EVANDALE COMMUNITY CENTRE AND MEMORIAL HALL
MANAGEMENT COMMITTEE

GOV 4(2)(i)

Minutes of General Meeting Tuesday 14th July 2020

Chairperson John Lewis

Meeting opened: 1.00pm

1. Present: Arthur Walter, Peter Riley, Geoff and Jackie Divall, Judy Heazlewood, Barry and Maria Lawson, Chris Leggett, Ian Goninon.

2. Apologies: Sue Bedford, Heather Leggett, Frank Halliwell.

3. Minutes of Previous Meeting: were taken as read and confirmed: Arthur Walter/Judy Heazlewood. Carried.

4. Business Arising:
   - Green Folder with instructions for Covid-safe workplace for volunteers, on main desk.

5. Centre Report/Correspondence:
   - Centre re-opened 10.00am-2.00pm on 1st July. Still quiet. No correspondence for the meeting.

6. Community Hall Report:
   - Has re-opened after a thorough clean. Neville Cavanagh has been appointed as cleaner.
   - Bookings have been taken for a birthday party, the Village Fair AGM. a Cat Show and Makers' Market in August. The Horticultural Shows will not be taking place this year.
   - Barry and Maria Lawson will be away in August.

7. Financial Report:

EVANDALE COMMUNITY CENTRE
Financial Statement as at 30 June 2020

BANK BALANCE	31.05.20			$10,501.40
Add interest			$3.98	
Add deposits				
		Cash Deposits	$355.00	
		Eftpos Sales	NIL	
				$10,860.38
Less cheques	727318	Aurora Energy	$55.33	
	727315	Kingsmeadows Florists	$55.00	
	727319	Geoffrey Divall	$31.25	
				$10,718.80
Less direct debit	02.06.20	CBA Eftpos Fee	$60.00	
				$10,658.80
BANK BALANCE				
Unpresented cheques				
Available Balance				
Debit Card Account	30.06.20			$144.66

8. Gift Shop:

- Obviously quiet at present. Some old stock has been removed etc.

It was moved and seconded that the reports be accepted. Peter Riley/Maria Lawson. Carried.

9. Any Other Business:

- Three new lady's hygiene bins installed, two for the hall, one for the Centre, all serviced locally.
- After discussion it was decided to proceed with calendars for 2021. Photos to be ready by the end of August, calendars ready for sale in October. Small committee to arrange. Ian Moore, the official photographer for the Village Fair has offered a selection of his pictures of the PF races.
- Hours at the Centre to stay the same at present.
- It was suggested that a Community Information Board be set up outside the Centre, which would be easily accessible, and provide a service to the community. It needs to be carefully designed to fit in with heritage values. It was suggested that Chris Wardrop be approached re- design. Barry Lawson will check signage requirements.
- Barry Lawson will check recent grant application notices, and if required contact Laurie Wotherspoon to help with an application.
- It was brought to the attention of the meeting that after some lobbying, a new extended bus was in operation; timetable in the Centre.
- To check the webpage for recent up-dates.

The meeting closed at 2.00pm. Next meeting Tuesday 11th August at 1.00pm

GOV 4(2)(ii)

MINUTES

OF THE ROSS LOCAL DISTRICT COMMITTEE MEETING HELD AT THE ROSS COMMUNITY SPORTS CLUB, ROSS, ON TUESDAY 4TH AUGUST 2020 COMMENCING AT 2PM.

1 PRESENT

Arthur Thorpe (Chairperson), Mrs Christine Robinson, Mr Marcus Rodrigues, Mrs Helen Davies, Mr Herbert Johnson, Mr Allan Cameron, Mrs Jill Bennett, Mr Ricky Hebbard, Mrs Ann Thorpe (Hon Secretary)

2 IN ATTENDANCE

Nil

3 APOLOGIES

Larna Pittiglio

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

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

a) has an interest; or

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

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

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

Nil Declared

5 CONFIRMATION OF MINUTES

Christine Robinson / Allan Cameron

That the minutes of the meeting of the Ross Local District Committee held on ***Monday 8th June, 2020*** *be confirmed as a true and correct record of proceedings.*

Carried Unanimously

6 BUSINESS ARISING FROM THE MINUTES

The Chairperson expressed his thanks to Chris Robinson and the Ross Community Sports Club for their ongoing assistance in providing and preparing the Sports Club rooms for RLDC meetings.

6.1 Ross Bicentenary 2021

Christine Robinson provided an update as much as possible, however it would appear no meetings have been held since February. Larna Pittiglio has been chairing and organising meetings, and as she was not present nothing further was able to be added to this item.

6.2 10 Days on the Island

Festival of Halls production scheduled for March 2021 in Ross, is planned to go ahead at this time. Christine Robinson has conducted a tour with the Producer to look over the Town Hall and the organiser was very impressed with the facility.

Chris will be meeting with NMC, Fiona Dewar (Council's Tourism & Events Officer) and the producer, on the 5th August to prepare and sign a Memorandum of Understanding between the Festival of Halls Committee and NMC.

6.3 Ross Village Green

Works have recommenced on site. A resident was advised by a photographer recently seen on site that he was there to prepare a "tender" for landscaping. Is this fact? Will the landscape plan as attached to the Development Application be adhered to? Can the Committee please be given an update as to where this project is at?

A question was raised as to where the money from the sale of the Ross School went – it was noted that this money was used to purchase the land for the Village Green.

Committee were also advised that "progress appears to be spasmodic, although NMC staff are there".

Chair to contact Mr Des Jennings regarding an update, and that an invitation be issued to the General Manager to attend the next RLDC meeting in September to discuss.

6.4 Ross Swimming Pool

A petition by concerned residents of the Ross district, was raised and presented to NMC together with community feedback.

After community representations, Council has committed to work with the community to prepare a municipal-wide strategy to provide direction for the provision, planning, operating, and funding of swimming pool facilities in the region.

NMC has now agreed to open the pool for the foreseeable future (2021) and to engage community consultation for strategic planning of all Council swimming pools. An independent consultant will be hired to conduct the community consultation to ensure impartiality. Ross Community Sports Club is also looking at seeking external funding to enable continuity of use.

It was noted in NMC's draft 2020/2021 budget, that an amount of $10,000 for gel coating the

pool had not been carried forward to the final budget. The committee was advised that this should be done every year, but it would appear that this hasn't been done for some time.

If amount not available, could the cost of gel coating come out of NMC maintenance budget?

Discussion held regarding ability of older residents and one-car families with small children being able to access the Campbell Town pool, as suggested by Councillors. Surely the financial cost of bus/transport option mentioned by Councillors would go a long way towards keeping the Ross Pool open? A number of older residents use the pool as their main form of exercise (hydrotherapy) in the summer and can walk to the pool.

It was also noted that it appeared that the proposal to dispose of the Ross Pool, was a similar scenario to that of the Anglican Church wishing to dispose of Churches that had been built with donated labour and materials provided by the communities involved.

6.5 Midland Highway Safety Upgrade – Final Stage

After contact with Jacobs Consulting by the Chair, it can be advised that they will be attending the RLDC September meeting to discuss this project and conduct a feedback session on the outcome of the first round of consultations. Chair advised that the NMC had apparently held a Zoom meeting with Jacobs concerning the above on 3rd August.

As the Midland Highway safety upgrade begins at the Mona Vale junction and continues north to Epping Forest, the Chair sought the Committees view in regards to inviting a delegation from the Campbell Town Forum to attend the RLDC September meeting, so that they may have the opportunity to participate and contribute to the discussion.

Committee was in favour - Chair to organise through Lucie Copas.

6.6 Ross Local District Committee terms of appointment

Northern Midlands Council has extended the terms of all District Committees for a period of 12 months, expiring 30th June 2021. Current RLDC members all prepared to continue to June 2021. There has been one resignation, Larna Pittiglio, and a Ross resident has already completed the form to join the committee.

Discussion held regarding date and time of meetings – committee all in favour of the first Tuesday at 2:00pm, but will review date and time once the COVID-19 restrictions end.

6.7 Memorandum Of Understanding

Council is reviewing the terms of District Committees Memorandums Of Understanding. Suggestions have been distributed to Committee members and feedback is sought from the committee by 30 August.

Committee discussed, some of the discussion/proposed feedback is listed below.

Chair to put discussion points into a document and distribute to committee members for peer review, before forwarding final response to NMC.

1. *Consultative versus advisory –stay as advisory.*
2. *Content of scope - yes, but Council scope should be included as well. Must be two sided.*
3. *Termination – 3 consecutive meetings, yes OK, but hard to keep members without some leeway. Do not support 6 months exclusion.*
4. *Councillors – we have always included Councillors in all discussions, so agree with this point.*
5. *Secretarial support – yes, we need support and meetings should be monthly. Secretary is the liaison between committee and Council and can often provide feedback to both committee and NMC. This vital function would be lost if Secretarial support is not ongoing.*
6. *Meetings to be held during office hours, and leave current time and dates as is until such time as NMC staff are able to attend after COVID-19.*
7. *$2,500 – No, definitely require secretarial support.*
8. *Council's existing Conflict Resolution Policy and Procedure needs to be included in the MoU.*
9. *The MoU should also include a clear policy regarding physical and verbal media interaction – need to have in MoU that only the Mayor is the official spokesperson for the media on behalf of RLDC.*

7 NEW BUSINESS

7.1 Banner Poles

The Committee and a number of residents are of the unanimous opinion that these should not be placed in a Heritage Village streetscape.

Discussion centred around just how many groups would physically possess banners and make use of the poles? It would appear that given the very limited number of events that are held in Ross, they would stand empty for the majority of the year, appearing like "gallows" and not adding to the heritage streetscape at all.

It was felt that the estimated $11,000 that would be involved in the erection of the poles, would be better spent on updating currently existing street corner directional signage, or replacing derelict signage such as the Old Cemetery sign on the corner of Bridge and Park Streets.

7.2 Round Table Discussion

CR *- trucks working up Tooms Lake Road, the majority are doing the right thing, but it has been noticed that some are coming over Ross Bridge, fully loaded and overweight. Should not go over the bridge loaded OR empty. Shaw Contracting has been advised and will take it up with their drivers. If seen, please take license plate number and contact Shaws, not NMC.*

JB *- garden beds outside of Keech's cottage look disreputable. Can they be made uniform by putting in hedging to blend in with other main street flower beds. They also need digging out*

and fresh soil added. Perfect opportunity for this to be done, while NMC working on Village Green – AT to contact Works Manager.

***MR** – nothing to add.*

***HD** – nothing to add.*

***AC** – ensuites at Caravan Park. Work appears to be done only on some days and leave a mess everywhere. Construction done by outside contractor. It was asked what the construction materials are they made of, etc. AT to provide HJ with a copy of the Development Application.*

It was raised at a recent Lyons Electorate meeting about the sale of the police house in Ross. Minister of Police was unable to answer, however Rebecca White contacted Commission of Police who advised it would be sold.

Discussion regarding lack of police presence and the recent burglary in Ross. No-one knows who the police are in Campbell Town, perhaps the contingent stationed there could come to Ross to a meet and greet type of meeting? Chair to try to arrange this through NMC.

Discussion re article in The Examiner regarding NMC purchasing and subdividing land.

Disabled Access to Post Office – Heritage will not allow this to happen. Makes it very difficult for elderly residents to access services. Postmaster very good and assists people where he can. Could a rail be added instead of a ramp?

Works Manager has been advised that the trucks exiting Beaufront are churning up road edges and creating a hazard.

***RH** - mowing of streets appear like a "patchwork quilt". Can ALL the foot paths be mowed, not just some of them? If it is going to be done, do a good job, not bits and pieces. This has been raised many time before.*

***HJ** - Stray dogs running around. Seems to be more dogs than people. One particular instance involving two dogs has been brought to the attention of the Ranger, who will contact the owner.*

Pot holes on the railway lines and rain washing away sides of road, need a bit of bitumen. Grader to Tooms Lake Road as it needs doing really badly.

8 NEXT MEETING/CLOSURE

The Chair closed the meeting at 3.30

Next meeting – **1st September, Ross Community Sports Club at 2:00pm**

Gov 4(2)(iii)

MINUTES OF THE MEETING HELD AT THE CHURCH HALL ON WEDNESDAY, 5 AUGUST 2020, COMMENCING AT 5.30PM

1 **PRESENT:** Neil Tubb, Jo Clarke, Dennis Pettyfor, Doug Bester, Kevin Headlam, Len Langan, Garry Catchlove-Owen, Bron Baker, Tim Flanagan

2 **IN ATTENDANCE:** Councillors Brooks

3 **APOLOGIES:** Dee Alty & Councillor Adams

WELCOME NEW MEMBERS - not applicable

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

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

a) has an interest; or

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

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

Nil declared.

5 **CONFIRMATION OF MINUTES**

MOTION

The minutes of the meeting of the Longford Local District Committee held on July 1, 2020 to be confirmed as a true and correct record of proceedings.

Moved: Kevin Headlam/Len Langan **CARRIED**

6 **BUSINESS ARISING FROM THE MINUTES**

6.1 Characteristics of Longford – paper being considered, there is a need to finalise directions soon.

6.2 Longford Racecourse – Council responded to our motion as follows:

DECISION Cr Adams/Cr Davis That Council advise the Committee that no allocation was made in the budget for a feasibility study and that Council formally approach Tas Racing and seek the status of future planning for the site.

We will await for further information.

6.3 LLDC Budget Submission

The following items from LLDC were included 20/2021 Council Budget –

6.3.1 Marlborough Street signage roads – Neil & Dennis met with Leigh McCullagh, Works Manager to discuss signage and he advised us our signage was not suitable according to State Growth guidelines. However, Leigh did agree to put signage which should satisfy.

6.3.2 Marlborough Street Footpath – Council to refer to Footpath Program.

6.3.3 Memorial Hall Development – currently still being discussed at Council.

6.3.4 Longford Legends Park Stage II – received letter from Council confirming grant of $1,000.

6.3.5 Norfolk Plain Heritage Collection – still awaiting Council decisions.

6.4 MOU Discussion – LLDC Revised version sent to Northern Midlands GM and we are still awaiting on the outcome.

6.5 Wellington & Marlborough Streets Intersection. State Growth has said there is no problem there. Councillor Brooks advised that Council are now getting an independent assessment.

6.6 Tree Lighting near Perth By-Pass - Council responded to our motion as follows:

Council at its 29 June meeting resolved to defer a decision on the above tree and investigate alternate proposals.
Officer recommendation: That Council note the request.
DECISION Cr Goss/Cr Davis That Council note the request. Carried unanimously

We will await for further information.

6.7 Vinnies Clothing Shop – still being investigated.

7 REPORTS FROM SUBCOMMITTEES

7.1 Railway Bridge Committee. – Len advised that a meeting was held recently and project is still progressing to plan.

7.2 Longford Legends – Now awaiting information of information for plaques.

7.3 Fred Davies committee - Neil reported the Mulga Fred Davies Sign has now been repaired and the sign is hanging in its original location on the Grandstand.

8 PENDING BUSINESS ITEMS

8.2 JBS Alternate Entrance – Still Pending.
8.3 Flood Levee Bank – Still pending outcome of Councils consultation with residents.

8.4 CCTV Cameras in Longford – Still pending review with Police.

8.5 Memorial Hall – Village Green Development

9.0 NEW BUSINESS

No items raised.

10. OTHER BUSINESS

10.1 Lighting near Pateena Road/Illawarra Road Intersection – Councillor Brooks advised that Council are discussing with State Growth as the lighting as reported, does not exist.

10.2 Pedestrian Air Dots - Council responded to our motion as follows:

Longford. Officer comment: A customer request has been completed.
Officer recommendation: That Council note the information.
DECISION Cr Lambert/Cr Davis That Council note the information. Carried unanimously

We will await confirmation that works have been completed.

10.3 Erection of Signs for Cyclists - Council responded to our motion as follows:

Council approach State Growth to have some signs erected to prevent cyclists and pedestrians using off roads (off-ramps) that have speeds greater that 80 kmh and can Council please erect "Beware of Cyclists" signs in Pateena Road
Officer comment: Council officers to investigate this request.
Officer recommendation: That Council note the information.
DECISION Cr Adams/Cr Davis That Council note the information. Carried unanimously

We will await further confirmation from Council about this situation.

10.4 Norfolk Plains Historical Collection

Len Langan again raised the issue about claiming and relocating the Collection from Clarendon House back to Longford but the LLDC are unable to pursue this project at this stage as there is no suitable location to house the Collection. Councillor Brooks mentioned that the Library building maybe a possibility. Councillor Brooks will discuss the issue with Councillor Adams who is on the Board of the State Library.

CLOSURE

There being no further business, the meeting closed at 6.55 pm

The next meeting will be held on Wednesday September 2 at the Anglican Church Hall 2a William Street, commencing at 5.30 pm.

NORTHERN MIDLANDS COUNCIL					
File No. 1-11					
Property					
Attachments					
REC'D 31 JUL 2020					
	I	A		I	A
GM			PLN		
P&DM			BLD		
CSM			MYR		
WM			EA		
HR					
HLT			comments		

INFO 3

The Northern Midland Council
13 Smith St
Longford 7301

The Residents
Smith St
Longford 7301

30/7/20

Dear Mayor and Councilors,
We, the **Residents with driveways on Smith St.** Longford, from George St to the Football ground strongly oppose the planting of trees down the center of the Street.

A query to the Council Offices ascertained that a draft plan of the tree planting was to be prepared and this would then be made available for public comment.

We believe this project is a needless expense as Smith St. is an attractive area with gardens, trees and greenery on both sides of the road.
Public opinion should be canvassed prior to any expense being committed to the preparation of plans that we feel are unwarranted, unnecessary and unpopular.

The reasons for our objections to the trees include, but are not limited, to the following:-

1. The trees with their concrete surrounds are a traffic hazard
2. The area is residential and away from the main road streetscape area.
3. There are 3 crossroads that will have impaired visibility
4. The Medical Centre attracts both staff and patient parking that narrows the street.
5. The driveway at the Medical Centre is used for Staff parking and Ambulances that increases the frequency of cars reversing out of that driveway.
6. The Longford Care A Car, based at 21 Smith St, also involves additional street parking and frequent entry and exit of cars
7. Large trucks delivering supplies to the Football ground currently avoid Smith St. east of the roundabout. How will they access the ground if all of Smith St has trees in the center?
8. Residents close to the football ground all ready have issues with driveway access when the ground is in use.
9. Trees with their concrete surrounds would complicate everyday access to driveways, especially when towing trailers, caravans, boats etc
10. Reversing from Driveways would become hazardous as visibility could be compromised especially as the trees grow
11. Cyclists, including Primary School children, would be at risk when riding down Smith St. Difficulty would be experienced by motorists attempting to give cyclists the 1.5 meter distance required by law.

In conclusion we feel this project is unwelcomed, inappropriate and a wasteful use of ratepayer's funds.
Yours sincerely,

Fran Hoyle,
21 Smith St
(On behalf of the Smith St residents who have signed the enclosed petition)

We, the Residents of Smith St. Longford,from George St to the football ground strongly oppose the planting of trees down the centre of the Street.

DATE	NAME	PHONE	ADDRESS	SIGNATURE
28.7.20	PETER + FRAN HOYLE	63891149	21 SMITH ST LONGFORD	
28.7.20	Scott & Delanie Castle	0436 013 213	28 Smith St Longford	
28.7.20	Jean v Andrews	0402647343	25 Smith St Longford.	J. Andrews
28-7-20	CHRIS & DAVE MILLER	0447 343 915	34A SMITH ST LONGFORD	C & M Miller / David Miller
28/7/20	Olivia Barnard & Joey Young	0400091058	37 Smith street, Longford	OBarnard JYoung
28/7/20	Peter Bryan	0403086112	33 Smith " "	
28.7.20	BETTY DIGIAMMARINO	63911636.	27 SMITH ST LONGFORD	
28.7.20	TRISH TROWBRIDGE	0419606350	21A SMITH ST LONGFORD	
28.7.20	WALTER & FAYE FYFE	63912392	19 SMITH ST, LONGFORD	
28.7.20	Chris & Heather Cashion	0409442135	30 Smith St. Longford.	
28.7.20	Kim Corkery	63911913	38 Smith St Longford	
28.7.20	megan Duffig	0435183266	39-41 Smith st. Longford	
28.7.20	I+M MULLINS	0429803679	17 SMITH ST	
30.7.20	OLLIE CHIA		34 SMITH ST	
30.7.20	J. REID	0432459235	34 SMITH ST	
.	.	.	.	.

1–12

We, the Residents of Smith St. Longford,from George St to the football ground strongly oppose the planting of trees down the centre of the Street.

DATE	NAME	PHONE	ADDRESS	SIGNATURE
28/7/20	Michelle Rapley		Longford Medical	[signature]
28/7/20	FIONA JOSKE	0417303687	Longford Medical Centre	[signature]
"	TIM FLANAGAN	04389130	" " "	Tim Flanagan
	MARTIN HAMILTON	0452588620	"	[signature]
30/7/2020	CAMERON HAYES.	0428650008	" " "	[signature]
STAFF MEMBERS				
29/7/20	Breeana Francis	0427 897750	Longford Medical Centre	B. Francis
29/7/20	Montana Jordan	0409 943600	Longford Medical Centre	[signature]
29/7/20	Karen McGuire	0448912398	Longford Medical Centre	[signature]
30/7/20	Wendy Green	0418515661	Longford Medical Centre	Wendy Green
30/7/20	Natasha Smith	0458162284	" " "	[signature]
30/7/20	CHIRANJIT BOSE	0451694606	LONGFORD MEDICAL CENTRE	[signature]
30/7/20	JULIAN CHANG	0422065739	" " "	[signature]
30.07.20	Kate LANE	0429313989	" " "	[signature]
30/7/20	Sally Cross	0425716019	Longford Surgery	[signature]
30/7/20	Deborah Castle	0418759207	" "	[signature]
30/7/20	Rose Fleming	0409433902	" "	[signature]
30				

NORTHERN MIDLANDS COUNCIL LOGO USAGE POLICY

Gov 7

Originated Date: Adopted 19 March 2012 – Min. No.75/12 (as Policy 62)

Amended Date/s: Amended 21 March 2016 – Min. No. 62/16; Endorsed 20 August 2018 – Min. No. 219/18; Amended 20 May 2020 – Min. No. XX; Endorsed XX – Min. No. XX

Applicable Legislation: *Trade Marks Act 1995 (Cth), Trade Marks Regulations 1995 (Cth)*

Administration: Governance

Review: This Policy will be reviewed as required.

1. COUNCIL LOGO

Council's logo is an important part of our brand and similarly, it represents our identity. The three colours within the logo depict various landscapes within the municipality. The pink/purple represents the morning light on the Western Tiers, the green denotes the vast farming lands and the blue signifies the rivers and waterways in and around our communities.

Council's logo is also a valuable piece of our intellectual property and accordingly, any approved use of the logo will be in accordance with Council's guidelines to ensure Council retains control of its use.

The portrait style high resolution logo is the preferred logo to use and following is a breakdown of the correct logo colours:

CMYK: c26, m100, y2, k0
RGB: r188 g27 b138
PMS 240C
#ac2e8b

CMYK: c85, m15, y100, k4
RGB: r11 g149 b71
PMS 362C
#41ad49

CMYK: c100, m57, y8, k0
RGB: r0 g106 b171
PMS 300C
#006aab

CMYK: c0 m0 y0 k100
RGB: r0 g0 b0
PMS Black
000000

2. WHERE SHOULD THE LOGO BE DISPLAYED?

The Northern Midlands Council logo should be clearly displayed in accordance with the guidelines contained within the Northern Midlands Council Style Guide and the *Application/Guidelines for the Use of the Northern Midlands Council Logo*. The logo should be displayed on all Council stationary, documents, written correspondence, advertising, and media releases. In addition to this, the logo may be displayed on Council buildings and vehicles.

3. WHO CAN REQUEST TO USE COUNCIL'S LOGO

Any individual, business, community organisation, school or group that has been supported by way of 'in kind' or via a sponsorship agreement with the Northern Midlands Council may request to use the logo. Such request must be made directly to Council using the *Application/Guidelines for the Use of the Northern Midlands Council Logo*. Authorisation to use the logo does not guarantee any sponsorship or financial support from the Northern Midlands Council.

Completed application forms are to be emailed to Council, with a proof of the intended artwork, including where Council's logo will be placed, for approval prior to publication or display. Northern Midlands Council will confirm the terms and conditions of the use of Council's logo in writing.

Application should be made to Council at least four weeks in advance of the date for which the use of the logo is requested.

4. AUTHORISATION TO USE COUNCIL'S LOGO

Permission to use the logo will be for the specified period only and does not constitute an ongoing arrangement to use Council's logo. For example, the logo may only be used for the express purpose for which approval has been granted. In addition, the logo's reproduction must be in accordance with the Northern Midlands Council Style Guide and the *Application/Guidelines for the Use of the Northern Midlands Council Logo*.

The logo should be accompanied by a statement identifying the nature of Council's involvement or relationship, for example, 'Proudly supported/sponsored by the Northern Midlands Council'. Similarly, where Council's logo appears in conjunction with logos of other external entities, the size of Council's logo should be proportionate to the level of investment or support that Northern Midlands Council has provided, and relative to that of the other entities as well.

A copy of the proposed use and layout showing the positioning and relativity of the logo must be forwarded to the General Manager (or his delegate) for approval and any deficiencies corrected prior to publication.

The logo may not be used in any manner by any person or organisation for electoral or other political purposes.

Northern Midlands Council reserves the right to take legal action to prevent or curtail the unauthorised use of its logo.

APPLICATION/GUIDELINES FOR USE OF THE NORTHERN MIDLANDS COUNCIL LOGO

NORTHERN MIDLANDS COUNCIL

Please complete this application form and email or post, with your proposed artwork and the placement of Council's logo to:

Post: Northern Midlands Council
PO Box 156
Longford, Tasmania 7301

Email: council@nmc.tas.gov.au

Organisation Name: _____

Postal Address: _____

Contact Person: _____

Contact Phone: _____

Contact Email: _____

Event Title: _____

Event Date: _____

Briefly describe the intended use of Council's Logo:

_____

_____

_____

_____

To help us supply you with the correct version of the Council Logo, please select from the following options. The logo will be supplied in an electronic format via email.

NORTHERN MIDLANDS COUNCIL

High resolution JPEG file

NORTHERN MIDLANDS COUNCIL

Monochrome JPEG file

NORTHERN MIDLANDS COUNCIL

Landscape Colour JPEG file

NORTHERN MIDLANDS COUNCIL

Landscape Monochrome JPEG file

I acknowledge, understand and accept:

- To comply with the terms and conditions associated with using the Northern Midlands Council logo.
- The Northern Midlands Council logo is only to be used for the express purpose in which it is being sought. If permission is granted, this does not constitute an ongoing arrangement to use the logo.
- I must provide a proof/draft of the intended artwork, including where Council's logo will be placed for approval by the General Manager (or his representative) before publication. This should be accompanied by a statement identifying the nature of Council's involvement or relationship.
- The Northern Midlands Council logo can only be used for the purpose of the promotion or event outlined in this application.
- The Northern Midlands Council logo cannot be edited or distorted in any way and the correct colours as per the Northern Midlands Council Logo Usage Policy must be adhered to.
- The General Manager (or his representative) has the right to refuse the design should it be deemed inappropriate or non-compliant with these terms and conditions.
- That any deviation from these terms and conditions are not acceptable unless agreed to and confirmed in writing by the General Manager (or his representative).

Print Name: _____

Signature: _____

Date: _____

Office use only.

Logo request approved by: _____

Signature: _____

Date: _____

The following guidelines outline the way in which the Northern Midlands Council logo should be clearly displayed

The Northern Midlands Council logo should never be altered or edited or distorted in any way and likewise, the correct colours as per the Northern Midlands Council Logo Usage Policy must be adhered to.

Establishing the correct size and positioning of the logo will ensure the impact and legibility of the logo is not compromised in any situation.

For example, when using the portrait logo (colour or monochrome) for print purposes the logo should not be less than 20mm wide and for digital purposes, no less than 40 px wide. Similarly, when using the landscape logo (colour or monochrome) for print purposes the logo should not be less than 25mm wide and for digital purposes, no less than 60px wide. This is as per the Northern Midlands Council Style Guide.

To ensure legibility of the logo there is always a minimum clear space around the logo. The clear space isolates the logo from any other graphics that might lessen the impact of the Northern Midlands Council logo. The minimum clear space is calculated as the height of the title area (wording Northern Midlands Council) as shown in the diagram below.

The Northern Midlands Council logo may be applied to materials such as signage, invitations, posters, programs, newsletters, advertising, websites, merchandise, banners, and brochures once the draft has been approved by the General Manager (or his representative).

NORTHERN MIDLANDS COUNCIL LOGO USAGE POLICY

Originated Date: Adopted 19 March 2012 – Min. No.75/12 (as Policy 62)

Amended Date/s: Amended 21 March 2016 – Min. No. 62/16; Endorsed 20 August 2018 – Min. No. 219/18; Amended 20 May 2020 – Min. No. XX; Endorsed XX – Min. No. XX

Applicable Legislation: ***Trade Marks Act 1995 (Cth), Trade Marks Regulations 1995 (Cth)***

~~**Objective** To ensure that Council retains control over the use of its logo; and Council's role in the community~~

~~is clearly recognised and its image, reputation and brand are protected and enhanced through~~

~~accurate, consistent and high quality reproduction of its logo.~~

Administration: Governance

Review Cycle/Date: This Policy will be reviewed as required

1. COUNCIL LOGO

Council's logo is an important part of our brand and similarly, represents our identity. The three colours within the logo depict various landscapes within the municipality. The pink/purple represents the morning light on the Western Tiers, the green denotes the vast farming lands and the blue signifies the rivers and waterways in and around our communities.

Council's logo is also a valuable piece of our intellectual property and accordingly, any approved use of the logo will be in accordance with Council's *"Application/Guidelines for the Use of the Northern Midlands Council Logo"*.

The portrait style high resolution logo is the preferred logo to use and following is a breakdown of the correct logo colours.

~~are promoted publicly in a consistent and professional manner, minimising Council's exposure to poor publicity through~~

~~inappropriate use of the Council logo.~~

~~Any approved use of the logo will be in accordance with Council's *"Application / Guidelines for the Use of the Northern*~~

~~*Midlands Council Logo"*.~~

NORTHERN
MIDLANDS
COUNCIL

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RGB: r188 g27 b138
PMS 240C
#ac2e8b

CMYK: c85, m15, y100, k4
RGB: r11 g149 b71
PMS 362C
#41ad49

CMYK: c100, m57, y8, k0
RGB: r0 g106 b171
PMS 300C
#006aab

CMYK: c0 m0 y0 k100
RGB: r0 g0 b0
PMS Black
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2. WHERE SHOULD THE LOGO BE DISPLAYED?

The Northern Midlands Council logo should be clearly displayed in accordance with the guidelines contained within the Northern Midlands Council Style Guide and the *Application/Guidelines for the Use of the Northern Midlands Council Logo.* The logo should be displayed on all Council stationary, documents, written correspondence, advertising, and media releases. In addition to this, the logo may be displayed on Council buildings and vehicles.

3. WHO CAN REQUEST TO USE COUNCIL'S LOGO?

Any individual, business, community organisation, school or group that has been supported by way of 'in-kind' or via a sponsorship agreement with the Northern Midlands Council may request to use the logo. Such request must be made directly to Council using the *Application/Guidelines for the Use of the Northern Midlands Council Logo.* Authorisation to use the logo does not guarantee any sponsorship or financial support from the Northern Midlands Council.

Completed application forms are to be emailed to Council with a proof of the intended artwork including where Council's logo will be placed, for approval prior to publication or display. Northern Midlands Council will confirm the terms and conditions of use of the use of Council's logo in writing.

Applications should be made to Council at least four weeks in advance of the date for which the use of the logo is requested.~~sponsorship agreements with Northern Midlands Council may request to use the logo by submitting the *"Application /*~~

~~*Guidelines for the Use of the Northern Midlands Council Logo".*~~

~~Permission to use the logo does not include any guarantee of sponsorship or support.~~

3. AUTHORISATION TO USE COUNCIL'S LOGO

Permission to use the logo will be for the specified period only and does not constitute an ongoing arrangement to use Council's logo. For example, the logo may only be used for the express purpose for which approval has been granted. In addition, the logo's reproduction must be in accordance with the Northern Midlands Council Style Guide and the Application/Guidelines for the Use of the Northern Midlands Council Logo.

The logo should be accompanied by a statement identifying the nature of Council's involvement or relationship i.e. 'Proudly supported/sponsored by the Northern Midlands Council'. Similarly, where Council's logo appears in conjunction with logos of other external entities, the size of Council's logo should be proportionate to the level of investment or support that Northern Midlands Council has provided, and relative to that of the other entities as well.

A copy of the proposed use and layout showing the positioning and relativity of the logo must be forwarded to the General Manager (or his representative) for approval and any deficiencies corrected prior to publication.

The logo may not be used in any manner by any person or organisation for electoral or other political purposes.

Northern Midlands Council reserves the right to take legal action to prevent or curtail the unauthorised use of its logo.

~~Manager (or his delegate) for approval and any deficiencies remedied prior to publication.~~

~~*USE BY EXTERNAL PARTIES*~~

~~Authorisation for the use of the logo by external parties may be given where a sponsorship, partnership, joint~~

~~venture or other similar relationship exists. Such authorisation is to be discussed with the General Manager (or his~~

~~delegate). In such cases, the logo may only be used for the express purpose for which approval was granted and its~~

~~reproduction must be in accordance with the *"Application / Guidelines for the Use of the Northern Midlands Council*~~

~~*Logo".*~~

~~Approval to use the logo in a particular circumstance does not constitute an ongoing right to use.~~

~~The logo should be accompanied by a statement identifying the nature of council's involvement or relationship, for~~

example, *'Proudly supported/ sponsored by the Northern Midlands Council'*. Where the logo appears in conjunction with

the logos of other external entities, the size of the council logo should be proportionate to its level of investment or support

relative to that of other entities involved.

The General Manager (or his delegate) should coordinate distribution of the logo to external organisations. This ensures

consistency in reproduction and assists in monitoring external use of the logo.

The logo may not be used in any manner by any person or organisation for electoral or other political purposes.

Northern Midlands Council reserves the right to take legal action to prevent or curtail the unauthorised use of its logo.

2. WHO CAN REQUEST TO USE THE LOGO?

3. WHERE CAN THE LOGO BE DISPLAYED?

The Northern Midlands Council logo may be displayed on written correspondence, documents, media publications

including television, website and social media advertising, stationery, posters, buildings, billboards and vehicles upon

receipt of written approval by the Northern Midlands Council. Displaying of the logo must be in accordance with the

"Guidelines for the Use of the Northern Midlands Council Logo" and only for the specified period.

4. HOW CAN I REQUEST THE LOGO?

Applications should be made at least four weeks in advance of any specific date for which the use of the logo is requested.

Applicants are required to read the *"Guidelines for the Use of the Northern Midlands Council Logo"* and complete the

"Application for the Use of the Northern Midlands Council Logo".

Completed application forms are to be faxed or emailed as per the directions included in the document. A proof of the

intended artwork including placement of the logo must be provided for approval by Northern Midlands Council prior to

publication or display.

Northern Midlands Council will confirm the terms and conditions of use of the logo in writing.

~~APPLICATION / GUIDELINES FOR USE OF THE NORTHERN MIDLANDS COUNCIL LOGO~~

NORTHERN MIDLANDS COUNCIL

~~APPLICATION FOR USE OF LOGO~~

Please complete this application form and email~~, fax~~ or post, ~~along~~ with ~~a~~ your ~~draft of~~proposed artwork with the placement of Council's logo ~~your promotional material/documentation,~~ to:

Post: Northern Midlands Council
P O Box 156
Longford Tasmania 7301

~~Fax: (03) 63 977 331; or~~

Eemail: council@nmc.tas.gov.au

Organisation Name: _____

Postal Address: _____

Contact Person: _____

Contact Phone: _____

Contact Email: _____

Event Title: _____

Event Date: _____

Briefly describe the intended use of Council's logo:

_____

_____

_____

_____

~~Organisation~~

~~Postal address~~ ~~Postcode~~

~~Contact Person~~

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~~APPLICATION / GUIDELINES FOR USE OF THE NORTHERN MIDLANDS COUNCIL LOGO~~

NORTHERN MIDLANDS COUNCIL

~~Phone~~ ~~Fax~~

~~Email~~

~~Event~~

~~Date of Event~~

~~Describe briefly the intended use for the logo~~

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~~APPLICATION / GUIDELINES FOR USE OF THE NORTHERN MIDLANDS COUNCIL LOGO~~

To help us supply you with the correct version of the Council logo, ~~and graphic for use,~~ please select from the following options ~~below~~. The logo will ~~only~~ be supplied in an electronic format via email.

High resolution Monochrome JPEG file	Monochrome JPEG file	Landscape Colour JPEG file	Landscape JPEG file

~~Logo / Format:~~

☐

~~JPEG – Monochrome~~

☐

~~JPEG – Colour~~

☐

~~TIFF – Colour~~

☐

~~PNG – Colour (Opaque background)~~

I acknowledge, understand and accept:

- ~~1. I have read, understood and agree T~~to comply with the ~~t~~Terms and ~~c~~Conditions associated with using the Northern Midlands Council logo.
- ~~2.~~ The Northern Midlands Council logo is only to be used ~~in promotional material for the event~~ for the express purpose in which it is being sought. If permission is granted, this does not constitute an ongoing arrangement to use the logo.
- ~~3. I understand that~~ I must provide a proof/draft ~~copy~~ of the intended artwork, including ~~any material incorporating the~~where ~~Northern Midlands~~ Council's logo will be

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~~APPLICATION / GUIDELINES FOR USE OF THE NORTHERN MIDLANDS COUNCIL LOGO~~

placed for approval by~~to~~ the General Manager (or his representative ~~delegate~~) ~~to obtain approval of the design~~ before publication. This should be accompanied by a statement identifying the nature of Council's involvement or relationship.

- 4. ~~I understand that~~ Tthe Northern Midlands Council logo can only be used for the purpose ~~in relation to of~~ the promotion or event ~~of the above mentioned event~~outlined in this application.
- 5. ~~I understand that T~~the Northern Midlands Council logo **must not** be edited or distorted in any way and the correct colours as per the Northern Midlands Council Logo Usage Policy and Northern Midlands Council Style Guide must be adhered to.
- 6. ~~I understand that T~~the General Manager (or his ~~delegate~~representative) has the right to refuse ~~the production and distribution of a design~~the design should it be deemed inappropriate or non-compliant with these t~~T~~erms and ~~or~~ c~~C~~onditions.
- 7. ~~I understand T~~that any deviations from these t~~T~~erms and c~~C~~onditions are not acceptable unless agreed to and confirmed in writing by the General Manager (or his representative).

~~General Manager~~
~~Northern Midlands Council~~
~~P O Box 156~~
~~Longford Tasmania 7301~~

Print Name: _____

Signature: _____

Date: _____

~~I agree to the above terms and conditions~~

~~Signature~~

~~Name~~

~~Date~~

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~~APPLICATION / GUIDELINES~~
~~FOR USE OF~~
~~THE NORTHERN MIDLANDS COUNCIL LOGO~~

NORTHERN MIDLANDS COUNCIL

Logo request approved by:

Signature:

Date:

~~Logo request approved by~~

~~Signature~~

~~Date~~

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~~APPLICATION / GUIDELINES FOR USE OF THE NORTHERN MIDLANDS COUNCIL LOGO~~

NORTHERN MIDLANDS COUNCIL

~~GUIDELINES FOR USE OF LOGO~~

The ~~following~~se guidelines ~~specify~~ outline the way in which the Northern Midlands Council logo should be ~~used on all promotional material you produce for your initiative~~clearly displayed.

The Northern Midlands Council logo should never be altered or edited or distorted in any way and likewise, the correct colours as per the Northern Midlands Council Logo Usage Policy and Northern Midlands Council Style Guide must be adhered to.

Establishing the correct size and positioning of the logo will ensure the impact and legibility of the logo is not compromised in any situation.

For example, when using the portrait logo (colour or monochrome) for print purposes, the logo should not be less than 20mm wide and for digital purposes, not less than 40px wide. Similarly, when using the landscape logo (colour or monochrome) for print purposes, the logo should not be less than 25mm wide and for digital purposes, no less than 60px wide. This is as per the Northern Midlands Council Style Guide.

To ensure legibility of the logo, there must always be a clear space around the logo. The clear space isolates the logo from any other graphics that might lessen the impact of the Northern Midlands Council logo. The minimum clear space is calculated as the height of the title area (wording Northern Midlands Council) as shown in the diagram below.

The Northern Midlands Council logo may be applied to materials such as signage, invitations, posters, programs, newsletters, advertising, websites, merchandise, banners and brochures once the draft artwork has been approved by the General Manager (or his representative).

~~Throughout this document the term "NMC Logo" refers to the graphics below:~~

~~JPEG - Monochrome~~

~~TIFF - Colour~~

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APPLICATION / GUIDELINES FOR USE OF THE NORTHERN MIDLANDS COUNCIL LOGO

JPEG - Colour

PNG – Colour (Opaque background)

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WHERE TO USE THE LOGO

The NMC Logo may be applied to all materials produced for your initiative; including signage, invitations, posters, programs, newsletters, advertising, websites, merchandise and brochures once a draft of each has been approved by the Northern Midlands Council.

SIZE AND SCALE

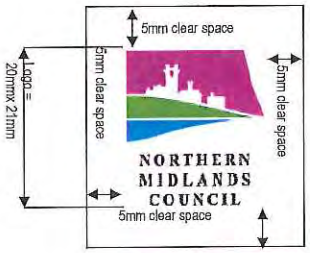
The minimum logo size is 15mm in height.

MINIMUM FIELD

A minimum field should always be observed so any logo has adequate 'breathing space', the defined minimum field of the border should be equivalent to 1/4 of the measurement of the logo size allowance on each side of the logo.

No graphics, images included, should encroach upon the field identified. The field identified should always be scaled within proportion to the logo.

Example: the logo on the right is 20mm (height) x 20.3mm (width) a border of 5mm should be allowed on all 4 sides of the logo.



NOTE: not to scale

LOGO RESTRICTIONS

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The NMC logo should never be altered in any way other than described within these guidelines, specifically:

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- No other colours should be used apart from the corporate colours of the NMC logos. Colours should never be changed.
- The logo should never be reproduced as an outline.
- The symbol should never be used without the words "Northern Midlands Council".
- The full colour logo should never appear with an image as the background.
- The logo should never be reproduced in white on a light background.

Cov 8

TW HPE ref: 20/23568

24 March 2020

Council Owners' Representatives
By email

Dear Council Owners' Representatives

Notification of adverse development under section 21.5 of the Shareholders' Letter of Expectations

TasWater has been closely monitoring developments associated with the rapidly evolving situation resulting from the COVID-19 pandemic both nationally and in Tasmania. We have been relying on credible advice provided by State and Federal Governments and government health organisations to guide our response.

We have established an Incident Management Team (IMT) and a Crisis Management Team (CMT) to manage our response to the evolving situation, and ensure that we can continue to deliver safe drinking water, and responsibly deal with our customers' waste, to the maximum extent possible.

This has required substantial changes to our operations, with the vast majority of our office-based staff almost exclusively working from home, and arrangements in place with our field-based employees to maximise social distancing and minimise the risk of infection.

There have also been broader implications for our normal budget and corporate planning activities, as we endeavour to adjust in response to the ever-changing nature of the pandemic and the impacts this situation will have on our employees, customers, suppliers and wider community.

We recognise that TasWater has a critical role to play in supporting the state's economy, and that it is important we continue to provide essential services to support other employers and businesses across the state as they deal with their own challenges in the face of COVID-19.

However the extraordinary circumstances we are experiencing necessitate careful consideration of how we achieve this, particularly having regard to the likelihood of impacted revenues, challenges in maintaining our supply chains, and a potentially reduced workforce.

As such, our anticipated Corporate Plan FY2021-25 is also under review to determine whether we will be forced to suspend or defer certain planned initiatives in order to divert resources to maintaining essential services. This may mean that we are not in a position to pursue activities which were designed to drive business improvement and underwrite the achievement of agreed corporate objectives.

We are reviewing our budget, and importantly our cash requirements, to ensure that our activities can be adequately funded, noting the potential for our revenues and working capital cycles to be impacted.

Tasmanian Water & Sewerage Corporation Pty Ltd
GPO Box 1393 Hobart Tas 7001
Email: enquiries@taswater.com.au
Tel: 13 6992

ABN: 47 162 220 653

We will also need to consider our planned capital program, and whether we can continue to deliver this, acknowledging that our infrastructure program provides significant support to Tasmania's overall economy.

Under our Shareholders' Letter of Expectations (SLE), TasWater is committed to three key objectives:

- Maintaining dividends to Owner Councils in line with Corporate Plan expectations
- Delivering a capital program in the order of $1.8 billion over the 10 year period to 30 June 2026 and
- Limiting annual price increases for regulated water and sewerage services to within the 3.5% cap from 1 July 2020 until 30 June 2025.

Under the SLE, if the Board forms the view that an 'adverse development' has occurred – that is, any circumstance or event beyond TasWater's reasonable control – which may impact our ability to meet these key objectives whilst maintaining the financial stability of the organisation, the corporation can seek additional funding support or comfort from the State Government.

The Board has determined that the COVID-19 pandemic constitutes an adverse development, and has accordingly notified the State Government that we are seeking to enact this mechanism.

We appreciate that the scale and impact of the pandemic in Tasmania is constantly evolving, and that there is considerable uncertainty as to how it will impact our operations, as well as the broader community and State economy.

We also recognise that Councils have a vital role to play in supporting their local communities, and that some Councils are reliant on the payment of dividends by TasWater to support the services that they provide. Whilst the TasWater Board will endeavour to maintain dividends in line with our Corporate Plan commitments to the maximum extent possible, there can be no guarantee that this will be sustainable. If the TasWater Board forms the view that it cannot maintain the dividends at the committed level, it will advise Owners Councils as soon as practicable.

If you have any queries in relation to this letter, please contact Ailsa Sypkes, Company Secretary on 0437 881 672 or via email at ailsa.sypkes@taswater.com.au.

Yours faithfully

Nick Burrows
Acting Chairman

Michael Brewster
Chief Executive Officer

TW HPE ref: 20/24306

26 March 2020

Owners' Representatives
By email

Dear Owners' Representatives

Support for Tasmanians during COVID-19

In our letter of 24 March 2020 we undertook to keep our Owners informed about developments in the COVID-19 pandemic and specifically in TasWater's response.

This morning the State Government announced measures to support the Tasmanian community during the current emergency, including relief for TasWater's customers. Specifically, these measures include:

- A 12 month freeze on regulated water and sewerage prices, effective 1 July 2020 and
- A 100 per cent rebate on electricity bills for small and medium sized enterprises (SMEs) for the final quarter of the current financial year.

As foreshadowed at the Owners' Representatives teleconference earlier this week, the TasWater Board has resolved to apply a similar 100 per cent rebate on water and sewerage bills issued to SMEs between 1 April 2020 and 30 June 2020.

These two measures will provide substantial and immediate relief to key sectors of our community, including directly to households and to the small business sector. TasWater will continue to monitor the situation and to consider how we can best support Tasmanians, including through our customer hardship program, whilst maintaining our provision of essential services.

A copy of TasWater's media release is **enclosed.**

We are currently evaluating the collective financial impact of the above measures, an expected extraordinary increase in bad and doubtful debts and the need to increase our customer hardship provisions. This will form the basis for an application to increase our TasCorp debt facility limit to ensure our financial solvency over the next 12 months which will appropriately inform any decision on dividend payments.

We are seeking to resolve our financial position as soon as possible in order to provide Owner Councils with some certainty around short term dividend payments.

If you have any queries in relation to this letter, please contact Ailsa Sypkes, Company Secretary on 0437 881 672 or via email at ailsa.sypkes@taswater.com.au.

Yours faithfully

Nick Burrows
Acting Chairman

Michael Brewster
Chief Executive Officer

Tasmanian Water & Sewerage Corporation Pty Ltd
GPO Box 1393 Hobart Tas 7001
Email: enquiries@taswater.com.au
Tel: 13 6992

ABN: 47 162 220 653

TW HPE ref: 20/49971

22 June 2020

The Hon Craig Farrell
60 High Street
New Norfolk TAS 7140

via email: craig.farrell@parliament.tas.gov.au

Dear Mr Farrell

I understand that there is a proposal to undertake a Legislative Council Select Committee inquiry into the operations of TasWater. It should be noted that in recent years the company has been the subject of a number of independent reviews and reports, including government reviews, which are summarised in this letter. We are of the view that the proposed inquiry will duplicate the findings arising from these previous reviews and reports and note that the proposed inquiry will take place only a few months ahead of the GBE hearing scheduled for December 2020 which provides an opportunity for an in-depth look at TasWater's operations.

There is also an acute awareness of the resource implications of adequately preparing for and responding to an inquiry, and the potential impact this work will have on our ability to deliver for the people of Tasmania, particularly during this time of significant disruption, hardship, refresh, and recovery arising from COVID-19.

The independent reviews and reports that have recently taken place are:

- September 2017 – a Legislative Council Select Committee inquired into and reported on the matter of TasWater ownership. This saw five media statements issued by the committee and six public consultations held across Tasmania. A total of 53 submissions were received, representing thirty individuals and fourteen agencies and organisations. While the findings of the November 2017 final report rightly highlighted challenges, it clearly stated that "from the evidence received, there is no consensus that there is a crisis in the Tasmanian water and sewerage sector."
- November 2017 – The Tasmanian Audit Office published its report *'Water and Sewerage in Tasmania: Assessing the outcomes of industry reform'*. In his conclusion, the Auditor-General noted that while there were areas identified for improvement the intended outcomes of the reforms have either been fully or partially achieved; strategic asset management has improved; expected financial benefits have been largely delivered; and customer service, service delivery and customer relations have broadly improved.

Tasmanian Water & Sewerage Corporation Pty Ltd
GPO Box 1393 Hobart Tas 7001
Email: enquiries@taswater.com.au
Tel: 13 6992

ABN: 47 162 220 653

- December 2018 – TasWater was scrutinised by the Legislative Council as part of the GBE Scrutiny process and questions resolved
- December 2019 – TasWater was scrutinised by the House of Assembly as part of the GBE Scrutiny process and questions resolved.

TasWater welcomes that scrutiny, and recognise that as a publicly owned utility, the public expects a high degree of transparency and accountability. Matters addressed in those hearings included increased profitability; increased capital expenditure; the functions of the Capital Delivery Office; the Pioneer water supply; employee culture; pricing; the important role of the owners; dividends; use of local contractors; specific critical incidents and spills; irrigation; water quality and trade waste.

Most recently (last month), the Office of the Tasmanian Economic Regulator published its annual *State of the Industry Report* for 2018-19 which "summarises TasWater's performance across the key areas of pricing, customer service, network reliability and efficiency, financial performance and its compliance with drinking water quality, dam safety and environmental obligations."

Among its findings, the report notes "... 100 per cent microbiological compliance for the first time; a significant feat given that two years earlier there were 25 permanent boil water and public health alerts in place across the State." Also highlighted is the high quality of drinking water in Tasmania; the sizeable drop in complaints; improvement in the compliance of treated effluent discharged to waterways; improved performance of sewage treatment plants, and bills that are typically lower than those on the mainland.

Challenges highlighted include the relatively high rate of service interruptions and water main breaks; trade waste related non-compliance of sewage treatment plants; and water losses.

The operations, finances, culture, structure, performance and compliance of TasWater are heavily scrutinised, as they should be. The company will continue to work closely with our regulators and both houses of the Tasmanian Parliament to ensure we are accountable to our customers, shareholders and communities throughout the state.

Several specific issues that we know have caused community concern have been addressed. Testing in Pioneer in recent months indicated that all the water stored in tanks supplied by TasWater is within Australian Drinking Water Guidelines, and following unanimous council support we have recently received the final approval from the Regulators to install a full reticulated water supply in the town.

In terms of industrial and commercial trade waste compliance, we have made a concerted effort to listen to our customers and act on this feedback. We have put in place support programs to assist commercial customers with meeting their compliance obligations and worked with them on potential solutions. As a result of our ongoing focus in this important area, we have seen no material complaints by trade waste customers since early July 2019.

It is essential that we continue to seek the right balance between the cost of compliance for customers, the amount charged for dealing with trade waste and the impact of non-compliant trade waste on the broader community. By working with trade waste emitters to ensure they fairly contribute to an effective solution, we are able to minimise the build up of potentially fatal levels of poisonous gases, reduce the frequency of blockages resulting in raw sewage overflowing into public areas, prevent the release of highly odorous gas releases from impacting the public and nearby commercial operations, and minimise the risk of effluent being discharged that negatively impacts our beaches and rivers.

Our three-year biosolids program has benefited farmers and now sees 99.9 per cent of biosolids from sewage treatment plants beneficially used. We have engaged a contractor to take these

biosolids to EPA approved sites. It should be noted that TasWater does not own or operate any biosolid management sites and we are not involved in the application lodged with the Launceston City Council to develop a new biosolids site in that municipality.

Since talking to the Select Committee in 2017, we have seen continued improvement in key areas, however we do openly acknowledge that there are still further improvements we must make. A measure of this success is the drop in complaints reported in the latest *State of the Industry Report 2018-19*. TasWater is responsible for over 208 000 water connections and provides water and sewerage services to more than 421 000 Tasmanians, and in this report it notes only 2 648 complaints were received in 2018/19 which equates to 1.27 percent of customer connections.

Satisfaction with TasWater continues to grow, with our latest customer research demonstrating our customer satisfaction lifting from 56 percent in July 2017 to 68 percent in January 2020.

As you are aware, like all Tasmanian businesses, TasWater is currently dedicating significant resources to managing the impacts of COVID-19. Our primary focus is the safety of our staff and customers, followed by the development and delivery of a package of support for customers experiencing financial stress. This includes a decision by the Board to freeze prices for a further year and offer a full quarter bill remission to eligible small to medium enterprises. The net impact of these decisions is a $25M reduction in revenue for which we have not sought any support from the state government. In addition we have forecast a significant reduction in earnings for next year as a result of the need to support customers who experience hardship over the coming months.

The next stage of our response will be returning our business to normal operations while recognising that the impacts on our customers will be felt for an extended period. We are prioritising our capital works program during these challenging circumstances to ensure this expenditure with contractors, consultants, and suppliers plays its part in Tasmania's economic recovery.

These changes to work practices, and work programs have placed an extra burden on our staff, and the added pressure of another enquiry while we should be concentrating on delivery of our essential services throughout the COVID-19 recovery phase, could negatively impact morale, productivity and service delivery.

While of course we would fully co-operate with the proposed select committee, we are firmly of the view that the proposed select committee inquiry into TasWater will duplicate much of the findings listed above, taking place only a few months ahead of the GBE hearings scheduled for December 2020 which provide another opportunity for an in-depth look at TasWater's operations. There is also an acute awareness of the resource implications of adequately preparing for and responding to an enquiry, and the potential impact this work will have on our ability to deliver for the people of Tasmania at such a critical time.

If any member of Parliament has a particular issue, or a matter raised by a constituent, we would be pleased to address that directly once informed.

Yours sincerely

Dr Stephen Gumley AO
Chairman

Doug Chipman
Chief Owners' Representative

Legislative Council Select Committee

TASWATER OPERATIONS

MEDIA ADVISORY
MONDAY 6 JULY 2020

On 24 June 2020, the Legislative Council established a Select Committee to inquire into the operations of TasWater with the following Terms of Reference:

(1) The impact of compliance with regulated bodies;

(2) operations in regard to the impact on business required to comply with Trade Waste regulations;

(3) the opportunity for re-use water expansion for irrigation;

(4) the management of sewage treatment including the disposal of the treated waste biosolids;

(5) the effect of TasWater's dividend policy on Local Government revenue;

(6) the delivery and timeliness of water services to Tasmanian communities;

(7) the effectiveness of business operations since the State Government became a shareholder in early 2019;

(8) the impact of COVID-19 on business operations; and

(9) any other matters incidental thereto

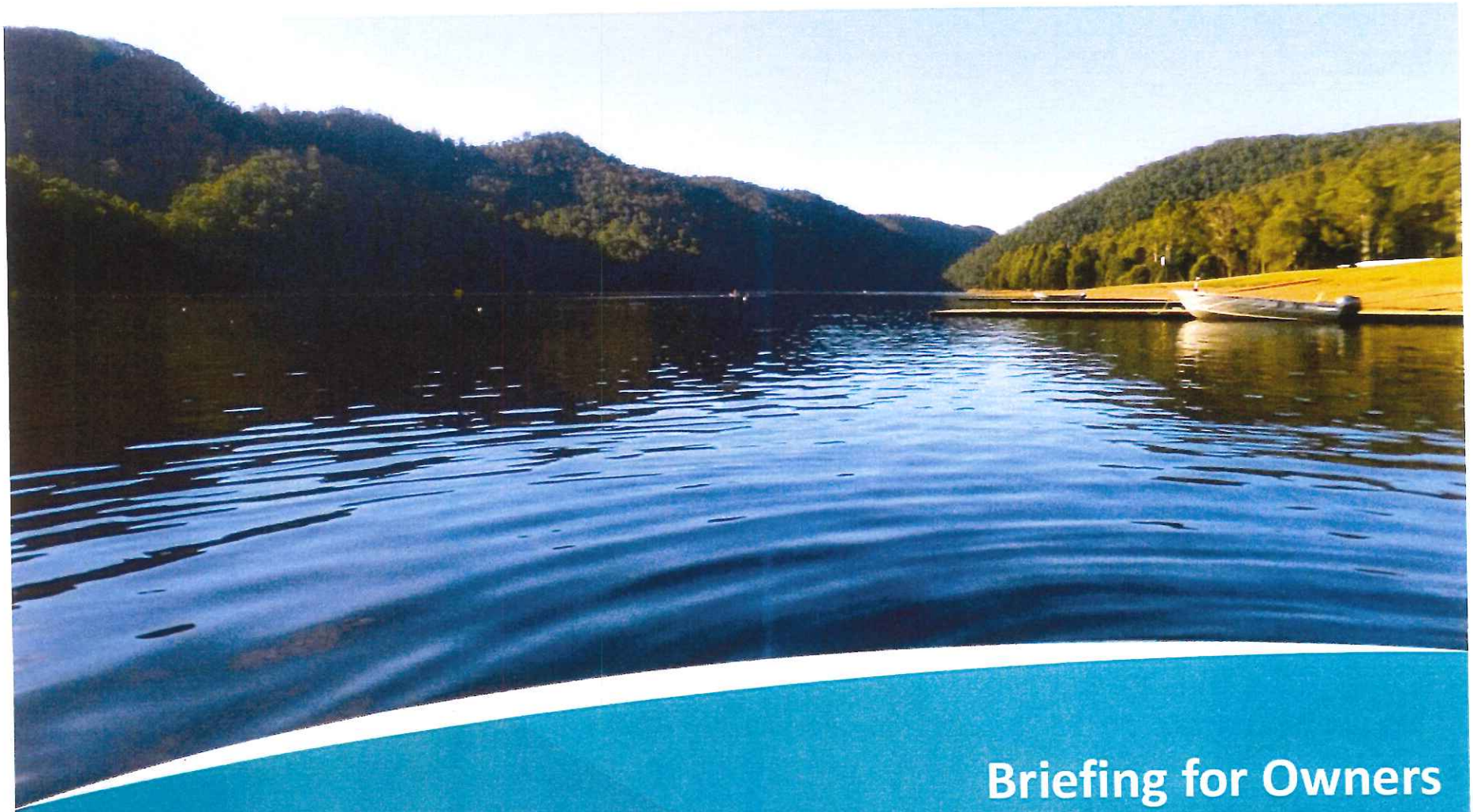
Members of the Committee are:

Hon Robert Armstrong MLC
Hon Ivan Dean MLC
Hon Sarah Lovell MLC (Deputy Chair)
Hon Tania Rattray MLC (Chair)

The Committee acknowledges that a number of other signficant inquiries are currently receiving submissions at this time. The Committee has therefore decided it will delay advertising for submissions to the Inquiry until the beginning of August 2020. The Committee will provide a further media release with details including a closing date

For further information— Hon Tania Rattry MLC, Inquiry Chair - 0427 523 412

Ends



Briefing for Owners
29 July 2020

TasWater

Interim Update Meeting for Owners

- Welcome
- Purpose of meeting
- The last few months have been challenging for councils, your ratepayers and TasWater
- Today's session is to provide you with an interim update on our activities since we last met and how we have been responding to the impacts of COVID-19
- Status of circulating resolution

Reporting Timeline

- Interim Update Meeting – Today
- Distribution of Corporate Plan to Owners – by 2 September
- Quarterly Update Meeting – proposed for 19 August (will seek feedback at end of meeting)
- Planning Meeting – 24 September
- Annual General Meeting - November

COVID-19 Customer Service Impact (Jan 2020 to June 2020)

Operational KPI	Pre-COVID19 (2.5 months)	Post-COVID19 (4 months March to June)	Change
Percentage of time we meet Priority 1 response time targets set by Regulator	100%	70%	-30%
Percentage of time we meet Priority 2 Response time targets set by Regulator	93%	94%	1%
Percentage of time we meet sewer time targets set by Regulator	89%	89%	0%
Percentage of time we meet Priority 3 Response time targets set by Regulator	89%	92%	3%
% Processing of development applications	99%	100%	1%
% Building and plumbing applications completed on time	97%	99%	2%
Water quality complaints per 1,000 properties	0.20	0.35	0.15
Customer first point resolution	93%	92%	-1%
Completion (Attainment) rate of planned maintenance	71%	74%	3%

1-40

Preliminary 2019/20 Results and FY2020/21 Budget

- FY2019/20 Result
- FY2020/21 Budget
- FY2020/21 Capital spend target

Changes to the Shareholders' Letter of Expectations

- Circular (written) resolutions issued on 23 July
- Seeking temporary changes to:
  - Date by which Corporate Plan needs to be endorsed by Owners (normally 31 July)
  - Structure of quarterly reporting to Owners (normally built around Corporate Plan)
- Proposing to:
  - Present Corporate Plan to Owners at a General Meeting to be scheduled on 24 September 2020
  - Provide as close to 'normal' quarterly reporting as we can – focusing on performance, COVID-19 impacts and mitigations etc
  - Intend to revert to 'normal' reporting as soon as practicable – most likely for Q1 FY21 (presented at November General Meeting)
- Owners can vote for or against each resolution – either using the sheet provided or by indicating preferences via email to Company Secretary
- Seeking responses by COB 5 August 2020

Questions

TasWater Owners' Information Session

Date: 29 July 2020

Venue: Board Room, 169 Main Road Moonah and via webex

Time: 2.00pm – 3.00pm

The Chief Owners' Representative welcomed attendees to the information session, noting that this was not a formally constituted meeting but an opportunity for TasWater to provide an update to Owners around the impacts of COVID-19 on the business.

The Board Chairman noted that the past few months had been challenging for councils, ratepayers and TasWater.

The Company Secretary noted:

- Circular (written) resolutions had been issued on 23 July to Owners' Representatives seeking some temporary changes to the Shareholders' Letter of Expectations to reflect the impacts of the pandemic, which had been foreshadowed at Owner information sessions held earlier in the year
- TasWater intends to resume 'normal' reporting to Owners as soon as possible, hopefully for the first quarter of FY2021, which would come to the November General Meeting
- Responses are sought from Owners' Representatives by 5 August.

The CEO noted the proposed timeline for further engagement with Owners including:

- Quarterly update – 19 August
- Distribution of TasWater's Corporate Plan – 2 September
- ORG Planning Meeting – 24 September
- ORG Annual General Meeting – November.

The CEO outlined our performance against key operational and financial metrics for the final quarter of FY2019/20, noting:

- A high level of operational performance has been maintained despite the major disruptions caused by COVID-19, with performance largely maintained across eight of the 9 key operational metrics
- Response times for priority 1 events has seen some slip in performance, however there were a low number of such events over the short period, which means the results are somewhat skewed. We are looking into the each of the three events where we did not meet the required response time, with two seeming to be data entry errors

- Our performance against priority 2 and priority 3 response times remained strong
- There was a slight increase in the rate of water complaints over the quarter however there was no discernible pattern to this and we met our full year target
- Our ability to process development or building and plumbing applications was not impacted, nor was our planned maintenance attainment rate.

The CFO outlined our preliminary financial results for FY2020, noting:

- NPAT was $15.2M against a budget of $51.2M. The underlying result after the deduction of non-cash developer revenue is a loss of $15M.
- The major variances are due to the reduction in revenue arising from the small business rebate in the final quarter (approximately $12M), an increase in doubtful debts to account for the risk of increased default ($9M) and an increase in depreciation ($17M) attributable in part to the $242M net revaluation increment in FY2018/19, historical capitalisation of inactive WIP and increases to rehabilitation provisions
- At its meeting on 28 July the Board considered and approved (subject to audit sign off) an asset revaluation decrement of $442M, which more than reverses the FY2019 increment
- The reasons for the reversal related to the lower forecast cashflow post COVID-19 and an update to the discount rate used in our NPV calculation used to inform the asset valuations
- This is a non-cash accounting adjustment which has a negative impact on the FY2020 result, but will have a positive impact on future profits through reduced depreciation charges in the order of $12M per annum
- This will improve our profitability and the prospect of returning to the payment of dividends sooner
- The write down will trigger a breach of our loan covenants with Tascorp, who have informally advised that they will consider waiving the breach once we have officially confirmed the impact on our net assets
- The breach is not considered significant as it is a non-cash accounting adjustment, the State Government has provided a guarantee of our loan, and the covenant would not have been breached but for the prior year adjustment
- However we will most likely need to reclassify all of our borrowings at 30 June 2020 as current liabilities as technically due to the breach we did not have an unconditional right to defer the repayment of our loans beyond 12 months as at the year-end date
- Owners will need to review and consider whether the adjustment to the value of their investment in TasWater triggers any breaches of their own loan covenants.

The CFO then referred to the FY2021 budget, noting:

- The Board has recently approved the FY2021 budget, which forecasts a net loss of $12M based on the initial estimated asset write down in FY2019/20 of $159M
- If we proceed with the higher value write down in FY2019/20 of $442M we expect to balance the budget (i.e. break-even) as a result of reduced depreciation charges. The underlying result, however, is forecast to be a net loss of $15M after the deduction of non-cash developer charges

- The budget considers the impacts of COVID-19 through the reduced revenue arising from the FY2021 price freeze ($13M), a potential reduction in contributed asset revenue ($15M), a material impact on the collectability of revenue ($35M) and additional costs to respond directly to COVID-19 ($1M)
- The budget also reflects some hard choices made about discretionary expenditure, including the scaling back, deferral or cessation of previously planned activities. This has resulted in a $10M reduction in opex, including a freeze on executive and Board salaries
- Again, we are focusing on the careful management of costs to assist us in bringing back dividend payments as soon as possible.

Finally, the CFO outlined the FY2021 capital spend target, noting:

- We have maintained our target of $193M for the year, noting that our program is critical to economic recovery in Tasmania and will provide jobs at a challenging time
- Our commitment is reliant upon accessing a higher borrowing limit from Tascorp: our limit was recently approved at $711M and we have sought a further uplift to $735M. Tascorp have conditionally approved the increase to $735M subject to the State Government lifting its guarantee of our borrowings to the same level. We expect that the increase will become effective before mid-August.

A number of questions were raised by attendees.

Question: What is the amount of quarter 4 bill remissions that have been granted to date?

Our initial estimate of the remissions was in the order of $12.5M. After going through the data matching exercise with the electricity retailers' customer information we have revised this to $11.8M. At present only $4.2M has been applied to customer accounts, but applications are still coming in. We acknowledge that the full estimated rebate may not be applied due to issues with the differing approaches to billing tenants versus owners between electricity retailers and TasWater. We will be in a better position to reassess this position at the end of September.

Question: What is the impact of the asset revaluation on assets within a region, and how is the depreciation charged?

Both the reduction in asset values and depreciation are applied proportionally across our infrastructure assets within our statutory asset register. The asset life remains unchanged, meaning that future depreciation charges are lower.

There is potentially a shortfall between statutory depreciation expenses and replacement costs of assets – this will be progressively addressed as a part of our transition to full cost recovery.

Question: How is TasWater funding the replacement of assets?

Asset replacement is funded through a combination of borrowings and profits. Our gearing level is relatively low at present, but in the longer term we will need to address the widening gap between our maximum allowable revenue and actual revenues.

Question: In FY2020 TasWater made a profit of about $15M but could not afford to pay $10M in dividends for the final two quarters.....how do you expect to pay dividends this year?

Our Dividend Policy considers underlying profit. We have always said that FY2021 would be challenging but there are a number of assumptions that have been factored into our thinking which are currently tracking better than anticipated. Therefore, it is possible that we may be in a position to consider the payment of dividends at some level in FY2021. The next few months will provide further information – at this stage we cannot provide any level of certainty, but we are certainly working hard to get to the point where dividend payments can resume.

Question: What was TasWater's interest cover ratio?

As at 30 June, it was in the order of 1.8 times – slightly below the target ratio of >2.0 times.

Question: Why can't TasWater do its normal quarterly reporting? Why do we need to amend the Shareholders' Letter of Expectations?

As we foreshadowed at our earlier Owner information sessions, COVID-19 affected both our planned delivery of the Corporate Plan and our ability to provide the regular quarterly reporting to Owners as we would normally do. We undertook to provide less formal reporting focusing on the impacts of COVID-19 on the business and the steps we were taking to mitigate those impacts and recover.

Due to the uncertainty created by COVID-19, particularly in terms of potential revisions to the full year forecasts and estimates for dividends, we were not in a position to provide the normal quarterly report for the period ending 31 March 2020.

The proposed amendments reflect the early advice and consultation noting that the impacts of COVID-19 may continue to affect our ability to provide that forward looking context (as required under the SLE).

We are aiming to return to 'normal' reporting as quickly as possible – hopefully for the quarter ending 30 September, which would usually come to the ORG General Meeting in November.

Question: What is the gap between full cost recovery and current tariffs? How long would it take to close that gap?

As part of the Economic Regulator's pricing determination for Price and Service Plan 3, it was noted that to achieve full cost recovery, annual price increases would need to be in the order of 8%.

Such a large price increase would have been very challenging for Tasmanians.

Our PSP3 tariffs proposed increases of approximately 4.1% per annum. This pricing path was then impacted by the Memorandum of Understanding (MOU) with the State Government, and approved by Owners as part of the change in governance arrangements when the State Government became a shareholder. Under the MOU (and the SLE) prices were frozen for FY2020 and then capped at 3.5% until the end of FY2025.

An additional 12-month freeze for FY2021 was subsequently implemented in response to COVID-19 which has also impacted on our transition towards full cost recovery.

Question: Has the State Government seen TasWater's FY2021 budget?

No.

ZERO HARM

The budget is part of TasWater's Corporate Plan FY2021-25, which will be distributed to all Owners at the same time on 2 September.

Question: Why did the TasWater Board agree to the State Government's proposed price freeze and remission of Quarter 4 bills for small business customers? Why was consideration of TasWater's reputation so important?

Decisions around both of these matters are fundamentally the responsibility of the TasWater Board. However, the TasWater Board recognised that the implications of these matters would be of significant interest to Owners and accordingly held an information session for Owners on 23 March to advise of these proposals and seek Owners' views.

The Council Owners represented at that session were individually asked if there were any concerns about these proposed measures, and whilst a number expressed some concern about the potential impact on TasWater's ability to pay dividends, there was no suggestion from any of those present that the TasWater Board should reject the State Government's proposals.

In considering its position on these matters, the TasWater Board considered a multitude of factors including:

- The impact on customers of COVID-19 and the importance of offering support through the challenging and uncertain circumstances faced by Tasmanians
- The critical role that TasWater plays in the state economy
- Our forecast impact of the State Government's proposals, and our ability to withstand and/or mitigate those impacts
- The general nature of the views expressed by those Council Owners represented at the 23 March information session ("We just have to roll with it", "We need to support the State Government in this", "We recognise that decisions will need to be made in the best interests of Tasmania", "Everyone will need to share the pain")
- The reputations of its Council Owners, noting that refusing to support the State Government's proposals could significantly damage the reputations of both Councils and the organisation.

Attachment: 1. List of Attendees

2. List of Apologies

ZERO HARM

ORG Information Session

2pm Wednesday 29 July 2020
Webex
Accepted

ATTENDEE	COUNCIL/ORGANISATION	TICK TO MARK ATTENDANCE
James Dryburgh, GM	Brighton Council	✓
Mayor Steven Kons	Burnie City Council	✓
Gary Neil, Director Works & Services	Burnie City Council	✓
Sandra Ayton, GM	Central Coast Council	✓
Scott Riley, GM.	Circular Head Council	✓
Mayor Doug Chipman	Clarence City Council	✓
Ian Nelson, GM	Clarence City Council	
Mayor Ben Shaw	Derwent Valley Council	✓
Mayor Annette Rockcliffe	Devonport City Council	✓
Matthew Atkins, GM	Devonport City Council	✓
Mayor Greg Howard	Dorset Council	✓
Mayor Greg Kieser	George Town Council	✓
Alderman Kristie Johnston	Glenorchy City Council	
Tony McMullen, GM	Glenorchy City Council	✓
Councillor Will Coats	Hobart City Council	✓
Mayor Bec Enders	Huon Valley Council	✓
Emilio Reale, GM	Huon Valley Council	✓
Deputy Mayor Don Thwaites	Kentish Council	✓
Mayor Dean Winter	Kingborough Council	✓
Gary Arnold, GM	Kingborough Council	✓
Councillor Jim Cooper	King Island Council	✓
Malcolm Stevens, Finance Manager	King Island Council	✓
Councillor Mike McLaren	Latrobe Council	✓
Gerald Monson, GM	Latrobe Council	✓
Paul Gimpl, CFO	Launceston Council	✓
John Jordan, GM	Meander Valley Council	✓

Tony Bisdee	Southern Midlands Council	✓
Tony Ferrall	The Crown	✓
Shane Crawford, GM	Waratah Wynyard Council	✓
Councillor Richard Ireland	West Tamar Council	✓
Rolph Vos, GM	West Tamar Council	✓

ORG Information Session

2pm Wednesday 29 July 2020
Webex
Declines/Tentatives

ATTENDEE	COUNCIL/ORGANISATION	TICK TO MARK ATTENDANCE
Mayor Mick Tucker	Break O'Day Council	
Deputy Mayor John McGiveron	Break O'Day Council	
Andrew Wardlaw, GM	Burnie Council	
Deputy Mayor Jim Allwright	Central Highlands Council	
Dean Griggs, GM	Derwent Valley Council	
Tim Watson, GM	Dorset Council	
Councillor Peter Rhodes	Flinders Council	
Acting Mayor Jenny Woods	Glamorgan Spring Bay Council	
Adrian O'Leary, Marine Infrastructure and Building Manager	Glamorgan Spring Bay Council	
Lord Mayor Anna Reynolds	Hobart City Council	
Nick Heath, GM	Hobart City Council	
Deputy Mayor Sally Doyle	Huon Valley Council	
Mayor Peter Freshney	Latrobe Council	
Mayor Alderman Albert Van Zetten	Launceston City Council	
Michael Stretton, GM	Launceston City Council	
Mayor Wayne Johnston	Meander Valley Council	
Des Jennings, GM	Northern Midlands Council	
Andrew Benson, Acting GM	Southern Midlands Council	
Tim Kirkwood, GM	Southern Midlands Council	
Kim Hossack, GM	Tasman Council	
Mayor Robby Walsh	Waratah Wynyard Council	
Mayor Phil Vickers	West Coast Council	
David Midson, GM	West Coast Council	

CORP 1

Northern Midlands Council Account Management Report

Income & Expenditure Summary for the Period Ended 31 July 2020 (8% of Year Completed)

Line Item Summary Totals	Governance 2019/20 Budget	Governance 2019/20 Actual	Corporate Services 2019/20 Budget	Corporate Services 2019/20 Actual	Regulatory & Community Servi 2019/20 Budget	Regulatory & Community Servi 2019/20 Actual	Development Services 2019/20 Budget	Development Services 2019/20 Actual	Works & Infrastructure Services 2019/20 Budget	Works & Infrastructure Services 2019/20 Actual	Total Operating Statement 2019/20 Budget	Total Operating Statement 2019/20 Actual	% of Budget
Operating Statement													
1 Wages	356,646	38,625	1,093,471	81,205	216,549	20,368	325,580	27,890	1,640,159	137,628	3,632,405.00	305,716.00	8.42%
2 Material & Services Expenditure	508,847	92,044	694,097	125,663	160,126	6,504	427,183	5,805	3,458,490	169,578	5,248,743.00	399,594.00	7.61%
3 Depreciation Expenditure	61,246	5,036	156,462	13,022	50,927	4,287	104	(6)	5,463,630	455,000	5,732,369.00	477,339.00	8.33%
4 Government Levies & Charges	8,170	0	779,962	3,045	1,860	0	0	324	71,530	0	861,522.00	3,369.00	0.39%
5 Interest Expenditure	0	0	272,007	87,216	0	0	0	0	0	0	272,007.00	87,216.00	32.06%
7 Councillors Expenditure	199,210	0	0	0	0	0	0	0	0	0	199,210.00	0.00	0.00%
9 Other Expenditure	895,991	99,055	492,903	469,951	173,810	10,023	5,800	0	144,480	27,282	1,712,984.00	606,311.00	35.40%
11 Oncost	160,491	905	514,916	17,141	82,559	5,041	146,511	1,373	646,057	50,780	1,550,534.00	75,240.00	4.85%
12 Internal Plant Hire/Rental	21,120	952	24,610	4,186	42,070	1,206	20,860	14	975,110	105,174	1,083,770.00	111,532.00	10.29%
13 Internal Rental/Rates	0	0	1,730	1,365	560	0	0	0	6,440	5,678	8,730.00	7,043.00	80.68%
10 Other Internal Transfers Expenditure	0	0	7,123,585	591,675	0	134	0	0	29,660	2,552	7,153,245.00	594,361.00	8.31%
14 Oncosts Paid - Payroll	76,930	1,007	242,248	13,681	42,300	1,355	80,376	1,080	359,135	26,631	800,989.00	43,754.00	5.46%
15 Oncost Paid - Non Payroll	114,234	8,122	290,547	25,157	60,302	7,269	109,959	8,337	528,337	42,054	1,103,379.00	90,939.00	8.24%
16 Plant Expenditure Paid	5,290	228	17,010	4,771	14,820	3,326	9,850	1,211	477,730	71,663	524,700.00	81,199.00	15.48%
	2,408,175	245,974	11,703,548	1,438,078	845,883	59,513	1,126,223	46,028	13,800,758	1,094,020	29,884,587.00	2,883,613.00	9.65%
17 Rate Revenue	0	0	(10,416,905)	(10,793,230)	(23,680)	(23,680)	0	0	(796,235)	(809,110)	(11,236,820.00)	(11,626,020.00)	103.46%
18 Recurrent Grant Revenue	(17,944)	0	(1,763,428)	0	0	0	0	0	(2,511,935)	0	(4,293,307.00)	0.00	0.00%
19 Fees and Charges Revenue	0	(41)	(963,755)	(41,624)	(137,019)	(23,346)	(319,603)	(47,187)	(428,049)	(131,475)	(1,848,426.00)	(243,673.00)	13.18%
21 Interest Revenue	(291,500)	3,176	(112,000)	1	0	0	0	0	0	0	(403,500.00)	3,177.00	-0.79%
22 Reimbursements Revenue	(6,068)	(23)	(28,603)	0	(7,410)	(1,529)	0	0	(21,799)	(5,455)	(63,880.00)	(7,007.00)	10.97%
Interest Expenditure Reimbursed	0	0	(272,007)	(87,216)	0	0	0	0	0	0	(272,007.00)	(87,216.00)	32.06%
Oncost Recoveries - Internal Tfer	(160,491)	(854)	(503,575)	(16,491)	(95,166)	(6,390)	(172,474)	(4,474)	(860,733)	(60,311)	(1,792,439.00)	(88,520.00)	4.94%
Plant Hire Income - Internal Tfer	(13,400)	0	(38,190)	0	(23,290)	0	(23,580)	0	(1,223,960)	(130,847)	(1,322,420.00)	(130,847.00)	9.89%
10 Other Internal Transfers Income	(202,705)	(16,805)	(553,051)	(8,153)	(527,767)	(43,767)	(627,496)	(61,029)	(5,708,554)	(473,454)	(7,619,573.00)	(603,208.00)	7.92%
23 Other Revenue	0	0	8,858	0	(349)	(8)	0	0	(38,800)	(3,465)	(30,291.00)	(3,473.00)	11.47%
	(692,108)	(14,547)	(14,642,656)	(10,946,713)	(814,681)	(98,720)	(1,143,153)	(112,690)	(11,590,065)	(1,614,117)	(28,882,663.00)	(12,786,787.00)	44.27%
Underlying (Surplus) / Deficit Before	1,716,067	231,427	(2,939,108)	(9,508,635)	31,202	(39,207)	(16,930)	(66,662)	2,210,693	(520,097)	1,001,924	(9,903,174)	
20 Gain on sale of Fixed Assets	0	0	0	0	0	0	0	0	0	0	0	0	
6 Loss on Sale of Fixed Assets	0	0	0	0	0	0	0	0	602,390	0	602,390	0	
Net Loss On Disposal of Fixed Assets	0	0	0	0	0	0	0	0	602,390	0	602,390	0	
Underlying (Surplus) / Deficit	1,716,067	231,427	(2,939,108)	(9,508,635)	31,202	(39,207)	(16,930)	(66,662)	2,813,083	(520,097)	1,604,314	(9,903,174)	
Capital Grant Revenue	0	0	0	0	0	0	0	0	(10,749,146)	(350,000)	(10,749,146)	(350,000)	
Subdivider & Capital Contributions	0	0	0	0	0	0	0	0	(524,114)	0	(524,114)	0	
	0	0	0	0	0	0	0	0	(11,273,260)	(350,000)	(11,273,260)	(350,000)	
Operating (Surplus) / Deficit	1,716,067	231,427	(2,939,108)	(9,508,635)	31,202	(39,207)	(16,930)	(66,662)	(8,460,177)	(870,097)	(9,668,946)	(10,253,174)	

CORP 2

SOIL AND WATER MANAGEMENT NOTES

1. PIPE EXISTING CREEK.
2. THE CONTRACTOR IS RESPONSIBLE FOR THE ESTABLISHMENT AND MAINTENANCE OF ALL EROSION AND SEDIMENT CONTROL MEASURES IN ACCORDANCE WITH THE "SOIL AND WATER MANAGEMENT ON BUILDING SITES" DOCUMENT AVAILABLE FROM THE ENVIRONMENTAL PROTECTION AUTHORITY WEBSITE
3. ENSURE THAT VEGETATION CLEARING AND BULKING IS ONLY UNDERTAKEN WHEN NECESSARY IN ORDER TO LIMIT THE SOIL EXPOSURE TIME. RETAIN AND PROTECT NATURAL VEGETATION WHEREVER PRACTICAL
4. EXISTING SURFACE VEGETATIONS TO REMAIN OVER ALL NEW LOTS TO MINIMISE SILT RUNOFF
5. INSTALL AND UTILISE A STABILISED GRAVEL HARDSTAND SITE ACCESS POINT TO LIMIT THE TRACKING OF SEDIMENT OFF SITE
6. UTILISE SEDIMENT FENCES IN ALL LIVE DRAINAGE PATHS DOWNSTREAM OF EXCAVATION ZONES. ALL SEDIMENT FENCING IS TO BE SUPPORTED ON STAR DROPPERS @3.0m CRS. BOTTOM OF FENCING IS TO BE 150mm M.N. IN NATURAL GROUND. MONITOR AND EXTEND AS WORKS PROGRESS AS NECESSARY. EROSION AND SEDIMENT CONTROLS ARE TO BE INSPECTED AND MAINTAINED WEEKLY AS WELL AS BEFORE AND AFTER EACH RAIN EVENT
7. WHERE POSSIBLE WHEN EXCAVATING TRENCHES, STORE VEGETATED TOPSOIL AND REPLACE UPON COMPLETION.
8. DUST SUPPRESSION BY APPLICATION OF WATER TO AREAS BEING WORKED.
9. RESTRICT ACCESS TO THE AREAS ACTIVELY UNDER CONSTRUCTION

Works 1.

PRIVATE WORKS AND DRIVEWAY ENTRANCES

Originated Date: Adopted 18 December 1995-Min. No 416/95 (as Policy 16)

Amended Date/s: Amended 20 February 2012-Min. No. 41/12
Amended 12 December 2016 – Min No. 360/16
Amended 17 August 2020 – Min No. /20

Applicable Legislation: Section 35 of the *Local Government Act 1993*

Objective Guidelines to ensure consistency in the undertaking of private works and the construction of driveway entrances.

Administration: Works and Infrastructure

Review Cycle/Date: December 2024.

(A) PRIVATE WORKS

(i) Supervisors to ensure that a private works form is signed by the applicant prior to work being commenced.

(ii) Supervisors and Managers should advise ratepayers of alternatives to Council undertaking the work and also encourage the use of local contractors to undertake private works on private property.

(iii) Minimum charge of one half an hour for plant and labour.

(iv) Private works charges shall be wages at the appropriate overtime rate, plus on costs. Plant hire at the standard plant hire rate, which includes travelling to and from the place of work. Administration costs 15% on materials and labour.

(B) DRIVEWAY ENTRANCES

Reconstruction of streets in conjunction with new kerb and gutter.

(i) When restructuring streets, driveway entrances shall be reshaped, gravelled and prepared for asphalt sealing or concreting at Council's cost.

(ii) Entrances which are currently ~~hotmixed~~ asphalt, concrete or ironstone gravel (in heritage areas) will be reinstated to the same standard unless otherwise agreed to.

~~(iii) When the grade of the driveway entrance has substantially changed, Council will hotmix seal the entrance at no cost to the property owner.~~

(iii) Due to the grade of the driveway entrance generally being changed and the need for Council to perform work to a similar standard to that which is required by Council when contractors are constructing infrastructure work in new subdivisions Council will asphalt seal or concrete one standard 3.6 wide driveway entrance at no cost to the property owner.

(iv) Entrances to be graded to the best possible grade to ensure a standard vehicle can cross the gutter without hitting the rear of the car.

(v) When undertaking improvements existing 'Humes' crossovers should be removed wherever practical, and every effort should be made to provide the flattest grade possible by means of regrading the entrance back into the property (if possible) with consultation with the property owner.

(vi) In the rare event a property has two driveways the second driveway entrance to the property shall be constructed to the same standard as the first driveway entrance at the property owner's expense.

Where reconstruction works are not being undertaken on the roadway -

(i) Property owners should seek permission from the Council to improve their crossover or driveway entrance.

(ii) New concrete crossings and improvements to entrances, i.e. gravelling and sealing, must be undertaken by a recognised contractor.

(iii) Driveways must not be sealed unless it can be proven that a minimum of 200mm of good quality gravel has been placed, compacted and prepared to Council standards.

(iv) The driveway is to be inspected by a Council Officer following excavation, prior to placing gravel and prior to ~~hotmixing~~ asphalting or concreting.

(v) A telecommunications and water location should be provided prior to work being carried out.

(vi) The contractor is to be responsible for any damages to these services.

(vii) The standard of work should be carried out in accordance with Council's Plan No. ---.

(viii) Council will contribute 50% towards the cost of the work, providing the work is done to an acceptable standard and the cost is in accordance with standard annual contract rates subject to the maximum of 20 square metres.

New concrete crossovers and entrances where a kerb and gutter does not exist

(i) Are to be constructed at the property owner's expense.

(ii) Property owners are to request permission from Council.

(iii) The work must be carried out by a recognised contractor.

(iv) In accordance with Council plans and specifications.

(v) Contractors are responsible for acquiring locations and damage to existing services.

(vi) Council will contribute 50% towards the cost of the work, providing the work is done to an acceptable standard and the cost is in accordance with Council's standard annual contract rates subject to the maximum of 20 square metres.

Additional (second) concrete crossings -

(i) To be constructed at the property owner's expense.

(ii) Property owners are to request permission from Council.

(iii) The work must be carried out by a recognised contractor.

(iv) In accordance with Council plans and specifications.

(v) Contractors are to be responsible for acquiring locations and damage to existing services.

(vi) Applicant must demonstrate that the street parking will not be affected by installation of a second entrance.