AGENDA

COUNCIL MEETING
Tuesday 26 February 2019
Commencing at 5.00pm.

I certify that with respect to all advice, information and recommendations provided to Council with this Agenda:

1. The advice, information and recommendations are given by a person who has the qualifications or experience necessary to give such advice, information or recommendation; and

2. Where any advice is given directly to Council by a person who does not have the required qualifications or experience, that person has obtained and taken into account in that person’s general advice the advice from an appropriately qualified or experienced person.

3. Councillors are reminded of their obligations under Part 5 of the Local Government Act 1993 in respect to Interests.

David Midson
GENERAL MANAGER

NOTES:

S65(1) of the Local Government Act 1993 requires the general manager to ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.

S65(2) states a council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless –

(a) the general manager certifies, in writing –
   (i) that such advice was obtained; and
   (ii) that the general manager took the advice into account in providing general advice to the council or council committee; and

(b) a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the council or council committee with the general manager’s certificate.
# AGENDA

**NOTICE** is hereby given that the next Ordinary Meeting of the West Coast Council will be held at the Zeehan Scout Hall, Fredrick Street Zeehan, on Tuesday 26 February 2019 at 5.00pm at which the following items are listed for discussion.

<table>
<thead>
<tr>
<th>No</th>
<th>Item</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>33/19</td>
<td>RECORD OF ATTENDANCE/APOLOGIES / LEAVE OF ABSENCE</td>
<td>5</td>
</tr>
<tr>
<td>34/19</td>
<td>PECUNIARY INTEREST</td>
<td>5</td>
</tr>
<tr>
<td>35/19</td>
<td>CONFIRMATION OF MINUTES - ORDINARY MEETING</td>
<td>5</td>
</tr>
<tr>
<td>36/19</td>
<td>PUBLIC PARTICIPATION AND QUESTION TIME</td>
<td>5</td>
</tr>
<tr>
<td>37/19</td>
<td>PETITIONS/DEPUTATIONS/PRESENTATIONS</td>
<td>6</td>
</tr>
<tr>
<td>38/19</td>
<td>COMMITTEES OF COUNCIL- REPORTS &amp; RECOMMENDATIONS</td>
<td>6</td>
</tr>
<tr>
<td>39/19</td>
<td>COUNCILLOR RAISED ISSUES AND INFORMATION</td>
<td>6</td>
</tr>
<tr>
<td>40/19</td>
<td>MAYOR AND COUNCILLOR DIARIES AND COMMUNICATIONS</td>
<td>7</td>
</tr>
<tr>
<td>41/19</td>
<td>COUNCIL WORKSHOPS</td>
<td>9</td>
</tr>
<tr>
<td>42/19</td>
<td>COUNCIL DECISION STATUS REPORTS/ACTION ITEM LIST</td>
<td>10</td>
</tr>
<tr>
<td>43/19</td>
<td>GENERAL MANAGER'S REPORTS</td>
<td>11</td>
</tr>
<tr>
<td>FINANCE</td>
<td></td>
<td>11</td>
</tr>
<tr>
<td>44/19</td>
<td>CORPORATE &amp; STRATEGIC SERVICES DEPARTMENT REPORT</td>
<td>41</td>
</tr>
<tr>
<td>45/19</td>
<td>WORKS &amp; OPERATIONS DEPARTMENT</td>
<td>44</td>
</tr>
<tr>
<td>46/19</td>
<td>PLANNING &amp; REGULATORY SERVICES</td>
<td>51</td>
</tr>
<tr>
<td>47/19</td>
<td>CORRESPONDENCE</td>
<td>53</td>
</tr>
<tr>
<td>48/19</td>
<td>CRADLE COAST AUTHORITY BOARD MINUTES</td>
<td>72</td>
</tr>
<tr>
<td>49/19</td>
<td>REPORT- LANDFILL UPDATE</td>
<td>73</td>
</tr>
<tr>
<td>50/19</td>
<td>REPORT- LOCAL GOVERNMENT CODE OF CONDUCT REVIEW</td>
<td>76</td>
</tr>
<tr>
<td>51/19</td>
<td>REPORT- CHILDREN’S UNIVERSITY FUNDING APPLICATION</td>
<td>105</td>
</tr>
<tr>
<td>52/19</td>
<td>MATTERS PROPOSED FOR CLOSED MEETING</td>
<td>118</td>
</tr>
<tr>
<td>53/19</td>
<td>CLOSED MEETING</td>
<td>119</td>
</tr>
<tr>
<td>54/19</td>
<td>OPEN MEETING</td>
<td>119</td>
</tr>
<tr>
<td>55/19</td>
<td>PUBLIC RELEASE ANNOUNCEMENT</td>
<td>119</td>
</tr>
<tr>
<td>56/19</td>
<td>CLOSE OF COUNCIL MEETING</td>
<td>119</td>
</tr>
</tbody>
</table>
In accordance with Local Government (Meeting Procedures) Regulations 2015 the public is advised that the proceedings of meetings of Council will be recorded on digital media to assist in the preparation of minutes, and to ensure that a true and accurate account of debate and discussion of meetings is available.

33/19 RECORD OF ATTENDANCE/APOLOGIES / LEAVE OF ABSENCE

Record of Attendance, Apologies, Leave of Absence previously approved:
Legislative Reference
Local Government (Meeting Procedures) Regulations 2015; Regulation 8(2)(a)

ATTENDANCE:

APOLOGIES:

PREVIOUSLY APPROVED LEAVE OF ABSENCE:

34/19 PECUNIARY INTEREST

Local Government (Meeting Procedures) Regulations 2015 - 8 (2) (E) and 8 (7):

The Chairperson is to request whether Councillors have a pecuniary interest in any item on the Agenda.

35/19 CONFIRMATION OF MINUTES - ORDINARY MEETING

Local Government (Meeting Procedures) Regulations 2015: Regulation 8(2):

Recommendation

That the minutes of the Ordinary Meeting of the West Coast Council, held at the West Coast Council Chambers, 11 Sticht Street Queenstown, on Tuesday 22 January 2019 a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true and accurate record.

Moved/Seconded

36/19 PUBLIC PARTICIPATION AND QUESTION TIME

Local Government (Meeting Procedures) Regulations 2015 Regulation 31:

A member of the public may give written notice to the General Manager 7 days before an ordinary meeting of the Council of a question to be asked at that meeting.

The Chairperson must ensure that, if required, at least 15 minutes of the meeting is available for questions to be asked by members of the public.

Questions and answers to questions may not be debated.

The Regulations also provide that the Council is to determine any other procedures to be followed in respect of question time beyond the Regulation.
PETITIONS/DEPUTATIONS/PRESENTATIONS

Local Government (Meeting Procedures) Regulations 2015 - Regulation 38

The chairperson of a meeting, including a closed meeting, may invite a person – (a) to address the meeting; and (b) to make statements or deliver reports.

COMMITTEES OF COUNCIL - REPORTS & RECOMMENDATIONS

Local Government Act 1993 Section 23 & 24

Economic Development Committee
Education and Training Advisory Committee
Health and Active Lifestyle Advisory Committee
West Coast Council Audit Panel Committee

COUNCILLOR RAISED ISSUES AND INFORMATION

Local Government (Meeting Procedures) Regulations 2015 - 29 & 30

Questions without Notice
Questions on Notice
Motions without Notice
Motions on Notice
<table>
<thead>
<tr>
<th>Date</th>
<th>Activity Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 January 2019</td>
<td>Mayor on Air</td>
</tr>
<tr>
<td>10 January 2019</td>
<td>TasNetworks meeting Lance Balcombe Zeehan</td>
</tr>
<tr>
<td>16 January 2019</td>
<td>Aged Care Strategy Meeting Zeehan</td>
</tr>
<tr>
<td>17 January 2019</td>
<td>Mayor on Air</td>
</tr>
<tr>
<td>17 January 2019</td>
<td>Land Use Planning Workshop Queenstown</td>
</tr>
<tr>
<td>17 January 2019</td>
<td>Council Workshop Queenstown</td>
</tr>
<tr>
<td>18 January 2019</td>
<td>Regional &amp; Remote Education Taskforce Hobart</td>
</tr>
<tr>
<td>21 January 2019</td>
<td>Meet with General Manager (first day)</td>
</tr>
<tr>
<td>22 January 2019</td>
<td>Ordinary Meeting of Council Queenstown</td>
</tr>
<tr>
<td>23 January 2019</td>
<td>Mayor on Air</td>
</tr>
<tr>
<td>23 January 2019</td>
<td>Mountain Bike Trails Project Meeting</td>
</tr>
<tr>
<td>23 January 2019</td>
<td>West Coast Emergency Management Committee Meeting</td>
</tr>
<tr>
<td>24 January 2019</td>
<td>Cradle Coast Authority Workshop Burnie</td>
</tr>
<tr>
<td>28 January 2019</td>
<td>Zeehan Fire Community Meeting</td>
</tr>
<tr>
<td>28 January 2019</td>
<td>Rosebery Fire Community Meeting</td>
</tr>
<tr>
<td>30 January 2019</td>
<td>Meeting Sarah Courtney Zeehan</td>
</tr>
<tr>
<td>31 January 2019</td>
<td>Mayor on Air</td>
</tr>
<tr>
<td>17 January 2019</td>
<td>Land Use Planning Workshop Queenstown</td>
</tr>
<tr>
<td>17 January 2019</td>
<td>Council Workshop Queenstown</td>
</tr>
<tr>
<td>22 January 2019</td>
<td>Ordinary Meeting of Council Queenstown</td>
</tr>
<tr>
<td>22 January 2019</td>
<td>Ordinary meeting of Council Queenstown</td>
</tr>
<tr>
<td>22 January 2019</td>
<td>Ordinary meeting of Council Queenstown</td>
</tr>
<tr>
<td>17 January 2019</td>
<td>Council Workshop Queenstown</td>
</tr>
<tr>
<td>22 January 2019</td>
<td>Ordinary meeting of Council Queenstown</td>
</tr>
<tr>
<td>28 January 2019</td>
<td>Zeehan Fire Update Zeehan</td>
</tr>
<tr>
<td>17 January 2019</td>
<td>Council Workshop</td>
</tr>
<tr>
<td>22 January 2019</td>
<td>Ordinary Meeting of Council Queenstown</td>
</tr>
<tr>
<td>Date</td>
<td>Event Description</td>
</tr>
<tr>
<td>------------------</td>
<td>-----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>26 January 2019</td>
<td>Mt Lyell Picnic- presentation of West Coast “Men’s Gift” and “Women Gift” prizes.</td>
</tr>
<tr>
<td>31 January 2019</td>
<td>Meeting with the West Coast Council General Manager David Midson</td>
</tr>
<tr>
<td>Cr Stringer</td>
<td></td>
</tr>
<tr>
<td>22 January 2019</td>
<td>Ordinary Meeting of Council Queenstown</td>
</tr>
<tr>
<td>Cr Graham</td>
<td></td>
</tr>
<tr>
<td>17 January 2019</td>
<td>Council Workshop Queenstown</td>
</tr>
<tr>
<td>22 January 2019</td>
<td>Ordinary meeting of Council Queenstown</td>
</tr>
<tr>
<td>Cr Hall</td>
<td>Councillor Hall had no diary entries to report for the month of January.</td>
</tr>
</tbody>
</table>

**Recommendation**

That it be RESOLVED that the Mayor & Councillor Diaries and Communications be noted.
41/19 COUNCIL WORKSHOPS

Local Government (Meeting Procedures) Regulations 2015, Clause 8 (2) (c)

General Manager’s Comments

Recommendation

That it be RESOLVED that the Council notes the following Workshops were conducted by Council since the last Ordinary Council Meeting:

<table>
<thead>
<tr>
<th>Briefing / Workshop Dates</th>
<th>Subjects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday 18 February 2019</td>
<td>Children’s University Presentation, Waste Transfer Station Strategy review, Council Representatives review.</td>
</tr>
</tbody>
</table>
Recommendation

That it be RESOLVED that the January 2019 Status Report of Open Council Meeting decisions be received.

MEETING-DATES | TOPIC | RESOLUTION/ACTIONs | RESPONSING-OFFICERs | STATUS | COMMENTS | NEXT-REVIEW/REPORT BY COUNCIL
---|---|---|---|---|---|---
23 January 2019 | CMA Hall-Strawun- the Unconformity Lease Agreement | GM-to-enter into formal agreements | GM/ PFDo | Ongoing | The Unconformity-to complete scoped works and GM can then sign-off on agreement | *
13 December 2018 | 25/5/18 Parking Review | Councillors to provide feedback to Acting General Manager to form response to consultants regarding West Coast Parking: review 2018.x | AGMs | Ongoing | Parking study to be discussed at the March workshop with Councillors and senior staff | *
20 January 2019 | 15/19 Correspondence Telstra Letter | Follow-up to ensure the $700,000 promised for Round Hill upgrades is being done | GM | Completed | See letter in outgoing correspondences | *
21 January 2019 | 15/19 Correspondence Granville Road | Write to Mr. Waterspoon to advise work will need to be completed as part of the Capital Works Program 2019/2020 | GM | Completed | See letter in outgoing correspondences | *
22 January 2019 | 15/19 Correspondence TaxWater: Connell Street, Queenstown | MCCS to pursue via Councils solicitors | MCC | Ongoing | MCCS provided a summary and attachments to the solicitors to seek classification and recommendation of action for the Connell Street, Queenstown landslides | *
20 January 2019 | 15/19 Correspondence TaxWater: Connell Street, Queenstown | MWDO to speak with TaxWater regarding possible resolution regarding repairs & | Acting MWDO | Ongoing | | *
20 January 2019 | 17/19 Policy Review/Enforcement | EA to finalise adoption policy and add to register and arrange for upload to WCC website | EA | Completed | | *
21 January 2019 | 18/19 Policy Review/ | EA to finalise adoption policy and add to register and arrange for upload to WCC website | EA | Completed | | *
21 January 2019 | 19/19 Latham-Street Capex | MCCS and MWDO to address new Capex costs and proposed works for Latham Street | MCCS & Acting MWDO | Ongoing | In relation to the funding for: Latham Street, Queenstown report provided to Accountant to update the Capex List | *
22 January 2019 | 20/19 Transfer Station Study | Councillors to provide feedback for the Waste Transfer Station study proposal | Acting MWDO | Ongoing | To be discussed at the February Council Workshop | *
22 January 2019 | 29/19 EBF: Rosebery Festival | Advice of application outcome | CDO | Completed | | *
22 January 2019 | 29/19 Australia Day Awards | Arrange for award civic function | EA | Ongoing | Arrangements are underway for the award civic function | *
GENERAL MANAGER’S REPORTS

Reporting Period: January 2019

Recommendation

That the General Manager’s Reports, Planning & Regulatory Services Report, Corporate & Strategic Services Report & Works & Operations Report (Pages 11 to 52 inclusive) for January 2019 as presented, be noted.

Moved/Seconded

FINANCE

Reporting Officer: General Manager

Cash at Bank

<table>
<thead>
<tr>
<th>Month</th>
<th>Account</th>
<th>Balance</th>
<th>Last year</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>Operation</td>
<td>$ 335,564</td>
<td>$ 369,093</td>
<td>-$ 33,529</td>
</tr>
<tr>
<td>January</td>
<td>Investment</td>
<td>$ 9,475,633</td>
<td>$ 8,423,093</td>
<td>$ 1,052,540</td>
</tr>
</tbody>
</table>

Rates Balance

<table>
<thead>
<tr>
<th>Rates Balance</th>
<th>EOY 17/18</th>
<th>YTD 18/19</th>
</tr>
</thead>
<tbody>
<tr>
<td>B/F 1st July</td>
<td>240,818</td>
<td>682,560</td>
</tr>
<tr>
<td>Add Current Rates</td>
<td>6,831,352</td>
<td>6,949,499</td>
</tr>
<tr>
<td>Add Supplementary Rates</td>
<td>191,985</td>
<td>65,677</td>
</tr>
<tr>
<td>Add Penalty Interest</td>
<td>87,626</td>
<td>330,342</td>
</tr>
<tr>
<td>Gross Rates</td>
<td>7,110,963</td>
<td>7,345,518</td>
</tr>
<tr>
<td>(Rates Collected)</td>
<td>6,092,087</td>
<td>5,066,025</td>
</tr>
<tr>
<td>(Pensioner Remissions)</td>
<td>301,744</td>
<td>317,963</td>
</tr>
<tr>
<td>(Granted Remissions &amp; Supplementary Credits)</td>
<td>106,048</td>
<td>60,933</td>
</tr>
<tr>
<td>(Discount Allowed)</td>
<td>169,342</td>
<td>191,861</td>
</tr>
<tr>
<td>(Rates Reduction)</td>
<td>6,669,221</td>
<td>5,636,781</td>
</tr>
<tr>
<td>Rates Balance</td>
<td>682,560</td>
<td>2,391,297</td>
</tr>
</tbody>
</table>
## INCOME STATEMENT

As at 21 Jan 2019

<table>
<thead>
<tr>
<th>INCOME</th>
<th>2017/18 Actual</th>
<th>Budget</th>
<th>2016/17 YTD</th>
<th>2018/19 Actual</th>
<th>YTD</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>RECURRENT INCOME</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rates and Charges</td>
<td>6,865,413</td>
<td>6,966,930</td>
<td>4,071,601</td>
<td>4,064,285</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Statutory fees and fines</td>
<td>29,234</td>
<td>48,080</td>
<td>29,028</td>
<td>39,516</td>
<td>20%</td>
</tr>
<tr>
<td></td>
<td>User Charges including Reimbursements</td>
<td>876,759</td>
<td>739,105</td>
<td>486,004</td>
<td>516,452</td>
<td>8%</td>
</tr>
<tr>
<td></td>
<td>Operating Grants</td>
<td>2,295,790</td>
<td>2,167,783</td>
<td>723,290</td>
<td>845,648</td>
<td>14%</td>
</tr>
<tr>
<td></td>
<td>Interest</td>
<td>254,126</td>
<td>141,000</td>
<td>78,250</td>
<td>406,349</td>
<td>81%</td>
</tr>
<tr>
<td></td>
<td>Visitor Information Centre</td>
<td>317,928</td>
<td>297,260</td>
<td>135,697</td>
<td>165,087</td>
<td>30%</td>
</tr>
<tr>
<td></td>
<td>Other Income</td>
<td>215,030</td>
<td>81,072</td>
<td>48,189</td>
<td>30,781</td>
<td>-50%</td>
</tr>
<tr>
<td></td>
<td>Investment Income from TasWater</td>
<td>544,719</td>
<td>392,000</td>
<td>49,000</td>
<td>147,625</td>
<td>36%</td>
</tr>
<tr>
<td></td>
<td><strong>Total Recurrent Income</strong></td>
<td><strong>11,388,299</strong></td>
<td><strong>10,803,200</strong></td>
<td><strong>5,653,263</strong></td>
<td><strong>6,214,743</strong></td>
<td><strong>9%</strong></td>
</tr>
</tbody>
</table>

| **EXPENSES** | | | | | | |
|  | Employee Costs | 4,368,013 | 4,704,582 | 2,758,645 | 2,562,164 | -8% |
|  | Materials and Contracts | 2,470,509 | 2,109,012 | 1,250,748 | 1,147,596 | -5% |
|  | Depreciation and Amortisation | 2,420,502 | 2,105,611 | 1,380,358 | 1,380,155 | 0% |
|  | Other Expenses | 1,631,816 | 1,619,844 | 1,156,486 | 1,111,652 | -4% |
|  | **Total Expenses** | **10,890,840** | **10,799,850** | **6,546,237** | **6,241,567** | **-3%** |

| **OPERATING SURPLUS/(DEFICIT)** | 497,459.00 | 3,350 | (882,974) | (26,624) |

| **CAPITAL INCOME** | | | | | | |
|  | Capital Grants | 1,309,285 | 1,196,909 | 300,000 | 223,792 |
|  | Net gain/(loss) on disposal of property | (21,948) | 80,000 | 126,669 | 165,000 |
|  | **Total Capital Income** | **1,284,340** | **1,276,500** | **426,669** | **408,792** |

| **SURPLUS/(DEFICIT) Including Capital Income** | 1,781,799 | 1,280,250 | (456,305) | 381,964 |
## Financial Position
### As at 31 Jan 2019

<table>
<thead>
<tr>
<th>Current Assets</th>
<th>Actual 2017/18</th>
<th>Budget 2018/19</th>
<th>YTD 2018/19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and Equivalents</td>
<td>3,398,697</td>
<td>4,160,868</td>
<td>5,756,202</td>
</tr>
<tr>
<td>Receivables</td>
<td>1,227,910</td>
<td>840,000</td>
<td>2,926,780</td>
</tr>
<tr>
<td>Inventories</td>
<td>5,992</td>
<td>35,000</td>
<td>4,166</td>
</tr>
<tr>
<td>Other</td>
<td>65,023</td>
<td>55,000</td>
<td>15,099</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td><strong>10,701,622</strong></td>
<td><strong>8,955,868</strong></td>
<td><strong>12,769,549</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non-Current Assets</th>
<th>Actual</th>
<th>Budget</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Investment in TaxWater</td>
<td>28,530,771</td>
<td>28,530,771</td>
<td>28,961,670</td>
</tr>
<tr>
<td>Property/Plant and Equipment</td>
<td>76,451,334</td>
<td>78,681,356</td>
<td>76,742,085</td>
</tr>
<tr>
<td>Other</td>
<td>6,000</td>
<td>24,000</td>
<td>13,500</td>
</tr>
<tr>
<td><strong>Total Non-Current Assets</strong></td>
<td><strong>104,988,105</strong></td>
<td><strong>107,236,127</strong></td>
<td><strong>105,656,655</strong></td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td><strong>115,689,927</strong></td>
<td><strong>112,090,894</strong></td>
<td><strong>116,356,504</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Current Liabilities</th>
<th>Actual</th>
<th>Budget</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payables</td>
<td>1,767,363</td>
<td>750,000</td>
<td>380,792</td>
</tr>
<tr>
<td>Trust funds and deposits</td>
<td>187,127</td>
<td>244,017</td>
<td>188,809</td>
</tr>
<tr>
<td>Provisions</td>
<td>585,334</td>
<td>614,616</td>
<td>461,317</td>
</tr>
<tr>
<td>Interest Bearing Liabilities</td>
<td>187,325</td>
<td>200,726</td>
<td>65,280</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td><strong>2,224,149</strong></td>
<td><strong>1,809,359</strong></td>
<td><strong>1,156,299</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non-Current Liabilities</th>
<th>Actual</th>
<th>Budget</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provisions</td>
<td>172,062</td>
<td>195,521</td>
<td>272,442</td>
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<tr>
<td>Interest Bearing Liabilities</td>
<td>1,450,725</td>
<td>1,000,000</td>
<td>1,460,725</td>
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<tr>
<td><strong>Total Non-Current Liabilities</strong></td>
<td><strong>1,623,187</strong></td>
<td><strong>1,195,521</strong></td>
<td><strong>1,733,168</strong></td>
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<td><strong>Total Liabilities</strong></td>
<td><strong>3,857,336</strong></td>
<td><strong>3,004,880</strong></td>
<td><strong>2,899,466</strong></td>
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<tr>
<td><strong>Net Assets</strong></td>
<td><strong>111,832,670</strong></td>
<td><strong>109,086,014</strong></td>
<td><strong>113,457,038</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Equity</th>
<th>Actual</th>
<th>Budget</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accumulated Surplus</td>
<td>69,360,310</td>
<td>61,980,305</td>
<td>66,377,677</td>
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<tr>
<td>Reserves</td>
<td>42,472,380</td>
<td>47,001,761</td>
<td>47,051,761</td>
</tr>
<tr>
<td><strong>Total Equity</strong></td>
<td><strong>111,832,670</strong></td>
<td><strong>109,086,014</strong></td>
<td><strong>113,457,038</strong></td>
</tr>
<tr>
<td>Cash Flows from Operating Activities</td>
<td>2017/18 Actual</td>
<td>2018/19 Budget</td>
<td>2018/19 YTD Actual</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>----------------</td>
<td>----------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>Rates</td>
<td>6,385,278</td>
<td>6,966,920</td>
<td>5,263,481</td>
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<td>Grants</td>
<td>2,295,730</td>
<td>2,167,763</td>
<td>845,648</td>
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<tr>
<td>Other Revenue</td>
<td>1,884,136</td>
<td>1,165,457</td>
<td>546,433</td>
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<td>Investment in TasWater</td>
<td>544,719</td>
<td>362,000</td>
<td>147,425</td>
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<td>Interest</td>
<td>202,237</td>
<td>141,000</td>
<td>406,349</td>
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<tr>
<td>Payment to Employees</td>
<td>(4,413,434)</td>
<td>(4,704,682)</td>
<td>(2,582,164)</td>
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<tr>
<td>Payment to Suppliers</td>
<td>(4,147,142)</td>
<td>(3,704,812)</td>
<td>(2,532,896)</td>
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<tr>
<td>Finance costs</td>
<td>(33,063)</td>
<td>(24,045)</td>
<td>(13,640)</td>
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<tr>
<td>Net Cash from Operating Activities</td>
<td>2,717,981</td>
<td>2,369,661</td>
<td>1,706,636</td>
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<table>
<thead>
<tr>
<th>Cash Flows from Investing Activities</th>
<th>2017/18 Actual</th>
<th>2018/19 Budget</th>
<th>2018/19 YTD Actual</th>
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</thead>
<tbody>
<tr>
<td>Payments for Property, Plant &amp; Equipment</td>
<td>(3,547,190)</td>
<td>(6,423,300)</td>
<td>(1,659,878)</td>
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<td>Proceeds from sale of Property, plant &amp; Equipment</td>
<td>195,713</td>
<td>80,000</td>
<td>185,000</td>
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<td>Capital Grants</td>
<td>1,308,238</td>
<td>1,090,900</td>
<td>223,792</td>
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<tr>
<td>Net Cash from Investing Activities</td>
<td>(2,045,129)</td>
<td>(5,252,400)</td>
<td>(1,251,086)</td>
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</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>New Borrowings</td>
<td>1,250,000</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Repayment of Interest Bearing Loans</td>
<td>(174,810)</td>
<td>(196,325)</td>
<td>(92,045)</td>
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<tr>
<td>Net Cash from Financing Activities</td>
<td>1,085,181</td>
<td>651,575</td>
<td>(92,045)</td>
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</table>

- Net Increase (decrease) in Cash and Equivalents: 1,758,033 (3,322,064) 357,505
- Cash & Cash Equivalents at beginning of period: 7,640,694 7,481,912 9,398,667
- Cash at end of period: 9,998,657 4,160,868 9,754,202
## CAPITAL EXPENDITURE

As at 31 Jan 2019

<table>
<thead>
<tr>
<th>CAREX</th>
<th>FTE Expenditure</th>
<th>Rent Savings</th>
<th>Net Cost</th>
<th>2018/19 Budget</th>
<th>Carried Forward</th>
<th>Total 2018/19 Budget</th>
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<tbody>
<tr>
<td>Park &amp; Libraries</td>
<td>55,000</td>
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<td>0</td>
<td>55,000</td>
<td>55,000</td>
<td>55,000</td>
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<td>Mosman Park</td>
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<td>Light Vehicle Management</td>
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<td>Aerosea 34/35 Lease</td>
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<td>Fuller Play areas</td>
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<td>6,658</td>
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<td>7,000</td>
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<td>Hospice Rake Main Street Tennyson</td>
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<td>1,082</td>
<td>1,082</td>
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<td>1,082</td>
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<td>Wildlife Habitat restoration to Quinton</td>
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<td>10,000</td>
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<tr>
<td>Queensland Gardens</td>
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<td>10,000</td>
<td>10,000</td>
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<tr>
<td>Admin security upgrades</td>
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<td>Lake Wivenhoe Public Boat ramp</td>
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<tr>
<td>Queensland Outback upgrades</td>
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<td>Queensland border Commissioners - upgrade Riv</td>
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<td>Roadway new signs</td>
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<tr>
<td>Dog Bins</td>
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<td>-</td>
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<td>Waste management infrastructure upgrade</td>
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<td>Audiocentres</td>
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<td>Drainage - High Level drains</td>
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<td>4,526</td>
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<td>New Public Toilet Complex / Head office</td>
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<td>20,000</td>
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<td>Gracemere and Quintonston Village</td>
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<td>19,476</td>
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<td>Parking signage, machine replacements at</td>
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<td>Prosperon Reatain upgrade</td>
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<td>Conral Volunteer Resource Serving Program CT</td>
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<td>Design and stewards projects</td>
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<td>Depot flexibility (potential upgrades)</td>
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<td>Expedia - Qantas - upgrade image of town</td>
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<td>Property management upgrades</td>
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<td>350,000</td>
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<td>150,000</td>
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<td>Sports &amp; Race implementation</td>
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<td>-</td>
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<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
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<tr>
<td>Post Upgrades</td>
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<td>200,000</td>
<td>200,000</td>
<td>200,000</td>
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<tr>
<td>238 Main Street and Hurst Lane Zeeland</td>
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<td>200,000</td>
<td>200,000</td>
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<tr>
<td>Prosperon and Wilson Street Streetscape (2/3)</td>
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<td>77,648</td>
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<td>450,000</td>
<td>450,000</td>
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<tr>
<td>Council and Wilson Street Streetscape (3/2)</td>
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<td>36,924</td>
<td>550,000</td>
<td>550,000</td>
<td>550,000</td>
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<td>Macquarie Road upgrade</td>
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<td>26,193</td>
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<td>250,000</td>
<td>250,000</td>
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<td>Parkland asset plan and 15 year project plan</td>
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<td>30,000</td>
<td>100,000</td>
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<td>15,000</td>
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<td>Pumps system</td>
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<td>Commercial Link Hotel</td>
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<td>-</td>
<td>200,000</td>
<td>200,000</td>
<td>200,000</td>
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<tr>
<td>Nut St, Tuson</td>
<td>1,076</td>
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<td>1,076</td>
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<td>300,000</td>
<td>300,000</td>
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<td>Computer Upgrades - TTV</td>
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<td>36,377</td>
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<td>400,000</td>
<td>400,000</td>
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<td>Bridge Upgrades 17/19</td>
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<td>5,000</td>
<td>5,000</td>
<td>5,000</td>
<td>5,000</td>
</tr>
</tbody>
</table>

**STORMWATER PROGRAM**

| STORMWATER PROGRAM | 145,800 | 145,800 | 0 | 350,000 | 350,000 | 350,000 |

**FOOTPATHS PROGRAM**

| FOOTPATHS PROGRAM | 135,800 | 135,800 | 0 | 500,000 | 500,000 | 500,000 |

**CAREX TOTAL**

| CAREX TOTAL | 1,604,216 | 185,000 | 1,419,216 | 1,954,216 | 900,000 | 2,850,216 |
**FINANCIAL & IN-KIND/COMMUNITY ASSISTANCE 2018/2019**

**Reporting Officer:** Executive Assistant

### Community Assistance Program 2018/19 (Cash Payments) ($10,000)

<table>
<thead>
<tr>
<th>Group</th>
<th>Category</th>
<th>Corresponding Officer</th>
<th>Council Meeting Date</th>
<th>Amount Approved</th>
<th>Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>West Coast Walk of Life</td>
<td>Event</td>
<td>CDEO</td>
<td>24/01/2018</td>
<td>$500.00</td>
<td>Yes</td>
</tr>
<tr>
<td>Rosebery Development Association</td>
<td>Event</td>
<td>CDEO</td>
<td>24/01/2018</td>
<td>$500.00</td>
<td>Yes</td>
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<tr>
<td>St Josephs Queenstown P&amp;R</td>
<td>Event</td>
<td>CDEO</td>
<td>24/01/2018</td>
<td>$400.00</td>
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<tr>
<td>Trial Harbour Progress Association</td>
<td>Event</td>
<td>CDEO</td>
<td>24/01/2018</td>
<td>$200.00</td>
<td>Yes</td>
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<tr>
<td>Queenstown Anglers Club</td>
<td>Event</td>
<td>CDEO</td>
<td>24/01/2018</td>
<td>$500.00</td>
<td>Yes</td>
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<tr>
<td>Lyell Craft Committee</td>
<td>Event</td>
<td>CDEO</td>
<td>24/01/2018</td>
<td>$500.00</td>
<td>Yes</td>
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<tr>
<td>Queenstown Netball Association</td>
<td>Junior Sport</td>
<td>CDEO</td>
<td>24/01/2018</td>
<td>$150.00</td>
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<tr>
<td>Queenstown Amateur Swimming Club</td>
<td>Junior Sport</td>
<td>CDEO</td>
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<td>$150.00</td>
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<td>Toorak Boxing Club</td>
<td>Junior Sport</td>
<td>CDEO</td>
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<td>Auskick Queenstown</td>
<td>Junior Sport</td>
<td>CDEO</td>
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<td>Queenstown Junior Basketball Association</td>
<td>Junior Sport</td>
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<td>Junior Sport</td>
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<td>Queenstown Crowns Football Club</td>
<td>Junior Sport</td>
<td>CDEO</td>
<td>24/01/2018</td>
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<td>Rosebery District High School Association</td>
<td>P&amp;F Associations</td>
<td>CDEO</td>
<td>24/01/2018</td>
<td>$100.00</td>
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<td>Zeehan Primary School</td>
<td>Primary School Awards</td>
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<td>St Josephs Rosebery</td>
<td>Primary School Awards</td>
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<td>Rosebery District High School</td>
<td>Primary School Awards</td>
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<tr>
<td>Mountain Heights School</td>
<td>Primary School Awards</td>
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<td>24/01/2018</td>
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**Total** $4,300.00

### Sponsorship & Event Development Fund 2018/2019 ($22,500)

<table>
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<th>Group</th>
<th>Cash Amount Approved</th>
<th>Cash Amount Declined</th>
<th>In-Kind Support Approved</th>
<th>In-Kind Support Declined</th>
<th>In-Kind Actual</th>
<th>Council Meeting Date</th>
<th>Acquittal Date</th>
</tr>
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<tbody>
<tr>
<td>Mt. Lyell Strahan Picnic</td>
<td>$2,072.45</td>
<td>$2,072.45</td>
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<td>24/07/2018</td>
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<tr>
<td>Rosebery Xmas Event</td>
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<td>$2,000.00</td>
<td>$190.00</td>
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</tr>
<tr>
<td>Queenstown Xmas Event</td>
<td>$500.00</td>
<td>$2,000.00</td>
<td>$948.72</td>
<td>24/07/2018</td>
<td></td>
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<td>Tullah Xmas Event</td>
<td>$500.00</td>
<td>$2,000.00</td>
<td>$125.00</td>
<td>24/07/2018</td>
<td></td>
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<td>Strahan Xmas Event</td>
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<td>$554.40</td>
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<td>Zeehan Xmas Event</td>
<td>$500.00</td>
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<td>$85.00</td>
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<td>Active Strahan Beach to Bay</td>
<td>$2,036.22</td>
<td>$2,036.22</td>
<td>$2,036.22</td>
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<td></td>
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<tr>
<td>Strahan CWA</td>
<td>$500.00</td>
<td>$153.45</td>
<td>$153.45</td>
<td>25/09/2018</td>
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<tr>
<td>Rosebery Athletic Carnival</td>
<td>$2,495.00</td>
<td>$2,495.00</td>
<td>$2,495.00</td>
<td>25/09/2018</td>
<td></td>
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<tr>
<td>Zeehan RSL</td>
<td>$500.00</td>
<td>$2,298.00</td>
<td>$2,298.00</td>
<td>23/10/2018</td>
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<tr>
<td>Rosebery Festival</td>
<td>$2,500.00</td>
<td>$2,500.00</td>
<td>$2,500.00</td>
<td>21/01/2019</td>
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**Totals** $6,000.00 $0.00 $21,345.12 $0.00 $11,787.54

### Contingency Fund 2018/2019 ($2,500)

<table>
<thead>
<tr>
<th>Group</th>
<th>Date application received</th>
<th>Cash Amount Approved</th>
<th>Cash Amount Declined</th>
<th>Responsible Person</th>
<th>In-Kind Support Approved</th>
<th>In-Kind Support Declined</th>
<th>Responsible Person</th>
<th>Delivered</th>
<th>Approved by Mayor</th>
<th>Council Meeting Date</th>
<th>Acquittal Date</th>
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**Total** $0.00

**GOVERNANCE**

**Reporting Officer:** Executive Assistant

**Use of Corporate Seal**

There was no use of the Corporate Seal for the month on January 2019.

**MEDIA & COMMUNICATIONS**

**Reporting Officer:** Media & Communications Officer

There was no Media & Communications Report presented for the month of January 2019.
ECONOMIC DEVELOPMENT, TOURISM & EVENTS

Reporting Officer: Economic Development, Tourism & Events Coordinator

During January the Economic Development & Tourism Coordinator, Community Development & Events Officer and Tourism Officer workshopped tasks and priorities and reviewing relevant actions in the current Annual Plan. With approximately 40% of actions in the 2018-2019 Annual Plan requiring action from this department, the team will now report directly against the association actions each month, providing updates where applicable, to ensure focus is where relevant.

Our People Our Community

**Strategy: 1.1.1** Create and maintain community spaces and infrastructure.

**Action:**

- Work closely with community groups and other stakeholders to secure additional beneficial infrastructure where appropriate.

  **January 2019:** The CD&EO was able to secure a $35,000 grant from the Tasmanian Community Fund for equipment upgrades to the Rosebery Sports Stadium. This grant was supported by the Rosebery Toorak Boxing Club and the Rosebery Athletics Club.

**Strategy: 1.1.3** Develop and implement a best practice Emergency Management Framework in partnership with relevant organisations.

**Action:**

- Continue involvement with, and coordination of, the West Coast Emergency Management Committee (WCEMC).

  **January 2019:** The Tourism Officer attended WCEMC meetings as scheduled and provided updates to Emergency Service organisations from the West Coast Visitor Information Centre and visitor perspective.

- Conduct ‘on-ground’ scenario training with Council staff relating to Evacuation/Recovery Centre operations.

  **January 2019:** The ED&TC and CD&EO assisted in the operation of the Evacuation Centre established on 25 January following an emergency evacuation of Zeehan due to a bushfire.

**Strategy: 1.1.4** Ensure appropriate levels of public transport to and from each of the communities.

**Action:**

- Continue to review existing infrastructure in consultation with all stakeholders (including residents and ratepayers).

- Work in partnership with the State Government, West Coast residents and businesses to implement the State Government commitment to an intra-town transport service and improved bus service to the North West.

  **January 2019:** Funds had been received by Council, with the grant deed allowing for part of the funding to be used to create a business plan. A meeting will be held in February with representatives from Department of State Growth, TasCOSS, Skills Tasmania and Community Transport Tasmania to determine a plan and partnership opportunities. Further funding is needed to ensure any service is implemented in as strong a position as possible, with a strong trial period to ensure adequate period for data gathering etc.
Strategy: 1.1.5 Investigate the case for developing and expanding major airport infrastructure for Strahan Airport.

Action:

- Capital Expenditure - Upgrade / improve Strahan Airport (in accordance with the findings of the Airport Feasibility Study).

January 2019: The Property Officer is managing upgrades of the terminal building, with the ED&TC providing some input as to requirements.

Strategy: 1.2.1 Support and create opportunities for inter-community participation.

Action:

- Continue to provide financial & in-kind assistance through the Community Assistance Grants, Sponsorships, Event Development Fund and Contingency Fund Grants to support local events and groups and youth categories.

January 2019: CD&EO liaised with Rosebery Festival to assist them in preparing their sponsorship application. Also liaised with a community member wishing to start a new event and discussed funding options available via Council’s Financial and In-Kind policy.

- Utilise Council contacts database and relevant communication platforms to engage with residents regarding promotion of events and activities (e.g. community, cultural, recreational), which encourage inter-town participation.

January 2019: the ED&TC has been acting in the Media and Communications Officer role over recent months, utilising the relevant networks and platforms as required to share information and encourage participation.

- Work in partnership with the State Government, West Coast residents and businesses to implement the State Government commitment to an intra-town transport service.

January 2019: Funds had been received by Council, with the grant deed allowing for part of the funding to be used to create a business plan. A meeting will be held in February with representatives from Department of State Growth, TasCOSS, Skills Tasmania and Community Transport Tasmania to determine a plan and partnership opportunities. Further funding is needed to ensure any service is implemented in as strong a position as possible, with a strong trial period to ensure adequate period for data gathering etc.

- Continue participation in, and support of, local groups and facilitate opportunities for interaction between communities.

Strategy: 1.2.2 Improve access to cultural activities.

Action:

- Work with relevant groups to address any special needs where possible and advocate on their behalf where appropriate.

January 2019: the ED&TC and Tourism Officer have supported the Galley Museum in their endeavours to incorporate the new West Coast brand in their operations, including provision of brand assets to be used in new printed marketing material and retail of brand merchandise.

- Liaise with key stakeholders to ensure the West Coast is considered an important factor for organisations associated with cultural activities, with the aim of increasing activities hosted locally.

- Continue to support The Unconformity event and other cultural events as appropriate.
**Strategy: 1.2.3** Support initiatives for the Region’s youth.

**Action:**
- Continue to coordinate and support the West Coast Council Education & Training Advisory Committee (ETAC).

*Through the CD&EO role Council provides high-level administrative and strategic support to ETAC.*

- Continue to support the work of the ETAC on the State Government funded West Coast Jobs Action Package - in partnership with TasCOSS and TCCI.

*January 2019: The CD&EO continues to work with TasCOSS on the jobs package, making sure that community interests are well represented.*

- Continue to assess (and promote where possible) the suitability/opportunity for youth involvement in each initiative or project in the region, in partnership with West Coast schools and the ETAC.

- Provide financial and/or in-kind support for individual youth recipients through the Community Assistance Grants Program.

**Strategy: 1.2.4** Encourage and recognise volunteering which supports a range of community safety, recreational, sporting and cultural activities.

**Action:**
- Appropriately recognise West Coast volunteers during National Volunteers Week 2019.

**Strategy: 1.2.5** Develop and implement a West Coast Beautification Program and associated Signage Strategy for the Region.

**Action:**
- Capital Expenditure - Upgrade / improve tourism signage (in accordance with the findings of the West Coast Branding Strategy).

*January 2019: the ED&TC has liaised for several months with the Tullah Progress Association regarding entrance signage. Simultaneously the ED&TC has been working on basic signage strategies for entrance signage, and other signage, across the region to ensure signage designs will complement the new brand and fit within brand guidelines. Discussions have also commenced with the Western Wilds team regarding partnering on some signage.*

- Capital Expenditure - signage display columns (entry to Queenstown).

*January 2019: the ED&TC visited the site, photographing and measuring as stage one of the planning process. For The People have also provided a draft signage strategy to guide decision-making around best practice for incorporating the new brand in new signage.*

- Work with volunteer groups and individuals to identify and improve the appearance of West Coast towns, where appropriate.

**Strategy: 1.2.6** Actively support the development of arts and cultural heritage in the Region.

**Action:**
- Continue to foster and promote arts events and heritage sites, including museums.

*January 2019: the Tourism Officer completed famils in Queenstown, involving volunteers from the Galley Museum to assist in their provision of visitor information services. The Tourism and ED&TC continue to liaise and support Galley Museum with West Coast Brand stock and information updates.*
• In partnership with key stakeholders, develop a Museum/Heritage Trail promotion for the West Coast in line with the West Coast brand guidelines.

• Capital Expenditure - Work in partnership with West Coast Heritage to implement an upgrade project at the Frank Long Memorial site.

• Utilise the Council contacts database and relevant communication platforms to engage with residents regarding promotion of relevant events and activities.

   January 2019: the ED&TC has been acting in the Media and Communications Officer role over recent months. The Tourism Officer continued communications with business operators across the West Coast including updates from various organisations from Parks/Emergency Services/TVIN and other general tourism communications.

• Support community events & groups through Council’s Community Development & Events Officer function.

   January 2019: CD&EO addressed queries from several community groups and processed facility hire applications as required, including liaison with the Rosebery Festival Committee.

**Strategy: 1.3.1**

Continually develop the Sport & Recreation Plans for the Region to promote efficient use of existing sporting facilities and identify future sporting facility requirements.

**Action:**

• Continue working with local sports and community groups to provide advice and assistance with funding grant applications and opportunities.

• Continue to research and distribute information to local sports and community groups, regarding available funding avenues (including opportunities at both a State and Federal level).

**Strategy: 1.3.2**

Encourage and support ‘Active Lifestyle’ initiatives and programs.

**Action:**

• Finalise establishment of the Health and Active Lifestyle Advisory Committee to Council - to work with Utilise Council contacts database and relevant communication platforms to engage with residents regarding promotion of events and activities (e.g. community, cultural, recreational).

   January 2019: the CD&EO is a member of the Aged Care Strategy working group, part of the project will include actively seeking partnerships with relevant stakeholders. It is envisaged that at through this process membership for the initial H&ALAC will be formed.

• Support community events & groups through Council’s Community Development & Events Officer function.

   January 2019: CD&EO addressed queries from several community groups and processed facility hire applications as required, including liaison with the Rosebery Festival Committee.
**Strategy: 1.3.3** Improved access is available to recreation facilities for young people.

**Action:**
- Continue to support youth participation at recreation facilities, in accordance with adopted Fees and Charges e.g. providing a 50% reduction in fees at some facilities and free access for other facilities for youth under the age of 13.
  
  *Council’s adopted Fees and Charges for 2018-2019 reflect this action item accordingly. The CD&EO applies fees as required for facility hire.*

- Consult with local youth as to their needs and input in regard to recreational facilities. Investigate innovative recreational and sports alternatives to existing options.

<table>
<thead>
<tr>
<th>Strategy: 1.3.4</th>
<th>Passive and active recreational open space is available to, and used by, the community.</th>
</tr>
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<tbody>
<tr>
<td><strong>Action:</strong></td>
<td></td>
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</table>

- Finalise establishment of the Health and Active Lifestyle Advisory Committee to Council - to work with Council and key stakeholders to drive forward initiatives for the West Coast.

  *January 2019: the CD&EO is a member of the Aged Care Strategy working group, part of the project will include actively seeking partnerships with relevant stakeholders. It is envisaged that at through this process membership for the initial H&ALAC will be formed.*

- Support community events & groups through Council’s Community Development & Events Officer function

  *January 2019: CD&EO addressed queries from several community groups and processed facility hire applications as required, including liaison with the Rosebery Festival Committee*

<table>
<thead>
<tr>
<th>Strategy: 1.4.1</th>
<th>Undertake a gap analysis of health service provision in the Region.</th>
</tr>
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<tr>
<td><strong>Action:</strong></td>
<td></td>
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</table>

- Following Council’s purchase of the old school in Queenstown, work in partnership with the State Government to undertake a gap analysis of Aged Care services in the region.

  *January 2019: the CD&EO is working with the Director of Special Projects to identify all stakeholders involved in the provision of Aged Care services in the region so that consultants KPMG can conduct an accurate gap analysis.*

- Health and Active Lifestyle Advisory Committee to liaise with other stakeholders (including relevant government agencies) to assess gaps in health service provision and make recommendations to Council.

<table>
<thead>
<tr>
<th>Strategy: 1.4.2</th>
<th>Encourage best practice collaboration amongst health care providers, UTAS, industry sectors and suppliers inside and outside of the West Coast.</th>
</tr>
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<tr>
<td><strong>Action:</strong></td>
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</table>

- Continue to liaise with all stakeholders and lobby both tiers of Government for better outcomes on the West Coast.

- Continue to liaise with UTAS to offer its Rural Week Program and other appropriate programs to medical students to ensure appropriate time is spent on the West Coast.

  *The UTAS Rural Week Program is scheduled for September, planning is scheduled to commence in July 2019.*
Strategy 1.4.3  Provide educational opportunities for multiskilling for health care professionals.

Action:

• Continue to liaise with all stakeholders and lobby both tiers of Government for better outcomes on the West Coast.

• Investigate, through discussions with health providers, the availability of educational opportunities for multi-skilling. Investigate the potential for collaborative opportunities and funding opportunities.

Strategy 1.4.4  Assess and support E-health and new technologies, systems and processes in the health care industry.

Action:

• Through the Health & Active Lifestyle Advisory Committee and in partnership with UTAS, consult on advances and opportunities in new technologies for E-health to remote areas and research funding opportunities for any identified initiatives.

Will form part of the discussion for H&ALAC when it is established.

Strategy 1.4.5  Encourage and facilitate greater service provision based on the needs of the region.

Action:

• Continue to liaise with all stakeholders and lobby both tiers of Government for better outcomes on the West Coast.

• Liaise with peak health care bodies to foster greater regional service provision.

Strategy 1.4.6  Assess and improve transport opportunities for the disabled and socially disadvantaged in the Region.

Action:

• Work in partnership with the State Government, West Coast residents and businesses to implement the State Government commitment to an intra-town transport service and improved bus service to the North West.

January 2019: Funds had been received by Council, with the grant deed allowing for part of the funding to be used to create a business plan. A meeting will be held in February with representatives from Department of State Growth, TasCOSS, Skills Tasmania and Community Transport Tasmania to determine a plan and partnership opportunities. Further funding is needed to ensure any service is implemented in as strong a position as possible, with a strong trial period to ensure adequate period for data gathering etc.

• Continue to liaise with all stakeholders and lobby both tiers of Government for better outcomes on the West Coast.

January 2019: CD&EO and ED&TC continued to mention transport as a barrier to employment, education and community participation during discussions with stakeholders, including TasCoss, Skills Tasmania and Regional Development Australia.
Strategy: 1.4.7 Partnerships fostered to coordinate approach to promote the Region to attract skilled medical professionals to the Region.

Action:

- Through the Health & Active Lifestyle Advisory Committee and in partnership with UTAS, consult on advances and opportunities in new technologies for E-health to remote areas and research funding opportunities for any identified initiatives.  
  *Will form part of the discussion for H&ALAC when it is established.*

- Health and Active Lifestyle Advisory Committee to work with Council and key stakeholders to attract skilled medical professionals to the West Coast, utilising the new West Coast brand toolkit to do so.

- Continue to liaise with UTAS to offer its Rural Week Program and other appropriate programs to medical students to ensure appropriate time is spent on the West Coast. 
  *The UTAS Rural Week Program is scheduled for September, planning is scheduled to commence in July 2019.*

Strategy: 1.5.1 Provide adequate services for the ageing in the community.

Action:

- Following Council's purchase of the old school in Queenstown, work in partnership with the State Government to undertake a full gap analysis of Aged Care services in the region. 
  *January 2019: the CD&EO is working with the Director of Special Projects to identify all stakeholders involved in the provision of Aged Care services in the region so that consultants KPMG can conduct an accurate gap analysis.*

Strategy: 1.5.2 The high standard of library facilities and services to the community is maintained to meet the educational, recreational and informational needs of the community.

Action:

- Continue to liaise with (and lobby) relevant service providers and government agencies to secure existing services and to explore expansion options for the West Coast.

- Through the Education and Training Advisory Committee, liaise with stakeholders and schools regarding online learning opportunities.

Strategy: 1.5.3 Ensure the provision of and promote online learning opportunities.

Action:

- Utilise West Coast contacts database and relevant communication platforms to engage with residents regarding promotion of online learning opportunities. 
  *January 2019: the ED&TC has been acting in the Media and Communications Officer role over recent months, utilising the relevant networks and platforms as required to share information and encourage participation.*

Strategy: 1.5.4 Coordinate and promote the education opportunities available on the West Coast.

Action:

- Through the Education & Training Advisory Committee, coordinate and promote education opportunities.
Strategy: 1.5.5  Foster the development of innovative practices in the education sector.

Action:

- ETAC to work with Council and key stakeholders (including UTAS) to identify innovations that can be applied to the West Coast.

January 2019: the CD&EO has been liaising with Children’s University to understand how this model can be rolled out on the West Coast. CU has the potential to increase educational aspirations and outcomes, which is very much needed on the West Coast.

Strategy: 1.6.1  Continue to investigate implementation opportunities for the sustainable extension of educational provision to Years 11 & 12 in the region.

Action:

- Liaise with education providers regarding opportunities and future planning.

Strategy: 1.6.2  Facilitate resource sharing and maximise the use of existing educational facilities (private and public).

Action:

- ETAC to identify ways of encouraging resource sharing and investigate ways to maximise use of existing facilities and make recommendations to Council.

Strategy: 1.6.3  Support initiatives that promote student awareness of localised employment and career opportunities.

Action:

- Through consultation with the Economic Development Advisory Committee, involve youth leaders and educators in a process of awareness of existing and potential employment and career opportunities locally.

January 2019: EDAC has been placed on hiatus by Mayor Vickers.

Our Economy

Strategy: 2.1.1  Facilitate the development and implementation of key regional economic development strategies and associated Action Plans.

Action:

- Continue to support and fund the West Coast Economic Development, Tourism and Events Program.

Through funding the ED&TC and CD&EO positions Council meets this action. As these roles have developed and opportunities continue to be provided to the West Coast region, additional support is required to ensure goals continue to be met.

- Continue to support the Economic Development Advisory Committee comprising of key stakeholders and in line with the Charter adopted by Council.

EDAC has been placed on hiatus by Mayor Vickers.

- Continue to work in partnership with all relevant local, state and regional organisations and agencies.

January 2019: The ED&TC works with Cradle Coast Authority, government stakeholders and West Coast stakeholders to work towards achieving actions such as those set out in Council’s Annual Plan, the West Coast Community Plan 2025 and the Destination Action Plan.
• Capital Expenditure ($500k contribution from the State Government) - Implement the Queenstown Lower Gravity MTB Trail Project (including planning, design and construction phases). Director of Special Projects is managing this project, consulting with the ED&TC as required.

**Strategy: 2.1.2** Promote and support local industry development initiatives.

**Action:**

• Continue to support the Economic Development Advisory Committee comprising of key stakeholders and in line with the Charter adopted by Council. *EDAC has been placed on hiatus by Mayor Vickers.*

• Secure membership of, and interaction with, relevant local and regional committees and groups (including the local Tourism Association). *West Coast Council is a member of Destination West Coast, with the ED&TC working closely with the association. The Tourism Officer aids/information to Destination West Coast Inc Executive Assistant for their Newsletter and other information when required. The ED&TC also works as required with Cradle Coast Authority/Cradle Coast Tourism, RDA TAS, TICT and Tourism Tasmania. The West Coast Visitor Information Centre is an accredited member of the Tasmania Visitor Information Network and TICT. The Tourism Officer and ED&TC regularly attend TVIN meetings. Tourism Officer provides information when required to Cradle Coast Authority, TICT and Tourism Tasmania.*

• Through constant research and engagement with the community; facilitate, maintain awareness of, and support and promote local industry development initiatives. *January 2019: the ED&TC and CD&EO work together to keep the community updated on local industry developments such as the Granville Wind Farm.*

• Ensure a comprehensive list of Opportunities and Priorities is maintained and that all relevant parties are kept informed. *January 2019: the ED&TC commenced review of this document, in liaison with the General Manager and CD&EO.*

• Utilise West Coast contacts database and relevant communication platforms (including the Economic Development Newsletter) to engage with residents regarding promotion of local industry development initiatives. *January 2019: the ED&TC has been acting in the Media and Communications Officer role over recent months, utilising the relevant networks and platforms as required to share information and encourage participation. Due to leave taken the Economic Development Newsletter was not issued in January.*

**Strategy: 2.1.3** Enhance and expand business and information networks that increase the exchange of knowledge and encourage partnerships between businesses.

**Action:**

• Promote the interaction of the business community with, and through, the Economic Development Advisory Committee.

• Investigate the opportunity to create an Industry Network organisation locally. *Destination West Coast has expanded its scope from tourism, to become the region’s tourism and business representative organisation. The ED&TC works closely with Destination West Coast on strategies to build membership and representation.*
**Strategy: 2.1.5**  Promote and market the benefits of working and living in the West Coast through the development & implementation of a specific Branding Strategy for the Region.

**Action:**

- Capital Expenditure - Upgrade / improve tourism signage and establish appropriate marketing and promotional material including web material (in accordance with the findings of the West Coast Branding Strategy).

  January 2019: the ED&TC and Tourism Officer worked heavily on the development of the new website ([www.westcoasttas.com](http://www.westcoasttas.com)) with the intention of launching towards the end of February however this will be reliant upon time available to dedicate to this task, given peak tourist season. Initial planning has commenced for the signage frame in Queenstown. The ED&TC has liaised for several months with the Tullah Progress Association regarding entrance signage. Simultaneously the ED&TC has been working on basic signage strategies for entrance signage, and other signage, across the region to ensure signage fit within brand guidelines. Discussions have also commenced with the Western Wilds team regarding partnering on some signage.

- Work in partnership with key stakeholders and the West Coast community to implement the new West Coast brand.

  January 2019: the ED&TC has promoted the West Coast Made Program to local businesses and community organisations. Working closely with the Tourism Officer, brand merchandise is being designed and available for sale. The ED&TC continued discussions with the Western Wilds team, Destination West Coast and Tourism Tasmania regarding brand implementation strategies and opportunities.

- Create a West Coast Prospectus that all stakeholders can utilise, to promote and market investment and development opportunities available on the West Coast.

**Strategy: 2.2.1**  Build and foster partnerships to foster innovation, knowledge management and collaboration between all industry sectors

**Action:**

- Continue to support the Economic Development Advisory Committee comprising of key stakeholders and in line with the Charter adopted by Council.

  *EDAC has been placed on hiatus by Mayor Vickers.*

- Continue to promote partnerships and collaboration through activities undertaken as part of Council’s Economic Development, Tourism and Events Program.

**Strategy: 2.2.2**  Identify opportunities to improve access to broadband and wireless technologies for business.

**Action:**

- Continue liaison with all major telecommunication providers (and the State and Federal Governments) to encourage investment and development of West Coast infrastructure.

**Strategy: 2.2.3**  Advocate for increased resources for business development.

**Action:**

- Lobby for, and pursue, all possible State and Federal Government support and available funding opportunities
Strategy: 2.2.4 Provision of training opportunities and apprenticeship programs to employ local youth.

Action:

• Explore options through the Economic Development Advisory Committee (EDAC) to work with local employers and promote Apprenticeship Schemes, and TAFE opportunities.

Strategy: 2.2.5 Investigate potential for a ‘Centre of Excellence ‘which provides training for engineering, mining and other key local industries to locate on the West Coast.

Action:

• Explore options through the EDAC and ETAC to further develop this concept

Strategy: 2.2.6 Investigate and attract investors to capitalise on local business and product development opportunities.

Action:

• Prepare a Business Investment & Attraction Strategy and a Business Retention & Expansion Strategy for the West Coast.

• Through EDAC formulate target list of likely investors / activity proponents to interact with and support business expansion across the Region. Focus on both enhancement of existing products and experience as well as future options i.e. alternate revenue streams.

EDAC has been placed on hiatus by Mayor Vickers.

Strategy: 2.2.7 Encourage open dialogue with local industry and key employers to attract an increased draw on the local population for employment.

Action:

• Economic Development Advisory Committee to investigate and recommend to Council on the key focus of enhancing local employment opportunities.

EDAC has been placed on hiatus by Mayor Vickers.

Strategy: 2.3.1 Investigate the potential to develop a Tourism Destination Management Plan, to support the Region’s Economic Development initiatives, that positions the West Coast as a desirable visitor destination that increases the value of the tourism industry as a key economic driver.

Action:

• Contribute to the implementation of the West Coast Destination Action Plan and work with regional and local tourism bodies to refine, build on, and deliver identified initiatives.

January 2019: ED&TC has commenced review of the Destination Action Plan action items to ensure work being undertaken is in line with adopted outcomes.

Strategy: 2.3.2 Plan and provide appropriate infrastructure and services to support tourism.

Action:

• Continue to provide significant tourism services through the Visitor Information Centre operations.

January 2019: The Centre was open every day in January, in addition to usual tasks, providing vital information to visitors through the bushfire emergency.
• Investigate Visitor Information Centre locations across the West Coast, with a view to identifying future strategic positioning.

January 2019: ED&TC and Tourism Officer have commenced initial discussions regarding structure of the Visitor Centre network on the West Coast

• Continue to support and fund the West Coast Council Economic Development, Tourism and Events Program.

Employment of the ED&TC, CD&EO and operation of the WCVIC (and employment of associated staff)

• Continue to support the EDAC comprising of key stakeholders, and in line with the Charter adopted by Council

EDAC has been placed on hiatus by Mayor Vickers.

• Capital Expenditure ($500k contribution from the State Government) - Implement the Queenstown Lower Gravity MTB Trail Project (including planning, design and construction phases).

The Director of Special Projects is managing this project, with input from the ED&TC when required.

January 2019: ED&TC, along with the Mayor, GM and DSP, met with Parks and Wildlife Service to discuss the project and need for broader MTB strategy

• Capital Expenditure - Upgrade / improve Strahan Airport (in accordance with the findings of the Airport Feasibility Study).

January 2019: The Property Officer is managing upgrades of the terminal building, with the ED&TC providing some input as to requirements.

Strategy: 2.3.3 Identify product gaps and opportunities to diversify and strengthen the tourism offerings of the West Coast Region.

Action:

• Continue to support and fund the West Coast Council Economic Development, Tourism and Events Program.

Employment of the ED&TC, CD&EO and operation of the WCVIC (and employment of associated staff)

• Continue to support the EDAC comprising of key stakeholders and in line with the Charter adopted by Council.

EDAC has been placed on hiatus by Mayor Vickers.

• Continue to build a partnership with the new tourism association, participating as an active partner with all stakeholders in seeking to establish a best practice approach moving forward.

Strategy: 2.3.4 Foster and support partnerships and collaboration between tourism operators within the Region and regional tourism organisations.

Action:

• Work with all partners to investigate and identify opportunities.

January 2019: ED&TC worked with tourism operators regarding the West Coast brand, and also provided advice and support as needed during the period where visitor numbers dropped dramatically as a result of the bushfire emergency

• Continue to build a partnership with the new tourism association, participating as an active partner with all stakeholders in seeking to establish a best practice approach moving forward.

January 2019: ED&TC regularly communicated with Destination West Coast regarding the Next Iconic Walk proposal, marketing opportunities and to obtain advice regarding visitor numbers during the bushfire emergency. Liaise with and provide assistance when needed to West Coast Operators via the West Coast Visitor Centre. Tourism Officer and WCVIC Staff visit all West Coast Operators for familiarisation and updates for the coming tourist season.
Strategy: 2.4.1  Investigate, with State Government and the Federal Government, potential incentives (not necessarily financial) for people to move to and stay in the West Coast for work, with the long-term aim of increasing the number of people who live here long term and support other local services and retail.

Action:
- Continue to promote partnerships and collaboration through activities undertaken as part of Council’s Economic Development, Tourism and Events Program.
- Prepare a Business Investment & Attraction Strategy and a Business Retention & Expansion Strategy for the West Coast.
- Lobby for, and pursue, all possible State and Federal Government support and available funding opportunities.

Strategy: 2.4.2  Advocate on behalf of the community on issues such as fly-in /fly-out (FIFO) and drive-in/drive-out (DIDO) worker impacts and resource “boom and bust” effects on mining communities.

Action:
- Research and make recommendations to all levels of Government regarding FIFO and DIDO impacts on the communities of the West Coast.

Strategy: 2.4.3  Ensure local employment opportunities for local residents are maximised through industry training programs.

Action:
- Continue to support the work of the ETAC on the State Government funded West Coast Jobs Action Package - in partnership with TasCOSS and TCCI.
  January 2019: CD&EO liaised with TasCoss as required.  ED&TC communicated with TCCI regarding a business survey distributed as part of the project.
- Continue to promote partnerships and collaboration through activities undertaken as part of Council’s Economic Development, Tourism and Events Program.
- Lobby for, and pursue, all possible State and Federal Government support opportunities, and available funding opportunities.

Strategy: 2.4.4  Support the future development of the Aquaculture Hub and the industry generally.

Action:
- Continue to promote partnerships and collaboration through activities undertaken as part of Council’s Economic Development, Tourism and Events Program.
- Continue liaison with all industry participants to identify and implement opportunities.
Strategy: 2.4.5  Identify and create a vision for future development of the Waterfront (Strahan) area to lay a foundation for future investment and eventual job creation in this critical precinct.

Action:

- Continue working with stakeholders to implement the Strahan Waterfront Precinct Plan as appropriate.

Our Infrastructure

Strategy: 3.1.1  Coordinate and sequence planning for provision of new infrastructure in the region with a long-term strategic perspective.

Action:

- Maintain a comprehensive list of Priorities and Opportunities that can inform all relevant parties (including other tiers of government).

January 2019: ED&TC and CD&EO commenced review of existing document

- Continue to support and fund the West Coast Council Economic Development, Tourism and Events Program.

Employment of the ED&TC, CD&EO and operation of the WCVIC (and employment of associated staff)

- Continue to work in partnership with all relevant local, state and regional organisations and agencies.

- Continue to lobby for improved mobile coverage and telecommunication upgrades in the West Coast Region.

Strategy: 3.1.2  State and Federal Governments commit to improvements to State and Federal road and rail facilities / infrastructure.

Action:

- Continue liaison with (and lobbying of) relevant State and Federal Government departments on West Coast priorities.

Strategy: 3.2.1  Identify options for improved public transport in and between towns and villages and accessibility to and from the Region generally.

Action:

- Work in partnership with the State Government, West Coast residents and businesses to implement the State Government commitment to an intra-town transport service and improved bus service to the North West.

January 2019: Funds had been received by Council, with the grant deed allowing for part of the funding to be used to create a business plan. A meeting will be held in February with representatives from Department of State Growth, TasCOSS, Skills Tasmania and Community Transport Tasmania to determine a plan and partnership opportunities. Further funding is needed to ensure any service is implemented in as strong a position as possible, with a strong trial period to ensure adequate period for data gathering etc.

- Continue liaison with (and lobbying of) relevant State and Federal Government departments on West Coast priorities.

- Capital Expenditure - Upgrade / improve Strahan Airport (in accordance with the findings of the Airport Feasibility Study).
January 2019: The Property Officer is managing upgrades of the terminal building, with the ED&TC providing some input as to requirements.

**Strategy: 3.2.2** Road users within the Region demonstrate a high level of road safety awareness.

**Action:**

- Capital Expenditure - Upgrade / improve tourism signage (in accordance with the findings of the West Coast Branding Strategy).

January 2019: Support Road Users awareness with display and disbursement of printed material via the West Coast Visitor Information Centre. The ED&TC has been working on basic signage strategies for entrance signage, and other signage, across the region to ensure signage designs will complement the new brand and fit within brand guidelines. Discussions have also commenced with the Western Wilds team regarding partnering on some signage.

**Strategy: 3.2.6** Develop a business case for the development of Strahan Airport as a potential visitor and freight gateway to the Region.

**Action:**

- Capital Expenditure - Upgrade / improve Strahan Airport (in accordance with the findings of the Airport Feasibility Study).

January 2019: The Property Officer is managing upgrades of the terminal building, with the ED&TC providing some input as to requirements.

**Strategy: 3.2.7** The public transport system facilitates the mobility of residents and visitors to and around the communities of the West Coast and meets the requirements of the Disability Discrimination Act.

**Action:**

- Work in partnership with the State Government, West Coast residents and businesses to implement the State Government commitment to an intra-town transport service and improved bus service to the North West.

- Lobby and facilitate for desired outcomes as required.

**Strategy: 3.3.1** Ensure the provision of aged care residential developments that will satisfy the needs of our ageing community.

**Action:**

- Following Council’s purchase of the old school in Queenstown, work in partnership with the State Government to undertake a full gap analysis of Aged Care services in the region.

January 2019: the CD&EO is working with the Director of Special Projects to identify all stakeholders involved in the provision of Aged Care services in the region so that consultants KPMG can conduct an accurate gap analysis.

**OUR ENVIRONMENT**

**Strategy: 4.2.1** Support the identification and preservation of the cultural heritage of the West Coast.

**Action:**

- Support community events & groups through Council’s Community Development & Events Officer function.
- Meet regularly with operators of heritage based or oriented businesses.
- Investigate consolidation options for heritage operations - relating to museum and heritage collection facilities across the West Coast.

- Liaise with the Tasmanian Museum and Art Gallery and the National Trust as appropriate.

**Strategy: 4.3.3** Advocate for the establishment of renewable energy sources where appropriate.

**Action:**

- Prepare a Business Investment & Attraction Strategy and a Business Retention & Expansion Strategy for the West Coast.

- Continue to support alternative energy developments and initiatives for the West Coast.

- Continue liaison with (and lobbying of) relevant State and Federal Government departments on West Coast priorities.

**OUR PARTNERSHIPS OUR LEADERSHIP**

**Strategy: 5.1.1** Advocate, represent and promote for the community and businesses on the West Coast by active participation in forums that have outcomes for the West Coast.

**Action:**

- Continue to support the EDAC comprising of key stakeholders and in line with the Charter adopted by Council. *EDAC has been placed on hiatus by Mayor Vickers.*

- Continue to support the ETAC comprising of key stakeholders and in line with the Charter adopted by Council.

- Finalise establishment of the Health and Active Lifestyle Advisory Committee (HALC) to Council - to work with Council and key stakeholders to drive forward initiatives for the West Coast. *January 2019: the CD&EO is a member of the Aged Care Strategy working group, part of the project will include actively seeking partnerships with relevant stakeholders. It is envisaged that at through this process membership for the initial H&ALAC will be formed.*

- Continue to work in partnership with all relevant local, state and regional organisations and agencies.

**Strategy: 5.1.2** Foster and initiate partnerships between Council and key sector businesses (including mining, tourism and aquaculture).

**Action:**

- Continue to work with stakeholders and the State Government to identify a suitable (and workable) framework for Recreational Vehicle issues on the West Coast.

- Continue to liaise with key sector businesses in our Region to build relations and foster partnerships. *January 2019: ED&TC communicated with Granville Windfarm and several business operators on a variety of matters*

- Continue to strengthen the EDAC process. *EDAC has been placed on hiatus by Mayor Vickers.*
• Continue to strengthen the ETAC process.

• Continue to strengthen the HALC process.

**Strategy: 5.2.1** Foster strong community engagement through the development of a Council Community Engagement Strategy and associated Policy.

**Action:**

• Continue to implement Council’s existing Community Engagement Policy. *The ED&TC and CD&EO are participating in the Engagement Champions Program, focusing on building a culture of community engagement excellence for Tasmanian Local Government leaders. Following completion of this program, the existing Community Engagement Policy will be reviewed, in partnership with the Media and Communications Officer, to ensure engagement becomes a daily reality across all departments.*

• Develop and implement appropriate processes and practices to update residents and stakeholders on Council activities and projects; including the progress towards achieving the vision adopted in the *West Coast Community Plan 2025.*

January 2019: *the ED&TC has been acting in the Media and Communications Officer role over recent months, utilising existing processes and practices for updates. When the new Media and Communications Officer commences practices will need to be reviewed to ensure reliability of messaging as currently low resources see engagement with the community decrease when staff are absence or role is vacant. Succession planning and implementing tools and processes learnt through the Engagement Champions program will need to be undertaken over the next six months.*

**Strategy: 5.2.2** Assess and promote project collaboration with other Councils on a local and a regional level.

**Action:**

• Continuing membership and participation on the Cradle Coast Authority. *The ED&TC and CD&EO regularly participate in discussions involving the CCA, including involvement with the Regional Events Strategy, regional tourism meetings and the Regional Futures Plan.*

**Strategy: 5.2.4** Foster and support participation in community organisations that benefit and promote inter community cooperation.

**Action:**

• Support community events & groups through Council’s Community Development & Events Officer function. *January 2019: the CD&EO provided assistance to the Rosebery Festival Committee.*

• Continue to provide financial & in-kind assistance through the Community Assistance Grants, Sponsorships, Event Development Grants and Contingency Fund Grants to support local events and groups. *January 2019: CD&EO liaised with Rosebery Festival to assist them in preparing their sponsorship application. Also liaised with a community member wishing to start a new event and discussed funding options available via Council’s Financial and In-Kind policy.*
Strategy: 5.3.1  The Council meets all statutory requirements.

Action:

- Continue to actively report on the Significant Business Activities of Council. 
  The West Coast Visitor Information Centre is classed as an SBA.

January 2019: WCVIC statistics for the January 2019 period: 12,278 visitors at an average of 396 per day. This is a decrease of 2% in visitors to the Centre compared to January 2018. There was also a decrease in revenue of 16% compared to January 2018.

Bushfires contributed to the decrease in both visitor numbers and revenue, with many visitors leaving early for fear of being unable to drive out of the West Coast. Others have cancelled bookings, even though there was only one day where the road out of the West Coast to the South was closed.

Harrison House, a new bed and breakfast in Strahan, has opened and Mount Black Lodge in Rosebery has reopened as accommodation with a new owner who has undertaken a refurbishment of the property. Both properties can be booked via the WCVIC.

The NBN has been installed in the WCVIC in January. The Tourism Officer also worked on tasks related to the Today Show filming in Strahan early January.

- Continue to update existing Council Policies (and create new Council Policies) to ensure best practice is being achieved.
  The ED&TC and CD&EO are participating in the Engagement Champions Program. Following completion of this program, the existing Community Engagement Policy will be reviewed, in partnership with the Media and Communications Officer, to ensure engagement becomes a daily reality across all departments.

- Create a new Policy relating to Food Van regulations.
  January 2019: the ED&TC met with the Planning and Regulatory Services Coordinator to discuss the review of current permit processes and the development of a relevant policy. The ED&TC has asked to be involved review of the draft policy, and that Destination West Coast also be provided consultation opportunity.

Strategy: 5.3.2  Skilled and motivated workforce is maintained through the development of appropriate workforce strategies.

Action:

- Continue to focus on up-skilling staff, to ensure all service levels are maintained and all staff hold specific skill sets depending on work and community needs.
  The ED&TC completed Change Leadership training. The ED&TC and CD&EO are participating in the Engagement Champions Program facilitated by LGAT, focusing on building a culture of community engagement excellence for Tasmanian Local Government leaders.

January 2019: the ED&TC hosted a team meeting with the CD&EO and Tourism Officer to discuss areas where training to increase skills and productivity may be beneficial and to review training opportunities throughout 2019. Staff highlighted that whilst there was high interest in upskilling, time out of the office and lack of coverage whilst completing training was a deterrent. A number of short (day) courses were agreed upon as important and will be undertaken throughout the year.

Strategy: 5.3.3  Revenue from grants and other income sources is maximised.

Action:

- Council Staff will continue to investigate and apply for grants regarding renewal and new projects for the community.
January 2019: The CD&EO was able to secure a $35,000 grant from the Tasmanian Community Fund for equipment upgrades to the Rosebery Sports Stadium. This grant was supported by the Rosebery Toorak Boxing Club and the Rosebery Athletics Club.

- Research available funding streams compile relevant resources and collaboratively engage with stakeholders to pursue opportunities in order to maximise opportunities as they arise (Community Development & Events Officer)

**Strategy: 5.3.4** Assess and engage in resource sharing options for the Region to avoid duplication and inefficiencies and to create sustainable infrastructure into the future.

**Action:**

- Continue to pursue resource sharing and information sharing opportunities, and to form alliances where appropriate, with other Tasmanian Councils (including continued participation in the Cradle Coast Shared Services Project).

January 2019: the ED&TC and CD&EO continue to build relationships with colleagues at other Councils. The ED&TC utilised existing relationships to reach out for assistance to spread the “we’re open for business” message following the bushfire emergency.

**Strategy: 5.3.5** Council is recognised as a relevant, well managed, cost effective, and operationally efficient and customer focused organisation that connects with all of its stakeholders.

**Action:**

- Grow Council’s capacity to provide strong leadership within the West Coast community through appropriate and innovative use of media and communications.

January 2019: the new Instagram account @westcoasttas, launched as part of the implementation of the new West Coast brand, continues to grow, resulting in several people from mainland Australia reaching out for details around the brand and visiting the region.

- Investigate and implement community engagement platforms which are innovative and suitable to the needs of Council and the community, including the development of new website initiatives.

January 2019: The ED&TC and Tourism Officer worked heavily on the development of the new website (www.westcoasttas.com) with the intention of launching towards the end of February however this will be reliant upon time available to dedicate to this task, given peak tourist season.

**Strategy: 5.3.1** The Council meets all statutory requirements.

**Action:**

- Inspection and registration of all food businesses annually and continuation of the Food Safe Program for food handlers in the municipality.

The CD&EO worked with the Planning and Regulatory Services Department to offer and promote the completion of a Safe Food Handling seminar. The seminar was able to be free of charge as a result of sponsorship by The Unconformity. Seminars were held in Queenstown and Rosebery and were extremely well attended with participants from across both volunteer organisations and food and beverage businesses.
PROPERTY & FACILITIES

Reporting Officer:   Property Officer & Facilities Officer

PROPERTY MANAGEMENT

• Houses/units currently leased         25
• List of vacant houses/units ready to lease  3
• Houses/units on hold                    6
• Houses/units vacated this month        3

<table>
<thead>
<tr>
<th>Address</th>
<th>Town</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>26A Westwood Street</td>
<td>Zeehan</td>
<td>Occupied 1 February 2019</td>
</tr>
<tr>
<td>10A King Street</td>
<td>Zeehan</td>
<td>Ready to be leased</td>
</tr>
<tr>
<td>8 King Street</td>
<td>Zeehan</td>
<td>Ready to be leased</td>
</tr>
<tr>
<td>8A King Street</td>
<td>Zeehan</td>
<td>Ready to be leased</td>
</tr>
<tr>
<td>23 Counsel Street</td>
<td>Zeehan</td>
<td>Vacated 14 January 2019</td>
</tr>
<tr>
<td>2 Fincham Street</td>
<td>Zeehan</td>
<td>Appraisal requested</td>
</tr>
<tr>
<td>2 Harold Street</td>
<td>Strahan</td>
<td>Budget bid 2019/20</td>
</tr>
<tr>
<td>3 Reece Avenue</td>
<td>Rosebery</td>
<td>Family Based Care Tasmania have expressed interest</td>
</tr>
<tr>
<td>13 Blackwood Street</td>
<td>Rosebery</td>
<td>Vacated 5 February 2019</td>
</tr>
<tr>
<td>18 Tramway Street</td>
<td>Queenstown</td>
<td>Vacated 21 January 2019</td>
</tr>
<tr>
<td>Refurbishment Work 2018/19</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14A Little Orr Street</td>
<td>Queenstown</td>
<td>Refurbish 2018/19 (currently occupied by lifeguard)</td>
</tr>
<tr>
<td>14B Little Orr Street</td>
<td>Queenstown</td>
<td>Refurbish 2018/19 (currently occupied by lifeguard)</td>
</tr>
</tbody>
</table>

TENANT APPLICATIONS

• Applications Received: 2 (1 approved).

LEASES

Residential

• Family Based care Tasmania have expressed interest in taking on 3 Reece Avenue in Rosebery, previously occupied by Child Health Association
• New residential leases to include CPI increase (2%).
Commercial/Community

- Courthouse meeting to discuss lease renewal 14 February 2019
- Rosebery Hall laneway shared Lease finalised
- Final Draft Leases Completed - Tullah Progress Association, Tullah shops (shops 2, 3, 4 & 5)
- Draft Leases in Progress – CWA Hall, Lions club, Harvey Street Strahan (Specialty Timbers) Rosebery Boxing Club (Rosebery Stadium)
- Next Lease

Enquires / Outstanding actions

- 29 Westwood Street, Zeehan - purchase enquiry (in progress) - offer received, Publication period closed, will be presented to Council (as a late item) in the February Meeting.
- 12 Montgomery Street, Gormanston – Purchase enquiry
- Tasmania Parks and Wildlife Service - Enquiring about Strahan carpark lease and its use (Parking)
- Zeehan Community Hall – Gem & Mineral Fair Committee disbanded. Council to take back Asset.
- Emergency Evacuation plans – Audit.

FACILITIES MANAGEMENT

ROSEBERY STADIUM

- Scope of works completed, cost estimates received, and minor works has commenced
- New locks received
- Notice – 11 December 2018 (main door and media)
- Management and fee structure finalised
- Rosebery Boxing Club moved in 14 January 2019
- New Gym equipment (waiting on approved funding deed – 35K).

STRAHAN SHOPS UPGRADE

- Works commenced 15 December 2018
- Shops stripped ready for remedial works to floors, walls and utility infrastructure
- Electrical and Plumbing upgraded to meet current compliance
- Walls and ceilings repaired and repainted
- New floors booked in for 24 February 2019
- Shop 3 kitchen extraction to be modified and walls realigned with approved food health stainless plate
- Planned completion date 31 March 2019
- Expression of interest/Public communication meeting 14 February 2019.

STRAHAN AIRPORT TERMINAL UPGRADE

- Scope of works completed 23 January 2019. Full refurbishment of building including new disabled ramp and breezeway
- Estimates received 11 February 2019. Main cost includes removal of asbestos in walls and ceilings
- Works scheduled to start 18 February 2019.
MACQUARIE HEADS CAMP GROUND

- Filling of the caretakers’ position on hold until we finish the busy period. Ian has agreed to stay on in current role
- Ian Burgess has done a fantastic job as interim caretaker and has improved the facility in the short time he has been there
- Expression of Interest for Macquarie Heads Campground Temporary Site – Report to be presented to Council at the April 2019 meeting.
- Facilities Officer working on Day Camping area improvement requirements. – Met with Environmental Service & Design to compile new design for compliant toilets
- Design of improvement requirements complete with quote ready to take to Parks & Wildlife
- New ticketing system working well, being able to use data captured for design of new toilets to ensure system requirements.

Temporary Permit Holders

- Total sites currently occupied: 81
- Sites currently vacant: 12
- Number of enquiries in relation to waiting list this month- 3

Other ongoing issue / works

- Install additional site speed limit signage – Ongoing
- Lighting at boat jetty – working with MAST for an agreeable outcome.

SQUASH & FITNESS CENTRES – QUEENSTOWN, ROSEBERY & ZEEHAN

- Queenstown and Zeehan Gym Equipment Program will be undertaken on the 27 and 28 February 2019, with the centre being closed for 2 days prior to remove all old gear (this will be sold at our auction)
- Heat pump split systems have been ordered for both Queenstown and Zeehan and will be installed as soon as possible
- Rosebery Gym gear will be ordered as soon as we receive the Funding Deed from Tasmanian Community Fund for the amount of $35 000.00.

SWIMMING POOLS

Queenstown Swimming Pool – Continued heating cost comparison:

<table>
<thead>
<tr>
<th>January 2018</th>
<th>January 2019</th>
<th>A saving this month of $4,866.35.</th>
</tr>
</thead>
<tbody>
<tr>
<td>$9,964.32</td>
<td>$5,097.97</td>
<td>Total Power Bill for 2018/19 as of 1 February $11,401.66</td>
</tr>
</tbody>
</table>

Zeehan Pool – Continued heating cost comparison:

As Zeehan Swimming Pool was closed for the 2017/18 season, comparison is against Rosebery for the same time as it is the same system that was in Zeehan.

<table>
<thead>
<tr>
<th>January 2018 (Rosebery)</th>
<th>January 2019</th>
<th>A saving for the month of $2,588.69</th>
</tr>
</thead>
<tbody>
<tr>
<td>$7,459.67</td>
<td>$4,870.98</td>
<td>Total Power Bill for 2018/19 as of 1 February $11,031.26</td>
</tr>
</tbody>
</table>
Rosebery Pool - Patronage is still low at the Rosebery pool but the changes to operations means we are saving money on staffing. Power usage with the old system continues to be high.

Rosebery Pool – Continued heating cost comparison:

<table>
<thead>
<tr>
<th></th>
<th>January 2018</th>
<th>January 2019</th>
<th>Total Power Bill for 2018/19 as of 1 February</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$7,459.67</td>
<td>$9,176.38</td>
<td>$27,267.38</td>
</tr>
</tbody>
</table>

COMMUNITY SERVICES

Reporting Officer: Community Services Team Leader

Momentum towards change for our clients has been achieved through a focus on capacity and solution building. This has led to recognition of positive outcomes made possible through a change in perspective, use of language, clarification of expectations resulting in increased motivation and courage.

It’s a privilege to celebrate the many small successes with families this last month.

Families have been supported with travel for various appointments in the North West. This has resulted in reduced stress and provided answers which supports future decision making.

SPECIAL PROJECTS

Reporting Officer: Director of Special Projects

Aged Care Strategy

Several months of research was undertaken to develop a detailed Discussion Paper. The Discussion Paper was provided to a range of stakeholders, including the State Government, Federal Government and various Consultants who applied to partner the Council on this important project. Liaison with stakeholders was a priority during December and January and following a comprehensive Expression of Interest process KMPG has now been appointed to assist the Council with preparing the actual Strategy document.

West Coast Mountain Bike (MTB) project

A comprehensive review was undertaken in recent months with input from a range of MTB industry experts. The resultant Report, *West Coast Mountain Bike Trails (Review of Strategy, Existing Infrastructure and Planned Infrastructure)* was presented to Council - with all of the recommendations consequently adopted. Liaison with the State Government, Federal Government, Destination West Coast, TasWater, and other stakeholders has continued since the project’s inception, with the aim to ensure that developing the MTB opportunity in the future is based on a strategic approach for the West Coast and can therefore be fully realised. As a result of this work Council is now seeking to supplement the funding already made available by the State Government for the Queenstown MTB Trails project and to implement a range of improvements that will ensure an appropriate trail network is developed across the region.

Macquarie Heads Expansion

Liaison with the State Government continued while preliminary work was completed for the Development Application process. In recent months an Aboriginal Heritage Assessment was completed for the expansion project, design work for potential upgrades to the State controlled day camping area.
and toilet infrastructure for the entire facility was finalised, further discussions with the State Government regarding Council formally managing the day camping area in future took place, preliminary work on the potential upgrade of the existing Boast Ramp and Pier infrastructure was also undertaken, preliminary work on a Design and Construct Tender was undertaken and a comprehensive Development Application for the expansion project was prepared and lodged with Council’s planners.

RV Camping and Competitive Neutrality Framework

Council’s Director Special Project participated on the State Government Reference Group of stakeholders reviewing this complex issue. A detailed briefing was provided to Council regarding the proposed changes and the implications of the new framework for the West Coast.
PERSONEL

Commenced

General Manager

Casual Economic Development Administration

Swimming Pool – Lifeguard

Visitor Centre Officer

Departures

Manager Works & Operations

OCCUPATIONAL HEALTH & SAFETY AND TRAINING

Safety Committee Meeting

Nil – Evacuation Centre 25 January 2019, with ongoing meetings held.

Lost Time Injuries Month

1

Number of Lost Time Injuries year to date

2

Number of Lost Days Year to Date due to Injuries

20

MONTHLY OVERVIEW

January unknowingly was dedicated to emergency management with the Emergency Operations Centre procedures being completed in draft and a presentation provided to the Emergency Management Committee on Wednesday 24th by Shepherd Consulting Services Pty Ltd.

As a direct consequence of the bushfires Zeehan becoming under threat with Council required to set-up an evacuation centre in Queenstown on Friday 25th. I must commend all involved with the centre and the generous support shown by the Queenstown community.

Sixty-seven new abatement notices were issued in January, this was prompted by the high range forecasts. Council encourages all land owners to ensure that no fire risk exists on their property.
## Parking Machine/location

<table>
<thead>
<tr>
<th>Parking Machine/location</th>
<th>Amount collected for January 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Miners Siding, Queenstown</td>
<td>$2,141.70</td>
</tr>
<tr>
<td>Visitor Centre, Strahan</td>
<td>$1,295.70</td>
</tr>
<tr>
<td>Slipway Car Park, Strahan</td>
<td>$1,440.30</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$4,877.70</strong></td>
</tr>
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## Animal Control

<table>
<thead>
<tr>
<th>EOM January 2019</th>
<th>MTD - January</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dog Impounded</td>
<td>3</td>
<td>20</td>
</tr>
<tr>
<td>Warnings Notices Issued</td>
<td>3</td>
<td>11</td>
</tr>
<tr>
<td>Infringements</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Dogs Rehomed - Burnie</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>Excess Dog Licence</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Licence Applications</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Licence Renewals</td>
<td>0</td>
<td>9</td>
</tr>
<tr>
<td>Permits Issued</td>
<td>0</td>
<td>9</td>
</tr>
<tr>
<td>After Hours Call Out</td>
<td>3</td>
<td>10</td>
</tr>
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</table>

## Complaints

<table>
<thead>
<tr>
<th></th>
<th>MTD - January</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Queenstown</td>
<td>2</td>
<td>22</td>
</tr>
<tr>
<td>Zeehan</td>
<td>2</td>
<td>11</td>
</tr>
<tr>
<td>Strahan</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>Rosebery</td>
<td>2</td>
<td>6</td>
</tr>
<tr>
<td>Tullah</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Granville Harbour</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Trial Harbour</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Gormanston</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Complaints Total</strong></td>
<td><strong>6</strong></td>
<td><strong>46</strong></td>
</tr>
</tbody>
</table>

---

West Coast Council
Tuesday 26 February 2019
Page 42
## Dog Registration – January 2019

<table>
<thead>
<tr>
<th>Month to date - per town</th>
<th>Annual</th>
<th>WOL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Queenstown</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>Strahan</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Zeehan</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Rosebery</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Tullah</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Granville &amp; Trial Harbour</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Yearly to Date</strong></td>
<td><strong>241</strong></td>
<td><strong>545</strong></td>
</tr>
</tbody>
</table>

## Abatement Notices

<table>
<thead>
<tr>
<th>Town Location</th>
<th>MTD</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Queenstown</td>
<td>11</td>
<td>26</td>
</tr>
<tr>
<td>Zeehan</td>
<td>39</td>
<td>54</td>
</tr>
<tr>
<td>Rosebery</td>
<td>12</td>
<td>29</td>
</tr>
<tr>
<td>Strahan</td>
<td>4</td>
<td>9</td>
</tr>
<tr>
<td>Tullah</td>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>67</strong></td>
<td><strong>132</strong></td>
</tr>
</tbody>
</table>
During the month of January, four projects from the Stormwater and Footpath Capital works Projects were completed:

**Corner Hunter & Duff Street, Queenstown; stormwater.**
Stormwater installed and a new pram crossing

**Orr Street, Queenstown; stormwater**
Installation of pipes and pits in open drain, covered over and revegetated.

**Driffield Street, Queenstown; footpath**
Footpath and gutter repairs

**Gepp Street Rosebery; stormwater**
Excavate open drain, install pipes and pit then revegetate.

**Frank Long Memorial**
Boiler installed

**Highlights from the Operations team include:**

- With the bush fire threat to Rosebery and Zeehan, staff from Zeehan and Queenstown were mobilised to set up an evacuation centre in Zeehan which was then moved to the sports stadium in Queenstown.
- Granville Harbour, Trial Harbour roads and Trial township had maintenance works completed on the gravel roads which were graded and rolled.
- Weed spraying of gorse, broom and drains was conducted about Zeehan.
- Maintenance works were undertaken on Strahan and Queenstown airports.
- Verge mowing completed in Queenstown and Strahan.
- Carpenters conducted maintenance works on sporting facilities in Rosebery and Queenstown, Councils houses, depots and main office.
Water had to carted from Queenstown to Lake Burbury to put water into the tank at toilets.
Mini digger has been kept busy working on footpaths, drains, gutters and preparation work for the laying of turf at the lawn cemetery.
One load of tyres and gas cylinders taken from Queenstown to Zeehan landfill

Staff in Queenstown preparing and laying turf in the Queenstown lawn cemetery. During this work no headstones were removed from their original positions.
EMERGENCY MANAGEMENT – 25 JANUARY 2019

Overview of Events

Thursday 24 January 2019 - Received a call from Inspector LeFevre in the late afternoon regarding the potential for the fires to impact the township of Rosebery.

- Staff undertook an audit of the Zeehan Evacuation Centre and its supplies.

Friday 25 January 2019 – Received a call from Inspector LeFevre 7.00am to advise that the fire threat is now for the township of Zeehan

- Council staff were alerted by the Municipal Emergency Management Coordinator (Scott Butler) and arrangements were made to transport items to the Queenstown Evacuation Centre.
- A full review of the Queenstown Evacuation Centre (Queenstown Basketball Stadium), was conducted to ensure the safety of staff and the public.

The Evacuation Centre was opened to the public at approximately 10am, with registration being undertaken immediately.

Over 150 registrations were completed over the course of the day. All registrations were completed by Council staff.

The donations provided to the centre by community members, businesses and non-profit groups must be commended. Special mention to:

- Lake Burbury Picnic Committee
- Evans IGA
- Railway IGA
- Queenstown Lions Club
- West Coaster Motel
- Railway Hotel
- Queenstown Vet Clinic
- Hippy Program
- George’s Cottage, Queenstown
- Mountain Heights School
- PCYC
- Men’s Shed, Queenstown
- Fero Strata Systems Pty Ltd (Somerset)
- 3K’s Takeaway

Personal donations of ice, water, eskies and general assistance was greatly appreciated.

Liaison during the day was undertaken with agencies to assist with the current situation. Agencies include but not limited to: State Emergency Services, Tasmanian Police, Red Cross, DHHS, Tasmanian Fire Service.

Official advice from Tasmanian Police was provided at approximately 6.30pm to inform all at the centre that the roads were open for local traffic only and residents could proceed home with caution as the fire level threat to the townships was reduced.

The Evacuation Centre was closed at approximately 7.30pm. Staff called those who had left the centre during the day to seek alternative arrangements or those who had neglected to sign out, to provide an update of the situation.

Day concluded at approximately 10pm for lead staff.
Waste Management 2018/2019

<table>
<thead>
<tr>
<th>Month</th>
<th>Queenstown</th>
<th>Rosebery/Tullah</th>
<th>Zeehan</th>
<th>Granville Harbour</th>
<th>Strahan</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>805</td>
<td>795</td>
<td>337</td>
<td>53</td>
<td>747</td>
<td>2,737</td>
</tr>
<tr>
<td>August</td>
<td>724</td>
<td>854</td>
<td>337</td>
<td>83</td>
<td>668</td>
<td>2,666</td>
</tr>
<tr>
<td>September</td>
<td>570</td>
<td>528</td>
<td>278</td>
<td>30</td>
<td>565</td>
<td>1,971</td>
</tr>
<tr>
<td>October</td>
<td>1,097</td>
<td>839</td>
<td>404</td>
<td>57</td>
<td>981</td>
<td>3,378</td>
</tr>
<tr>
<td>November</td>
<td>775</td>
<td>866</td>
<td>363</td>
<td>90</td>
<td>698</td>
<td>2,792</td>
</tr>
<tr>
<td>December</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>January</td>
<td>772</td>
<td>966</td>
<td>445</td>
<td>56</td>
<td>1080</td>
<td>3,319</td>
</tr>
</tbody>
</table>

*Accurate readings for December 2018 were not available.*

**Garbage Collected: Bins & (m³)**

<table>
<thead>
<tr>
<th>Month</th>
<th>Queenstown</th>
<th>Rosebery/Tullah</th>
<th>Zeehan</th>
<th>Strahan</th>
<th>Total Bins</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>3,123</td>
<td>1,730</td>
<td>1,488</td>
<td>1,326</td>
<td>7,667</td>
<td>242</td>
</tr>
<tr>
<td>August</td>
<td>4,158</td>
<td>2,276</td>
<td>1,189</td>
<td>992</td>
<td>8,615</td>
<td>264</td>
</tr>
<tr>
<td>September</td>
<td>3,359</td>
<td>1,889</td>
<td>1,284</td>
<td>1,093</td>
<td>7,625</td>
<td>231</td>
</tr>
<tr>
<td>October</td>
<td>4,341</td>
<td>1,890</td>
<td>1,603</td>
<td>1,500</td>
<td>9,334</td>
<td>276</td>
</tr>
<tr>
<td>November</td>
<td>3,566</td>
<td>2,461</td>
<td>1,296</td>
<td>1,231</td>
<td>8,554</td>
<td>246</td>
</tr>
<tr>
<td>December</td>
<td>3418</td>
<td>1957</td>
<td>1276</td>
<td>1,148</td>
<td>7799</td>
<td>237</td>
</tr>
<tr>
<td>January</td>
<td>4,408</td>
<td>2,469</td>
<td>1,686</td>
<td>1,624</td>
<td>10,187</td>
<td>292</td>
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</tbody>
</table>

**Recyclables Collected**

<table>
<thead>
<tr>
<th>Month</th>
<th>Amount m³</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>54.24</td>
</tr>
<tr>
<td>August</td>
<td>59.28</td>
</tr>
<tr>
<td>September</td>
<td>63.84</td>
</tr>
<tr>
<td>October</td>
<td>62.40</td>
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<tr>
<td>November</td>
<td>64.80</td>
</tr>
<tr>
<td>December</td>
<td>74.40</td>
</tr>
<tr>
<td>January</td>
<td>69.60</td>
</tr>
</tbody>
</table>

*Rubbish deposited at transfer stations and carted to Zeehan landfill site: (m³)*
### Cemeteries - Burials 2018-2019

<table>
<thead>
<tr>
<th>Month</th>
<th>Queenstown</th>
<th>Strahan</th>
<th>Zeehan</th>
<th>Rosebery</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>August</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>September</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>October</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>November</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>December</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>January</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>3</strong></td>
<td><strong>5</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>

### Aerodromes - Landings 2019-2019

<table>
<thead>
<tr>
<th>Month</th>
<th>Queenstown</th>
<th>Strahan</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>1</td>
<td>7</td>
</tr>
<tr>
<td>August</td>
<td>3</td>
<td>15</td>
</tr>
<tr>
<td>September</td>
<td>0</td>
<td>11</td>
</tr>
<tr>
<td>October</td>
<td>7</td>
<td>24</td>
</tr>
<tr>
<td>November</td>
<td>0</td>
<td>17</td>
</tr>
<tr>
<td>December</td>
<td>0</td>
<td>24</td>
</tr>
<tr>
<td>January</td>
<td>2</td>
<td>13</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>13</strong></td>
<td><strong>111</strong></td>
</tr>
</tbody>
</table>

*Queenstown is not a licensed airport. Aircraft land at their own risk.*

*Please note that on advice from AVDATA reporting for Airports for agenda will be unconfirmed until following month*
## Incident Register

<table>
<thead>
<tr>
<th>IR No</th>
<th>Incident Date</th>
<th>Incident details</th>
<th>Extent of Damage</th>
<th>Apparent/Cause</th>
<th>Prevention WCC Depots</th>
<th>Incident Location</th>
<th>Cost</th>
<th>Police Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1134</td>
<td>1/07/2018</td>
<td>When completing daily toilet cleaning, it was discovered the handicap toilets the basin had a roll of toilet paper which had been set on fire. Graffiti of an offensive nature was written on the walls &amp; door.</td>
<td>Time spent cleaning up burnt paper &amp; removal of graffiti.</td>
<td>Vandals</td>
<td>CCTV on that area.</td>
<td>Queens town Public toilets Hedley Faulls Park</td>
<td>$250</td>
<td>yes</td>
</tr>
<tr>
<td>1129</td>
<td>2/07/2018</td>
<td>During an inspection of the Council owned quarry lease it was found that the entry gate had been vandalised by cutting the barrel off the gate to gain entry to the pit for the disposal of railway iron &amp; other foreign objects.</td>
<td>Barrell had to have a piece welded back onto it.</td>
<td>Persons have been identified</td>
<td>??</td>
<td>Strahan Quarry pit</td>
<td>Strahan</td>
<td>$500</td>
</tr>
<tr>
<td>1135</td>
<td>16/07/2018</td>
<td>Hand towel &amp; toilet paper had been wetted 7 thrown at the walls &amp; ceiling of the handicap toilets</td>
<td>Dried paper on walls &amp; ceiling had to be removed.</td>
<td>Vandals</td>
<td>CCTV on that area.</td>
<td>Queens town Hedley Faulls Park</td>
<td>$80</td>
<td>yes</td>
</tr>
<tr>
<td>1133</td>
<td>18/07/2018</td>
<td>When doing airport inspection, it was discovered that the door to the toilets was kicked in, with the door still be opening. Temporary repairs to the door &amp;relocked the building.</td>
<td>2 doors will need replacing with solid doors</td>
<td>Vandals</td>
<td>CCTV in that area.</td>
<td>Strahan Toilets Strahan Airport</td>
<td>$850</td>
<td>yes</td>
</tr>
<tr>
<td>1136</td>
<td>22/07/2018</td>
<td>Toilet seat had duct tape wrapped around the lid and had attempted to set it on fire. Milk has also been thrown around the walls &amp; ceiling of the handicap toilet.</td>
<td>Extra time taken to clean up the mess. Toilet seat needs replacing</td>
<td>Vandals</td>
<td>CCTV in that area.</td>
<td>Queens town Hedley Faulls Park</td>
<td>$160</td>
<td>yes</td>
</tr>
<tr>
<td>1144</td>
<td>26/08/2018</td>
<td>Sunday evening 26/08/2018 a police officer observed a council bin on fire. The officer called the fire brigade who attended and put the fire out.</td>
<td>Bin surround damaged will need repainting, 240L bin had to be replaced</td>
<td>Vandal/s</td>
<td>CCTV in that area.</td>
<td>Zeehan Main Street Zeehan(Great Wall)</td>
<td>$300</td>
<td>yes</td>
</tr>
<tr>
<td>1148</td>
<td>17/09/2018</td>
<td>On arriving at start of shift @ Zeehan Landfill, the shed for the water pump had been broken into</td>
<td>The lock &amp; architrave had been damaged</td>
<td>Vandal/s</td>
<td>CCTV in that area.</td>
<td>Zeehan Zeehan Landfill</td>
<td>$135</td>
<td>?</td>
</tr>
<tr>
<td>1152</td>
<td>22/10/2018</td>
<td>While conducting daily inspection of Tullah Playground staff found the 2-seater rocker had been pulled out</td>
<td>Rocker will have to be re-installed</td>
<td>Vandal/s</td>
<td>CCTV in that area.</td>
<td>Tullah Tullah Playgroun</td>
<td>$250</td>
<td>?</td>
</tr>
<tr>
<td>IR No</td>
<td>Incident Date</td>
<td>Incident details (Sequence of Events)</td>
<td>Extent of the Damage</td>
<td>Apparent /Cause</td>
<td>Preven tion</td>
<td>WCC Depots</td>
<td>Incident location</td>
<td>Cost</td>
</tr>
<tr>
<td>-------</td>
<td>---------------</td>
<td>---------------------------------------</td>
<td>----------------------</td>
<td>-----------------</td>
<td>-------------</td>
<td>------------</td>
<td>------------------</td>
<td>------</td>
</tr>
<tr>
<td>1154</td>
<td>12/11/2018</td>
<td>While conducting daily inspection of Strahan Playground a 9 inch nail was found protruding from playground platform, roughly at eye height of a small child.</td>
<td>No damage but had the potential to cause serious injury</td>
<td>Vandal/s</td>
<td>CCTV in that area</td>
<td>Strahan</td>
<td>Strahan Playground</td>
<td>$0</td>
</tr>
<tr>
<td>1157</td>
<td>23/11/2018</td>
<td>While conducting daily inspection of Tullah Playground staff found graffiti painted onto the soft fall.</td>
<td>Graffiti had to be removed by Council staff</td>
<td>Vandal/s</td>
<td>CCTV in that area</td>
<td>Tullah</td>
<td>Tullah Playground</td>
<td>$175</td>
</tr>
<tr>
<td>1160</td>
<td>14/12/2018</td>
<td>Discovered burnouts on Lynchford road, on closer inspection found that oil has been dumped on the road to assist in the burnouts. When returning with sand to cover oil illegally dumped rubbish was found at the entrance to the transmission line access road.</td>
<td>Council staff had to put sand over the oil on the road and pick up the dumped rubbish</td>
<td>Person/s in a vehicle</td>
<td>??</td>
<td>Queenstown</td>
<td>Lynchford Road Queenstown</td>
<td>$350</td>
</tr>
<tr>
<td>1165</td>
<td>14/01/2019</td>
<td>Whilst cleaning public toilets Esplanade Strahan graffiti was found in the middle cubicle on the male side.</td>
<td>Graffiti had to be removed by Council staff</td>
<td>Vandal/s</td>
<td>CCTV in that area</td>
<td>Strahan</td>
<td>Public toilets Esplanade Strahan</td>
<td>$60</td>
</tr>
<tr>
<td>1166</td>
<td>07/01/2019</td>
<td>While conducting daily inspection of Tullah Playground staff found the horse rocker had been displaced &amp; a crack in the plastic</td>
<td>Put the rocker back in place</td>
<td>Vandal/s</td>
<td>CCTV in that area</td>
<td>Tullah</td>
<td>Tullah playground</td>
<td>$50</td>
</tr>
<tr>
<td>1167</td>
<td>08/01/2019</td>
<td>While completing park facilities clean, staff came across wood that had been set alight in the undercover picnic/BBQ area.</td>
<td>Extra time taken to clean up the mess.</td>
<td>Vandal/s</td>
<td>CCTV in that area</td>
<td>Zeehan</td>
<td>Zeehan Park</td>
<td>$60</td>
</tr>
<tr>
<td>1170</td>
<td>14/01/2019</td>
<td>Whilst cleaning female toilets, found the toilet seat in the first cubicle was broken.</td>
<td>Seat was removed and door locked until new seat is installed</td>
<td>Vandal/s</td>
<td>CCTV in that area</td>
<td>Strahan</td>
<td>Public toilets Slipway</td>
<td>$75</td>
</tr>
<tr>
<td>1172</td>
<td>19/01/2019</td>
<td>Doing daily cleaning of toilets and found that the shower rose in the male toilets had been unscrewed and taken.</td>
<td>Locked the cubicle door and reported the incident</td>
<td>Vandal/s</td>
<td>CCTV in that area</td>
<td>Strahan</td>
<td>Public toilets Slipway</td>
<td>$125</td>
</tr>
<tr>
<td>1173</td>
<td>25/01/2019</td>
<td>Staff member was approached by a tourist and informed them that Subaru car had rammed the chained entrance to the Rec Ground and dug up the ground around the cricket pitch. Police had attended the incident.</td>
<td>Poles and chains will need replacing/repairing. Rec ground will have to be smudged then rolled.</td>
<td>Vandal/s</td>
<td>CCTV in that area</td>
<td>Queenstown</td>
<td>Queenstown Rec Ground</td>
<td>$200+</td>
</tr>
</tbody>
</table>
WEST COAST COUNCIL DEVELOPMENT APPLICATIONS – STATUS REPORT –2019

The following details the development applications received and their status:

### New Applications

<table>
<thead>
<tr>
<th>Number</th>
<th>Application Type</th>
<th>Address</th>
<th>Proposal Description</th>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019/1</td>
<td>D</td>
<td>9 &amp; 11 Railway Reserve Queenstown</td>
<td>Shed Demolition and Replacement</td>
<td>Pending</td>
</tr>
<tr>
<td>2019/2</td>
<td>D</td>
<td>Waterfall Valley</td>
<td>Toilet Replacement</td>
<td>Pending</td>
</tr>
<tr>
<td>2019/3</td>
<td>D</td>
<td>Sarah Island</td>
<td>New Shelter</td>
<td>Pending</td>
</tr>
<tr>
<td>2019/4</td>
<td>D</td>
<td>658 Granville Hbr Rd Granville Harbour</td>
<td>Metrological Masts</td>
<td>Pending</td>
</tr>
<tr>
<td>2019/5</td>
<td>D</td>
<td>Top farm Track Granville Harbour</td>
<td>New Dwelling</td>
<td>Pending</td>
</tr>
</tbody>
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### Existing Applications

<table>
<thead>
<tr>
<th>Number</th>
<th>Application Type</th>
<th>Address</th>
<th>Proposal Description</th>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016/50</td>
<td>D on stop clock</td>
<td>31 Peters Street Tullah</td>
<td>Cabins</td>
<td>Permit issued</td>
</tr>
<tr>
<td>2018/26</td>
<td>D</td>
<td>1598 Henty Rd Strahan</td>
<td>Caravan Park</td>
<td>22/1/2019</td>
</tr>
<tr>
<td>2018/49</td>
<td>D</td>
<td>8 Peters Street Queenstown</td>
<td>Deck and Carport</td>
<td>Permit issued</td>
</tr>
<tr>
<td>2018/50</td>
<td>D</td>
<td>22 Lyell Street Gormanston</td>
<td>New Shed</td>
<td>8/1/2019</td>
</tr>
</tbody>
</table>

N.B Blue shaded areas are completed and will be deleted off the next report

That the status report of development applications for the month of January 2019 be received
WEST COAST COUNCIL BUILDING PERMITS - JANUARY 2019

There were no Building Permits for the month of January 2019.

WEST COAST COUNCIL ENVIRONMENTAL HEALTH REPORT - JANUARY 2019

Food registrations 1 July 2018 - 30 June 2019 (this table is Financial Year)

<table>
<thead>
<tr>
<th>Food Businesses</th>
<th>MTD</th>
<th>YTD</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rosebery</td>
<td>0</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Zeehan</td>
<td>0</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Queenstown</td>
<td>0</td>
<td>28</td>
<td></td>
</tr>
<tr>
<td>Strahan</td>
<td>0</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Tullah</td>
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<td>4</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>0</td>
<td>68</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Street Licences</th>
<th>Dining</th>
<th>MTD</th>
<th>YTD</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rosebery</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Zeehan</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Queenstown</td>
<td>0</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Strahan</td>
<td>0</td>
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<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>0</td>
<td>5</td>
<td></td>
<td></td>
</tr>
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</table>

RECREATIONAL WATER SAMPLING 2018/2019

We now have to undertake testing from the Queenstown Toddler Pool and Zeehan Toddler Pool separately as they are now on their own system. This will increase the number of tests required in the Pool Season.

<table>
<thead>
<tr>
<th>TYPE</th>
<th>DESCRIPTION</th>
<th>MTD</th>
<th>YTD</th>
<th>BUDGET</th>
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</thead>
<tbody>
<tr>
<td>Recreational Water</td>
<td>Swimming Pools</td>
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<td>20</td>
<td>20</td>
</tr>
<tr>
<td>Recreational Water</td>
<td>West Strahan Beach</td>
<td>4</td>
<td>7</td>
<td>40</td>
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</tbody>
</table>
Recommendation

That it be RESOLVED that the correspondence (Inward & Outward) as presented be noted.

<table>
<thead>
<tr>
<th>Page #</th>
<th>Correspondence In</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>54</td>
<td>HealthWest</td>
<td>West Coast Council Representative</td>
</tr>
<tr>
<td>55</td>
<td>EPA</td>
<td>Bluestone Mines Rentails Project</td>
</tr>
<tr>
<td>57</td>
<td>Wendy Watson</td>
<td>Great job personnel and volunteers</td>
</tr>
<tr>
<td>58</td>
<td>Regrowth</td>
<td>Donation</td>
</tr>
<tr>
<td>60</td>
<td>Emilio Reale (GM)</td>
<td>Thankyou</td>
</tr>
<tr>
<td>60</td>
<td>Huon Valley Council</td>
<td></td>
</tr>
<tr>
<td>62</td>
<td>Zeehan Bush Camp and Caravan Park</td>
<td>Caravan Park Closing Down</td>
</tr>
<tr>
<td>63</td>
<td>Transport Commission</td>
<td>Road Humps</td>
</tr>
<tr>
<td>66</td>
<td>Wayne Brown</td>
<td>Traffic Issue Jakins Street Queenstown</td>
</tr>
<tr>
<td>67</td>
<td>Ken Wyatt MP</td>
<td>National Rollout Neighbourhood Hubs</td>
</tr>
<tr>
<td>68</td>
<td>Rodney Greene</td>
<td>Battery of the Nation</td>
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</table>

<table>
<thead>
<tr>
<th>Page #</th>
<th>Correspondence Out</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>69</td>
<td>KPMG</td>
<td>West Coast Aged Care Strategy proposal acceptance</td>
</tr>
<tr>
<td>70</td>
<td>Senator Mitch Fifield</td>
<td>West Coast Telecommunications Infrastructure</td>
</tr>
<tr>
<td>71</td>
<td>Ian Wotherspoon</td>
<td>Granville Harbour Road</td>
</tr>
<tr>
<td>72</td>
<td>Margaret Elliston</td>
<td>Thomas Moore signage</td>
</tr>
</tbody>
</table>
Good afternoon Sam

As the previous representative, Matthew Ryan-Sykes, is no longer a Councillor, once again, I am enquiring if the West Coast Council can provide a representative for the HealthWest Community Advisory Committee.

Our next meeting is scheduled for tomorrow, Thursday 24th January, 2019. I understand that this is short notice for a representative to be available but our next meeting will be held on Thursday 28th March, 2019.

If you could follow up with Council representatives, it would be appreciated.

Kind Regards

Wendy
24 January 2019

Mr Mark Reckless
General Manager
Bluestone Mines Joint Venture Pty Ltd
PO Box 29
ZEEHAN, TAS 7469

Dear Mr Reckless

RENTAILS PROJECT, RENISON BELL
DEADLINE FOR SUBMISSION OF A CASE FOR ASSESSMENT

I refer to previous correspondence dated 7 March 2018 in which the Director, Environment Protection Authority (EPA) issued guidelines on behalf of the Board of the EPA (the Board) to assist in preparing a case for assessment for the above proposal.

Section 27F(1)(b) of the Environmental Management and Pollution Control Act 1994 (the EMPC Act) requires that the case for assessment to be lodged within 12 months after the Board issues guidelines, unless otherwise agreed with the Board.

The 12 month deadline to submit a satisfactory case for assessment (DPEMP) is approaching and will expire on 7 March 2019.

If you require an extension of time to prepare the case for assessment you must submit a written request to the Board, outlining:

- the progress made to date on preparing the case for assessment;
- reasons for the delay; and
- the date by which you intend to submit the case for assessment to the Board.

If a satisfactory response to this letter is not received by 7 March 2019, or if the Board does not accept your request for an extension, then the Board may cease its assessment, and reject the proposal in accordance with section 27F(2) of the EMPC Act. You will then be issued with an invoice for the assessment fee.
I look forward to receiving your timely response.

Yours sincerely

Helen Mulligan
MANAGER (ASSESSMENTS)

Cc: Ms Eleanor Strang, Acting General Manager, West Coast Council, PO Box 53, Queenstown TAS 7467
wcc@westcoast.tas.gov.au
Mr Michael Bourke, Project Manager Rentals, Michael.Bourke@matfax.com.au
Director, Queensland, Victoria, Tasmania Assessments Section, Department of the Environment,
solu.ferret@environment.tas.gov.au
Executive Assistant

From: Wendy Watson
Sent: Friday, 25 January 2019 7:28 PM
To: WCC
Subject: Note from Wendy Plunkett to your Facebook Page West Coast Council.

All safe now. Great job service personnel and volunteers at Queenstown recreation centre.
Hi Everyone

Just wanted to share with you this recent kind donation for the West Coast. All supplies will stored and used at the Evacuation Centre.

Contact was made yesterday by an organisation called Regrowth, a little background to the organisation below:

Our Story

REGROWTH ORGANISATION FRIDAY, JANUARY 25, 2019

Regrowth, Community, Arts, Innovation, Information and Development Organization. In the January 2013 bushfires that destroyed the Dunalley & Forrester/Tasman Peninsula areas, a little thank you/fundraiser concert (Regrowth Concert for Bushfire Relief) was held amongst the smoke and ashes of Dunalley.

Somehow this one-off event continued to evolve and subsequently grew into a multi-functional local not-for-profit organisation which aims to provide the resources, information and inspiration to assist Tasmanians in all manner of ways, whether it’s arts, innovation, communications, or building community infrastructures. Regrowth are there to help take the dream and make it reality for disadvantaged or remote communities and their members.

We’re not your average Not-For-Profit, We do what needs doing. We care about Community.

Currently busy developing a new Website on regrowth.org.au and Social Media based Emergency service for Tasmania and maybe one day for the rest of Australia, stay tuned for more details soon.
Today we purchased $705.90 of Sanitary & Hygiene products for the folks at West Coast Council to distribute to those in their area. Regrowth have established an official channel to get donated goods direct to the community without obstructing emergency services fighting the fires. We encourage you guys to contact us for advice on what goods are needed & what are not, as well as the most appropriate means of getting to them.

If you wish to donate money, we encourage you to contribute to the Australian Tasmanian bushfire appeal.

Eleanor Strang
Manager Corporate & Strategic Services

Address: 11 Sticht Street (PO Box 63), Queenstown TAS 7467
Phone: (03) 6471 4707
Fax: (03) 6471 4720
Email: estrang@westcoast.tas.gov.au
Website: www.westcoast.tas.gov.au

Please consider the environment before printing.
Privileged/Confidential information may be contained in this message, if you are not the addressee indicated in this message or responsible for the delivery of the message to such a person, you may not copy or deliver this message to anyone. In such case, you should destroy this message and kindly notify the sender by reply email for messages of this kind. Opinions, conclusions and other information contained in this message that do not relate to the official business of the West Coast Council shall be understood as neither given nor endorsed by it.
Sent from my iPhone

Begin forwarded message:

From: Emilio Reale <ereale@huonvalley.tas.gov.au>
Date: 3 February 2019 at 6:07:38 pm AEDT
To: Andrew Paul <apaul@ccc.tas.gov.au>, Andrew Wardlaw <awardlaw@burnie.net>, Bill Boehm <bill.boehm@finder.tas.gov.au>, David Metcalf <davidm@freyvict.tas.gov.au>, Des Jennings <djtjennings@mmc.tas.gov.au>, Eleanor Strang <estrang@westcoast.tas.gov.au>, Gary Arnold <garnold@kingborough.tas.gov.au>, Gerald Monson <gerald.monson@kentish.tas.gov.au>, Greg Winton <gwinton@sec.tas.gov.au>, Harry Geale <harry.geale@georgetown.tas.gov.au>, James Dryburgh <generalmanager@tasman.tas.gov.au>, John Brown <john.brown@pobo.tas.gov.au>, Kate Mauric <kmauric@kingisland.tas.gov.au>, Lyn Eyles <leyes@centralhighlands.tas.gov.au>, Martin Gill <martin.gill@myc.tas.gov.au>, Michael Stretton <michael.stretton@launceston.tas.gov.au>, Nick Heath <nheath@hobartcity.com.au>, Paul West <pwest@devonport.tas.gov.au>, Sorell Council <sorell.council@sorell.tas.gov.au>, Ralph Vos <roalph vos@wtc.tas.gov.au>, Ron Sanderson <Ron.Sanderson@brighton.tas.gov.au>, Sandra Ayton <sandra.ayton@centralcoast.tas.gov.au>, Circular Head Council <council@circularead.tas.gov.au>, Shane Crawford <scrawford@warwyn.tas.gov.au>, Tim Kirkwood <tirkwood@southernmidlands.tas.gov.au>, Tim Watson <tm@tjurim.tas.gov.au>, Tony McMullen <tmcmullen@gcc.tas.gov.au>,
Cc: Sarrena Stephenson <sxtt.tas.gov.au>, Dion Lester <Dion.Lester@lgtt.tas.gov.au>
Subject: Thank You for Bush Fire Support

Hi all,

I just wanted to say a big thank you for all of the support we have been receiving from many of you and your Councils. The direct contact I have had from many of you has been appreciated. I know a number of other Councils have also been experiencing much the same thing as the Huon Valley, so I wish you all well through your situations and hope the damage is minimal. I have been proud to say to our visiting politicians that we have had overwhelming support from other Tasmanian Councils and could not have managed the situation without this help and being able to draw on other experiences across the State.

We have had Council staff (from many Councils) and volunteers working around the clock to run this massive operation. It has been amazing to see how well local government looks after their communities and each other through an event such as this. The collaboration between other support agencies has also been exceptional. Tas Fire, SIT and Tas Police have been amazing.

We have had over 700 people in our evacuation centre and camped in the surrounding rec ground at the peak of the emergency. We have had the centre open for 34 days are now down to 138 people. We are look forward to a wind up at the end of the week if all goes well.
Thank You

Emilio Reale
General Manager

Tel. 03 6264 0311
Fax. 03 6264 0399
40 Main Street, Huonville
PO Box 210, Huonville TAS 7109
eruel@huonvalley.tas.gov.au
www.huonvalley.tas.gov.au

Please consider the environment before printing this message.
To the West Coast Council & General Manager,

We are regrettably writing to advise that Zeehan Bush Camp and Caravan Park is closing down the caravan and RV services as of 30th April 2019. We request that on this day or shortly thereafter Council remove all directional signage to the former Caravan Park under their control (blue and white caravan signs).

Beyond this date our business will continue to operate our self-contained cabin services and look to other sustainable services to operate from one of the three titles currently used for caravan and RV service. We will seek to change the usage of the other two titles to save on rating costs.

This is an extremely disappointing outcome for us and is a forced decision based on our inability to compete with the rate payer subsidies below cost and free camps that are growing in numbers in the region. As a fully commercially rated business, not only through council but also by utility providers, we have extremely high overheads that are not incurred by the aforementioned free and below cost camps and despite extremely hard work and an excellent reputation we cannot compete in the current market.

Despite two complaints by industry colleagues against the WCC being substantiated by the Economic Regulator all of the free and below cost camps still remain or have been re-established by Council via means deliberately undertaken to circumvent the regulators rulings. A prime example is the re-establishment of the Queenstown Recreation Grounds free camp as a donation camp via a peppercorn lease arrangement with a community interest group where Council still provides all the background services free of charge. Council has also has turned a blind eye to the below commercial cost caravan and RV parks being operated by sporting bodies such as golf clubs in our region. Council allows these to be operated without planning or development permission, adherence to the same regulations as other caravan parks (e.g. fire regulations) and from unzoned land or (and rated at a concessional level).

The provision of free or below cost camping not only by the WCC but by the collective effort of Tasmanian Councils who have caved to the extortionary tactics employed by self interest groups such as the CMCA has in essence pushed the Caravan Park industry into what is best described as a free fall. The State Direction Paper of May 2012 lists 107 Caravan Parks. As of today Wiki Camps which is a free online maintained database of camps and caravan parks puts this number at 84, so despite rapid growth in the number of people traveling in caravans and RVs, Tasmania has seen a net reduction of 24 parks in the last 7 years (including our own closure).

We sincerely hope that Council has considered the wider issues created by rendering Caravan Parks such as ours unsustainable. Considerations such as the lost commercial rating, the loss of direct marketing we provide to our guests of local business and attractions, the loss of employment and the increasing cost to Council to accommodate RVs and caravans that no longer have any other option other than using the rate payer funded camps.

As previously communicated to Council all we were seeking was a fair and level market where all providers of camping and caravan services within and including the immediate area surrounding West Coast towns incur all the same rates, fees and development costs. Should this fair market place occur and be solidified by local by-laws, and the enforcement of existing planning and development regulations we may seek to re-establish our services.

A copy of this letter has been also provided to the Minister for Local Government and our industry peak body.

Sincerely and regrettably,

Clayton McCuddy & Ali Collier
Transport Commission

GPO Box 336, Hobart TAS 7001
Email: transportcommission@stategrowth.tas.gov.au

Enquiries: Donald Howseman
Ph: 03 6164 3327
Email: donald.howseman@stategrowth.tas.gov.au
Our Ref: 051-96/4 D18/290951

04 FEB 2019

TRANSPORT COMMISSION DIRECTION RELATING TO THE INSTALLATION OF ROAD HUMPS

West Coast Council
Mr. David Midson
PO Box 63
QUEENSTOWN TAS 7467

Dear Mr. David Midson,

I am writing to advise you of changes to the approval process for the installation of road humps on public roads.

The term ‘road hump’ has the meaning given to it by section 49A(1) of the Traffic Act 1925, which is “a section of raised pavement constructed or placed in or on, and across or partly across, a road to restrict the speed of vehicles along that road,” and includes but is not limited to:

- traditional curved profile road humps;
- flat-top road humps;
- speed cushions;
- wombat crossings; and
- raised intersections.

Section 49A of the Traffic Act 1925 and section 31 of the Local Government (Highways) Act 1982 previously restricted the use of road humps to car parks and residential streets. This legislation was recently amended to remove this restriction and bring Tasmania into line with other Australian jurisdictions where road humps are being used to improve safety and amenity in a variety of other types of locations, particularly those with high pedestrian activity, such as retail and tourist precincts.

The legislative amendments have also removed the outmoded consultation requirements in section 31 of the Local Government (Highways) Act 1982, which previously applied to road humps. Councils will no longer be required to formally advertise road hump proposals in two separate issues of a local newspaper and then forward onto the Transport Commission copies of any representations received along with the road manager’s comments on those representations.

In accordance with the attached Transport Commission Direction 2019/1, road authorities will be required to consult directly with the owners and occupiers of the properties along the section of road on which it is proposed to install the road humps and with bus operators and the emergency services.

The results of these consultations are to be considered in accordance with the road authority’s internal procedures and a record kept of consultation, representations and consideration of them.

The legislative amendments have reduced ‘red tape’ and will make it easier for road authorities to manage safety and amenity on their road networks.
Please contact me if you have any queries.

Yours sincerely

Shane Gregory
Delegate for the Commissioner for Transport

31 January 2018

cc: Michael Edrich, LGAT
Transport Commission Direction - 2019/1
Direction for the Installation of road humps - Traffic Act 1925

Consultation requirements

The Transport Commission, acting pursuant to Section 49A(2) of the Traffic Act 1925, hereby issues a Direction relating to the installation of road humps on public streets.

This Direction is issued to road authorities as defined under Section 49A of the Traffic Act 1925.

This Direction requires that, when developing road hump schemes, road authorities are to consult directly with the owners and occupiers of the properties along the section of road on which it is proposed to install the road humps, and with bus operators and the emergency services. Records of consultation and a road authority response are to be retained in accordance with disposal schedules authorised pursuant to the Archives Act 1983.

Road hump schemes are to be developed in accordance with the advice contained in:
- Australian Standard AS1742 – Manual of uniform traffic control devices, Part 13: Local area traffic management; and
- Austroads Guide to Traffic Management, Part 8: Local area traffic management.

THE OFFICIAL SEAL OF THE TRANSPORT COMMISSION

Is duly affixed in the presence of:

Signature: 
Full Name: Sandessa Foster
Position Title: Executive Officer
On this 31 day of January 2019

Note: this Direction will continue in force until
(a) Reverted in writing by the Transport Commission or
(b) Otherwise terminated by law.
Dear Mayor and Councillors,

Re: Jakins St Queenstown

I am writing to bring to your attention a traffic issue with the northern intersection of Jakins Street and Penghana Road, Queenstown.

We live just off the intersection and have witnessed a number of incidents and near misses over the past few years.

Traffic travelling south on Penghana Road wishing to enter Jakins Street make the turn at a speed which is too fast for the latter part of the corner. The corner is not a right angle it is more of an ‘S’ of which the first part can be driven faster than the last.

Would Council investigate this issue with a view to install a traffic calming measure if found to be warranted.

Yours faithfully,

Wayne Brown
Jakins Street Queenstown
The Hon Ken Wyatt AM, MP
Minister for Aged Care
Minister for Indigenous Health
Member for Hasluck

MEDIA RELEASE

22 August 2018

Funding Supports National Rollout of Neighbourhood Hub

The success of a local community support and friendship organisation will be shared across the nation, thanks to a $42,000 grant from the Turnbull Government.

Minister for Aged Care, Ken Wyatt AM, said the Sydney-based Waverton Hub was an outstanding example of how communities can support older Australians and combat social isolation.

“I’ve experienced first-hand the warmth and camaraderie of the Waverton Hub and I’m proud to support the replication of this unique model across the country,” said Minister Wyatt.

“Already, more than 30 communities have expressed interest in the Hub model and this grant will help the founders share their expertise widely and encourage the development of new hubs.

“The Waverton Hub model has also attracted international interest, with a number of seniors’ communities in New Zealand indicating their intention to apply the model locally.”

The Waverton Hub has just celebrated five years of helping the older residents of Waverton, Wolstoncroft and neighbouring areas of Sydney.

“The Hub works to constantly engage and reinvigorate older locals and is run by 80 of its contributing members,” Minister Wyatt said.

“As well as almost daily activities, Hub members look out for each other and connect their colleagues to the services they need.”

Minister Wyatt said the Hub’s philosophy reflected the aims of the Turnbull Government’s More Choices For A Longer Life package, part of the Budget’s $35 billion boost for aged care over five years.

“Giving older Australians more choice, more certainty and supporting projects to help keep them connected with their communities is a top priority,” said the Minister.

More information on the Waverton Hub can be found at http://wavertonhub.com.au/

Media contact: Nick Way, Media Adviser 0419 835 449

Authorised by Ken Wyatt AM, MP, Member for Hasluck.
Executive Assistant

From: Rodney Greene <rgreene@burnie.net>
Sent: Wednesday, 13 February 2019 1:47 PM
To: "awilson@centralhighlands.tas.gov.au"; Scott Riley (sriley@circularhead.tas.gov.au);
Gerald Monson (gerald.monson@latrobe.tas.gov.au); "maree.bricknell@mmcr.tas.gov.au"; Executive Assistant

Subject: Battery of the Nation - Politicians Visit

Hello all

Following the letter we sent to all federal politicians, a number have taken us up on the offer to visit our communities to understand the opportunities associated with BOTN.

I have spoken to Hydro Tasmania and TasNetworks and they are supportive (as is Minister Barnett). I will also be speaking to UPC who are looking at developing a major wind farm in the far north west.

We will be working on a schedule over the next few days, but we hope to organise a 2 day trip visiting communities and projects.

Some of this will depend on the time the politicians have available, and the logistics of it all - however we want to make sure that every Mayor gets an opportunity to speak to the politicians.

We are looking at the second week of March, mainly because the Tribute Power Station is closed for maintenance and there will be a once-in-a-lifetime opportunity for the politicians to get a look into a Hydro tunnel, which is an important part of the pumped hydro projects.

We intend to invite the media to join the road trip (ABC, Advocate/Examiner, Mercury) either for all or part of the trip.

We are also hoping to organise a lunch with the CCA Representatives in Burnie or Sheffield (will depend on timing).

The timeframes are very tight, so in the end we may need to miss visiting some communities, however we aim to ensure all our Mayors get the opportunity to speak to the politicians about the benefits for their communities.

There are obviously some costs involved with this, which we hope to get some support from Hydro and TasNetworks for, but I am hoping each Council will also be able to make a contribution.

If anyone has any suggestions or issues about the above, please don't hesitate to contact me.

in the meantime we will start drafting the schedule.

Cheers

Rodney Greene
Director Community & Economic Development | Burnie City Council
80 Wilson Street (PO Box 973) Burnie TAS 7320
P: (03) 6430 5718 | www.burnie.net
M: 0428 371 453

We value your feedback on our service

Please consider the environment before printing this e-mail
23 January 2019

Ron Zubrik
Partner, National Ageing Co-Lead
KPMG Advisory
rzubrik@kpmg.com.au

Dear Mr Zubrik,

West Coast: Aged Care Strategy

I refer to your proposal to assist Council with the development of an Aged Care Strategy for the West Coast region, and to the letter from Council’s Director Special Projects dated 17 January identifying KPMG Advisory as the preferred applicant following the recent assessment process.

Please treat this letter as Council’s acceptance of your offer to undertake the work - in accordance with the KPMG Advisory proposal dated 21 December 2018 (which includes your letter, the commercial offer and relevant Terms and Conditions).

Please continue to liaise at first instance with Council’s Director Special Projects.

I look forward to working with you and your team on this important project for the West Coast.

Yours sincerely,

David Midson
General Manager
WEST COAST COUNCIL

(please note that this letter is being sent via email only)
29 January 2019

Senator Mitch Fifield
Minister for Communications

minister@communications.gov.au

Dear Senator Fifield

WEST COAST TASMANIA TELECOMMUNICATIONS INFRASTRUCTURE

The West Coast Council received correspondence dated 3 October 2018, confirming that the Government is fully committed to delivering on the promise made during the Braddon by-election, of improving mobile network capacity throughout the West Coast of Tasmania.

Your letter indicated that the project was a priority and that you would be in a position to brief the Council on the arrangements on delivering the project.

At the last ordinary meeting of Council, held on Tuesday 22 January 2018, Councillors requested that I write to you seeking feedback on the progression of the project.

Understandably the Council and West Coast community look forward to the positive outcomes that will result from this project.

Yours sincerely,

Phil Vickers
MAYOR
29 January 2019

Ian Wotherspoon
wtber@artv8.net.au

Dear Mr Wotherspoon

GRANVILLE HARBOUR ROAD

Thank you for your email dated Sunday 23 December 2018. It was presented at the ordinary Meeting of Council held on Tuesday 22 January 2019.

Council was informed by the Acting Manager of Works & Operations of the deteriorating condition of the road, noting that the road had been graded approximately 2 weeks ago and also a month prior to that.

It was highlighted at the meeting that deterioration of the road has occurred due to the increase of traffic and that Council will need to consider the future maintenance of this road when preparing the 2019/2020 and future, Capital Work Programs.

Yours sincerely

David Midson
GENERAL MANAGER
Recommendation

That it be RESOLVED that the board minutes from the Cradle Coast Authority, as presented, be noted.

Moved/seconded

There are no Cradle Coast Authority Minutes this month.
**Purpose**

To provide Councillors with an update in relation to the current status regarding the Zeehan Landfill site. Council is seeking approval for the extension of the site to continue its current operation and essential future planning.

**Background**

Council advised the Environmental Protection Authority (EPA) in November 2016 that Council as the Planning Authority, does not require a development application for the expansion.

November 2016 to current, Council has not received formal correspondence or documentation as to the progression of the permits for approval.

Council requires from the Environmental Protection Authority (EPA) an Environmental Protection Notice (EPN), being the approval for the landfill expansion and applicable activity permits.

**Details**

Acting Manager of Works & Operations and Manager of Corporate & Strategic Services recently met with the Environmental Protection Authority to seek clarification and voice concerns as to the current status of the landfill application, its permits and the pending Environmental Protection Notice. The landfill capacity at the current stage is of extreme concern due to the limited space remaining to continue daily operations and comply with the current EPN notice and footprint.

The EPA confirmed it has received the Environmental Management plan from Council, outlaying changes to the Zeehan site. The changes known as the stages are likely to require variations to the activity permits.

EPA has commenced the non-statutory assessment and review, including the activities and permits.

The draft EPN is currently being prepared, when finalised the EPN will vary the permits associated to the landfill activities and set conditions for future landfill activities.

The EPA will liaise with Council regarding the permits and any proposed variations.

**Statutory Implications**

*Local Government Act 1993*

*The Litter Act 2007*

*Environmental Management and Pollution Control (Waste Management) Regulations 2010*
Strategic Implications

West Coast Community Plan 2025

Our People Our Community

1.1 The West Coast communities are accessible and safe for residents and visitors to the Region.

1.1.1 Create and maintain community spaces and infrastructure.

1.1.2 Maximise community safety through safe urban design.

Our Infrastructure

3.1 Well planned and resourced assets and infrastructure.

3.1.1 Coordinate and sequence plan for provision of new infrastructure in the region with a long-term strategic perspective.

3.1.3 Create and continually improve Council asset management (AM) plans and systems to manage and maintain all assets in a suitable manner

3.1.4 Plan accordingly for Council buildings and facilities to meet community needs.

3.2 A safe and reliable transport system to and around the region.

3.2.3 The road network meets the economic and social needs of the community.

3.2.4 Identify and protect investment in existing and planned major infrastructure corridors and sites against encroachment and threat to operation from other land users and from natural hazards.

Our Partnerships Our Leaderships

5.3 Sound management of council resources is undertaken

5.3.1 The Council meets all statutory requirements.

5.3.6 Develop and maintain long term financial planning, management and reporting to ensure resources are provided to deliver services and manage Council’s assets.

Policy Implications

Asset Management Policy

Risk Management Policy

Financial Implications

Significant, should the EPN not be granted for the site. In this event all waste must be transported to a regional landfill site in the North West Coast.

Risk Implications

Significant, as stated above. EPA would not authorise a new site on the West Coast should the EPN not be achieved.
Consultation Process

Management have met with EPA as mentioned above. Staff continue to liaise with Senior Environmental Officers of the EPA as and when required.

Comment

It was confirmed that at this point all information provided in the Environmental Management Plan appears satisfactory to progress the permit variations.

EPA will continue to work with Council regarding regulatory and authorisation issues that may arise while the permit is being developed.

Recommendation

That Council note this report as no action is required.

Moved/Seconded
Title: Local Government Code of Conduct Review

Reporting Officer: General Manager

Date: 26 February 2019

Appendices:

1. Draft Code of Conduct
2. Local Government (Model Code of Conduct) Order 2016
4. Local Government Code of Conduct Flowchart
5. Local Government Code of Conduct Complaint Form

Purpose

This Code of Conduct sets out the standards of behaviour expected of the Councillors of the West Coast Council, with respect to all aspects of their role.

As leaders in the community, Councillors acknowledge the importance of high standards of behaviour in maintaining good governance. Good governance supports each Councillor’s primary goal of acting in the best interests of the community.

Councillors therefore agree to conduct themselves in accordance with the standards of behaviour set out in the Code of Conduct.

This Code of Conduct incorporates the Model Code of Conduct made by Order of the Minister responsible for local government.

Background

In 2016 amendments were made to the Local Government Act 1993 (the Act) and by order of the Minister, the Local Government (Model Code of Conduct) Order 2016 was made to provide a new local government code of conduct framework for Tasmanian Councillors.

The Local Government (Model Code of Conduct) Order 2016 (includes amendments from Amendment Order 2018) was signed by the Minister for Local Government on 7 December 2018 and came into effect upon Gazettal on 26 December 2018.

The Act states:

A Council must adopt the Model Code of Conduct within 3 months of the Minister making available an amendment or a substitute Model Code of Conduct.

A Council is to review its Code of Conduct within 3 months after each ordinary election.

Details

Following a review of the Model Code of Conduct framework, there have been changes made to both the Local Government Act 1993 (the Act) and the Local Government (Model Code of Conduct) Order 2016 (the Code). Together, these changes aim to improve the overall efficiency and effectiveness of the complaints handling process.
Amendments to the Act were applied as of 10 December 2018, and include:

- a new requirement that a complainant provide details of reasonable efforts made to resolve the issue that is the subject of the complaint, when lodging a complaint;
- a new requirement that a complainant (along with Councillors or employees of Council) are to provide a statutory declaration verifying the accuracy of the information they provide in respect of a complaint;
- a new provision to allow the chairperson of a Code of Conduct Panel to dismiss complaints on the basis of “triviality”, as well as on the basis that the complainant has not made a reasonable effort to resolve the issue prior to lodgement of the complaint;
- a new provision requiring Council to include in their Annual Report the number of Code of Conduct complaints that were received in total, as well as the number that were upheld either wholly or in part;
- a new offence provision to explicitly prevent any person from misusing information acquired in relation to a code of conduct investigation; and
- a small number of minor amendments focused on improving the overall procedural fairness, confidentially and transparency of the complaints handling process.

Amendments to the Model Code were approved on 7 December 2018 and came into effect upon Gazettal on 26 December 2018. However, these changes do not apply to the West Coast Council, until the amended Model Code of Conduct is adopted by Council.

Amendments include:

- changes to make it clear that the Model Code does not apply to pecuniary interest or to the disclosure of confidential information, as these are dealt with as offence provisions under the Act; and
- the introduction of a “reasonable person” test in relation to non-pecuniary conflicts of interests. This replaces the “materiality “test and is intended to provide consistency within the Model Code and with common law principles. Further guidance will be issued, by the Local Government Division, about what is the “reasonable person”.

Statutory Implications

*Local Government Act 1993*

*Local Government (Model Code of Conduct) Amendment Order 2018*

Council must adopt the Model Code of Conduct (either with or without permitted variations), within 3 months after the day on which the order takes effect.

Strategic Implications

*West Coast Community Plan 2025*

*Our Partnership Our Leadership*

5.3 Sound management of Council resources is undertaken

5.3.1 The Council meets all statutory requirements.

5.3.5 Council is recognised as a relevant, well managed, cost effective and operationally efficient and customer focused organisation that connects with all of its stakeholders.

Policy Implications

Council must adopt the Model Code of Conduct (either with or without permitted variations), within 3 months after the day on which the order takes effect.
Financial Implications
Nil

Risk Implications
Council would be in breach of Legislative requirements if the Model of Conduct is not reviewed and adopted.

Consultation Process
General Manager, Management team, Councillors.

Comment
Nil

Recommendation

Moved/Seconded
# Code of Conduct

## West Coast Council

**Responsible Officer:**

**Date of Issue:**

26 February 2019

<table>
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<th>Document produced</th>
<th>Repealed</th>
<th>Approved by Council</th>
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<td>Code of Conduct West Coast Council Version 1</td>
<td>Nil</td>
<td>21 June 2016</td>
</tr>
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CONTENTS

1 Purpose 1
2 Scope 1
3 Policy 1
   3.1 Code of conduct 1
   3.2 Principles of good governance 2
   3.3 Councillor dispute resolution 2
   3.4 Making a Code of Conduct complaint 3
   3.5 Costs and fees 3
   3.6 Complaints under the Local Government Act 1993 4
   3.7 Public Interest Disclosure 4
4 Legislation and Related Documents 4
5 Key Contacts 5

Contents
Model Code of Conduct

1 Purpose

This Code of Conduct sets out the standards of behaviour expected of the Councillors of the West Coast Council, with respect to all aspects of their role.

As leaders in the community, Councillors acknowledge the importance of high standards of behaviour in maintaining good governance. Good governance supports each Councillor’s primary goal of acting in the best interests of the community.

Councillors therefore agree to conduct themselves in accordance with the standards of behaviour set out in the Code of Conduct.

This Code of Conduct incorporates the Model Code of Conduct made by Order of the Minister responsible for local government.

2 Scope

This Code of Conduct applies to a Councillor whenever he or she:

- conducts Council business, whether at or outside a meeting;
- conducts the business of his or her office (which may be that of Mayor, Deputy Mayor or Councillor); or
- acts as a representative of the Council.

A complaint of failure to comply with the provisions of the Code of Conduct may be made where the Councillor fails to meet the standard of conduct specified in the Model Code of Conduct.

3 Policy

3.1 Code of conduct

The code of conduct framework is legislated under the Local Government Act 1997 (the Act). The Act is available to view via the Tasmanian Legislation Website at www.legislation.tas.gov.au.

Tasmanian Councillors are required to comply with the provisions of the Council’s Code of Conduct while performing the functions and exercising the powers of his or her office with the council.

The Code of Conduct incorporates the Model Code of Conduct (made by order of the Minister responsible for local government) and may include permitted variations included as attached schedules to the Model Code of Conduct.

The Council must adopt the Model Code of Conduct within 3 months of the Minister making available an amendment or a substitute Model Code of Conduct.

The Council is to review its Code of Conduct within 3 months after each ordinary election.

Council is to provide a copy of the adopted Model Code of conduct to the Director within 14 days of adopting the Model Code of Conduct.

The General Manager is to make a copy of the Council’s Code of Conduct available for public inspection, free of charge.

The Council must provide in the Annual Report, a statement of the number of code of conduct complaints that were received and the number that were upheld either wholly or in part during the preceding financial year.
Model Code of Conduct

3.2 Principles of good governance

By adopting this Code of Conduct, Councillors commit to the overarching principles of good governance by being:

Accountable – Explain, and be answerable for, the consequences of decisions made on behalf of the community.

Transparent – Ensure decision making processes can be clearly followed and understood by the community.

Law-abiding – Ensure decisions are consistent with relevant legislation or common law, and within the powers of local government.

Responsive – Represent and serve the needs of the entire community while balancing competing interests in a timely, appropriate and responsive manner.

Equitable – Provide all groups with the opportunity to participate in the decision-making process and treat all groups equally.

Participatory and inclusive – Ensure that anyone affected by or interested in a decision has the opportunity to participate in the process for making that decision.

Effective and efficient – Implement decisions and follow processes that make the best use of the available people, resources and time, to ensure the best possible results for the community.

A copy of the full Model Code of Conduct is attached to this policy.

3.3 Councillor dispute resolution

Councillors commit to developing strong and positive working relationships and working effectively together at all times.

Prior to commencing a formal code of conduct complaint, the Councillors who are parties to any disagreement should endeavour to resolve their differences in a courteous and respectful manner, recognising that they have been elected to act in the best interests of the community.

A council’s internal dispute resolution process should be the first step that is taken when there is a dispute between Councillors.

A Councillor who is party to any disagreement should request the Mayor or the General Manager to assist that Councillor in resolving the disagreement informally.

If the informal assistance does not resolve the disagreement, the General Manager may, with the consent of the parties involved, choose to appoint an external mediator to assist in the resolution of the disagreement. If an external mediator is appointed, Councillors who are party to the disagreement must strive to cooperate with the mediator and use their best endeavours to assist the mediator and participate in the mediation arranged.

Where a matter cannot be resolved through internal processes, the next step may be to lodge a formal code of conduct complaint. Councilors should only invoke the provisions of the Code of Conduct in good faith, where it is perceived that another Councillor has not complied with the provisions or intent of the Code of Conduct.
3.4 Making a Code of Conduct complaint

(1) A person may make a code of conduct complaint against one Councillor in relation to the
correspondence by the Councillor of the relevant council’s code of conduct.

(2) A person may make a complaint against more than one Councillor if the complaint relates to the
same behaviour and the same code of conduct contravention.

(3) Code of conduct complaints are lodged with the General Manager of the relevant council and must comply with legislative requirements, as outlined below.

A complaint may not be made by more than two complainants jointly. A code of conduct complaint is to-

(a) be in writing;
(b) state the name and address of the complainant; and
(c) state the name of each Councillor against whom the complaint is made; and
(d) state the provisions of the relevant code of conduct that the Councillor has allegedly contravened; and
(e) contain details of the behaviour of each Councillor that constitutes the alleged
contravention; and
(f) be lodged with the general manager of the relevant council within six months after the
Councillor or Councillors against whom the complaint is made allegedly committed the
contravention of the code of conduct; and
(g) be accompanied by a statutory declaration, signed by the complainant or by each
complainant, verifying the accuracy of the information contained in the complaint; and
(h) contain details of all efforts made by the complainant to resolve the issue that is the subject
of the complaint; and
(i) be accompanied by any prescribed fee.

(4) If the subject matter of the complaint by its nature consists of a series of separate incidents that,
taken together, form the subject matter, the period referred to in subsection (3)(f) runs from the
most recent of the incidents mentioned in the complaint.

(5) A complaint must not be made by more than 2 complaints jointly.

Once satisfied that the code of conduct complaint meets prescribed requirements, the General Manager forwards the complaint to the Code of Conduct Panel.

3.5 Costs and fees

Code of conduct complaint lodgement fee

The code of conduct complaint lodgement fee is prescribed under Schedule 3 (Fees) of the Local
Government (General) Regulations 2015. The lodgement fee is 50 penalty units.

Refund of conduct complaint lodgement fee

The Council must refund each complainant who has lodged a code of conduct complaint, any fee paid
with the lodgement in accordance with section 28V(3)(g), in regard to the specific circumstances listed
under section 2820.
Model Code of Conduct

Costs to parties

The complainant in a code of conduct complaint and the Councillor against whom the complaint is made are to bear their own costs relating to the investigation and determination of the complaint.

If, as a result of a determination report, a Councillor is required to undergo training, the costs associated with that training are to be borne by the Council.

If, when determining a code of conduct complaint, the Code of Conduct Panel imposes a sanction on a Councillor that requires the Councillor to apologise to a person or attend counselling or a training course, the Councillor must comply with that sanction within the period specified in the determination report.
Penalty: Fine not exceeding 50 penalty units.

Any person who receives an addendum or a determination report must keep the determination report confidential until the report is included within an item on the agenda for a meeting of Council.
Penalty: Fine not exceeding 50 penalty units.

3.6 Complaints under the Local Government Act 1993

The Director of Local Government is responsible for the investigation of complaints regarding alleged breaches of the Act.

Any person can make a complaint to the Director, via the Local Government Division, in accordance with section 359E of the Act, where it is genuinely believed that a Council, Councillor or General Manager may have committed an offence under the Act or failed to comply with the requirements of the Act.

To make a complaint, it is recommended that you first contact the Local Government Division to discuss whether the matter is something that the Division can assist with.

3.7 Public Interest Disclosure

Any instances of suspected corrupt conduct, maladministration and serious and substantial waste of public resources or substantial risk to public health or safety or to the environment should be reported in accordance with the Public Interest Disclosures Act 2002. Disclosures may be made to the Tasmanian Ombudsman or the Tasmanian Integrity Commission.

4 Legislation and Related Documents

Local Government Act 1993
Public Interest Disclosure Act 2002
Local Government (General) Regulations 2015
Local Government (Model Code of Conduct) Order 2016
Code of Conduct Complaint Form
Code of Conduct Flowchart
Local Government Code of Conduct- Overview of Complaint Process
5 Key Contacts

Department of Premier and Cabinet’s Local Government Division
15 Murray Street, HOBART TAS 7000
GPO Box 123, HOBART TAS 7001
Phone: (03) 6232 7022 Fax: (03) 6232 5685
Email: lgdt@dpac.tas.gov.au

Local Government Association of Tasmania
326 Macquarie Street, HOBART TAS 7000
GPO Box 1571, HOBART TAS 7001
Phone: (03) 6233 5966
Email: admin@lgat.tas.gov.au
Web: www.lgat.tas.gov.au

The Tasmanian Integrity Commission
Surrey House, Level 2,
199 Macquarie Street, HOBART TAS 7000
GPO Box 822, HOBART TAS 7001
Phone: 1300 720 289
Email: mper@integrity.tas.gov.au
Web: www.integrity.tas.gov.au
Model Code of Conduct

Ombudsman Tasmania

NAB House, Level 6,
86 Collins Street, HOBART TAS 7000
GPO Box 123, HOBART TAS 7001
Phone: 1800 001 170
Email: ombudsman@ombudsman.tas.gov.au
Web: www.ombudsman.tas.gov.au
Appendix 2

Contents (2016 - 23)

Local Government (Model Code of Conduct) Order 2016

Long Title
1. Short title
2. Commencement
3. Interpretation
4. Model code of conduct

Schedule 1 - Model Code of Conduct
Part 1 - Decision making
Part 2 - Conflict of interests that are not pecuniary
Part 3 - Use of Office
Part 4 - Use of resources
Part 5 - Use of Information
Part 6 - Gifts and benefits
Part 7 - Relationships with community, councillors and Council employees
Part 8 - Representation
Part 9 - Variation of Code of Conduct

Local Government (Model Code of Conduct) Order 2016
Version current from 26 December 2016 to date (accessed 13 February 2019 at 10:32)

TASMANIA

Local Government (Model Code of Conduct) Order 2016

I make the following order under section 28R(1) of the Local Government Act 1993.

4 April 2016

PETER GUTWEIN
Minister for Planning and Local Government

1. Short title
   This order may be cited as the Local Government (Model Code of Conduct) Order 2016.

2. Commencement
   This order takes effect on 13 April 2016.

3. Interpretation
   (1) In this order –


1/11
(2) The Acts Interpretation Act 1931 applies to the interpretation of this order as if this order were by-laws.

4. Model code of conduct

For the purposes section 288(1) of the Act, the code of conduct set out in Schedule 1 is the model code of conduct relating to the conduct of councillors.
SCHEDULE 1 - Model Code of Conduct

Clause 4

PART 1 - Decision making

1. A councillor must bring an open and unprejudiced mind to all matters being decided upon in the course of his or her duties, including when making planning decisions as part of the Council's role as a Planning Authority.

2. A councillor must make decisions free from personal bias or prejudgement.

3. In making decisions, a councillor must give genuine and impartial consideration to all relevant information known to him or her, or of which he or she should have reasonably been aware.

4. A councillor must make decisions solely on merit and must not take irrelevant matters or circumstances into account when making decisions.


3/11
PART 2 - Conflict of interests that are not pecuniary

1. When carrying out his or her public duty, a councillor must not be unduly influenced, nor be seen to be unduly influenced, by personal or private interests that he or she may have.

2. A councillor must act openly and honestly in the public interest.

3. A councillor must uphold the principles of transparency and honesty and declare actual, potential or perceived conflicts of interest at any meeting of the Council and at any workshop or any meeting of a body to which the councillor is appointed or nominated by the Council.

4. A councillor must act in good faith and exercise reasonable judgement to determine whether he or she has an actual, potential or perceived conflict of interest.

5. A councillor must avoid, and remove himself or herself from, positions of conflict of interest as far as reasonably possible.

6. A councillor who has an actual, potential or perceived conflict of interest in a matter before the Council must –

   (a) declare the conflict of interest and the nature of the interest before discussion of the matter begins; and

   (b) act in good faith and exercise reasonable judgement to determine whether a reasonable person would consider that the conflict of interest requires the councillor to remove himself or herself physically from any Council discussion and remain out of the room until the matter is decided by the Council.

7. This Part does not apply in relation to a pecuniary interest.
PART 3 - Use of Office

1. The actions of a councillor must not bring the Council or the office of councillor into disrepute.

2. A councillor must not take advantage, or seeks to take advantage, of his or her office or status to improperly influence others in order to gain an undue, improper, unauthorised or unfair benefit or detriment for himself or herself or any other person or body.

3. In his or her personal dealings with the Council (for example as a ratepayer, recipient of a Council service or planning applicant), a councillor must not expect nor request, expressly or implicitly, preferential treatment for himself or herself or any other person or body.
PART 4 - Use of resources

1. A councillor must use Council resources appropriately in the course of his or her public duties.
2. A councillor must not use Council resources for private purposes except as provided by Council policies and procedures.
3. A councillor must not allow the misuse of Council resources by any other person or body.
4. ..........................
PART 5 - Use of information

1. . . . . . .

2. A councillor must only access or use Council information needed to perform his or her role and not for personal reasons or non-official purposes.

3. . . . . . .

4. A councillor must only release Council information in accordance with established Council policies and procedures and in compliance with relevant legislation.
PART 6 - Gifts and benefits

1. A councillor may accept an offer of a gift or benefit if it directly relates to the carrying out of the councillor's public duties and is appropriate in the circumstances and is not in contravention of any relevant legislation.

2. A councillor must avoid situations in which a reasonable person would consider that any person or body, through the provisions of gifts or benefits of any kind, is securing (or attempting to secure) influence or a favour from the councillor or the Council.

3. 

4. 

5. 

6. 

7. 

8. 


5/11
PART 7 - Relationships with community, councillors and Council employees

1. A councillor –
   (a) must treat all persons fairly; and
   (b) must not cause any reasonable person offence or embarrassment; and
   (c) must not bully or harass any person.

2. A councillor must listen to, and respect, the views of other councillors in Council and committee meetings and any other proceedings of the Council, and endeavour to ensure that issues, not personalities, are the focus of debate.

3. 

4. A councillor must not contact or issue instructions to any of the Council’s contractors or tenders, without appropriate authorisation.

PART 8 - Representation

1. When giving information to the community, a councillor must accurately represent the policies and decisions of the Council.

2. A councillor must not knowingly misrepresent information that he or she has obtained in the course of his or her duties.

3. A councillor must not speak on behalf of the Council unless specifically authorised or delegated by the Mayor or Lord Mayor.

4. A councillor must clearly indicate when he or she is putting forward his or her personal views.

5. A councillor’s personal views must not be expressed publicly in such a way as to undermine the decisions of the Council or bring the Council into disrepute.

6. A councillor must show respect when expressing personal views publicly.

7. The personal conduct of a councillor must not reflect, or have the potential to reflect, adversely on the reputation of the Council.

8. When representing the Council on external bodies, a councillor must strive to understand the basis of the appointment and be aware of the ethical and legal responsibilities attached to such an appointment.
PART 9 - Variation of Code of Conduct

1. Any variation of this model code of conduct is to be in accordance with section 28T of the Act.

Displayed and numbered in accordance with the Rules Publication Act 1955.

Notified in the Gazette on 13 April 2016

INFORMATION SHEET
This information sheet provides a summary of the changes made to the Local Government Act 1993 and the Local Government (Model Code of Conduct) Order 2016 in December 2018.

Code of Conduct Changes
Following a review of the model code of conduct framework, there have been changes made to both the Local Government Act 1993 (the Act) and the Local Government (Model Code of Conduct) Order 2016 (the Code). Together, these changes will improve the overall efficiency and effectiveness of the complaints handling process.

Amendments to the Act apply as of 10 December 2018 and include:

- a new requirement that a complainant provide details of reasonable efforts made to resolve the issue that is the subject of the complaint, when lodging a complaint;
- a new requirement that a complainant (along with councillors or employees of the council) are to provide a statutory declaration verifying the accuracy of the information they provide in respect of a complaint;
- a new provision to allow the chairperson of a Code of Conduct Panel to dismiss complaints on the basis of ‘triviality’, as well as on the basis that the complainant has not made a reasonable effort to resolve the issue prior to lodgement of the complaint;
- a new provision requiring councils to include in their annual report the number of code of conduct complaints that were received in total, as well as the number that were upheld either wholly or in part;
- a new offence provision to explicitly prevent any person from misusing information acquired in relation to a code of conduct investigation; and
- a small number of minor amendments focused on improving the overall procedural fairness, confidentiality and transparency of the complaints handling process.

Amendments to the model code were approved by the Minister for Local Government on 7 December 2018 and came into effect upon Gazetting, scheduled for 26 December 2018. However, these changes will not apply until the amended model code is adopted by the relevant council. Amendments include:

- changes to make it clear that the Model Code does not apply to pecuniary interests or to the disclosure of confidential information, as these are dealt with as offence provisions under the Act; and
- the introduction of a ‘reasonable person’ test in relation to non-pecuniary conflicts of interest. This replaces the ‘materiality’ test, and is intended to provide consistency within the Code and with common law principles. Further guidance will be issued about what is the ‘reasonable person’.

Local Government Division
Department of Premier and Cabinet

Tasmanian Government
Miscellaneous Changes

Miscellaneous amendments to the Act were also made in order to address a number of minor drafting and administrative matters. Relevant changes include:

Pecuniary interests

The Act was amended to clarify that a councillor can only vote on a matter relating to the payment of allowances or expenses if that matter relates to all councillors of the council.

Gifts and donations register

The register of gifts and donations for elected members is required to be made permanently available at the relevant council’s office, on the council’s website and updated at least monthly.

Improper use of information

Existing provisions have been extended to capture former councillors, members, members of an audit panel or employees, similar to the restrictions that apply under the Corporations Act 2001 to former directors with respect to the misuse of information.

Vacation of office

The office of a councillor who is elected to any Parliament in Australia, is vacated on the day on which they begin to hold office in that Parliament. This will prevent members elected to Tasmanian or Australian Parliament continuing to also serve as councillors.

Customer service charter

A review of a council’s charter needs to be undertaken within 12 months of a council election, rather than every two years.
# LOCAL GOVERNMENT CODE OF CONDUCT COMPLAINT FORM

## INTRODUCTION

This form is designed to help you comply with the Local Government regulations pertaining to the Code of Conduct. It is not compulsory that it accompany a complaint.

**All complaints must be in writing.**

## INSTRUCTIONS

If completing this form by hand, please use black or blue pen and print clearly.

*Send your completed form to the General Manager of the Council.*

*Please remember to attach the prescribed fee.*

## CONTACT DETAILS (of person making the complaint)

<table>
<thead>
<tr>
<th>Name:</th>
<th>Telephone (mobile):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address (Residential):</td>
<td>Telephone (work):</td>
</tr>
<tr>
<td>Address (Postal):</td>
<td>Telephone (home):</td>
</tr>
</tbody>
</table>

## SUMMARY OF COMPLAINT

<table>
<thead>
<tr>
<th>Name of Councillor who you believe has breached the Code of Conduct:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provisions of the Code of Conduct that you believe have been breached:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date(s) of incident(s):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location(s) of incident(s):</td>
</tr>
</tbody>
</table>
**DETAILS OF THE COMPLAINT** (further information may be attached)

**WITNESSES** (include anyone with knowledge of what happened)

**HAVE YOU PREVIOUSLY MADE A CODE OF CONDUCT COMPLAINT ABOUT THIS MATTER?**

- [ ] Yes
- [x] No

If yes, when did you make the complaint?

**DESired outcome of complaint**

Please explain what you would like to happen as a result of lodging this complaint:

**Please sign and date**

**Signature:**

**Date:**
Title: Children’s University Funding Application

Reporting Officer: Community Development and Events Officer

Date: 10 February 2019

File: 

Appendices: Children’s University Tasmania Sponsorship Prospectus; Letters of Support from Mountain Heights School and St Joseph’s Queenstown

Purpose

To seek approval from Council for funds to be allocated towards sponsorship of the Children’s University program to be launched on the West Coast.

Background

The Children’s University Tasmania (CU) was established in 2015 through the Peter Underwood Centre for Educational Attainment at the University of Tasmania. It is currently offered at 32 schools state-wide with the aim of developing children into adaptable, lifelong learners by providing superb learning activities outside the classroom. This award-winning model, originating in the UK, is well established and recognised as being effective in enhancing academic achievement and increasing the ambition of students.

Although open to all, CU Tasmania aims particularly to reach children facing educational and socio-economic disadvantage.

Research indicates that participants are almost twice as likely to have higher education aspirations (university and/or VET) than non-participants. Better school attendance and achievement is also a recognised outcome.

Children from ages 7 to 14 (grades 2 to 8) can participate in the Children’s University via a Passport to Learning in which the hours of participation for each activity are recorded. Children aged 15 to 18 (grades 9 to 12) can participate via a Passport to Volunteering which encourages youth to participate in the CU program by volunteering to run clubs, assist with graduations and events, become role models to younger students etc. For the purposes of this report we are focusing on the Passport to Learning for children aged 7 to 14 years.

CU is child-directed meaning that each child chooses what activities and learning experiences they wish to be involved in. Learning Destinations are places that children can “travel” to with their passports to participate in CU activities. Learning Destinations can be public places such as the library, museum or sporting club while restricted destinations might include mine sites, Hydro facilities, or UTAS.

As children explore Learning Destinations, credits are accumulated, and when they reach the hours needed to graduate from CU, children are awarded with certificates at a formal graduation ceremony currently held in conjunction with other UTAS graduations. Graduation levels range from Bronze Award (30 hours) to Doctorate (1000 hours).

Details

Children’s University is proposing a three-year commitment to all six school on the West Coast, or a range of sponsorship packages as outlined below:
### One School
- **$24,000 over 3 years**
- 30 members
- 1,200 hours of learning
- $8,000 per year

### Three Schools
- **$72,000 over 3 years**
- 90 members
- 3,600 hours of learning
- $24,000 per year

### Six Schools
- **$144,000 over 3 years**
- 180 members
- 7,200 hours of learning
- $48,000 per year

Costs covered include administrative costs, issuing of passports, all costs involved with graduation ceremonies (including transportation, catering, cap and gown hire, tassels, certificates, etc.), support for Learning Destinations as well as yearly visits by the Peter Underwood Centre and trips to UTAS Cradle Coast campus.

West Coast Council would receive for this:

- Recognition as a leading sponsor and supporter of the Children’s University via state, national and international media releases.
- Ongoing recognition via the CU website.
- Training for the Community Development and Events Officer (or other nominated person) to become a registered Learning Destinations assessor.
- Registration of the West Coast Visitor Information Centre (Reflections Exhibition) in Strahan as a Learning Destination.

**Statutory Implications**
Nil.

**Strategic Implications**

**West Coast Community Plan 2025**

**Our People Our Community**

1.2 More connected and inclusive communities.

1.2.3 Support initiatives for the Regions youth.

1.5 The communities social needs are supported through the provision of a range of essential services and community services.

1.5.4 Coordinate and promote the education opportunities available on the West Coast.

1.5.5 Foster the development of innovative practices in the education sector.

1.6 Innovative educational provision that meets the needs of the Region.

1.6.3 Support initiatives that promote student’s awareness of localised employment and career opportunities.

**Our Partnerships Our Leadership**

5.1 Strong and sound partnerships are developed and sustained with other Government stakeholders and organisations (including industry).

5.1.2 Foster and initiate partnerships between Council and key sector businesses (including mining, tourism and aquaculture).
**Policy Implications**

This request does not fit within the current guidelines of the Financial and In-Kind Policy, which is set up for one-off or annual events.

**Financial Implications**

Though this may seem like a large request for educational purposes, comparatively the footpath program has $500,000 budgeted for one financial year (2018-2019).

As an indicator of return on investment, we should consider the potential impact that this program can have on the lives of 180 children, their siblings, their families and the greater community. For less than 10% of the current footpath budget (i.e. $48,000 per year for 3 years) Council can impact the lives of hundreds of West Coasters and be a proactive participant in the raising of educational aspirations for our children.

**Risk Implications**

Financial risk – limited financial risk as the cost over three years is known and can be budgeted for in upcoming budget allocations.

Reputational risk – Council has for many years lobbied for improved educational outcomes for West Coasters, including voicing the need for partnerships for this to occur. Many outcomes adopted in the West Coast Community Plan 2025 reflect this. In not supporting this proposal Council risks damage to its reputation by not being prepared to lead by example and follow through with what has been talked about.

**Consultation Process**

Children’s University presented to the Education and Training Advisory Committee in November, with ETAC subsequently supporting the initiative to roll out the program to all West Coast Schools.

**Comment**

Children’s University aligns perfectly with the goals of the Education and Training Advisory Committee along with the broader goals of the community – that is to raise educational aspirations and attainment. With this proposal for funding, Council has a unique opportunity to be a part of an innovative approach to creating intergenerational change when it comes to employment and education outcomes for West Coast students. By funding this proposal Council also establishes itself as a proactive and innovative organisation that wants to be a part of the solution to address endemic educational disadvantage.

Additionally, Council has the opportunity via this funding to continue to position itself as a leader in innovation when working for its community – a reputation that has been gained by its pursuit of the 2025 community plan, branding project, and regional study hub.

Council shouldn’t be put off by the thought of trying and supporting something new.

**Recommendation**

That Council:

a) provide funding of $144,000 over 3 years ($48,000 per year) to fund six schools as part of the Children’s University, or;
b) provide funding of $72,000 over 3 years ($24,000 per year) to fund three schools as part of the Children’s University, or;
c) provide funding of $24,000 over 3 years ($8,000 per year) to fund one school as part of the Children’s University, or;
d) provide an alternate amount of funding to the Children’s University as agreed upon by Council.

Moved/Seconded
Who we are

Every Tasmanian child deserves the opportunity to explore and find their passion in life. At Children's University Tasmania we believe providing children with a diverse range of experiences and role models through education gives children this opportunity.

“Education perhaps more than anything else is a passport to a better life”
- Peter Underwood
What we do

Children's University Tasmania helps develop children into adaptable, lifelong learners by providing superb learning activities outside the classroom.

By encouraging children to develop their talents through a variety of learning experiences we build bridges to employment and higher education. What once felt remote or out of reach, becomes achievable.

Our Learning activities foster a love of learning in children. They encourage children to think differently, collaborate and broaden their horizons.

Learning activities are validated by our dedicated team and include Public Learning Destinations – community-based organisations including sports clubs, museums and galleries – that we have partnered with.

Each member of Children's University is issued with a Passport to Learning from their school in which the hours of validated activity are recorded. Once they have reached the required number of hours children graduate from Children's University.

High profile graduation ceremonies are held in conjunction with the University of Tasmania. Children can graduate several times from the Children's University as they successfully complete more hours of learning activities and attain higher 'degree' certification.

"There is always one moment in childhood when the door opens and lets the future in.”
- Graham Greene
Why support us?

Every parent, irrespective of their socio-economic status, wants to provide their children with the best education possible. In Tasmania too many children, particularly from low SES backgrounds, are not getting the opportunities to succeed through learning.

Communities are ready and willing to create and determine their own future and break the low-education poverty cycle. The University of Tasmania is opening new pathways to higher education and employment for young people by building new campuses in Launceston and Burnie and introducing new associate degrees.

What’s needed is a vehicle for all children and young people to reach those pathways.

We believe Children’s University Tasmania can be that vehicle and, in partnership with you and your organisation, can enrich all of Tasmania’s communities and help bridge the gap in both living standards and educational attainment between our state and the rest of Australia.
The story so far

Children’s University Tasmania was officially launched in Tasmania in July 2015 through the Peter Underwood Centre for Educational Attainment at the University of Tasmania.

Children’s University Australasia is an international partner of Children’s University Trust (UK) - an international critically-acclaimed charity - and managed by the University of Adelaide, South Australia.

The Children’s University began in the United Kingdom in the early 1990s. It was instigated by Professor Sir Tim Brighouse and Sir David Winkley, then Chief Education Officer and Head Teacher, and supported by the King Edward Foundation.

There were 345 graduates of Children’s University Tasmania in 2015 - 129 in the North-West, 42 in the North and 174 in the South. The graduations celebrated the achievements of the participants, who recorded a grand total of 22,883 hours of validated activities last year. These activities included everything from archery to robotics, visits to the University of Tasmania, and even digging for relics as part of the Excavating Convict Lives archaeology project at Kerry Lodge.

Children’s University was offered at 32 schools statewide in 2018. Among the new members were schools in the Derwent Valley and Central Highlands. Philanthropic support from the Tasmanian Community Fund enabled Children’s University to be extended to 10 schools in the North-West.
Is it working?

The research evidence is clear: extra-curricular learning and parent engagement support children’s educational attainment.

The Peter Underwood Centre conducted a preliminary mixed methods evaluation of Children’s University in the 14 Tasmanian schools involved in the first 18 months of the initiative. The findings are summarised below.

<table>
<thead>
<tr>
<th>CU PARTICIPANTS</th>
<th>NON-PARTICIPANTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>80.0% Intend to go to University</td>
<td>41.7%</td>
</tr>
<tr>
<td>30.0% Intend to go to Vet</td>
<td>16.7%</td>
</tr>
<tr>
<td>65.2% Not often bored</td>
<td>50%</td>
</tr>
<tr>
<td>65.2% Sense of achievement</td>
<td>46.4%</td>
</tr>
</tbody>
</table>

“Children can only aspire to what they know exists.”
- Dr Ger Graus OBE

Research conducted at the University of Cambridge found that achievement levels are significantly better among children who participate in Children’s University than for those who do not. Results included:

- Better school attendance and achievement.
- The use of university settings for some learning activities and graduations helps to inspire and raise aspirations for children and their parents.
- To be able to succeed in new contexts extends children’s horizons.
West Coast sponsorship

Your support will enable more West Coast children and young people to succeed. We are seeking a **three-year** commitment to all six schools on the West Coast, or a range of sponsorship packages, as set out below.

<table>
<thead>
<tr>
<th>FULLY FUNDED SUPPORT OF OUR PROGRAM</th>
<th>$24,000 over 3 years</th>
<th>$72,000 over 3 years</th>
<th>$144,000 over 3 years</th>
</tr>
</thead>
<tbody>
<tr>
<td>($8,000 per school*, per annum)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**THE IMPACT OF YOUR SUPPORT:**

- **30 members*.**
- **20 graduates*.**
- **1,200 hours of learning by graduates*.**
- **90 members.**
- **80 graduates.**
- **3,600 hours of learning by graduates.**
- **180 members.**
- **120 graduates.**
- **7,200 hours of learning by graduates.**

**ENTER A PARTNERSHIP WITH US**

- To be agreed
- To be agreed
- To be agreed

(Financial, volunteering and in-kind)

**SPONSOR THE GRADUATIONS**

- **$3,300** ($1,100 per school*, per annum)
- **$9,900**
- **$10,800**

Will cover Children's University Tasmania Graduations costs such as bus transport, venue hire, catering, academic gowns and tassies, printing and photography.

**SCHOOL HOLIDAY PROGRAMS & UTAS OPEN DAY**

- **$1,650** ($550 per school*, per annum)
- **$4,950**
- **$9,900**

Will cover the transport/accommodation costs of delivering two school holiday programs to each school per year, plus bus transport to University of Tasmania Open Day.

*based on average across all West Coast schools
Want more options?

If the sponsorship packages set out on the previous page do not appeal to your organisation, we would be happy to work with you to tailor a custom sponsorship that is a perfect fit.

In-kind support

We are constantly on the lookout for new Learning Destinations and School Holiday Programs. If your organisation can offer an enjoyable learning experience for Children's University Tasmania participants we would love to hear from you.

It also might be that you are interested in offering outreach into schools and volunteering to assist our program, these are all opportunities we would be keen to secure.

Next steps

To discuss your sponsorship, or if you have any questions, please contact: Peter Underwood Centre Communications Officer Sean Stevenson, 03 62 26 2525.

Watch our graduations

To view the Children's University Tasmania 2017 Graduations Video follow this link: https://www.youtube.com/watch?v=u9f-9IP0wpE
Vikki Iwanicki
Community Development & Events Officer (West Coast Council)

Dear Vicki,

MHS is committed to improving educational outcomes for all of our students. A priority of the school is to improve the quality of the learning experiences for all of our students through engaging with our community.

We will be committing resources to ensure this succeeds. This has been established through the appointment of an Assistant Principal who will work with our community to support students and their families in accessing the Children's University program.

Costs to enrol may well be the only barrier to engaging students in this great community based learning approach. The socio-economic profile of our school is further evidence of the need for further support for the engagement of our students and their families in this program.

Mountain Heights School supports the Children's University program and the opportunities for our students and their families.

Yours sincerely

Paul Harding
Principal
Tuesday, 12th February 2019

Vikki Iwanicki  
Community Development and Events Officer:

Dear Vikki,

I am writing in support for the roll out of the Children’s University across the West Coast over the next three years.

The Children’s University provides a range of opportunities for children of the West Coast to engage in purposeful activities that will broaden their knowledge and skills. It will provide children who live in remote areas such as Queenstown access to high quality learning experiences where they will flourish and have success. We know that children who engage in the Children’s University program will be open to diverse learning experiences that could lead to employment in the future, especially through higher education. It is important for children on the West Coast and in particular those who live in Queenstown, to not be limited by the geographical location in which they live. We would like our children to see how the world works and how they see themselves working towards participation in the world.

Any support through funding that the council can provide would ensure that the roll out is a successful one.

Yours Sincerely,

Carmen Aylott
Principal
St. Joseph’s Catholic School
Queenstown
MATTERS PROPOSED FOR CLOSED MEETING

Local Government (Meeting Procedures) Regulations 2015; Regulation 15

A Council may (by absolute majority resolution) close a meeting or part of a meeting when certain matters are being or are to be discussed. The grounds for the closure are to be recorded in the minutes of the meeting.

Section (2) A part of a meeting may be closed to the public when any one or more of the following matters are being, or are to be, discussed at the meeting:

(a) personnel matters, including complaints against an employee of the council and industrial relations matters;

(b) information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business;

(c) commercial information of a confidential nature that, if disclosed, is likely to –
   (i) prejudice the commercial position of the person who supplied it; or
   (ii) confer a commercial advantage on a competitor of the council; or
   (iii) reveal a trade secret;

(d) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal;

(e) the security of –
   (i) the council, councillors and council staff; or
   (ii) the property of the council;

(f) proposals for the council to acquire land or an interest in land or for the disposal of land;

(g) information of a personal and confidential nature or information provided to the council on the condition it is kept confidential;

(h) applications by councillors for a leave of absence;

(i) matters relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council;

(j) the personal hardship of any person who is resident in, or is a ratepayer in, the relevant municipal area.

Moved/Seconded

Recommendation

That items 54/19-58/19 be discussed in Closed Session.

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Matter</th>
<th>Local Government (Meeting procedures) Regulations 2015 Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>54/19</td>
<td>Leave of Absence Request</td>
<td>Nil</td>
</tr>
<tr>
<td>56/19</td>
<td>Planning &amp; Building Report</td>
<td>15(2)(i)</td>
</tr>
<tr>
<td>57/19</td>
<td>Report Mr Rob Fitzpatrick</td>
<td>15 (2)(g)</td>
</tr>
<tr>
<td>58/19</td>
<td>Correspondence</td>
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</tr>
</tbody>
</table>
53/19 CLOSED MEETING

Local Government (Meeting Procedures) Regulations 2015; Regulation 15

Recommendation

That Council RESOLVES BY ABSOLUTE MAJORITY to go into Closed Session to consider the following matters, the time being:

<table>
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<th>Item Number</th>
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</tbody>
</table>

Moved/Seconded

54/19 OPEN MEETING

Recommendation

That Council now revert to Open Council.

Moved/Seconded

55/19 PUBLIC RELEASE ANNOUNCEMENT

Local Government (Meeting Procedures) Regulations 2015; Regulation 15 (8)(9)

Pursuant to Regulation 15(8)(9) of the Local Government (Meeting Procedures) Regulations 2015 and having considered privacy and confidential issues relating to discussions, decisions, reports or documents considered in the closed meeting, Council will authorise the below closed meeting information to be released to the public.

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Subject</th>
<th>Discussions/ Documents</th>
</tr>
</thead>
</table>

Moved/Seconded

56/19 CLOSE OF COUNCIL MEETING