DERWENT VALLEY COUNCIL

INFORMATION BULLETIN

Council Meeting
15 May 2014
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SUBJECT: FOOD LICENCES
FROM: ENVIRONMENTAL HEALTH OFFICER

The following summarises the food businesses approved for registration for the previous month.

Various stall holders for Forestry Tasmania Derwent Valley Autumn Festival  Esplanade
Southern Allstars Cheer & Dance  Woolworths Carpark
Bushy Park Show Fun day  Bushy Park Show Grounds
**SUBJECT:** BUILDING PERMITS ISSUED

**FROM:** GENERAL MANAGER

The following permits were issued during April 2014

<table>
<thead>
<tr>
<th>LOCALITY</th>
<th>TYPE OF WORK</th>
<th>APPLICATION NO.</th>
<th>VALUE $</th>
</tr>
</thead>
<tbody>
<tr>
<td>149 Lower Swamp Rd, Lachlan</td>
<td>Dwelling</td>
<td>31/2014</td>
<td>280,000</td>
</tr>
<tr>
<td>455 Gordon River Rd, Bushy Park</td>
<td>Change of use from office to dwelling</td>
<td>24/2013</td>
<td>5,000</td>
</tr>
<tr>
<td>145 Haney Rd, Lachlan</td>
<td>Shed</td>
<td>32/2014</td>
<td>25,000</td>
</tr>
<tr>
<td>39 Hobart Rd, New Norfolk</td>
<td>Demolition of existing shed and new garage and carport</td>
<td>33/2014</td>
<td>10,000</td>
</tr>
<tr>
<td>839 Collins Cap Rd, Molesworth</td>
<td>Carport</td>
<td>27/2014</td>
<td>18,000</td>
</tr>
<tr>
<td>195 Hydehurst Rd, Lachlan</td>
<td>Garaport and shed</td>
<td>35/2014</td>
<td>30,000</td>
</tr>
<tr>
<td>Lot 3 Lachlan Rd, Lachlan</td>
<td>Single dwelling</td>
<td>34/2014</td>
<td>214,000</td>
</tr>
</tbody>
</table>

**COMPARISONS**

<table>
<thead>
<tr>
<th>NO OF PERMITS FOR MONTH</th>
<th>7</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL VALUE FOR MONTH</td>
<td>582,000</td>
</tr>
<tr>
<td>YEAR TO DATE – 2014</td>
<td>2,818,000</td>
</tr>
</tbody>
</table>

| NO OF PERMITS FOR APRIL 2013 | 9 |
| TOTAL VALUE FOR APRIL 2013   | 1,835,000 |
| YEAR TO DATE – 2013          | 3,108,200 |
SUBJECT:      PLACE OF ASSEMBLY LICENCES

FROM:         ENVIRONMENTAL HEALTH OFFICER

The following persons have made application for a Place of Assembly Licence under Sections 76 & 81 of the Public Health Act 1997 during April 2014.

Forestry Tasmania Derwent Valley Autumn Festival       Esplanade

All premises have been inspected, deemed to be satisfactory and a Place of Assembly Licence issued.
SUBJECT: PLUMBING PERMITS ISSUED

FROM GENERAL MANAGER

The following plumbing permits were issued during the previous month:

<table>
<thead>
<tr>
<th>LOCALITY</th>
<th>BA</th>
<th>TYPE OF WORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>149 Lower Swamp Road, Lachlan</td>
<td>31/2014</td>
<td>Dwelling</td>
</tr>
<tr>
<td>455 Gordon River Road, Bushy Park</td>
<td>24/2013</td>
<td>Change of use from office to dwelling</td>
</tr>
<tr>
<td>145 Haney Road, Lachlan</td>
<td>32/2014</td>
<td>Shed</td>
</tr>
<tr>
<td>99 Forest Road, Granton</td>
<td>26/2014</td>
<td>Upgrade septic tank to AWTS</td>
</tr>
<tr>
<td>39 Hobart Road, New Norfolk</td>
<td>33/2014</td>
<td>Demolition of existing shed and new garage and carport</td>
</tr>
<tr>
<td>839 Collins Cap Road, Molesworth</td>
<td>27/2014</td>
<td>Carport</td>
</tr>
<tr>
<td>195 Hydehurst Road, Lachlan</td>
<td>35/2014</td>
<td>Garaport and shed</td>
</tr>
<tr>
<td>Lot 3 Lachlan Road, Lachlan</td>
<td>34/2014</td>
<td>Single Dwelling</td>
</tr>
</tbody>
</table>

SUMMARY

<table>
<thead>
<tr>
<th></th>
<th>Number of permits issued in April 2014</th>
<th>Year to Date – 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>8</td>
<td>31</td>
</tr>
</tbody>
</table>

COMPARISON

<table>
<thead>
<tr>
<th></th>
<th>Number of permits issued in April 2013</th>
<th>Year to Date – 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>6</td>
<td>27</td>
</tr>
</tbody>
</table>
SUBJECT: YOUTH PROJECTS REPORT

FROM: MATT HILL, YOUTH PARTICIPATION OFFICER

April 2014

RAFT (Real Action....Forward Thinking)

- The Derwent Valley Community Mens Shed continued at Carinya Education Park (CEP).
- The Friends of Frascati Community Garden (Special Committee of Council) continues to use CEP for storage of equipment.
- Derwent Valley Council Environmental Services continues to use CEP for storage space.
- Derwent Valley Tidy Town Committee (Special Committee of Council) continues to use CEP for meetings and storage of equipment.
- Derwent Valley Community Radio Association (TYGA FM 98.9) continues to use CEP for storage space and a meeting room for their Board of Management and radio presenters meetings.
- Derwent Valley Council Access Advisory Committee (Special Committee of Council) continues to use CEP for meetings.
- During April, Council (Youth Participation Officer) liaised with the support organisation, Life without Barriers in regards to potential usage of CEP.
- National Job Link (Northern) continued their Youth Connections Program at CEP during April. National Job Link (NJL) is a nationally Registered Training Organisation (RTO). The aim of the Youth Connections program is to assist young people who have left school, or who are thinking of leaving school, to continue with their education and ultimately gain a Year 12 (or equivalent) level education.
- The Tasmanian eSchool (formally Distance Education) continued to use CEP. The Tasmanian eSchool is the Tasmanian Government Department of Education’s online learning provider, offering educational programs and online courses for students from Kindergarten to grade 10 based on the Tasmanian/Australian Curriculum. Students are taught via a range of learning methods; e.g. online, face-to-face, community and home outreach visits.
- Anglicare Glenorchy Illicit Drugs Service (GIDS) continued outreaching to CEP. GIDS’ primary role is the provision of support and education for youth in regards to alcohol and other drugs usage.
- The Derwent Valley Players continued to use CEP for storage of equipment.
Mission Australia through its Youth Beat Program continued their free BBQs at Ellis Dean Reserve and the Benjamin Terrance Park during April. Youth Beat additionally provided support to Energizer Life Youth Church activities during April.

The free BBQs occur through the assistance of the Colony 47 Derwent Valley Partnership Broker and the New Norfolk Business Alliance (Special Committee of Council).

This initiative is an outcome of Derwent Valley RAFT (Real Action….Forward Thinking) forums.

Youth Beat is a safety and early intervention program supporting young people on the streets of South East Tasmania; including areas such as Brighton, Derwent Valley, Clarendon Vale and Rokeby.

Youth Beat provides support, information, guidance and referrals. Youth Beat’s vans are manned by professional youth workers who are trained to deal with anti-social behaviour (alcohol and drug-fuelled incidents and violence) and support young people experiencing homelessness.

The Medicare Local Expression of Interest (EOI) funding application for the RAFT developed Tree2Sea concept was successfully shortlisted during April. An assessment process with the Tasmanian Medicare Local Social Determinants of Health Strategy Assessment Panel occurred on 8th April in Hobart. This assessment panel was attended by representatives from;

- Derwent Valley Council Youth Services
- New Norfolk High School
- Workskills Employment & Training Solutions
- Derwent Valley Community House

A meeting was held on 11th April to discuss a Derwent Valley Learning Precinct (formally New Norfolk Education Precinct). RAFT has fostered the development of a learning precinct since May 2013. This April 2014 meeting was attended by representatives from;

- New Norfolk High School
- Derwent Valley Child & Family Centre
- LINC Tasmania
- Glenora District High School
- Fairview Primary School
- Ouse District School
- Derwent Valley Council

The meeting featured the following discussion items;

- 26 Ten membership
- Precinct overview
- Collective impact
- Nomination of Deputy Chair
- Learning Precinct membership
- Restorative community
- Video conferencing (link) facilities

- The Colony 47 Partners in Recovery (PIR) program officially commenced outreaching to CEP during 15th April. The PIR program is a new Australian Government initiative with the aim to promote positive outcomes for people and their families through integrating services and supports to work together in a more collaborative and coordinated way to address mental health issues.

- The RAFT network officially obtained membership of the 26 Ten network during March. An official membership kit was received during April.

Derwent Valley RAFT network membership and support of the 26 Ten initiative was previously discussed at the RAFT forums held 25th September 2013, 6th November 2013 and 26th February and 26th March 2014. 26 Ten membership was additionally discussed at the Derwent Valley Learning Precinct meetings held 3rd March and 11th April 2014.

26 Ten is a unique Tasmanian network of businesses, organisations and individuals committed to improving adult literacy. This initiative is consistent with the Australian Coreskills Framework and the Tasmanian Adult Literacy Action Plan.

- Derwent Valley Youth Future Action Team (D’FAT) conducted a working-bee at CEP during 27th April.

D’FAT members participated in this working-bee, conducting general indoor cleaning and maintenance to frequently utilised areas of CEP.

- During April, Council liaised with the Project Manager of the Willow Court Conservation Committee (Special Committee of Council) regarding a funding application to establish an educational room at Bronte building, Willow Court. This funding application is highly supported by RAFT.

- During April, Council (Youth Participation Officer) liaised with the Sexual Assault Support Service regarding their Medicare Local EOI funding application. RAFT agreed to support this application during February 2014.

- The TasTAFE and Workskills Employment & Training Solutions (New Norfolk) continued at CEP during April. This course is Certificate III in Aged Care and Certificate III in Home and Community Care.

- Council (Youth Participation Officer) and D’FAT assisted the Mission Australia Youth Beat Program Co-ordinator with the conduction of a sports day held at the New Norfolk High School sports oval on 30th April. Twenty (20) young people and children attended this event. This event featured;
  - Tug-of-war and sack-races (conducted by D’FAT)
  - Children’s activities (conducted by the Derwent Valley Child & Family Centre)
  - BBQ (conducted by Youth Beat)
  - Music (conducted by Energizer Life Youth Church)
  - Soccer (conducted by Football Federation Tasmania)
  - Touch Football (conducted by Southern Touch)
New Norfolk Inter-agency Support Team

The New Norfolk Inter-agency Support Team (NNIAST) met on 9\textsuperscript{th} April at CEP. The New Norfolk Inter-Agency Support Team is currently supporting eighteen (18) young people and their families with multiple and complex problems. There has not been an increase or decrease of NNIAST client since the last (March 2014) meeting. These supported young people may be experiencing, or who are at significant risk of experiencing, the following problems or behaviours;

- Mental health issues
- Problematic alcohol and/or other drug use
- Family violence
- Neglect or other parenting issues
- Accommodation issues
- Difficulties with engaging in learning and education
- Antisocial behaviour
- Offending

Derwent Valley Youth Future Action Team

- Council continues to facilitate Derwent Valley Youth Future Action Team (D’FAT), the youth advisory group (Special Committee) of the Derwent Valley Council.
- Council on behalf of D’FAT liaised with the New Norfolk Business Alliance (Special Committee of Council) during March and April regarding obtaining Derwent Dollars for D’FAT’s ‘Selfie in the Valley’ National Youth Week photo competition.
- Council assisted D’FAT with the facilitation of National Youth Week (NYW) 2014 activities during 5\textsuperscript{th} and 12\textsuperscript{th} April.
- Council assisted D’FAT with their involvement in the 2014 Derwent Valley Autumn in the Valley Festival during 5\textsuperscript{th} (setup) and 6\textsuperscript{th} (conduction of information stall, splat the duck activity and dunking machine) April.
- Council assisted D’FAT with the undertaking of a social activities survey at Glenora District High School during 9\textsuperscript{th} April.
- Council with D’FAT attended a debrief session for the Cancer Council 2014 Hobart Relay for Life during 9\textsuperscript{th} April.
- Council assisted D’FAT with the conduction of working-bee at CEP during 27\textsuperscript{th} April. Four (4) D’FAT members participated in this working-bee.
- Council assisted D’FAT with the removal of graffiti from Ellis Dean Reserve, New Norfolk during 27\textsuperscript{th} April.
- Council assisted D’FAT with maintenance to the BMX bike dirt jumps at Ellis Dean Reserve, New Norfolk during 27\textsuperscript{th} April.
• Council assisted D’FAT with their involvement (conduction of tug-of-war and sack-races) in the Mission Australia sports day activity held on the New Norfolk High School sports oval during 30th April. Three (3) D’FAT members participated in this event.

• D’FAT continued its radio program on the Derwent Valley community radio station, TYGA FM 98.9 during April. This weekly program "D’FACTS with D’FAT" occurs Fridays from 4pm to 5pm, hosted by two (2) different D’FAT members on a roster basis. The program consists of promotion and publicity of D’FAT activities and projects.

Lisa Curry Aussie Roadtrip

• The Council Youth Participation Officer assisted with setup and pack up of the Celebrity Swim (50th Anniversary of New Norfolk Swimming Pool) event at the New Norfolk Swimming Pool during 15th April.

• The Council Youth Participation Officer videoed the Celebrity Swim event during 15th April.

• The Council Youth Participation Officer assisted with setup and pack up of the Lisa Curry Seminar held at the War Memorial Hall, New Norfolk during 16th April.

Derwent Valley Tidy Town

• Council continues to provide support to the Derwent Valley Tidy Town Committee (Special Committee of Council).

• The Council Youth Participation Officer attended at Derwent Valley Tidy Town Committee meeting held on 14th April.

• The Council Youth Participation Officer assisted the Derwent Valley Tidy Town Committee with graffiti removal working-bees during 15th and 16th April.

Maydena Community Association

• Council continues to support the Maydena Community Association (MCA).

Westerway Bush Watch

• Council continues to provide support to the Westerway Bush Watch.

• The Council Youth Participation Officer attended a Westerway Bush Watch meeting held on 30th April.
Hayes Neighbourhood Watch

- Council continues to provide support to the Hayes Neighbourhood Watch.
- The Council Youth Participation Officer attended a Hayes Neighbourhood Watch meeting held on 8th April.

Community Road Safety Partnership Reference Group

- Council continues to provide support to the establishment of a local Community Road Safety Partnership (CRSP). CRSP is a program of the Tasmanian Government Department of Infrastructure, Energy and Resources (DIER) since 2003 with the aim to develop and implement targeted initiatives to address local road safety issues.
- Council (Youth Participation Officer) liaised with the DIER Road Safety Consultant during April.
- Council (Youth Participation Officer) disseminated the developed draft ‘sharing the roads – country courtesy’ brochure to Councillors and the Derwent Valley Council Community Road Safety Partnership Committee during April.
SUBJECT: NATIONAL YOUTH WEEK

FROM: MATT HILL, YOUTH PARTICIPATION OFFICER

National Youth Week 2014 (NYW) was celebrated in all States and Territories of Australia. NYW 2014 ran from Friday 4th April until Sunday 13th April 2014.

National Youth Week activities throughout the Derwent Valley community were organised and facilitated by Derwent Valley Youth Future Action Team (D’FAT) with the support of the Derwent Valley Council Youth Participation Officer.

The Office of Children & Youth Affairs (OCYA), Department of Premier & Cabinet, supports NYW in Tasmania through co-ordination and allocation of funding grants to local government, community groups and schools.

A provision of grant funding ($1,700) was allocated to Council during late (November) 2013.

NYW 2014 Outcomes:

- Promotion of a positive image of young people
- Greater team building and organisational skills for D’FAT
- Partnerships with other community groups/organisations

Events and Activities:

- Movie Night, Saturday 5th April

This activity was held at the Maydena Online Access Centre, Maydena from 7.00 PM until 11.00 PM for young people aged 12 to 18 years.

Free pizza was provided at this activity. D’FAT sold chips, soft-drinks and chocolate bars at this activity. Additionally, D’FAT distributed NYW 2014 information and general D’FAT and Council youth services information at this event.

Approximately ten (10) young people attended this event.
2014 Derwent Valley Autumn in the Valley Festival, Sunday 6th April

The D’FAT marquee at the 2014 Derwent Valley Autumn in the Valley Festival featured a ‘splat the duck’ activity, ‘2014 Selfie in the Valley photo competition’ and D’FAT dunking machine.

Additionally, D’FAT distributed NYW 2014 information and general D’FAT and Council youth services information at this event.

2014 Selfie in the Valley photo competition

A Selfie (self-portrait) photo competition was a feature of NYW 2014.

Entry photos were posted on Facebook or Twitter with the hashtag #selfieinthevalley2014 prior to 13th April 2014. Entry photos were accepted prior to the start of NYW 2014. Entries were showcased at the 2014 Derwent Valley Autumn in the Valley Festival. Ten (10) entries were received.

An overall winner has been announced and will be awarded $50 (Derwent Dollars) obtained from the New Norfolk Business Alliance.

Tournarama, Saturday 12th April

This activity was held at Carinya Education Park, New Norfolk from 1.00 PM until 11.00 PM for young people aged 12 to 25 years.

This activity consisted of 8-ball, table-tennis, air-hockey, Playstation 3 video-game system, and LAN (Local Area Network) party tournaments. This activity additionally featured a movie night.

A LAN party is a gathering of people with computers, which establish a local area network (LAN) to play multiplayer computer games.

Free pizza was provided at this activity. D’FAT sold chips, soft-drinks and chocolate bars at this activity.

Additionally, D’FAT distributed NYW 2014 information and general D’FAT and Council youth services information at this activity.

Approximately twenty-five (25) young people attended this NYW activity.
SUBJECT: WORKS REPORT

FROM: WORKS MANAGER

The following is a report on all major work activities for the month of April 2014.

<table>
<thead>
<tr>
<th>WORK COMPLETED DURING MARCH</th>
</tr>
</thead>
</table>
| • **Engineering/Technical** (Capital Works Projects) | Tree Planting – Boyer Oval  
Footpath Repairs – McLeod Street, Phillips Avenue, North Crescent  
Esplanade - Pontoon |
| • **Boat Ramps, Jetties & Pontoons** | Millbrook Rise - collect rubbish. |
| • **Car Park** | **Laskeys** – general maintenance, litter collection, whipper snipping, spraying for weed control. Hot mix patching as required.  
**Stephen St Bus Stop** – general clean up  
Spraying around perimeter of all Car Parks.  
**Millbrook Rise** – upgrade and enlarge car park at boat ramp. |
| • **Cemetery - Malbina** | Resowing of lawn, tree planting, plaque and niche plate installation as required, spraying, watering and ground maintenance as required. General gardening and mowing and backfilling and topping up of graves as required. |
| • **Cemetery - Others** | New Norfolk North and Stephen Street – brush cutting, tree trimming, spraying and maintenance of grounds as required. |
| • **Cemetery - Red Hill** | Maintenance of grounds and burials and plaque installation. Tree maintenance and trimming, brush cutting and spraying. |
| • **Council – Capital Works Projects** | Molesworth Hall Car Park upgrade. |
| • **Depot** | Garden maintenance. Brush cutting and spraying weeds around car park, fences and garden beds. Gravel stock pile maintenance. |
| • **Dog Pound** | Cleaning dog pound and feeding of impounded animals. Septic tank maintenance. |
| • **Driveway Crossovers** | Black Hills Road and Rex Street. |
| • **Guideposts** | Lachlan Road and Molesworth Road. |
| • **High Street** | General maintenance of streets, garbage bins, kerb and gutter and garden beds. |
| • **Hot Mix Patching and Potholing – sealed roads and streets** | Glenfern Road.  
Pioneer Avenue. |
<p>| • <strong>Major Patching</strong> | |
| • <strong>Litter Collection</strong> | Plenty Valley Road. |</p>
<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Information Bays</strong></td>
<td>Glebe Road, Lawitta and Hobart Rd approach – general maintenance, litter collection, brush cutting, gardening and spraying.</td>
</tr>
<tr>
<td><strong>Other - Special Events</strong></td>
<td>Autumn Festival - Deliver and collect recycling bins, rubbish bins, chairs and tables. Hop Fest – Memorial Hall – clean up following event prior to Lisa Curry Visit - place chairs ANZAC Day – place chairs at memorial for dawn service, place signage and barriers for necessary road blocks for 11am service. Collect all items and return to Depot. Tree watering – Hobart Road entrance to town.</td>
</tr>
<tr>
<td><strong>Lookouts</strong></td>
<td>Pulpit Rock – checked – OK. Peppermint Hill – checked – OK.</td>
</tr>
<tr>
<td><strong>Peppermint Hill Refuse Site, Molesworth and National Park WTS</strong></td>
<td>Bennet’s Lawn Mowing Service maintain these sites.</td>
</tr>
<tr>
<td><strong>Property Maintenance - Buildings</strong></td>
<td>NN Sports Centre – mowing of grassed area around Centre, general maintenance and spraying weeds in kerb and channel and sealed area.</td>
</tr>
<tr>
<td><strong>Property Maintenance – Carinya</strong></td>
<td>Mowing of grassed area around buildings and the Men’s Shed area.</td>
</tr>
<tr>
<td><strong>Property Maintenance – Chambers, Memorial Hall, Social Rooms, Court House and Information Centre</strong></td>
<td>Clear debris and leaves from gutters around buildings. Gardening, mowing and general maintenance. Deliver extra tables to Memorial Hall – Music Night – DV Concert Band. Clean Social Rooms and toilets.</td>
</tr>
<tr>
<td><strong>Property Maintenance – HACC</strong></td>
<td>General maintenance and rubbish collection. Spraying weeds in garden beds and around concrete areas. Collect garden rubbish.</td>
</tr>
<tr>
<td><strong>Property Maintenance Valley Children Centre</strong></td>
<td>Collect rubbish and general maintenance and lawn mowing. Building maintenance.</td>
</tr>
<tr>
<td><strong>Property Maintenance – Willow Court and RDH</strong></td>
<td>Vandalism repairs, rubbish collection and removal, mowing and maintenance of grassed areas as required. Brush cutting along road verges and spraying as required.</td>
</tr>
<tr>
<td><strong>Public Toilets &amp; BBQ’s</strong></td>
<td>Daily general maintenance, cleaning BBQ plates and surrounding areas, collection of rubbish, restocking of consumables in public toilets and general cleaning of buildings including urinals, basins, bowls, and concrete floors as required. Electrical repairs to BBQ plates and light fittings. Complete all repairs required due to vandalism and clean graffiti from all sites as necessary.</td>
</tr>
<tr>
<td><strong>Reserve - Arthur Square and Council Chambers Gardens</strong></td>
<td>General maintenance of both areas including mowing, spraying for weeds, gardening, watering and building maintenance. Tree trimming.</td>
</tr>
</tbody>
</table>
**Reserve – All Others** –
(incl. General Maintenance, Mowing, Brush Cutting, Rubbish Collection, Tree Trimming and Spraying as required).
- Wetlands, The Log, Alexandra Gardens, Humphrey St, Back River Rd, Scenic Walk, The Avenue, Warner Ave, Bathurst St, Bush Inn, Pioneer Ave, Turriff Lodge, Derwent Tce, Montague St, Fitzgerald Park, Bathurst St, Henry Cres, Hobart Road approach, Railway Bridge Reserve, Stephen Street, Windsor’s Corner, Cawthorn’s Reserve and Benjamin Terrace.

**Reserve - Ellis Dean**
- BMX Bike Track and Skate Park maintenance. General maintenance including mowing, spraying, brush cutting, rubbish removal, collection of broken glass and cleaning graffiti off toilets, SES building, BBQ shelter and skate ramps.

**Reserve – Boyer Oval**
- Maintenance of grounds for winter sports season. Fertilising, spraying, rubbish collection and paling fence repairs.

**Reserve – Esplanade & Caravan Park**
- General maintenance, mowing, spraying and slashing carried out. Replace soft fall under play equipment and replace koppers logs Autumn Festival – delivery and collection of tables, chairs, rubbish and recycling bins, signs, star droppers and umbrellas etc.

**Reserve – Fitzgerald Park**
- General mowing and maintenance. Clean up leaves and small branches.

**Reserve - Granton**
- General mowing and maintenance including spraying and brush cutting, replacement of soft fall material around playground equipment.

**Reserve - Kensington Park**
- General mowing, maintenance and spraying for broad leaf. Tree removal.

**Reserve - Molesworth**
- General mowing and maintenance of grounds and BBQ site. Collection of rubbish from bins. Construction of car park area at the Molesworth Recreation Reserve.

**Reserve – Gleeson Park**
- Cleaning and general maintenance of BBQ area, toilets and play equipment, mow grassed area and check soft fall material under play equipment. Spraying weeds in gravel bike track.

**Reserves - Playgrounds**
- Inspection of all play equipment, replacement and repairs as required. Soft fall replacement under play equipment where required.

**Reserve - Tynwald Park**

**Road – Grading & Potholing**
- Daniels Rd, Ironstone Gully Rd, Daniels Rd, Cawthorn Ln, Glen Dhu Rd, Collins Cap Rd, Haney Rd, Black Hills Rd, Lower Swamp Rd, Molesworth area, Lachlan area, Glen Dhu Rd, Uxbridge Rd, Glenfern Rd, Mt Lloyd Rd, Hydehurst Rd and Back River Road.

**Road - Shouldering**
**Roadside – hydramowing**
Mt Lloyd Rd, Crosswell Rd, Feil Rd, Plenty Valley Rd, Moogara Rd, Rinadena Rd, Uxbridge Back Rd, Whites Rd, Splanns Rd, Uxbridge Rd, West Uxbridge Rd, Junee Rd, Abbot Rd, Tyenna Rd, Station Rd, Weir Rd, Browning Rd, Karanja Rd, Meadowbank Rd and Lawitta Road.

**Road – Resheeting**
Glen Dhu Road.

**Roadside - Mowing**
Humphrey St, Third Ave and Blair Street.

**Roadside - Brushcutting**
Regular daily maintenance carried out in CBD.

**Stormwater - Drainage, Table Drains & Culverts**
Rural – Mt Lloyd, Crosswells Rd, Cockerills Rd, Boyer Back Rd and Molesworth Road.

**Signs - Pedestrian Crossing**
Tynwald Park
Benjamin Terrace

**Street Blade**
Millbrook Rise Boat Ramp and Esplanade.

**Littering Offence Signs**

**Swimming Pool – NN**
Regular maintenance of pumps, solar system, filtration system and heating and circulating systems. Repairs to timber seating prior to Lisa Curry visit. Repair Kiosk shutters and resecure entry booth. Maintenance of grounds, cleaning systems and pumps. Painting completed by Pool Committee.

**Swim Pool – Bushy Park**
Maintenance of grounds, cleaning systems and pumps.

**Tree Removal & Trimming**
Glenfern Rd, Glenora Rd, Plenty Valley Rd, Moogara Rd and Arthur Square.

**Tools & Equipment**
Maintenance and cleaning of small plant and equipment-Chainsaws, brush cutters, whipper snippers, hedge trimmers, compressors, cut off saws, drills etc.

**Walking Tracks**
Mow and brush cut edges of all walking tracks. Spraying of broadleaf in grassed areas.

**Vehicle Maintenance**
Gilberts - Services - Unit 9

**Plant Maintenance**
PL15 – Grader – grease machine and check cutting edges.

<table>
<thead>
<tr>
<th>BURIALS</th>
<th>New</th>
<th>Re-open</th>
<th>Ashes &amp; Niche Plates</th>
<th>Plaques</th>
</tr>
</thead>
<tbody>
<tr>
<td>Malbina Lawn</td>
<td>3</td>
<td>3</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Tyenna</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Red Hill</td>
<td>1</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>EMERGENCY RESPONSE</th>
<th>MW</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>PRR= Police Radio Room</td>
<td>13/4</td>
<td>Horse, 1180 Collins Cap Road (Dave Dwyer attended)</td>
</tr>
</tbody>
</table>

**CUSTOMER ACTION REQUESTS DEALT WITH - MARCH, 2014**
<table>
<thead>
<tr>
<th>Section</th>
<th>Requests</th>
<th>Days Elapsed to Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical</td>
<td>2</td>
<td>5</td>
</tr>
<tr>
<td>Maintenance</td>
<td>47</td>
<td>2.5</td>
</tr>
<tr>
<td>Street Light &amp; Signage</td>
<td>4</td>
<td>1</td>
</tr>
</tbody>
</table>
**SUBJECT:** VANDALISM REPORT

**FROM:** WORKS MANAGER

The following is a report on all major vandalism repairs for buildings and reserves for the month of April.

<table>
<thead>
<tr>
<th>Facility</th>
<th>Type</th>
<th>Labour Material</th>
<th>Repair Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boyer Oval</td>
<td>Degreaser to clean oil from cricket wicket</td>
<td>Materials</td>
<td>$19.04</td>
</tr>
<tr>
<td>Warner Avenue Reserve 1/4/14</td>
<td>Graffiti removal</td>
<td>Labour</td>
<td>$12.50</td>
</tr>
<tr>
<td>Warner Avenue Reserve 2/4/14</td>
<td>Graffiti removal</td>
<td>Labour</td>
<td>$12.50</td>
</tr>
<tr>
<td>Granton Reserve 7/4/14</td>
<td>Graffiti removal</td>
<td>Labour</td>
<td>$12.50</td>
</tr>
<tr>
<td>Arthur Square 7/4/14</td>
<td>Graffiti removal</td>
<td>Labour</td>
<td>$25.00</td>
</tr>
<tr>
<td>Millbrook Rise Toilet 8/4/14</td>
<td>Repair door and refit locking device</td>
<td>Labour</td>
<td>$112.50</td>
</tr>
<tr>
<td>Arthur Square 8/4/14</td>
<td>Repairs to irrigation system.</td>
<td>Labour</td>
<td>$50.00</td>
</tr>
<tr>
<td>Esplanade 17/4/14</td>
<td>Graffiti removal and replace 4 toilet tissue dispensers</td>
<td>Labour</td>
<td>$62.50</td>
</tr>
<tr>
<td>Peppermint Hill Tip Site</td>
<td>Repairs to Peppermint Hill Plant Sheds at Tip</td>
<td>Contractor</td>
<td>$1412.50</td>
</tr>
<tr>
<td>Tynwald Park 29/4/14</td>
<td>Graffiti removal from BBQ tables.</td>
<td>Labour</td>
<td>$12.50</td>
</tr>
</tbody>
</table>
REPAIR COST SUMMARY

<table>
<thead>
<tr>
<th>Location</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boyer Oval</td>
<td>$19.04</td>
</tr>
<tr>
<td>Warner Avenue</td>
<td>$47.50</td>
</tr>
<tr>
<td>Granton</td>
<td>$23.75</td>
</tr>
<tr>
<td>Arthur Square</td>
<td>$235.00</td>
</tr>
<tr>
<td>Millbrook Rise</td>
<td>$137.50</td>
</tr>
<tr>
<td>Esplanade</td>
<td>$201.75</td>
</tr>
<tr>
<td>Peppermint Hill Tip Site</td>
<td>$1412.50</td>
</tr>
<tr>
<td>Tynwald Park</td>
<td>$23.75</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$2,100.79</strong></td>
</tr>
</tbody>
</table>
SUBJECT: REGIONAL DEVELOPMENT OFFICER REPORT
FROM: REGIONAL DEVELOPMENT OFFICER

Please find below a list of the major projects and activities that I have undertaken since the April Council Meeting.

- Attended an interview with a representative if Second Bite and Derwent Valley Community House regarding the Social Determinates of Health Funding. I have not been officially advised at this point whether this application was successful.
- Assisted in organising the invitations etc. for the Lisa Curry event at the New Norfolk Pool.
- Completed the final acquittal for the Australian Government regarding the Willow Court – Brining Light to the Past Project
- Met with the working group set up by Council regarding the Social Determinates of Health projects and along with the Youth Participation Officer briefed them on the two projects that were submitted from this area
- Briefly attended and organised a meeting with a representative from Workplace Standards Tasmania and members of the Mens Shed
- Assisted with the organisation of the ANZAC Dawn Service and 11am Service and attended both
- Attended Friends of Frascati Open Day
- Attended a meeting at Woodbridge at the invitation of Laurelle Grimley with a number of producers to discuss potential branding for Derwent Valley produce
- Held discussions with Friends of Frascati and Derwent Valley Community House prior to a meeting with them regarding the proposed expansion of the community garden, in line with decision of Council in the February meeting.
### From Council Meeting 15 September 2011

<table>
<thead>
<tr>
<th>Agenda Item</th>
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<th>DECISION (in summary)</th>
<th>RESPONSIBLE OFFICER</th>
<th>ACTION TAKEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.5</td>
<td>Review of Councils Rating Methodology</td>
<td>That a committee be established for reviewing Councils rating methodology for 2012/2013. The committee shall be comprised of two representatives from the following rating categories: - Rural (primary production) - Residential - Commercial - Councillors Cr Graham and Cr Lathey - Council staff comprising of the General Manager, Senior Rates Officers and the Accountant</td>
<td>Accountant</td>
<td>An advertisement was placed in the Gazette on Wednesday, 5 October 2011 and the Mercury on Saturday, 1 October 2011 calling for nominations to this committee. Nominations have now been received and those members have been written to. Meeting still to be held. The Accounting staff and the General Manager are currently undertaking some modelling for Rates prior to calling the committee together.</td>
</tr>
</tbody>
</table>
## From Council Meeting 15 December 2011

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>SUBJECT</th>
<th>DECISION (in summary)</th>
<th>RESPONSIBLE OFFICER</th>
<th>ACTION TAKEN</th>
</tr>
</thead>
</table>
| 10.4        | Tree removal, the Esplanade, New Norfolk: Derwent Valley Council | 1. That Council accepts the report titled: “Tree Condition Evaluation – Selected trees along the Esplanade, New Norfolk”.  
2. That Council directs the General Manager to obtain quotes to complete the work as recommended within the report titled: “Tree Condition Evaluation – Selected trees along the Esplanade, New Norfolk” and present the quotes as a budget item in the 2012-2013 budget.  
3. That Council directs the General Manager to arrange for the required works to be undertaken by the successful tenderer post setting the budget for the financial year 2012 - 2013.  
4. That Council directs the General Manager to investigate and initiate the replanting of native shrubs/trees in accordance with the recommendations of the report titled: “Tree Condition Evaluation – Selected trees along the Esplanade, New Norfolk” once the tree maintenance and removal works have been completed. | General Manager | Items 1, 2 and 3 have been completed.  
Item 4 – Replanting activities are to be investigated by the Planning Officer, Martin McCance |
From Council Meeting 15 November 2012

<table>
<thead>
<tr>
<th>Agenda Item</th>
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<th>ACTION TAKEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.1</td>
<td>Sites of Conscience (Apology)</td>
<td>That Council writes to the Minister for Human Services The Hon. Cassie O’Conner requesting a meeting with her to discuss the proposal for Willow Court Sites of Conscience / apology before any decision is made by the State Government.</td>
<td>General Manager</td>
</tr>
</tbody>
</table>
## From Council Meeting 21 February 2013

<table>
<thead>
<tr>
<th>Agenda Item</th>
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<th>DECISION (in summary)</th>
<th>RESPONSIBLE OFFICER</th>
<th>ACTION TAKEN</th>
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</thead>
</table>
| 10.7        | Carinya Education Park – 103 Blair Street, New Norfolk | 1. That Council gives in-principal approval in the taking of the ownership of the land and buildings at 103 Blair Street, New Norfolk as at July 31, 2013.  
2. That the Council authorise the Mayor, Deputy Mayor and the General Manager to negotiate a no-cost transfer from the State Government.  
3. That the terms of the transfer be reported back to a full Council before final acceptance.  
4. That the Council give in principal support to the development of a trade training centre subject to receiving a grant for this purpose on the site. | GM | Letter has been sent to the Minister. The Mayor and General Manager spoke to the Premier on Thursday 9 May 2013 in regard to this matter. |
From Council Meeting 21 March 2013

<table>
<thead>
<tr>
<th>Agenda Item</th>
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<th>DECISION (in summary)</th>
<th>RESPONSIBLE OFFICER</th>
<th>ACTION TAKEN</th>
</tr>
</thead>
</table>
| 10.7        | Maydena School Site Transfer To Council | 1. That council accept the transfer of the former Maydena Primary School (MPS) property to the Derwent Valley Council (DVC) at no expense to the DVC.  
2. That council accept the offer of the Department of Education (DOE) to provide $300,000 for associated demolition, electrical and construction works.  
3. That council accepts ongoing ownership and management of the property.  
4. That council accepts responsibility for ensuring any demolition, electrical and constructions works are undertaken and fulfilled.  
5. That the current hall/gym, toilets and undercover shelter and covered ways on the former MPS property are to be retained by the council.  
6. That the council determine which of the remaining buildings are to be demolished or retained for future use.  
7. That the council provide a permanent bus shelter with a capacity of up to 40 persons in the Maydena community for use by students and parents.  
8. That the council consult with DIER regarding the location and installation of appropriate bus signage.  
9. That the council provide a temporary bus shelter by no later than the end of April 2013. | General Manager | Letter has been sent and we are now awaiting on a contract from the State Government. The temporary bus shelter has now been installed.  
Grant deed to be tabled at Council meeting on the 18th July 2013.  
The Grant Deed has been signed and sent to the State Government.  
Negotiations are continuing in regards to land Tax. |
<p>| | |</p>
<table>
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<tbody>
<tr>
<td>10.</td>
<td>That the DOE funding be transferred to the DVC on signing of a formal agreement.</td>
</tr>
<tr>
<td>11.</td>
<td>That surplus funding be held in trust for use in the Maydena area only.</td>
</tr>
<tr>
<td>12.</td>
<td>That council continue discussions with the community and DOE regarding the location of the Maydena Online Access Centre</td>
</tr>
<tr>
<td>13.</td>
<td>That council and the existing working group formed in December 2012 investigate re-use options for the whole site within a period of six months from the date of transfer.</td>
</tr>
<tr>
<td>14.</td>
<td>That council request the Maydena Community Association to manage the site on a day-to-day basis or establish a Special Committee for that purpose.</td>
</tr>
<tr>
<td>Agenda Item</td>
<td>SUBJECT</td>
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</tbody>
</table>
| 10.3       | Community House Memorandum for Lease Extension | 1. That Council write to the current owner of the Community House in the Avenue New Norfolk Requesting under Clause 1.2 Option to renew for a period of 9 years from the 24th June 2013; provided that if discussions with Community House around their possible relocation prove fruitful the lease can be terminated early with no penalty to Council. 
2. That a formal sub-lease be drafted between Council and the Community House Board reflecting the extension of the lease subject to Clause 1.3 Assignment etc., and advising that the power supply and the connection costs would need to be borne by the owner or the lease, and that the terms of that sub-lease be acceptable to the current owner of the Community House building. 
3. That Council re-enters into discussions with the Community House Board and staff to finalise a preferred location for Community House and that a further report is presented to Council detailing the outcome of these discussions. | General Manager | Councils Solicitor has written to the owner in regard to lease extension. No reply has yet been received. Discussions re the location of Derwent Valley Community House continues |
### From Council Meeting 19 September 2013

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>SUBJECT</th>
<th>DECISION (in summary)</th>
<th>RESPONSIBLE OFFICER</th>
<th>ACTION TAKEN</th>
</tr>
</thead>
</table>
| 10.3        | Friends of Willow Court Special Committee   | That Council approve the appointment of the following on the Friends of Willow Court Special Committee:  
1. Zefi Famelis  
*That this motion lay on the table until we have done a review of Council Committees.* | General Manager       |              |

### From Council Meeting 21 November 2013

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>SUBJECT</th>
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<th>ACTION TAKEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.7</td>
<td>Petition - Mr Phillip Bingley, Lachlan Road</td>
<td>That council place on its new website clear instructions as to how the public can prepare a petition that complies with the act, including a simple template and details of how the petition will be dealt with by the council.</td>
<td>General Manager</td>
<td></td>
</tr>
<tr>
<td>Agenda Item</td>
<td>SUBJECT</td>
<td>DECISION (in summary)</td>
<td>RESPONSIBLE OFFICER</td>
<td>ACTION TAKEN</td>
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</tbody>
</table>
| 10.3 | Traffic management alteration in Stephen and George Streets, New Norfolk | That Council choose option two subject to further consideration during the setting of the 2014/2015 Rating Estimates.  
2. One way traffic from George St to Stephen St.  
This option allows for footpath, kerb and gutter on the property frontage only. Traffic calming would also be provided to slow vehicles. The proposal is shown in the Attachment. | Works Manager | |
| 10.7 | Peppermint Hill Disposal Area: Free Monthly Admission | That the current free tip admission arrangement remain in place for a further 6 months, and to be discussed further during the annual budgetary process for 2014/2015. | Accountant | |
| 10.9 | 16b High Street (previously Banjo’s Site) | 1. That Council seek legal advice on Council’s liability should Council choose to engage a contractor to rehabilitate the site, former Banjos site in High Street, New Norfolk and charge the owners for this work.  
2. The legal advice to be presented to Council at its February 2014 meeting to be held 20 February 2014. | Accountant | Legal advice has been sought, and discussions have been held with a representative from Banjos.  
Lease agreement is being drafted by Councils Solicitor.  
Lease Agreement has been sent to Banjos Solicitors awaiting a response. |
### From Council Meeting February 2014

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>SUBJECT</th>
<th>DECISION (in summary)</th>
<th>RESPONSIBLE OFFICER</th>
<th>ACTION TAKEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.5</td>
<td>Derwent Valley Community House – Community Garden</td>
<td>That Council grants the Derwent Valley Community House access to a further parcel of land in the vicinity of the current community garden, provided that Council receives confirmation from Friends of Frascati that they are in favour of this project. The issues for Council to be raised are: 1) Ensure the detailed plans include all aspects relating to materials, structures and rules of use so that the developments are in keeping with the rest of the site and with Council expectations 2) Ensure the developments are on the current title 3) What parking opportunities are available for the extra development? 4) How will water be managed on site eg drainage and irrigation requirements 5) Any development will impact on the lucerne cutting. We have raised this with Community House employees and although we had plans to tender for the lucerne in the future and make money from this work, we are willing to forego this, but the current tenderer may have other plans. 6) What plans are there for animals such as chickens on site and what issues will arise from dog walkers on the adjacent walking path? 7) What are the longer terms plans for sustainability when current funding runs out?</td>
<td>Regional Development Officer</td>
<td>A meeting is being held to facilitate these issues. The outcome will be reported to Council.</td>
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<tr>
<td>Agenda Item</td>
<td>SUBJECT</td>
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<tr>
<td>10.6</td>
<td>Medicare Local Tasmania - Expressions of Interest</td>
<td>That Councillors Graham, Lathey and Lester work with the Regional Development Officer and at least two other organisations to develop an expression of interest that meets the requirements of the funding, subject to the additional information received from the Regional Development Officer following the meeting on Thursday 13\textsuperscript{th} February 2014.</td>
<td>Regional Development Officer</td>
<td>Interview for shortlisted expressions of interest proposal conducted 10 April 2014. Awaiting notification of the results of the application.</td>
</tr>
<tr>
<td>10.7</td>
<td>16 B High Street (Previously Banjo’s Site)</td>
<td>That council receive the information and proceed with negotiations to lease 16B High St for a peppercorn rental, subject to approval at a council meeting and the site being cleared by the owner.</td>
<td>Accountant</td>
<td>Refer to item 10.9 April 2014</td>
</tr>
</tbody>
</table>
From Council Meeting March 2014

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>SUBJECT</th>
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<th>ACTION TAKEN</th>
</tr>
</thead>
</table>
| 10.6 | Grant Application from Friends of Lachlan River | That Council notes the information.  
1. That Council gives In Principal Support based on full description of works to be undertaken in a Planning Application to Council.  
2. Discussion to be held with Friends of the Lachlan River in regard to the removal of Karamu.  
3. That an additional quote for works to be done.  
4. Information on how any overruns in costs would be accounted for.  
5. Confirmation that there will be not additional funding required from Council. | Regional Development Officer | Applicant has been notified and was advised that their application was not successful.  
Applicant notified that any further application would need to be discussed by Council. |
| 10.3 | Southern Tasmanian Councils Authority Quarterly Report for December 2013 | 1. That the Quarterly Reports of the Southern Tasmanian Councils Authority for the period ended December 2013 be received and noted as per Section 36B of the Local Government Act 1993.  
2. That a letter be forwarded to the Chairman of the STCA expressing our concern that one of the committees namely Economic Development has not met in the past three months and that some of the information included in the Quarterly report relate to matters that have clearly been undertaken since December 2013. | General Manager | Letter sent to STCA and a copy of the response provided to Councillors.  
A workshop was held with representatives of STCA and Council on the 8 May 2014. |
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<td>2. That Council adopt the following recommendations in the STEPS Development Strategy.</td>
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<tr>
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<td>• That the Directions and associated Vision and Mission elements within this report be adopted.</td>
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<td>• Council Governance mechanisms, including its committee structures and processes be reviewed and aligned to the strategic outcomes sought.</td>
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<td>• Council align its Strategic Plan to facilitate implementation and governance of the strategy.</td>
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<td>• Transition of the Derwent Valley Strategy to specific sectoral and community strategies and project priorities be continued.</td>
</tr>
</tbody>
</table>

General Manager
From Council Meeting 17 April 2014

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</thead>
</table>
| 10.6        | Forestry Tasmania Draft Management Plan Public Consultation | 1. That Councillors note the documents provided.  
2. That the Regional Development Officer organises a meeting with Forestry Tasmania staff (as per the first page of the public consultation draft) for those Councillors who wish to attend. | Regional Development Officer | Forestry Tasmania has been contacted. Awaiting possible dates and times from them. |
| 10.7        | Southern Regional Green Waste to Energy Processing Facility | 1. That Derwent Valley Council authorise or representative on the SWSA Board to advise that we support the request from Southern Midlands and Brighton Council for the funds sought ($30,000) to develop the business case for the Southern Regional Green Waste to Energy Processing Facility.  
2. That our support to the above is on the basis that the funds required are from subscriptions paid by the participating Council in SWSA and are not additional to the current subscription payment. | General Manager | Letter sent to STCA |
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</table>
2. That a copy of our response to the discussion paper is to be provided to all councillors before it is submitted to the Local Government association of Tasmania.  
3. That a representative of Community House be invited to participate on this working group | General Manager | Arrange a meeting for 8 May 2014 |
New Norfolk Business Alliance
Promoting and developing traditional community shopping

Ray Williams
Chair – New Norfolk Business Alliance
C/- 41 High Street
New Norfolk Tas 7140

Notes Ordinary Meeting Tuesday 11 March 2014

Apologies: Jess Dallas, Ric Goninon

Present: Ros Chapman, Ray Williams, Leslie Williams, Cheryl McIntosh, Greg Hudson, Samantha Green (Guest), James Graham, Rhonda, Richard Lennon

Notes of previous meeting:
Moved: Cheryl McIntosh
Seconded: Rhonda, that notes of 11 Feb meeting be accepted.
Carried.

Financial report:
Ray Williams reported that there was no change since the February report with a balance still of $30,000.

Business arising:

Banner Poles – awaiting response from letters sent to local organisations

Street signs and loyalty card – this is work in progress and an update will be given at next meeting

Tyga FM sign – still being investigated by Ros

“Shopper Stopper” buses – Richard tabled a draft survey to be distributed to residents of New Norfolk. Following discussion it was agreed that Richard would re-draft the survey questionnaire and present to the next meeting. Ray Williams suggested that the survey could be distributed by Salmat (est cost of distribution is $60 with est. total cost including production of $200)

Discussion re photos for banners – Derek Jones has provided a range of photos of suitable quality which BA can use with due acknowledgement. Awaiting other photos.

General Business:

D’Fat request for Derwent Dollars (see letter attached) – $50 requested as
prize in D'Fat photo competition. BA would be interested in seeing photos for possible inclusion on banners. Agreed that letter be sent to D'Fat expressing our interest and outlining the policy for photos to be included on banners.
Moved: Greg Hudson.
Seconded: Ros Chapman. Carried.

Discussion re Water Taxi – Richard to provide Jess with a list of businesses open on Sunday with their opening times. This can then be used as hand out by Water Taxi operator. Water Taxi operator has expressed concern about lack of positive coverage in the Mercury. Mark suggested he investigate internet sites such as Gumtree as his antique shop has also had very poor experience in getting promotion via the Mercury but has been successful advertising on Gumtree.

Banner Poles – 10 poles have been purchased to date and it was proposed by Greg Hudson that we order the next 10.
Moved: Greg Hudson.
Seconded: Richard Lennon. Carried.

Membership of Business Alliance – Ros and Ray reported they had received negative comments via Facebook from some business operators outside the CBD who appeared not to understand the role of the BA.

It was agreed we should respond positively to any criticism by explaining our role and also by investigating broadening of membership of BA to include businesses outside the CBD. It is technically possible to broaden the levy to include other businesses but this requires endorsement of Council.

It was proposed that Jess be asked to draft a report to Council and for the draft to be circulated to BA members before it goes to Council. This could then be posted on Facebook.

Moved: Greg Hudson.
Seconded: Ros Chapman. Carried.

Meeting closed 7.10pm.

Next meeting: Tuesday 8\textsuperscript{th} April 2014
MEMORANDUM

TO: All Councillors, All Staff, New Norfolk Caravan Park, Special Committees of Council and Committees of Council

FROM: General Manager

SUBJECT: Workplace Health and Safety Policy

DATE: 17th March 2014

Please find attached a copy of Derwent Valley Council's new Workplace Health and Safety Policy.

The policy has been formulated in line with new Workplace Health and Safety (WHS) laws that have come into effect, and is the first step in ensuring WHS compliance for employees, contractors, visitors, volunteers and 'others' in the Derwent Valley Council.

Please read and familiarise yourselves with the policy. A copy of this policy will be on display for all staff at each Council operated site, additionally a copy will be filed in the file room at the Council Chambers.

Please ensure that any volunteers or contractors you have dealings with have a copy of this policy.

Please contact Debbie Hutchinson or Jess Dallas for copies of the policy to be passed on to Special Committees of Council or Committees of Council that you are involved with.

Regards

[Signature]

Stephen Mackey
General Manager
Derwent Valley Council

WORK HEALTH AND SAFETY (WHS) POLICY

1. COUNCIL DETAILS

Officer: Stephen Mackey
Date of issue: 26 February 2014
Date of review: 26 February 2015

2. PURPOSE OF POLICY

Derwent Valley Council is committed to meeting its legal obligations under the Work Health and Safety Act 2012 and the Work Health and Safety Regulations 2012. The most efficient and effective way to reduce the human and financial costs associated with work related injury and illness is through a strategic focus on prevention and zero harm. This encompasses the prevention of illness, accidents and injuries, and provision of meaningful rehabilitation of injured employees; and a pro-active assessment and consideration of both mental and physical aspects of work.

Derwent Valley Council will provide the necessary resources (financial, human, material and office space) to develop, implement and review the Work Health and Safety Management System.

Derwent Valley Council is committed to creating and maintaining an environment where management and staff work cooperatively to ensure a safe and healthy workplace is provided for all employees, contractors, volunteers, visitors and others. Continuously improving our W.H.S. Management System and its performance is a core objective, and provides benefits to all associated with Derwent Valley Council while minimising the risk of accidents, injuries and illness.

3. INTRODUCTION

Senior management and the Officer(s) of Derwent Valley Council will protect the health, safety and welfare of employees, contractors, volunteers, visitors and others when in the workplace. In order to implement this policy, procedures will be set up, carried out and modified and/or updated when and where appropriate.

These procedures will relate to all aspects of work health and safety including but not limited to:

- Workplace Consultation;
- Work Health and Safety (WHS) Information, training and supervision;
- The Risk Management Process and systems;
- Safe Work Method Statements (SWMS);
- Roles and responsibilities;
- Review of work methods and practice when required;
- Emergency procedures and drills;
- Providing WHS equipment, services and facilities, including personal protective equipment (PPE);
- First aid;
- Workplace inspections and evaluations;
- Reporting and recording and investigating (near misses, incidents and injuries; and illness);
- Injury management, meaningful rehabilitation, suitable duties and return-to-work;
- Engaging of contractors; and
- Engaging of volunteers.

4. SCOPE

This policy applies across the organisation of Derwent Valley Council and across all workplaces under the organisation's control, including subcontractors, volunteers, visitors and "others" to the workplace.
Officer and Supervisors must:
- Develop and implement procedures;
- Investigate reported hazards, near misses and injuries and make appropriate corrective action;
- Make sure equipment is safe and properly maintained;
- Identify hazards, assess risks and eliminate or control risks;
- Provide and implement emergency procedures;
- Provide and implement procedures for mental health, bullying and harassment;
- Provide first aid kits, facilities and trained first aid personnel;
- Make sure work areas are kept safe and free from hazards;
- Provide the necessary information, instruction, training and supervision to all workers;
- Keep up to date with changes in WHS legislation, codes and standards, update procedures accordingly and provide all workers with updates;
- Make sure workers compensation insurance is up to date and procedures for prompt rehabilitation is provided to workers;
- Have a return to work program;
- Make sure contractors comply with the current statutory safety standards;
- Make sure volunteers comply with the current statutory safety standards;
- Provide the training and facilities for the safe handling, storage and transport of plant, equipment and hazardous substances;
- Provide safety equipment and PPE to comply with Australian Standards and make sure it is worn;
- Consult with workers about WHS matters so workers can contribute to decisions effecting their health, safety and welfare;
- Keep up-to-date records of all injuries and make sure correct procedures are followed and appropriate forms filled out; and
- Review WHS management system and procedures regularly and make appropriate changes.

Workers must:
- Work in a safe manner to protect their own health and the health and safety of other persons in the workplace;
- Participate in WHS consultation, procedures, training and wear appropriate PPE and clothing provided;
- Cooperate with Derwent Valley Council and other Persons Conducting a Business or Undertaking (PCBU) in their efforts to comply with work health and safety requirements by following the safety procedures, using equipment properly, keeping work areas clean and tidy and evacuating when told;
- Report all hazards, Incidents, accidents, near misses, injuries and illness to their supervisor in a timely manner; and
- Participate in meaningful rehabilitation and return to work on suitable duties.

Subcontractors and volunteers must:
- Undertake work in a safe manner to protect their own health and safety and the health and safety of others in the workplace;
- As part of their contract, comply with work health and safety policies, procedures and programs; and
- Observe directions on health and safety from officers, supervisors or Health and Safety Representatives (HSR) appointed by Derwent Valley Council.
- Subcontractors must have a W.H.S. management system in place to contract to Derwent Valley Council.

Failure to comply with or observe a direction regarding Work Health and Safety may be considered a breach of the terms of employment or contract and sufficient grounds for termination of employment or the contract.
28th March, 2014

Mr. R. Williams,
President New Norfolk Business Alliance,
Circle St.,
New Norfolk, Tas 7140

Dear Ray,

re Forestry Tasmania Derwent Valley Autumn Festival

On behalf of our committee I am writing to thank you and your members for allowing us to promote the Festival in conjunction with your current television advertisement.

We all think your advertising campaign showcases the Derwent Valley wonderfully with fantastic photos and would like to pass on our congratulations for an excellent promotion.

The sole purpose of the Autumn Festival from day one has been to highlight New Norfolk, the Derwent Valley and all it has to offer. By working together I can see the results of many years of hard work in promoting the region and our community is now moving forward.

As previously mentioned Ray, please forward an account for expenses incurred with our ‘flag’ so we can settle this account.

Our thanks once again
Regards

Nick Cracknell
Chairman

Derwent Valley Autumn Festival Committee
PO Box 595
NEW NORFOLK TAS 7140

Phone: 6261 8512
New Norfolk Business Alliance
Promoting and developing traditional community shopping

Ray Williams
Chair – New Norfolk Business Alliance
C/- 41 High Street
New Norfolk Tas 7140

NOTES OF THE NEW NORFOLK BUSINESS ALLIANCE
Tuesday 8th April 2014, Court House New Norfolk

Present: Cr James Graham, Ray Williams, Rhonda Sipple, Roz Chapman, Cheryl Macintosh, Leslie Williams, Mark Bennett, Richard Lennon, Jess Dallas

Apologies: Greg Hudson

Minutes of the Previous Meeting: were accepted
Moved: Mark Seconded: Rhonda

Financial Report: Was presented and accepted
Moved: Cheryl Seconded: Mark

Business Arising:

Extension of NNBA to other businesses in the Derwent Valley:
- A number of other businesses have expressed an interest in becoming involved in the NNBA, as a result of this it was noted in the last meeting that Jess would be asked to approach Council to extend the membership of the NNBA as well as the levy to those businesses that would like to be involved.
- There was considerable discussion around this including the implications to other businesses across the Derwent Valley of extending the levy, how that would be administered, and the reasons behind the request to extend the levy.
- The previous decision was re-considered, and it was decided by consensus that Ray and Jess will draw up a one page document to be included on the Business Alliance page on Council’s website explaining the Business Alliance.
- If people have questions regarding the Business Alliance, members can feel free to refer them to Ray or Jess for discussion.
- It was decided by consensus that debate around this type of enquiry will not take place on Social Media.

New Norfolk Business Alliance is a Special Committee of Derwent Valley Council
Street Signs – Using Chamber Funds:
- This is a work in progress, Leslie will report back when there is more information
- Rhonda is also working on a concept and will report back with information
- To stay on the agenda for mention

Tyga FM Sign:
- Roz had quotes for signs.
- Will need to find private land owners who are willing to have signs on their property as DIER will not consider it
- Will need to put in DA etc. through Council for signage

Shopper Stopper Buses:
- Richard is progressing this and has updated the survey. This is an ongoing project but on the back burner. Remove from agenda and mention in General Business when appropriate actions have taken place.

Letters to Community Organisations Re: Banner Pole Usage:
- There have been no formal replies.
- Business can advertise, subject to the Banner Pole Usage Policy, the policy is on the DVC website under the Business Alliance Tab in Special Committee of Council.

Banner Photos:
- Continue to look for suitable photos.
- Send letter to D. Jones thanking him for the use of his photos, one is suitable, and for the work on patching the WTT story boards, also to John at EyeSpy for free patches for WTT boards.
- Talk to Cr Bester to see if he has any suitable photos that he would allow us to use
- JD to take photos when there is a chance also look through stock photos
- 8 banner poles have been ordered as per previous discussions, half deposit has been paid
- Letter to Liberal Party re their discussions around banner poles
- Budget submission for inkind support to erect next 8 poles.
- To remain on agenda for future discussion

General Business:
- Derwent Valley Council Workplace Health and Safety Policy – a copy of the policy was given to each member present in line with requirements. Copy of the policy is attached for committee members not present. Please make yourself familiar with the policy, no other action is required.
- Letter of thanks from the Autumn Festival Committee was tabled – see attached. Also need to seek reimbursement from Autumn Festival Committee for ‘pull through’ on TV advertising
- TygaFM to approach NNBA at next meeting with costs for ongoing sponsorship to be discussed by committee and decision made
- Please check the details of the Sunday traders that Richard has previously circulated. Update as required. Richard is still missing some trading times, if we can’t fill these in they will be allocated to people to check on.
• Comment on the entry to the town, it is untidy and scruffy. Would we consider putting together a working bee or similar to tidy up the area. Discussion followed and it was decided to wait until there was more information available.

• Discussion around the Glebe Road/Lyell Highway intersection and the need to move the visitor information area and change the intersection. This can not occur until the developers of the area reach certain milestones.

• Discussion around the old Banjo’s site. Council has put a lease arrangement to the owners of the site and are waiting for their response to that proposal. Until they respond, no further action can be taken as Council decided that they would like to see the response.

**Meeting Closed:** 7.30 pm

**Next Meeting:** Tuesday 13th May, 5.45pm Courthouse
New Norfolk Business Alliance
Promoting and developing traditional community shopping

Ray Williams
Chair – New Norfolk Business Alliance
C/- 41 High Street
New Norfolk Tas 7140

AGENDA

Ordinary Meeting, Tuesday 13th May 2014

• Apologies:

• Present:

• Notes of previous meeting

• Financial Report

• Business Arising
  
  ○ Street signs – using the Chamber funds – other ideas?
  
  ○ Water Taxi update
  
  ○ Tyga FM sign
  
  ○ Banner photos
  
  ○ Ongoing Tyga FM sponsorship – Roz to bring invoice for discussion

• General Business

• Meeting Close

• Next Meeting: Tuesday 10th June 2014

New Norfolk Business Alliance is a Special Committee of Derwent Valley Council