordance with the Disciplinary Policy and Procedure or removal from the workplace or termination of services (workers, other than employees and other persons at the workplace). Infringing workplace behaviour may also amount to breaches of applicable laws:

- exposing individuals to legal proceedings and
- making Council vicariously liable for the conduct of others

2. PURPOSE:

The purpose of this Work Health and Safety Policy is to:

- recognise Council's commitment to providing a safe and healthy workplace for workers and other persons at the workplace whose health or safety could be at risk through our work
- direct and guide workers and other persons at the workplace regarding action considered reasonably practicable to protect health and safety
- operate with any applicable laws or policies and procedures
- comply with applicable laws through implementing:
 - appropriate plans, policies and procedures and programs to support and implement this Policy
 - measurable safety performance objectives and targets
 - training on health and safety matters relevant to Council work

Council recognises its duty of care under the *Work Health & Safety Act 2012 (TAS)* and will provide a fair and flexible approach to work, health and safety activities that takes into consideration the individual, operational and environmental circumstances.

3. COVERAGE:

This Policy covers and applies to workers and other persons at the workplace in relation to all work, health and safety matters.

4. REQUIREMENTS:

Workers and other persons at the workplace must comply with this Policy.

Workers and other persons at the workplace are required to meet their duty of care obligations and to be accountable for their own safety and the safety of others at the workplace.

Workers and other persons at the workplace (unless otherwise notified in writing) are required to adhere to lawful and reasonable directions, policies and procedures regarding compliance with this Policy and health and safety generally.

Managers are required to:

- promote this Policy within their area of responsibility
- take reasonable steps to ensure that any potential breaches of this Policy are identified, taken seriously and acted upon appropriately and
- where applicable, if and as officers meet their due diligence obligations

Compliance with legislative requirements in regards to work health and safety is the minimum standard acceptable to Council and we recognise that all persons are required to contribute to this to achieve this objective. Anyone found to be in breach of this Work Health and Safety Policy may be subject to disciplinary action, up to and including termination of employment.

STORMWATER ASSESSMENT AND RECOMMENDATIONS

FOR NORTHERN MIDLANDS COUNCIL

WEST PERTH

September 2015

Project: West Perth Stormwater Assessment

Authors: Cameron Oakley
Consulting Engineer

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DATE	NATURE OF REVISION	REVISION NUMBER	PREPARED BY	AUTHORISED BY
02/09/2015	Draft	0	Cameron Oakley	Cameron Oakley
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15/09/2015	Final	1	Cameron Oakley	Cameron Oakley

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EXECUTIVE SUMMARY

Investigations were undertaken to assess the risks and consequences of nuisance flooding between Edward Street and Drummond Street in West Perth caused by the 865 ha Sheepwash Creek catchment. The investigations utilised the 20 year and 100 year stormwater flows determined in 2011 in order to assess existing infrastructure, and to recommend the civil works required to mitigate the impacts of flooding.

The following table summarises the issues, risk and recommendations provided by this report:

Issue	Rating	Risks	Recommendations
Outdated catchment model	N/A	Could be over/underestimating modelled flows	Undertake RORB/Flood frequency analysis of catchment taking large dam & highway realignment into consideration. Include survey of the existing dam and examine options to provide permanent storage capacity for storm events
Edward Street culverts	Greater than 20 year but less than 100 year peak flows	Upstream floodwaters, flooding of Youl Road intersection, flooding over road not controlled	Determine desired service level of road Install grated headwall Create floodway/adjust road height levels Require future development levels to be raised to 161 mAHD Require future dwellings to provide 300mm freeboard
Edward Street to Youl Road channel	Insufficient to hold 100 year peak flow	Flooding of adjacent land, flooding of Youl Road	Determine desired service level of Youl Rd Require future development levels to be raised to 161 mAHD Require future dwellings to provide 300mm freeboard Remove redundant access crossing Widen channel between chainages 260m & 160m Consider installing new Youl Road and rail culvert at chainage 160m
Youl Road and Western rail line culverts	Greater than 20 year but less than 100 year peak flows	Flooding of adjacent land, flooding of Youl Road	Determine desired service level of Youl Rd Installation of new culverts (a) next to existing, or (b) at chainage 160m
Drummond Street culverts	Greater than 20 year but less than 100 year peak flows	Flooding of adjacent land, flooding of Drummond Street, flooding of Cemetery Road	Determine desired service level of Drummond Street Remove Old Cemetery Rd culvert Remove pine, fence, and willow obstructions Create floodway/adjust road height levels Consider future vision for land parcel bounded by Drummond Street, Youl Road, and Norfolk Street Install 2 additional DN1200 culverts Conduct modelling of downstream reaches to determine properties are not adversely affect by allowing additional flows

1 INTRODUCTION

Investigations were undertaken to assess the risks and consequences of nuisance flooding between Edward Street and Drummond Street in West Perth, in order to recommend the civil works required to mitigate the impacts of these events.

The study area was bounded by Edward Street to the north, Cromwell Street to the west, Norfolk Street to the east and Drummond Street to the south. The main overland drainage channel through the catchment is Sheepwash Creek. It is a tributary to the South Esk River and flows through this area roughly from the north to the south (refer to Figure 1). In total the creek captures approximately 865 hectares of catchment, made up of predominately rural land with a small proportion of residential properties in West Perth.

Four transport links cross the creek: Edward Street, Youl Road, a TasRail line, and Drummond Street. The creek flows under these barriers through culverts of various sizes. This study documents these structures; their deficiencies, and provides recommendations for improvements.

This report draws upon the catchment modelling described in the *Perth Drainage Study* document (Bullock Consulting, 2011) and detailed survey provided for the area. That study used an uncalibrated DRAINS model to calculate overall catchments flows with allowance for future development. In order to allow for future flows, the modelling assumed residential serviced zones and land designated reserved residential were urbanised to 10 dwellings per hectare, whilst low density residential zones were developed to 0.25 dwellings per hectare.

The modelling undertaken and reported in this document uses these DRAINS flows as inputs for local area modelling. This revised modelling was undertaken through Infoworks ICM to determine the local area effects of flooding and the required works.

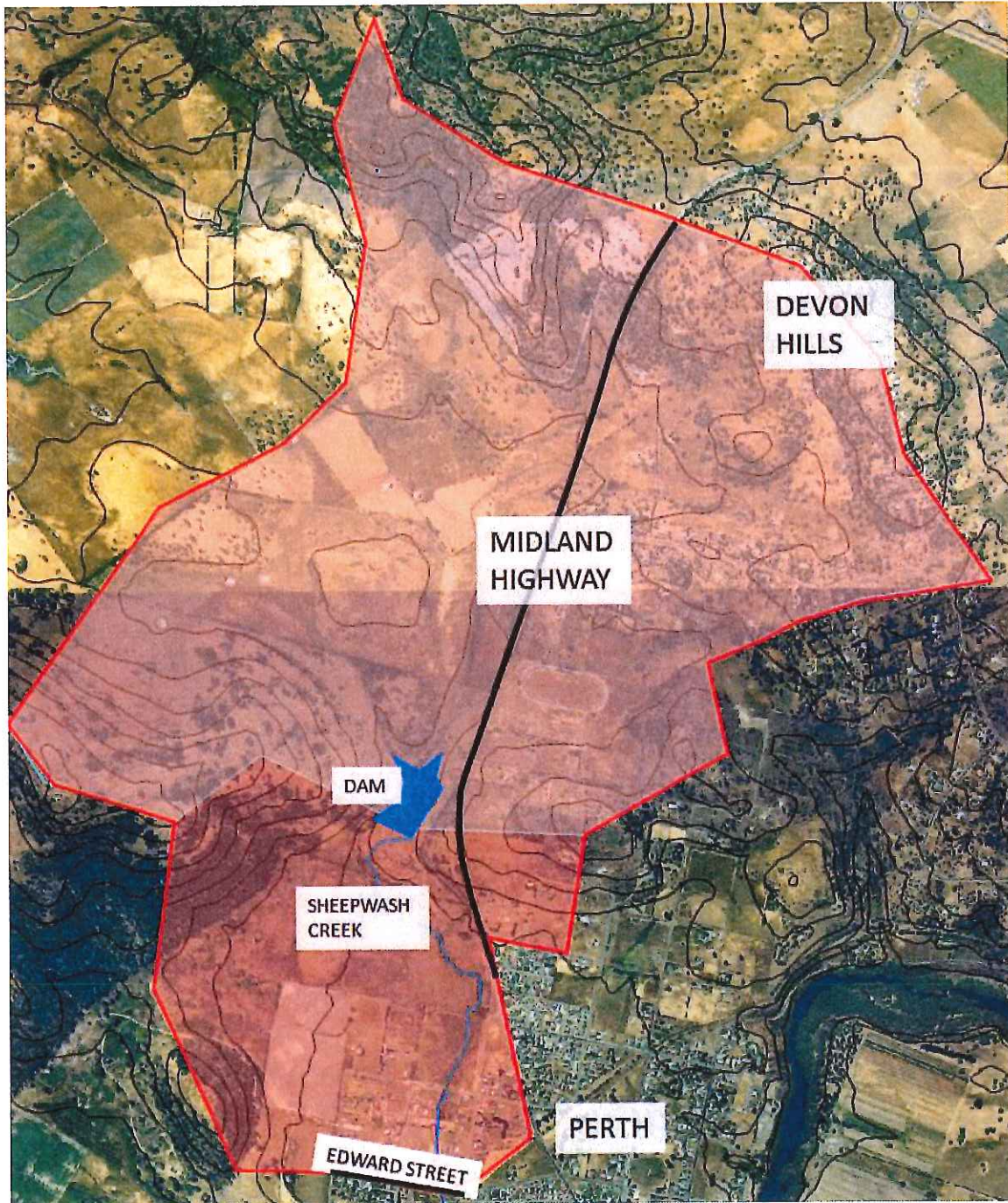


Figure 1. Sheepwash Creek Catchment to Edward Street

2 CONSIDERATIONS & LIMITATIONS

Edward Street, Youl Road, the Western railway line and Drummond Street provide barriers to major flows to Sheepwash Creek due to their elevated positions relative to adjacent land. In order to pass flows in the larger storm events, water levels must build up alongside these barriers to effectively discharge through the culverts. Where the culverts are unable to pass flow flooding of the roadways and adjacent land occurs. The adjoining areas, which are relatively flat, are at particular risk of flooding. Table 1 gives the predicted peak flows at these bottlenecks and the culverts that are currently in position to carry them:

Table 1: Design flows (Bullock Consulting, 2011) and infrastructure

Location	20 year peak (m ³ /s)	100 year peak (m ³ /s)	Culvert dimensions (mm)
Edward Street	2.52	10.20	3 no. 1050 diameter
Youl Road	3.59	12.00	2450 x 900 box
Rail bridge	3.59	12.00	2900 x 1750 box
Drummond Street	5.94	15.30	3 no. 1200 diameter

Figure 2 shows these predicted flows relative to the creek reaches and the location of the culverts.

Since the original modelling study was undertaken a large farm dam has been constructed on Sheepwash Creek to the western side of the Midland Highway, indicatively shown on Figure 1. Storage in the dam has the capability to mitigate peak flows at West Perth, however the size and functionality of the dam and spillway is unknown. Therefore its impact cannot to be formally assessed as part of this report.

Given the significant impact of flows from Sheepwash Creek on West Perth, it is a key recommendation of this report that RORB modelling and/or flood frequency analysis of the catchment be undertaken which specifically considers the presence of the dam. This would determine if the dam is capable of attenuating flood peaks at West Perth. Any adjustments to the predicted flow rates in the catchment will help refine the other recommendations provided in this report. Negotiations with the dam owner may be undertaken to provide additional storage capacity and flood peak mitigation.

If necessary 2D modelling could then be carried out to fully analyse the behaviour of floodwaters in the floodplain alongside Sheepwash Creek. This would enable Northern Midlands Council (NMC) to assess future development requests within the area.

Such an assessment may also be able to consider the implications of the proposed Perth bypass highway construction, which is proposed to be situated to the west of the existing highway alignment. The new highway may intersect Sheepwash Creek and any tributaries and alter the hydrology of the catchment.

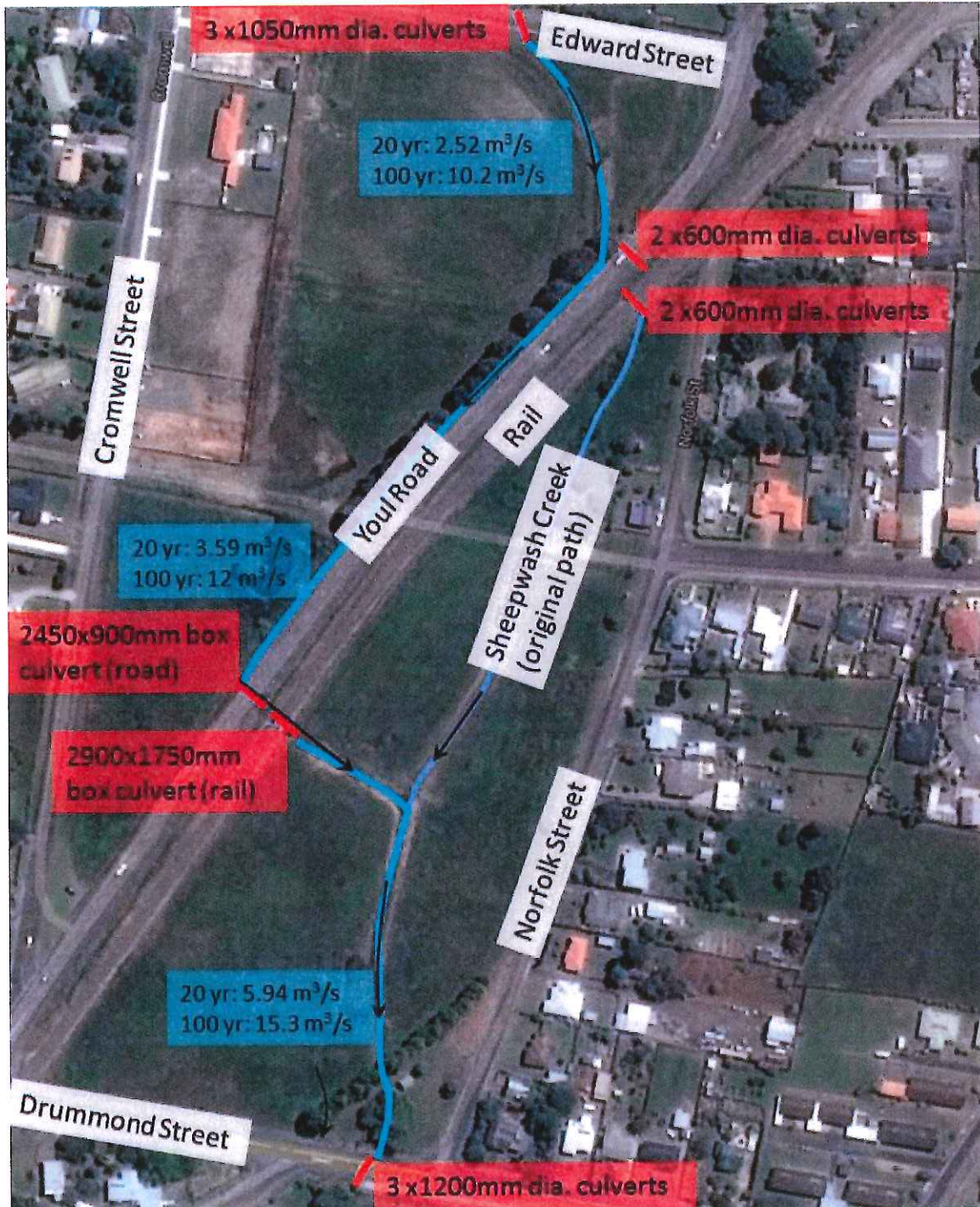


Figure 2. West Perth design flows, flow paths, and culverts

3 EDWARD STREET

3.1 DESCRIPTION

Edward Street is serviced by 3 no. DN1050 concrete culverts which are orientated across the roadway at approximately 45° (refer to Figure 3). There is 280mm freeboard from the road centreline to the top of the culverts.

The land adjacent the Creek on either side of Edward Street is currently undeveloped. It is relatively low-lying in comparison to the roadway and it, along with the roadway, are known to flood during major storm events

A two-staged 17 Lot subdivision has been proposed for the land adjacent the creek on the southern side of Edward Street, refer to Figure 4. It is bounded by Edward Street to the north, Youl Road to the south-east, Frederick Street (undeveloped) to the south, and Sheepwash Creek to the north-east. The existing surface level of this is lower than both Edward Street and Youl Road and as such is currently prone to flooding. NMC operations staff have witnessed the culverts fully surcharged and Edward Street flooding.



Figure 3. Edward Street culverts (upstream/inlets)

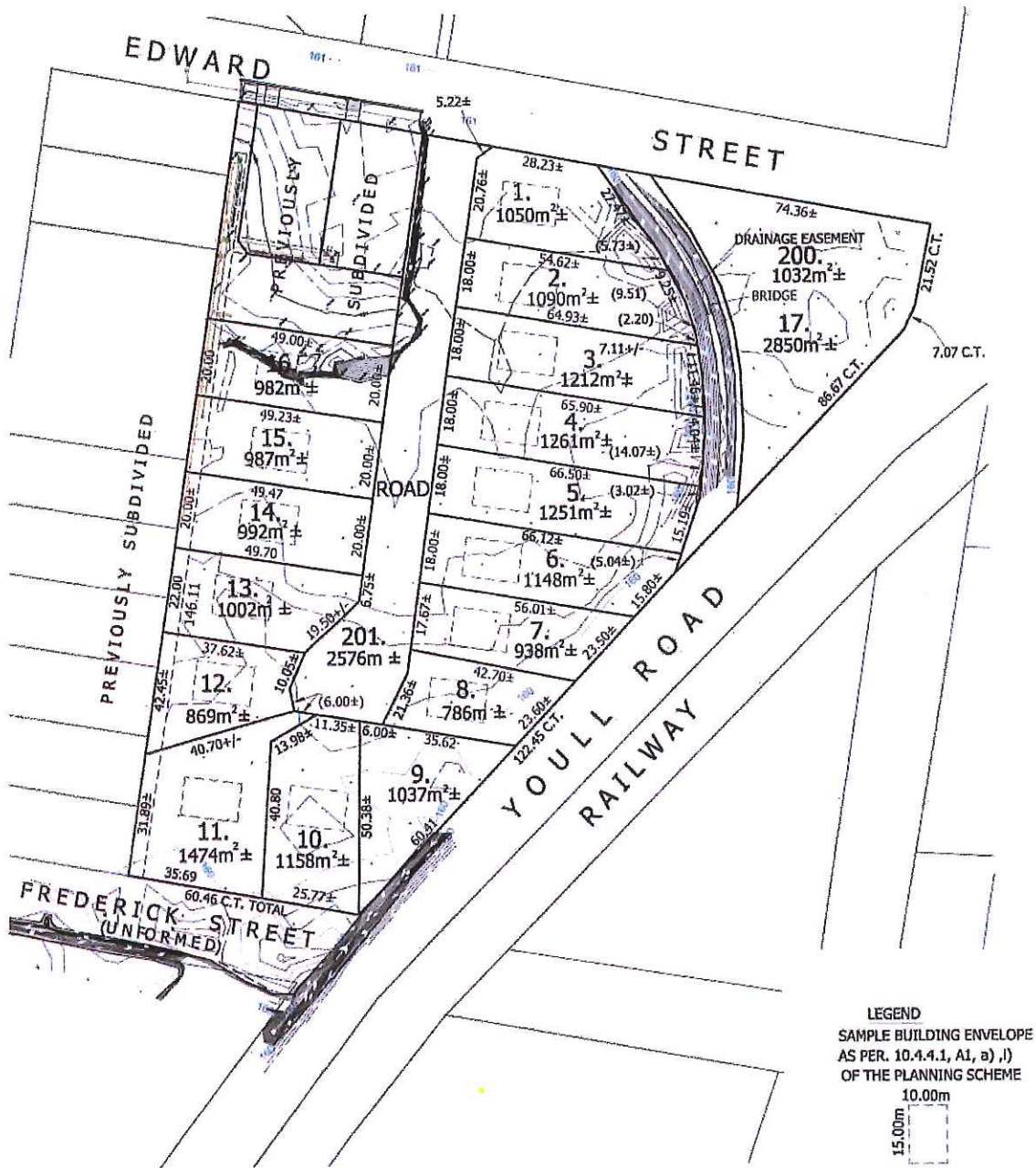


Figure 4. Proposed subdivision (Woolcott Surveys, 2015)

3.2 ASSESSMENT

To the Edward Street culverts Sheepwash Creek serves a stormwater catchment totalling 815 hectares (highlighted in red shaded in Figure 1). Previous hydraulic modelling of the creek to Edward Street approximated the 1 in 20 year and 1 in 100 year Average Return Interval (ARI) peak flows as being 2.52 m³/s and 10.2 m³/s respectively.

Assuming inlet control and using the charts shown in the CCAA Design Manual *Hydraulics of Precast Concrete Conduits* (2013) a peak discharge capacity of approximately 1.9 m³/s per

culvert can be estimated. This gives a total capacity estimate of 5.7 m³/s for the three culverts though this would be reduced by any debris, such as tree branches, that would accumulate and block the entry of stormwater.

Edward Street grades down to the east near the intersection of Youl Road (a long section is given in Appendix A), where it has a low-point of 160.98 m AHD, so the maximum available freeboard may be reduced to 180mm, in which case the CPAA Design Manual estimates a total discharge capacity for the three culverts would be up to 5.3 m³/s before road flooding occurs.

Using a simple InfoWorks ICM model with a broad-crested overflow weir at 160.98m AHD calculates the culvert discharge to be less at 1.46 m³/s (4.38 m³/s total). From this assessment it can be considered that the culverts have a combined capacity well in excess of the adopted 20 year peak flow rate (2.52 m³/s) but significantly less than the 100 year flow rate (10.2 m³/s), for which infrastructure catering for major flood events are generally designed.

Figure 5 shows a nominal flood zone at Edward Street based on overtopping at the Edward Street low point (160.98m AHD) near the intersection of Youl Road.

3.3 RECOMMENDATIONS

The key recommendations related to this study area are:

- NMC should determine the minimum level of service required for Edward Street. In which design storm event is acceptable for the Edward Street carriageway to flood? Based on this service level an assessment can be made on whether additional capacity needs to be provided at the culverts, or whether a formal floodway over Edward Street should be provided;
- If capacity upgrades are not required, it is recommended that a grated headwall be installed. This will reduce the blocking effects that debris would have on flows into the culverts;
- It is recommended that surface levels the proposed development adjacent be raised to a minimum of 161 mAHD, this will allow flows in excess of the capacity of the culverts to pass over the roadway without affecting the development. It would provide a continuation of the design surface level from the recent development of adjacent properties on the eastern side of Cromwell Street which is also set at 161m AHD;
- Require future dwellings and structures in the proposed subdivision to have 300mm freeboard to floor level (i.e. minimum floor level of 161.3m AHD). This will give an addition margin of safety and is standard practice in flood prone areas; and

- Consider adjusting the road height to height to allow road overflows to occur adjacent to the creek crossing. This will alleviate flooding near the junction of Youl Road and allow floodwaters to pass more efficiently.

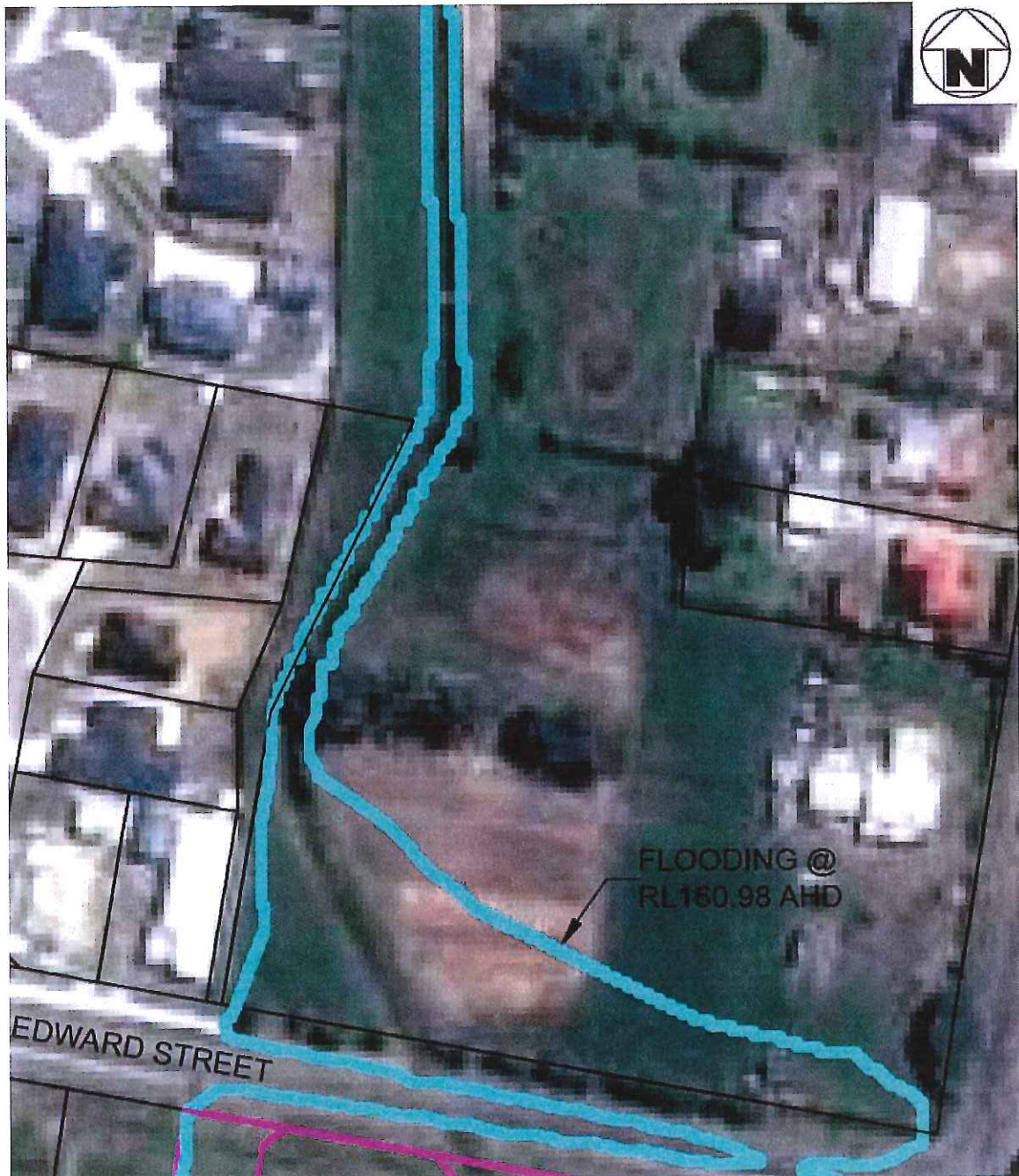


Figure 5. Indicative flooding upstream of Edward Street

4 EDWARD STREET TO YOUL ROAD CHANNEL

4.1 DESCRIPTION

The open channel of Sheepwash Creek from Edward Street travels southeast towards Youl Road before bending in a south-westerly direction alongside the roadway. Refer to Figure 6 for channel chainages which are referenced in this section of the report. For additional channel details refer to Appendix A, which gives channel longsections and cross sections between Edward Street and the main Youl Road culvert.

The creek channel is at its widest at about 7 metres in this upper section between Edward Street and Youl Road (chainage 260 to 160 metres). In this section it has an average depth of approximately 600mm. Figure 7 shows a view of the creek upstream towards Edward Street prior to the diversion along the roadway. A redundant access culvert can be seen in this image.

The diversion of the channel to the southwest along the roadway is a shift of the original alignment resulting from the construction of Youl Road and/or the railway line. The creeks original alignment continued south-easterly before heading south-southwest adjacent to what is now Norfolk Street on the eastern side of the railway.

As the channel meets Youl Road at chainage 160 metres it passes through a wire fence (refer to Figure 8) which can be seen to collect debris and would therefore impede flows through it. It can be seen that the now artificial creek line along Youl Road becomes narrower (refer to Figures 8 and 9), with a width varying from about 3 to 4 metres. Along this stretch it has an average depth of approximately 1000mm (refer to chainages 160 to 0 metres in Appendix A).

Survey of the channel invert found that overall it is very flat, with an average fall of only 0.22% (1 in 450) from the culvert outlet to chainage 0 metres at Frederick Street. It also found that there are several sections of channel which are either totally flat or actually increases in level down the length of them. As seen in Figure 9 the channel is also encumbered on its western side by a row of gum trees.

4.2 ASSESSMENT OF DRAINAGE CHANNEL

4.2.1 REQUIRED CHANNEL CAPACITY

Using Manning's Equation with a Manning's n coefficient of 0.035, which allows for the roughness of floodplains with high grass, two indicative trapezoidal channel profiles were designed such that they would have enough capacity to pass the 100 year flow:

- Firstly, based on a total available depth of 600mm, a 15 metre wide dished base with 1:4 batters is required, giving a total top width of 19.8 metres is required; and

- Secondly, based on a total depth of 1000mm, a 5 metre wide dished base with 1:4 batters is required; giving a total top width of 13 metres is required;



Figure 6. Existing channel reference chainages



Figure 7. Existing channel view north from approximate chainage 180m



Figure 8. Existing channel view south from approximate chainage 160m



Figure 9. Existing swale view southwest from approximate chainage 120m

These large widths are necessary due to the very flat channel gradient which limits channel velocities to between 1 and 1.2 m/s. Based on a flow rate of 10.2 m³/s the minimum required channel cross-sectional areas can be nominated using the formula

Area = Flow/Velocity:

So, where $V = 1 \text{ m/s}$, $A = 10.2 \text{ m}^2$; and

Where $V = 1.2 \text{ m/s}$, $A = 8.5 \text{ m}^2$.

These required cross-sectional areas are well in excess of what is currently provided in the existing channel.

4.2.2 CHANNEL IMPROVEMENTS

In Figure 4 it can be seen that the developer of the proposed subdivision has nominated a 3882m² drainage easement at the north-eastern extent of the subdivision. 100 year flows can be contained in this section of channel by widening it between Edward Street and chainage 160m. Nominal design cross-sections for this channel upgrade are shown in Appendix B. The swale can also be widened into the available land to the east of proposed Lot numbers 1 to 5 in order to provide the required capacity.

Unfortunately the existing swale downstream of chainage 160m is limited on its eastern side by Youl Road, which is at a higher level than the existing surface level of the proposed adjacent Lots. If the channel was to be widened as per the nominal dimensions given in the previous section of this report, the channels western side would need to significantly encroach into proposed Lot numbers 6 through to 10.

4.2.3 FLOODING OF YOUL ROAD VS. PROPOSED DEVELOPMENT LOTS

This encroachment can be mitigated by raising the design surface levels of the Lots to 161m as per recommendations in Section 3.3 of this report. Although capacity sufficient for the 100 year event cannot be guaranteed without extending the channel width into the Lots, protection would be achieved due to their higher level relative to the adjacent Youl Road centreline, which would then be at a lower level than the subdivision.

If stormwater in the channel built up to a sufficient level Youl Road would flood and not the Lots. Figure 10 shows the indicative maximum flood height at adjacent to proposed Lot 7, assuming the adjacent road level is the limiting height for water in the channel and the design surface level of the Lot is raised (red line). Without increasing the surface level of the Lot it can be seen that flooding would occur (to the left hand side of the cross-section).

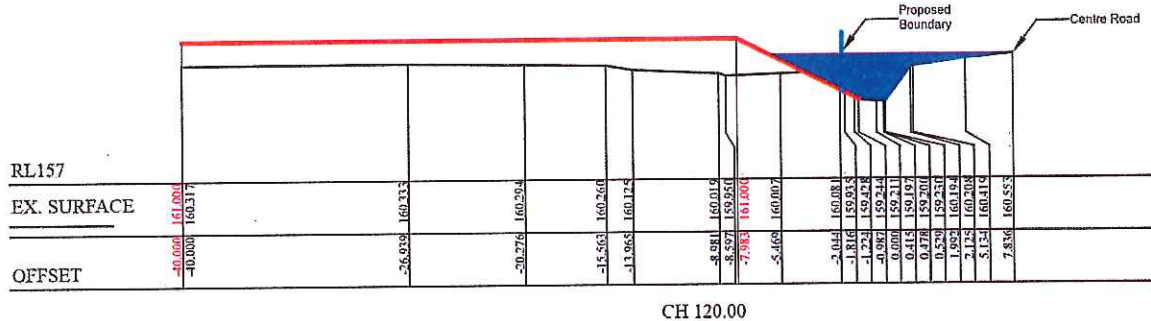


Figure 10. Indicative peak flood level at Chainage 120m

Appendix B shows nominal design surface level and channel profiles and the relative location of the proposed adjacent property boundaries at each cross-section.

It may be possible to slightly reduce the amount of fill required to increase the levels for Lots downstream of chainage 160m and obtain a nominal 300m of freeboard above the adjacent Youl Road centreline. Table 2 shows the surveyed road centreline levels between chainage 160m and 0m. Alongside is the nominated lot surface level 300mm higher than the road level at each of the chainages.

It can be seen that rather than a blanket 161m AHD design surface level, protection can be achieved at slightly reduced levels. This has the potential to save the developer some costs associated with reducing the requirement for consolidated fill.

Table 2. Reduced property surface level requirements based on adjacent roadway level

Chainage (m)	Youl Road Centre Line (m AHD)	Proposed Min. Finished Property Height (m AHD)
Edward Street (280) to 160	NA	161.000
160	160.649	160.949
140	160.568	160.868
120	160.533	160.833
100	160.538	160.838
80	160.542	160.842
60	160.459	160.759
40	160.558	160.858
20	160.409	160.709
0	160.404	160.704

4.3 DESCRIPTION OF YOUL ROAD AND RAILWAY CULVERTS

A major redirection of flow is required where the creek is again diverted, this time southeast through the 2450mm x 900mm box culvert under Youl Road (refer to Figure 11). This culvert is positioned at 90 degrees to the incoming direction of flow along Youl Road, which makes it inefficient. After flowing under Youl Road the stormwater is discharged to the channel on the eastern side of Youl Road and to the west of the rail line. From there it must pass through the 2900mm x 1750mm culvert under the Western rail line (refer to Figure 12).



Figure 11. Youl Road culvert (foreground) and rail bridge (background) view east

It can be seen that the obverts of the road and rail culverts are at a greater elevation than the surrounding land. Drawing 1 (Appendix C) shows indicative flooding relative to the Youl Road and rail culvert obverts, thus showing the extent of flooding which would occur if the culverts were being utilised to their full height.

4.4 ASSESSMENT OF YOUL ROAD AND RAILWAY CULVERTS

Modelling in Infoworks ICM shows that in order to pass the 20 year flow ($3.59 \text{ m}^3/\text{s}$) and the 100 year flow ($12 \text{ m}^3/\text{s}$) through the Youl Road culvert the headwater levels must be 160.13 mAHD and over 163 m AHD respectively. The adjacent carriageway low point is 160.3 mAHD. Therefore, while the culvert is able to pass the 20 year event without flooding the roadway it would cause significant flooding throughout the adjacent triangular parcel of land, bounded by Youl Road and Cromwell Streets, and will increase the propensity of flooding upstream by restriction. The culvert is unable to pass the 100 year flow and would first inundate Youl Road.

Assuming the floodwater was not restricted by the Youl Road culvert, the rail culvert has significant capacity in the 20 year event, flowing at 55% full in this event. In order to pass the 100 year flow however the culvert requires submersion to a level of approximately

160.82 mAHD, which although not higher than the railway line it is approximately 0.5 metres higher than the adjacent Youl Road. As such rather than achieving this level floodwaters would inundate the adjacent low-lying areas as well as restricting flows northwards from Edward Street.



Figure 12. Rail bridge view east from Youl Road

In order to mitigate flooding of the adjacent land to the west of the Youl Road culvert the height of water flowing through to the railway culvert must be kept shallow. The existing culvert has an internal height of 900mm, giving a headwater level to top of culvert of 159.98 m AHD. In order to maintain 100 year floodwater to this level or below a total culvert span of approximately 10 metres is required. Therefore an additional 7.45 metres of culvert width next to the existing is needed.

Installation of 2 no. 3600mm x 900mm Humes reinforced concrete box culverts would give a cumulative span of 9.65 metres. Modelling of this arrangement predicts headwater levels of 159.53 mAHD (20 year) and 160.01 mAHD (100 year) on the western side of Youl Road. Additional spans could be added in order to drop the headwater level below 900mm if necessary and further minimise the impacts on adjacent land.

The modelled 100 year backwater level is shown in Appendix C Drawing 2, which shows the extent of flooding resulting purely from the height of water at the proposed Youl Road culverts during the 100 year event.

To work efficiently this arrangement relies on a smooth transition between the channel and the culvert. Some land acquisition may be required upstream to widen the inlet zone and to reduce the angle of approaching flows. Shaping works and headwalls around the culvert entrance(s), the construction of smooth transitions to the culverts, works to the channel upstream, and provision of freeboard to the adjacent property may allow this adjacent land to be utilised for development in future.

The culverts could be installed in close proximity to the existing culvert and continued through to the east of the rail line in one shot. This straight shot will eliminate exit head losses incurred by flows discharging to the open channel between road and rail, as well as inlet head losses incurred from a separate culvert under the rail. The existing culvert would continue to discharge into the open drain between road and rail and flow under the rail bridge.

Since they will span the gap between the road and rail line, the adjacent embankments and drain must be reshaped and married to the top of the new culverts. Drainage between road and rail can continue to be collected through the rail bridge or via a letter-box type drainage opening in one of the new culverts if required.

Drawing 3 in Appendix C shows a concept longsection design for the culvert.

4.5 ASSESSMENT OF YOUL ROAD AND RAILWAY CULVERT RELOCATION

An alternative crossing location to that discussed in Section 4.4 is to the north, where the creek first intercepts Youl Road, somewhere between chainages 160 and 180 metres (refer to Figure 6). These potential works could either cater for entirely for the design storm event, or assist in removing flows so the existing Youl Road and rail line culverts are alleviated and have sufficient capacity.

The potential benefits this culvert crossing would provide are:

- Improving the angle of approach to the road and rail crossing from parallel to perpendicular, providing better efficiency;
- Reduction of the impact of floodwaters in the vicinity of the proposed development shown in Figure 4;
- Significant reduction in the impact of floodwaters in lands adjacent to the existing culvert, thus opening the opportunity for development of this vacant land in future;
- Reduction or elimination of flooding of Youl Road south of Edward Street;

The following implications would need consideration:

- The effects of additional flows on the downstream side of the crossing west of the northern extent of Norfolk Street in the vicinity of no. 32 Norfolk Street. This land is also existing floodplain and the impacts should only be marginal. The flows may however impact future development of this land;

- A new crossing sized to accept the full design flow is more expensive than utilising the existing culverts and providing an amount of additional capacity as discussed in Section 4.4; and
- Even if all flows in the vicinity of Edward Street are directed through the new culverts, the existing road and rail crossings will continue to be needed.

Although this arrangement will produce a greater impact on the land between Youl Road and Edward Street, it provides benefit of almost completely reducing the impacts on the land surrounding the existing crossing, where the culverts need service only 1.8 m³/s in the 100 year event.

Estimates provided by Humes and Gradco for the supply and installation of reinforced concrete culverts are summarised in Table 3. Refer to Appendix D for full estimates.

Table 3. Cost of supply of culverts

Option	Materials	Supply Cost	Installation Cost	Total
Section 4.4, addition culvert alongside existing road and rail crossings	2 no. 3600x900 culverts (total area 6.5 m ²). Total length 50m	\$182,277	\$150,328	\$332,605
Section 4.5, new culvert crossing on original creek alignment (some floodwater would bypass this arrangement in the 100 year event)	2 no. 4200x900 culverts (total area 7.6 m ²). Total length 50m	\$234,883	\$172,877 (assumed 15% loading on above install)	\$407,760

The crossing would probably be done by trenching of box culverts rather than micro-tunnelling of circular culverts, given the number of circular culverts required to achieve the capacity of that the box culverts provide. A total of 10 no. 900mm diameter culverts are the equivalent of 2 no. 3600mm x 900mm culverts, which would total an installation length of total pipe length of 250 metres compared to 50 metres.

It can be seen that the cost of culverts for installation next to the existing culvert (as per Section 4.4) is less than the cost of supply for the northern option (Section 4.5). Installation costs for the larger culvert set are also likely to be slightly more, and a 15% premium on the installation costs of the 3600mm wide culverts has been assumed.

4.6 RECOMMENDATIONS

Recommendations are as follows:

- NMC should determine the minimum level of service required for Youl Road, and the adjacent land, specifically the area bounded by Youl Road, Cromwell Street and the Frederick Street easement. Based on this service level an assessment the additional capacity needs of the culverts can be finalised;