



**ANNUAL REPORT**  
**2003/2004**



**25 November 2004**

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### **Attachment A:**

Tasmanian Audit Office, Independent Audit Report for Tasman Council for Year Ended 30 June 2004, and Tasman Council Financial Report for the Year Ended 30 June 2004.

# TASMAN COUNCIL ANNUAL REPORT 2003/2004



**REAR:** Councillor Guy Dobner, General Manager David Laughler, Mayor Peter Wilson, Councillor Bruce Wiggins, Councillor Keith Heyward, Councillor Gary Alexander  
**FRONT:** Councillor Kelly Spaulding, Deputy Mayor Roger Self, Councillor Dennis Mansfield, Councillor Joan Fazackerley

## Vision, Mission and Values

### Council's Vision For 2014

*Tasman will continue to progress as an innovative and vibrant community, valuing its people, environment and heritage while building a sustainable and diverse future.*

### Vision Statement

*Tasman – custodians of the past; visionaries for the future*

### Mission Statement

*Tasman Council will be responsive to its community by:*

- *Providing effective and strategic leadership;*
- *Working in partnership with the community to progress its ideas, values and needs;*
- *Identifying and acting on current and emerging priorities and service needs;*
- *Enhancing economic growth opportunities through sound planning and leadership;*
- *Responding efficiently to the expectations of the community through quality and value-for-money service; and*
- *Adopting a creative and progressive approach to all we do.*

## Mayor, Deputy Mayor and Councillors

<b>Mayor Cr Peter Wilson</b>		PO Box 647 PORT ARTHUR 7182	Term Expires October 2006
<b>Deputy Mayor Cr Roger Self</b>		RA 30 Waterfall Bay Road EAGLEHAWK NECK 7179	Term Expires October 2004*
<b>Councillor Gary Alexander</b>		Po Box 913 NUBEENA 7184	Term Expires October 2004*
<b>Councillor Guy Dobner</b>		479 Hurdle Road SALTWATER RIVER 7186	Term Expires October 2006
<b>Councillor Joan Fazackerley</b>		Po Box 640 NUBEENA 7184	Term Expires October 2006
<b>Councillor Keith Heyward</b>		RA 391 Nubeena Road KOONYA 7187	Term Expires October 2004*
<b>Councillor Dennis Mansfield</b>		1502 Nubeena Rd NUBEENA 7184	Term Expires October 2004*
<b>Councillor Kelly Spaulding</b>		PO Box 60 NUBEENA 7184	Term Expires October 2006
<b>Councillor Bruce Wiggins</b>		PO Box 30 NUBEENA 7184	Term Expires October 2004*

\* *Tasmanian Local Government Elections, due in 2004, have been deferred until October 2005*



## MAYOR'S ANNUAL REPORT

### 2003/2004

It is with pleasure that I submit my second annual report and the eleventh for Council as required in accordance with Section 72 of the Local Government Act 1993. With the introduction of the Local Government Act 1993 and the requirement for Council to present an annual report to the community specifically addressing the Council's achievements over the 2003/2004 financial year.

This document summarises Council's achievements over the past financial year and also through the financial statement provides an accurate and audited set of accounts thus ensuring accountability to the ratepayers and residents of the municipal area.

Recognising the need for a review of the strategic direction for the Council, and the need to involve the community in that review, the Council undertook to organize a Future Search Conference, *Tasman – Our Future Together*, from 28 to 30 March 2004. Over 80 residents, ratepayers, and members of the business and government communities participated in the Conference and/or post-conference discussions. The Conference was effectively facilitated by Bob Campbell and Lynda Jones. The values expressed by the community at the Conference, and its outcomes, were used as the basis for the development, in the middle of the year, of the Council's new 2004-2014 Strategic Plan. That Plan will be used as the basis for Council's operational plans over the next ten years and will help to develop and achieve the needs and values expressed by the community representatives at the Conference. The Council's revised Vision Statement, Mission Statement and Statement of Values, that appear in the Plan, have been incorporated in the introduction to this Annual Report.

It is pleasing to note the comments of the Tasmanian Audit Office on the Council's financial performance for the five-year period up to the year ended 30 June 2004. The Office commented that the Council had previously shown a trend to have a financial deficit resulting from operations. This deficit trend was, however, reversed in 2001-2002, and this reversal has continued, with the Council's financial performance having been positive for the past three financial years. The Office noted that the high result achieved for 2002-03 was due to an increase in government grants for that year. The Office also notes the potential for the perceived increased level of economic activity in the Municipality to have a beneficial impact on the

Council's finances. The Council's 'new' financial position continues to confirm the excellent work that the Council's Financial Services Manager, David Doyle, and other Council staff are carrying out on our behalf.

The year also saw the continued development of the Tasman Multi-Purpose Service, tenders having been called last year for Stage 2 of the centre at Nubeena. The building and fit-out of Stage 2 progressed satisfactorily during the year and the new facilities were officially opened in November 2004, having come on line in early August that year. The added facilities located in Stage 2 are modern, light and airy and feature interesting design and art works, including several provided by members of the local school and community. The new facilities provide a central reception area, additional office spaces for community and health workers, specialized consulting and treatment rooms, a community activities room, and accommodation for visiting locums and patients' family members who may have to visit in times of emergency. Work will progress in 2004 on additional landscaping for the facility.

The Council has committed to the declaration of a sewer district at Nubeena. In the middle of 2004 the Council commissioned stage one of a new wastewater treatment system at Nubeena. That plant, one of only two of its kind in Tasmania, will eventually service the Nubeena township. It currently services the district high school, Multi Purpose Services and the local police station and residence. The treatment effluent can be used for irrigation purposes. The Council is also investigating the declaration of a sewage district for the White Beach area in 2004-05, and new sub-division proposals in the area are being asked to include a headworks charge to cover the cost of any proposed scheme.

In 2003/2004 the Council again received a grant of \$99,500 as part of the five-year grant for the Roads to Recovery Program. This amount was used to seal roads in the White Beach area, works that Council would not otherwise have had the resources to complete. These grants were paid out over a four-year period, and the amount received this year is the final payment. The Council, along with other councils, has approached the Federal Government seeking continuation of this scheme or a similar scheme to help fund priority road works in their municipalities.

After initial community concerns about the proposed establishment of a kerbside waste and recyclables collection service, it is pleasing to see that the wheelie-bin service is now operating successfully and is appreciated by the community at large, both in terms of relative cost and convenience. The introduction of the service was in response to the closure of the Nubeena waste landfill site by the Department of Primary Industries, Water and Environment and the need to transfer waste efficiently to the new Copping Regional Waste Management site. The tri-partite agreement that the Council entered into with Sorell and Clarence councils for the establishment and management of the site is also progressing well and there is potential for the Council to re-coup its ten per cent funding of the site through the use of the site by other non-partner councils in southern Tasmania. Several of these

councils will be seeking alternative sites to dispose of their waste as more stringent government restrictions on waste disposal come into effect.

In 2003/2004 the Council commenced development of its new draft Planning Scheme to replace the two schemes that currently cover the Municipality: the current Tasman Scheme and the old Sorell Scheme that operates north of Eaglehawk Neck. The Council employed a consultant, Mr Bob Graham, to progress the new scheme. From July 2003 the Council set up a series of Planning Scheme Reference Group meetings, of interested community members, to assist Mr Graham to develop the draft. The initial draft of the Scheme was made available to several community discussion meetings in late June 2004 for further community input. A revised draft is expected to be submitted to the Resource Planning and Development Commission for consideration and circulation to the wider community for comment at the end of 2004. I hope to be able to report next year that the new scheme is in operation.

On 11 May 2004 the Council signed a Partnership Agreement with the State Government. That agreement sought to provide improved cooperation mechanisms between the two tiers of government, and to allow for Council to provide services that are more effectively and efficiently delivered at the local level. Areas covered by the Agreement include: management and possible transfer of Crown Land; tourism infrastructure and planning; youth, recreation and health programs; business assistance programs; and improved financial management arrangements.

As part of that Agreement, the Council, together with Tourism Tasmania, will be developing a new tourism strategy for the Tasman region. This, together with the recently opened Port Arthur Regional Marketing Authority shop opened in Salamanca Place, should place the Municipality in an excellent position to take advantage of the resurgence in tourist trade which has emerged following the establishment of the new ferry services from Melbourne and Sydney and the introduction of budget air fares.

If the Municipality is to take full advantage of the tourism 'boom', the issue of tourist and convention accommodation on the Peninsula will need to be addressed. The Council has seen a marked increase in the number and value of planning and building applications over the past year. Included in these applications have been several for large resort style developments, at Sympathy Point Taranna, Dog Bark Road Safety Cove, and at the Lufra at Eaglehawk Neck. Although two of these developments were eventually rejected, by either Council or the Resource Planning and Development Commission, the community has recognized the need for appropriate development in our area and the Council will endeavour to seek and encourage such developments in the future that accord with the current or new planning schemes and other government policies and best practice guidelines.

The provision of a television service to about one hundred households in the Eaglehawk Neck area in early 2003 was followed with the provision of a comparable service to a similar number of households in the Port Arthur area in August/September 2004. The Eaglehawk Neck area is now also serviced by a new

CDMA mobile phone tower. The greater availability of CDMA technology in the area will also assist Aurora Energy to install new switching equipment on its power infrastructure that will lead to (fewer) power outages of shorter duration.

Council commenced its series of Community Consultation meetings in August 2003 and has continued the round of meetings into 2004/2005. While I reported that the initial 2003/2004 meetings were poorly attended, it was pleasing to see that the first of the meetings for 2004/2005 was well attended. The four meetings planned for each year have been scheduled for Friday evenings to provide a better opportunity for non-resident ratepayers to attend. I would encourage community members to attend these meetings as a way of providing direct feedback to its elected members, as well as obtaining information about the work of Council and the services it provides. These meetings will be complemented in 2004/2005 by a series of community newsletters that the Council will be producing and distributing to ratepayers on a quarterly basis. Copies will also be available to the community via distribution to local shops.

The year also saw changes in several of the senior management positions at the Council. The Manager of Financial Services, David Doyle, commenced as a full-time staff member at the beginning of July 2003. We then welcomed our new General Manager, David Laughler, in early November, following the move of our previous General Manager, Steve Gray to take up the position of General Manager at Burnie City Council. The new Manager, Technical Services, Merv Graham, commenced eight days after David Laughler, and the new Executive Officer position was filled by Dave Moser in June 2004.

I am pleased with the way that the new management team has operated over the past year and believe that the skills, knowledge and experience that they have brought with them will be an asset to the Council and the community. Together with the professionalism and dedication of the other Council staff, I believe that we have a Council that can provide effective and timely service across the Municipality. Marina Campbell and her staff at the MPS have continued to provide excellent service to our community and, with the expanded facilities at the MPS, I look forward to Tasman becoming a centre of excellence for community and health services in the State.

Finally, thank you to my fellow Councillors and to our support staff at Council for your dependability, help and friendship, and to all the ratepayers, residents, community groups and businesses for your support of Council over the past twelve months, and may you and your families have a very happy Christmas and enjoyable new year.



**Peter Wilson, Mayor**



## **GENERAL MANAGER'S ANNUAL REPORT 2003/2004**

### **Introduction**

This is my second annual report as General Manager, and follows my first full year of service with the Council. The previous General Manager, Steve Gray, left to take up a position at Burnie City Council at the beginning of the reporting period for this report (July 2003), and from 8 July until my arrival on 3 November 2003, Geoff Jamieson acted as General Manager. The 2003/2004 year has seen the introduction of several major new services and initiatives by the Council, the construction of Stage 2 of the Multi Purpose Service buildings, and the appointment of several new senior staff members.

### **Practices**

It was reported in the 2001/2002 and 2002/2003 annual reports that human resource management practices and financial management reporting were being reviewed. The Council's Financial Services Manager, Mr David Doyle, was appointed as a full-time member of staff on 1 July 2003 and he has introduced revised financial management and reporting mechanisms in response to identified deficiencies in the, then, current financial processes. There has been a decrease of 6.9 per cent in expenditure growth due to a more restricted budget and the level of year-end outstanding rates has decreased by about 40 per cent due to improved debt collection. Since late 2001 new financial systems have been introduced, including in-house preparation of end-of-year statements and monthly reports to Council. Improvements undertaken in 2003/2004 include processing of payroll within the Council's financial program to allow more accurate costing of Council work. In the 2002/2003 financial year Council was able, for the first time in several years, able to finish the year with a financial surplus. This situation was repeated again in 2003/2004.

Human Resource practices are still an area of concern to Council. Limited resources have restricted the Council's ability to provide full and effective HR policies and mechanisms across all Council work areas. In 2003/2004 the Council established a partnership agreement with Hobart City Council for the provision of advice and training on administration, client services, personnel practices, financial management and information technology. The Council advertised for a Human Resources Officer in mid-2004, however, we were not, at that stage, able to attract

and employ a suitable candidate. The Council is reviewing the requirements of the position and will be seeking to employ a suitable person toward the end of 2004.

### **Planning**

The Council established a community-based Planning Scheme Reference Group in June/July 2003. That group met several times during the year to assist the Council's consultant, Mr Bob Graham, in the development of the new draft Planning Scheme for the Municipality. That scheme will replace the two current schemes under which the Council operates: the old Sorell planning scheme for areas north of the Eaglehawk Neck isthmus; and the current Tasman planning scheme. An initial draft of the new scheme was prepared and provided for public consultation, including two public meetings, in late June 2004. The final draft is expected to be submitted to the Resource Planning and Development Commission in late-November 2004, following some minor changes to proposed zoning areas. I hope to be able to report next year that the new scheme has become operational around the middle of 2005, a year later than was envisaged in the 2002-2003 annual report.

The 2003/2004 year has been a busy, and at times difficult, time for the Council's planning staff. The number of building applications has increased from 111 to 137 between 2002/2003 and 2003/2004 (24 per cent increase) and are predicted to be over 165 for 2004/2005. The number of development applications has increased from 7 in 2002 to 28 in 2003 (four-fold increase) and are predicted to reach over 120 in 2004. The value, size and complexity of the work proposed in the applications have also increased; moving away from sheds and carports towards more residential houses, residential renovations/additions and accommodation complexes. The Council is looking to employ a full-time planner in 2004/2005.

### **Waste Management**

In response to the closure of the Nubeena Waste Disposal Site in October 2002, the Council investigated alternative waste management methods. The Council entered into a tri-partite agreement with the Clarence and Sorell councils to manage and operate the Copping Waste Management site. The Council has a ten per cent share in the site, which was initially funded by Clarence Council. The additional costs of transferring waste to the site resulted in the Council applying a waste management charge on all rate-able properties in 2003/2004 and the addition of a kerbside waste collection charge on residential properties that could be serviced by the collection. While the introduction of that collection service initially caused considerable concern among some areas of the community, it is pleasing to report that the new service now appears to have excellent community support. Hard waste and green waste collections are planned for 2004/2005.

### **Operational and Strategic Plans**

Council produced an operational plan for 2003/2004 as required by Section 71 of the *Local Government Act 1993* and will be producing one for 2004/2005 in late 2004. Financial statements for 2003/2004, which would have been appended to that plan, are included in this annual report. In accordance with sections 20 and 66 of the Act, the Council has prepared a ten-year Strategic Plan (2004-2014). The strategies and

key performance indicators of that Plan will be used to prepare the 2004/2005 and subsequent operational plans. The operational plans will, in turn, provide the timeframe for the achievement of these strategies and indicators. The Strategic Plan was developed using the discussions and values identified at, and subsequent outcomes from, the Future Search Conference that the Council organised in late March 2004. Over 80 community, business and government representatives attended the Conference and/or the post-conference discussions.

### **Partnership Agreement with State Government**

The Council signed a Partnership Agreement with the State Government on 11 May 2004. This agreement, together with the new ten-year strategic plan, will be the driving force for many of the Council's activities in the coming years. The Agreement recognizes the important role that local government plays in the social and economic development of a community and seeks to identify opportunities to maximise regional growth that build on the State Government's strengths and resources. Initiatives identified in the Agreement to be progressed over 2004/2005 include: a review of Crown Land in the Municipality and the potential for the transfer of some of that land to Council; a review to develop and maintain appropriate infra-structure services in the Port Arthur area and development of a town master plan; development of a tourism plan for the Tasman area; establishment of a traineeship scheme with the Port Arthur Regional Marketing Ltd; establishment of coordinated links for business assistance and development; and development of improved links between the Council, District School and Youth Program.

### **Appreciation**

I would like to express my appreciation of the high level of commitment shown, and service provided by, Council staff during the year. This has been a year of considerable changes and increase in demand on Council time and resources. Staff at the MPS have had to work, during construction of Stage 2, in a sometimes difficult physical environment, and, since its completion, had to coordinate and organise the additional services and facilities in the new complex. Similarly, planning staff have reacted in a positive and professional manner to the large increase in planning applications and other demands put on their limited resources by new initiatives such as the kerbside collection service.

I would also like to thank the Mayor, Deputy Mayor and Councillors for their support during my 'apprenticeship' at Tasman and I look forward to a productive and positive year ahead.



**David Laughler, General Manager**



## **TECHNICAL SERVICES ANNUAL REPORT 2003/2004**

### **Departmental Staff**

Manager – Merv Graham

Technical Services Officer – Belinda Nutting

Service Coordinator – Guy Jeanneret

Municipal Inspector – David Parkinson

Consultant Planner – Evan Boardman

Consultant Environmental Health Officer – James Wood

### **Work Crew**

Max Thompson

Chris Richards

Alan Wrigley

Gary Cooper

David Large

David Carr

Stephen Bannister

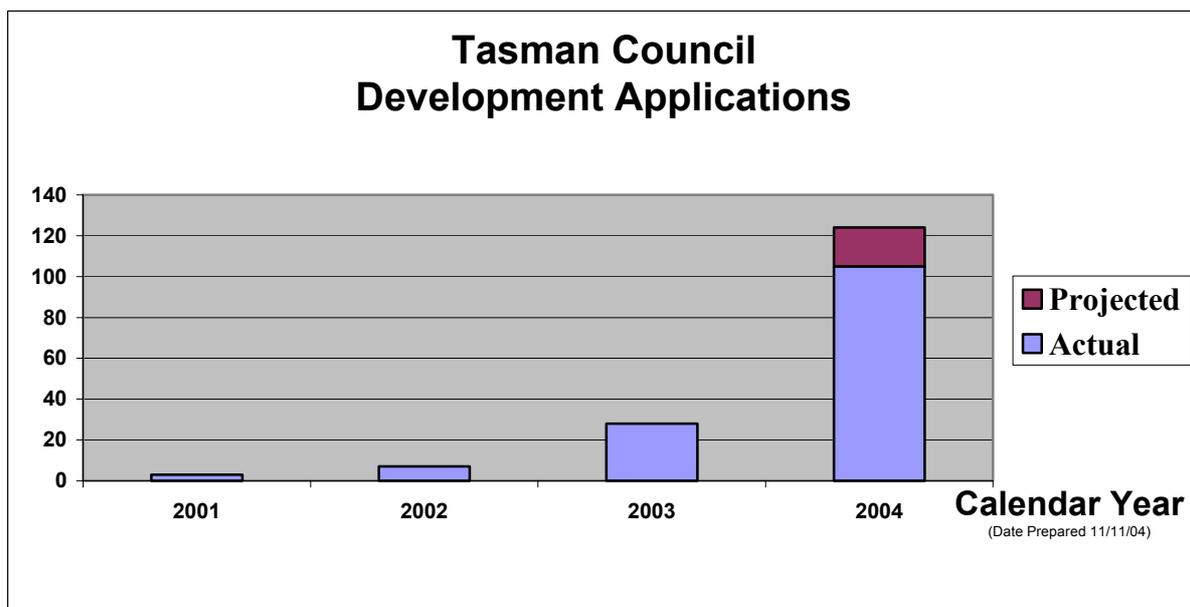
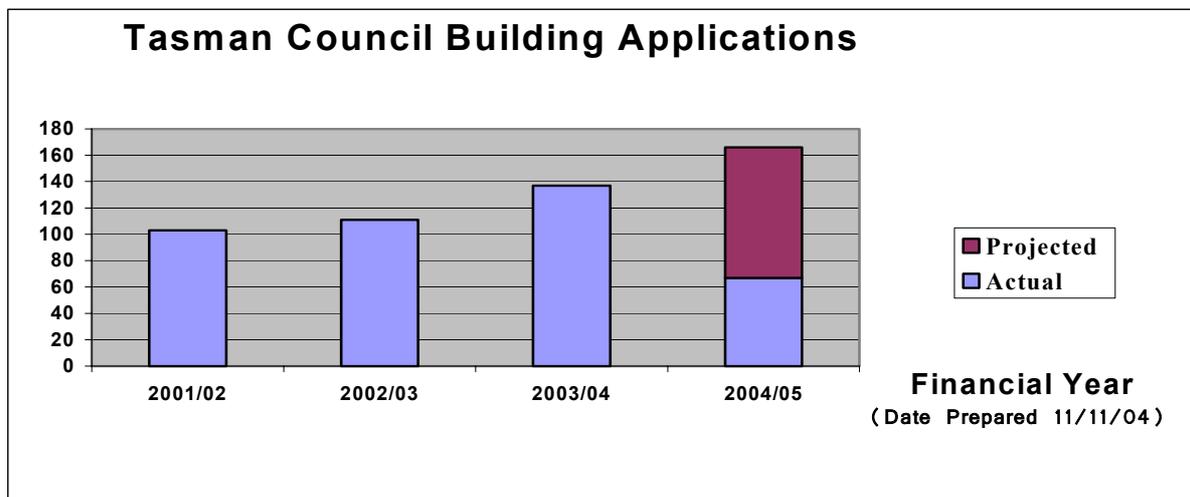
### **Introduction**

The department was able to meet its statutory obligations for the financial year 2003/2004. The department underwent a major restructure during this year in an effort to improve its efficiency and productivity, and also to adjust to the increases in development within the Municipality.

The increases in building activity, the implementation of a new planning scheme, the introduction of kerbside waste collection, and the construction of a new wastewater treatment facility at Nubeena have had a major impact on the resources of the department.

It has been very gratifying and I have appreciated the efforts that staff members have made in conducting their duties with the limited resources available.

## Building



Building applications for this period increased by 19 per cent, with a noticeable trend in the construction of dwellings for permanent residences.

This year the department processed 132 applications, of which 31 were new residences.

Also, as part of our policy to improve efficiency and investigate building compliance issues, an audit of buildings constructed within the Municipality has been commenced. The results so far have revealed approximately 90 dwellings either built without statutory building permits or not recorded as completed.

## **Health**

In meeting out statutory obligations relating to the *Public Health Act 1997*, Council appointed James Wood from Sustainable Environment Assessment and Management as its Environmental Health Officer (EHO) to undertake the compliance issues relating to the Act. Mr Wood was appointed in December 2003 and has carried out all his functions under the Act and prepared reports as required.

Specific functions as directed by the Director of Public Health (i.e. food sampling programs and places of assembly registrations) were completed.

With the limited time restraints of the EHO, it was again decided this year to outsource our immunisation program to the Sorell Council.

In relation to food suppliers, we inspected and registered all premises and issued improvement orders as required. We also conducted food sampling as directed by the Director of Public Health. During the course of the year it was not found necessary to issue any infringement notices.

Apart from ensuring compliance with the Act, our EHO assists with, and advises as to the suitability of, on-site wastewater treatment systems for our residential lots.

## **Waste Management**

This year saw the implementation of the kerbside collection of household waste. With the resolution of some minor contractual issues and the difficulties in servicing some remote areas of the Municipality, I am pleased to report that the program is now providing an improved level of service to the community.

Since the commencement of the kerbside service, reliance on the transfer station has been reduced substantially, which has necessitated a reduction in the hours of operation.

## **Wastewater**

The new wastewater treatment plant at Nubeena was commissioned during this year. Currently there are three (3) connections to the system and the plant has a potential to treat 400 equivalent persons.

A preliminary investigation has been undertaken to extend the reticulation system to service the Nubeena catchment.

## **Works**

The works crew during this year was increased by 27 per cent. This area underwent major re-structuring during the year and modifications were made to our asset management methodology. This was a necessary progression to improve productivity and obtain best practice maintenance and construction standards.

Also, to obtain these objectives it has been necessary to examine the financial viability of our operation and investigate initiatives that could lessen the burden to ratepayers. This has been partially achieved by the re-opening of the Robinson Road quarry operation.

During the year we were able to complete the following major road construction projects:

- (i) Saltwater River pavement repairs;
- (ii) White Beach – residential street sealing; and
- (iii) Jetty Road – Stage 1 (widening).

To further our strategic directions into the future, it is proposed to implement asset management procedures in the areas of bridge maintenance and replacement, and fully outsource the roadside slashing.

### **Planning**

The area related to planning and development issues has stretched the limited resources of the department. The number of development applications has increased over 300 per cent.

With the increased value of real estate in the Municipality, the department has been inundated with subdivision applications in all areas throughout the Peninsula. Together with this, we have, along with our Consultant Mr Bob Graham, been endeavouring to implement our new Planning Scheme. It is anticipated that significant progress will have been made to have the new scheme up and running by May 2005.

### **Animal Control**

Dogs impounded	7
Complaints	35
Complaints attended	35

The majority of the animal control callouts were in regard to dogs on beaches during the Christmas break. The Council's new management plan for 2003/2004 helped greatly this year in educating the public as to their duty of care and responsibilities as a pet owner.

Signage in dog restricted areas also aided with the public being able to easily identify restricted areas and report any infringements.

We also received an increase in reports of wasp nests. It appears that last winter being so dry, the natural reduction in numbers did not occur. Wasps are recognized as a natural free agent and Council has no control over where they swarm. Unfortunately, because of liability issues, the Council is not able to supply insecticide to householders to assist them to control the problem.

## **Fire Abatements**

Properties checked	75
Abatements served	61
Abatements cleared	59

After a dry winter we had a serious concern with fire abatements for the 2003/2004 period. This year saw an increased success rate in the reduction of fire hazards. The introduction of an abatement package outlining to the landowners their responsibilities, a list of contractors and their contact details, and a form letter from the fire service, aided greatly in this area. We also received an increased response from interstate landowners. Also, initiating a letter of concern prior to the issuing of an abatement notice received a more favourable result.

## **Conclusion**

The year was a time that I can acknowledge was well beyond expectations. The rate of development that has occurred within the Municipality during the year has been unequalled and the indications are that the trend will continue into the next year at an even greater rate.

Obviously, the "boom" created enormous pressures on staff and resources, but I am pleased to report that they stood up to the challenge and should be commended for their efforts.

While the department accepted and accomplished their obligations it should be recognized that this was only achievable with the assistance of all members of Council and staff.

I would like to express my appreciation to the General Manager, Mr David Laughler, for his cooperation, support and direction.



**Merv Graham**  
**Manager, Technical Services**



## COMMUNITY AND HEALTH SERVICES ANNUAL REPORT, 2003/2004

### Economic and Community Development

#### Grants Received for Community Development and Community Services 2003 – 2004

Granting Body	Grant Fund Name	Purpose of Grant	Amount
Family & Community Services (FACS)	Emergency Relief Fund	To provide financial support for those in financial crisis	\$11,285
DIMIA	Living in Harmony	To raise awareness of multi-cultural issues	\$22,500
Sport & Recreation Tasmania	Open Facilities Grants	To construct a skate park	\$19,500
Dept Health & Human Services	Community Support Levy	Volunteer workshops	\$1910
Dept Health & Human Services	Community Support Levy	Postcard Project – to bring older & younger people together to create local pictorial postcards	\$2,000
Dept of Education – Child Care Unit	Child Care – Occasional Care	To provide occasional child care	\$40,000
Meals on Wheels Association (HACC)	Delivered meals	To provide delivered meals to elderly and younger disabled people in the community	\$7,125
Community Transport Services (HACC)	Community transport	Community transport for elderly and younger disabled people in the community	Subaru Vehicle
Dept of Education – Child Care Unit	Capital Minor Modifications	To modify an MPS building to raise to licensing standards	\$8,180
Dept of Family & Community Services	Out of school hours care	Start-up and sustainability funding	\$21,000

## Tasman Community Grants Program

Tasman Council's Community Grants Program provides financial and in-kind assistance to support community/sporting groups and individuals to develop projects, facilities and activities that contribute to the development and promotion of the community. Grants between \$150 and \$2,000 are considered. A total of \$9,420 was granted to individuals and community groups under the Tasman Community Grants Program in 2003/2004.

<b>Applicant</b>	<b>Amount Granted</b>
Premaydena Cricket Club	\$975.50
Tasman Basketball Club	\$495.00
Nubeena Tennis Club	\$1,000.00
Nubeena Sailing Club	\$2,000.00
Tasman Community Broadcasters Inc.	\$1,250.00
Tasman Golf Club	\$1,000.00
Tasman Ex-services Bowls Club	\$600.00
Lesley Kurek (wildlife carer)	\$1,000.00
New Norfolk Band (contribution for trip to Danish Royal Wedding)	\$500.00
Tasman District School (trip to Uluru for 2 students)	\$600.00
<b>TOTAL</b>	<b>\$9,420.50</b>

## Community Projects

- Volunteers Day – initiated by Council in May 2004. The purpose of the day is to show appreciation for the work of the many community volunteers. Volunteers Day will become an annual event.
- Crafty Critters Women's Group – self directed women's group involved in art & craft and peer support.
- 'Building Vessels' mentoring program – mentoring program using the building of a traditional 'clinker'-built sailing dinghy to build relationships between younger & older males.
- 'Fire Sticks' Performance Skills Program – using performance skills to enhance self-esteem, body fitness, communication skills, and youth depression and confidence skills.
- Men's Group – discussions on issues including relationships, work, children, fatherhood etc.
- Kick Start – single people living on the Tasman Peninsula coming together for outings and friendships.
- Be-Connected – Community suicide awareness group investigating and researching ways of reducing the likelihood of suicide in the community.
- First Contact Group – people involved in training and gaining skills to be 'first contact' people in the event of community members in crisis.

- Tasman Christmas Pageant and Family Fun Day – an annual event coordinated by Tasman Council.

## **Tasman Future Search Conference**

In March 2004, 78 people from the Tasman community took part in a Future Search Conference. The Conference brought together a broad range of people with varying interests to set future directions and direct Councils strategic and operational activities until 2009. The groupings for the conference were: Business, Tourism, Primary Industry, Health, Education and Learning, Community Groups, Heritage, Environment & the Arts, Emergency Services, Residents, and Council and Government Agencies.

A report was provided and is available from Council Offices. The report underlines the community's unified vision for our region.

Funding to stage the conference was obtained with a grant from the Australian Government's Regional Solutions Program.

## **Tasman Youth Program**

The Youth Program continued to expand during 2003/2004, with young people taking on leadership roles through the youth council "Frenzy" and by participating in state-wide workshops and conferences. The role of the Youth Worker is to create and maintain youth involvement in decision-making processes and support the youth community through health promotion and referrals. The three day per week position continues to provide valuable services for young people in the community. The youth program is supported by community volunteers who assist with transport and activities at the youth house.

Youth Week on the Tasman was a great success. Thirty young people were involved in planning and implementing the events that were attended by 185 people. The events included a movie marathon/sleep-over and an "Identity Festival" – a day of workshops and performances run by young people and other community members. A survey was also carried out to find out what health services young people wanted in our area.

School holiday program activities included surfing training, "Time Zone" computer activities, link-ups with the Bonza migrant/refugee youth group and a skate tour around Hobart.

## **Skate Park**

Plans to develop a skate park in Judd Park Nubeena did not eventuate in the 2003/2004 financial year. Council made a decision to expand the proposal to incorporate an upgrade of Judd Park and surrounding foreshore through the development of a Nubeena Foreshore Master Plan.

## **South-East Regional Development Association**

The South-East Regional Development Association (SERDA) is made up of the four south-eastern Councils, Clarence, Sorell, Glamorgan-Spring Bay and Tasman. The main focus for activities in 2003/2004 has been a successful funding proposal to resource a part-time outreach business enterprise service. The service will support existing micro-businesses and those intending to establish small or micro-businesses in the region.

## **Port Arthur Black-Spot Television**

Television re-transmission services became available for the Port Arthur region under the Australian Government's Black Spot program in September 2004. A re-transmission tower was constructed on Mount Arthur and provides coverage to about 103 households in the surrounding area.



**Kerry Sakariassen**  
**Community Development Manager**



## **TASMAN MULTI-PURPOSE SERVICE ANNUAL REPORT, 2003/2004**

### **Introduction**

I am pleased to present the second Annual Report for the Tasman Multi-Purpose Service (MPS). The report highlights an increase in activity and outcomes for the Tasman Community with the development or growth of many programs. These include a volunteer program; community transport; childcare; strength training classes; ante-natal and parenting support; and community housing. The report also highlights an increase in community nursing, respite services, acute care, and increased care needs of residential clients.

With the MPS only in its second year of operations, many goals and major projects were set for the 2003-04 reporting period. These include the consolidation of the new MPS structure and service delivery; continued focus on our relationship with the community; co-ordination of community services; establishment of childcare facilities; redevelopment of Stage Two; continued focus on team cohesiveness; establishment of a day service; consolidation of services; Community Needs Assessment; development of a pro-active health promotion program; recruitment, retention and development of a highly skilled staff base; implementation of a quality improvement framework; and development of an immunisation program.

### **Stage Two Redevelopment**

Following on from the Stage One redevelopment of the residential area, medical centre, and emergency and acute services, we have been involved in the planning and building of the second stage of the MPS. The building includes provision for a focal entry-point, reception, community activity room, treatment and physiotherapy rooms, and office spaces. The redevelopment also includes the upgrade of the old community health building to a self-contained accommodation facility for visiting services, agency staff and families in times of medical emergency. The State Government Department of Health and Human Services funded this project to the tune of almost one million dollars. This is a significant contribution to the delivery of health services to the Tasman municipality, enabling the Tasman Council to deliver on its objectives in maintaining and strengthening the health and well-being of the Tasman community.

## **Development of Services and Programs**

- Housing Tasmania funded the MPS to undertake consultation with the community on housing needs for older people and people with disabilities. An application for funds has been sought for the construction of four new housing units, plus modifications to the existing eight units.
- A community transport service available to people holding a Healthcare Card has been developed. Priority will be given to older people and people with disabilities. The service provides transport, on a daily basis as needed, to the Tasman Medical Centre and the MPS. Transport is also provided at least once a week to Sorell, Hobart and Glenorchy.
- A volunteer program has been developed. This includes the development of position descriptions, recruitment of volunteers, including obtaining criminal record checks and ancillary driving certificates, providing support and allocating roles. A small grant was obtained to provide training.

## **Health promotion programs**

The development of primary health and intervention programs has progressed in importance. A large amount of effort has been expended developing networks to assist in community initiatives, with varying success, with the 'Building Vessels' boat-building program, Community Suicide Awareness program, Seniors' Week activities, and the Women's Group/'Crafty Critters' program.

## **Community Needs Assessment**

The MPS, with assistance from a Social Work practical placement, conducted a sample Community Health Needs Assessment. This was a very successful project with a 55 per cent response rate. The information gained through this process is being utilized, along with the Community Needs Assessment of 1998/2000, in the planning and delivery of services.

## **Residential, Respite, Acute and Community Health/Care Services**

- Services used in the acute area and low and high care have increased levels and occupancy. The MPS delivered on average per month 596 days high care, 198 low care, 23 non-admitted emergency patients and 24 occupied days acute. The average occupancy rate for the first six months of 2004 was 3.66 days per patient. The Respite care over the corresponding period was a total of 156 days in total. Day care respite averaged 4 days per week.
- Community care client numbers have fluctuated, with an increase in community nursing client numbers and in the complexity of client care needs. Nursing service visits increased from an average of 48 per month to 70 per month this year, with increased contact times and associated support times. On average there was an increase from 98 occasions of service for home care, (home care, home maintenance, personal care, and meals on wheels) for the first six months of the reporting period to 188 occasions of service for the final six months. Although there has been a genuine increase, the transfer of services in July 2003 from the

Department of Health and Human Services explains some of these increases. The joint management of all community care services, meals on wheels, housing (independent living) units etc provides an opportunity to ensure a co-ordinated service that encompasses individual needs.

- Primary intervention for mental health in the community has become a priority with a proportion of admissions into the acute beds requiring some level of psychosocial support.
- There has been an increase in demand for some services locally. For example, physiotherapy service's new referrals averaged 15 per month for the two-day a week service. The average monthly occasions of service also increased, from 84 to 101 in this reporting period. Child health statistics received for the first four months show an increase in new referrals from an average .8 per month to 1.75 per month.

### **Day Service**

Attempts to introduce a day centre for older community members have, to-date, generated little response. The MPS is exploring the potential of one-off activities for example Seniors Week activities.

### **Regional Health Services Program**

The Tasman MPS is funded by Regional Health Services (RHS), Australian Government Department of Health and Ageing to provide social work services. The evaluation of services resulted in the successful negotiation of a new agreement for a further three years. In addition, we were able to demonstrate community need for a permanent youth support service, attracting new money to employ a part-time youth health worker.

Both these programs continue to perform essential roles in service delivery to the community. The youth health position with supplementary funding from the Tasman Council has proven to be an essential program for the younger people of the Tasman Municipality. Programs developed provide for diverse needs with a variety of age groups targeted, for example the Community Café run by young people specifically for those under 13 years of age. The social work program continues to build on developing the capacity of the community, for example the community group BeConnected supported to develop and extend its role in suicide prevention within the community.

### **Community Advisory Committee**

The Community Advisory Committee formed in August 2003 and is representative of the Tasman Municipality with membership derived from geographical regions. During the reporting period the membership fell from 10 to 6 out of a possible 12. The Community Advisory Committee is evolving in terms of identifying its roles and responsibilities as outlined in the Terms of Reference. The Committee has commenced the planning process and intends to conduct community consultations.

## **Quality Improvement program**

The MPS continues to develop and implement a quality improvement program, for example the development of policy in conjunction with new initiatives, increased focus on staff and organisational training needs and ongoing involvement of staff, residents, clients, family and/or friends and the community in decision making. The MPS has been successful in obtaining funding from the Australian Government MPS Leading Practice Support Program to assist in the development and implementation of an integrated quality improvement framework to encompass the many facets of the service. The funded project commences at the close of this reporting period and will be undertaken over the next 10 months. The outcomes of this project will be ongoing, underpinning all aspects of service delivery.

## **Childcare**

Community consultation identified relocating the service to Nubeena as a priority in ensuring its future viability. Further, licensing requirements presented ongoing issues regarding our ability to sustain the service in its current location. Plans to relocate the childcare to its new location at the MPS were well underway at the end of this reporting period. This is planned as a temporary move with a vision for a purpose built facility once ongoing community need for childcare is established. The MPS has been successful in attracting Commonwealth-subsidised after-school and vocational care places.

The Childcare Director sights each child's immunisation records upon entry to childcare, and signs off on the child's profile record to indicate that the records have been sighted. Children who haven't been immunised are allowed to attend childcare, but if there is an occurrence of any infectious disease, they would not be allowed to attend, or would be required to go home. The Child Care Standards require that carers have policies on infectious diseases and immunisation: the MPS is currently developing these policies.

## **Immunisation program (Public Health)**

In conjunction with the Nursing Board of Tasmania and the University of Tasmania, two registered nurses are undertaking the nurse immunisation program, which may lead to nurse practitioner status in the future. This program will allow the MPS to take over the role of immunisation in conjunction with the local GP.

## **Conclusion**

This has been a significant year in the development and expansion of the Tasman MPS. It continues to be an exciting time for the MPS and I look forward to reporting on future successes as the Tasman MPS defines its role in the delivery of services to the Tasman Municipality.



**Marina Campbell, Manager**

## Summary of Performance Against Goals and Objectives Set for 2003/2004

The following summary provides information on the outcomes of the Council's activities against the top ten priorities identified in the Council's Operational Plan for 2003-2004. That Plan set the following as its top ten for the 2003/2004 year.

### 1. Complete stage 2 of the MPS

*Council was able to move into the second stage of the MPS in September 2004. The new facilities included a central reception area, office spaces, consulting and treatment rooms, a community activities room, and accommodation for visiting locums and patients' family members (in times of emergency).*

### 2. Complete the \$2.258M Capital Works Program including the following major projects:

- Finalise upgrades to Radnor Road, Nubeena Back Road, Pirates Bay Road, Sommers Bay Road and Ohlsen's Road.

*Radnor Road work undertaken late 2003; work on Nubeena Back Road replaced by work on Saltwater River Road; Pirates Bay Road work not undertaken; Sommers Bay Road work not undertaken; Ohlsen's Road preparation and sealing to be undertaken at the end of 2004.*

- Sealing of streets at White Beach.

*Completed 2003.*

- Reseals to Tramway Street and Ferntree Road.

*Tramway Street undertaken in late 2003; Ferntree Road major repair work in early 2004.*

- Black Spot TV Program – Port Arthur.

*Completed September/October 2004.*

- Numerous dig outs and road failures in various locations.

*Work on Safety Cove Road undertaken late 2003.*

- Hot-mix rectifications.

*Work undertaken early 2004.*

- CDMA Phone Coverage Eaglehawk Neck.

*Service became available in the second half of 2003.*

- Waste Water Treatment Plant Upgrade – Tasman MPS Facility.

*System upgraded in September 2004.*

- Scrub removal from various road corners for safety.

*Work undertaken in early 2004.*

- Upgrades to boating facilities at White Beach, Apex Point and Saltwater River.

*White Beach work to be undertaken in November 2004; Apex Point and Saltwater River work undertaken early 2004.*

- Drainage works and culvert placements

*Ongoing. Some completed in 2003/2004.*

- Additional Restrainers.

*Work on Nubeena Back Road and Saltwater River Road undertaken late 2003/early 2004.*

- Re-sheeting.

*Not undertaken*

- Bridge upgrades to Cripps Creek and Saltwater River.

*Cripps Creek bridge work maintenance only; Saltwater River work not undertaken.*

**3. Finalise Risk Management policies, which contribute to the effective management of Council's assets and liabilities to other parties to ensure the optimum level of protection as well as achievement of fair, just and reasonable outcomes.**

*Not yet achieved. An assessment is being prepared as part of the March 2005 audit to be undertaken by Civic Mutual Plus, the Council's public liability insurer.*

**4. Enhance sustainable tourism and economic development opportunities in partnership with relevant stakeholders.**

*The Council has continued to support the Port Arthur Regional Marketing Authority. Future Search Conference in March 2004 identified need for tourism marketing strategies and development of sustainable tourism operations. As part of its Partnership Agreement with the State Government, Council will be developing a new tourism strategy for the Tasman region in 2004/2005.*

**5. Continue the development and implementation of a new Tasman Planning Scheme, including a public education program on the new scheme.**

*Council established the Planning Scheme Reference Group to support community members to assist in the development of the scheme. A draft of the scheme was prepared by the consultant, Mr Bob Graham, and this was released for initial public comment in June 2004. Two public meetings were held in June 2004 to provide information about the draft plan. The final draft is expected to be submitted to the Resource Planning and Development Commission in late November 2004.*

**6. Continue substantial progress towards completion of the Entertainment Centre.**

*No major work has been undertaken on the Centre in 2003/2004. Power has been supplied. Additional grant funding has not been made available. Council, together with the Entertainment Centre Committee, aims to prepare a business plan for the Centre in 2004/2005 to investigate alternative funding sources and appropriate uses for the Centre that meeting the community's expectations.*

**7. Provide leadership in the community and throughout the organisation based on policies, goals and objectives, which are developed in partnership with the community in accordance with environmental guidelines.**

*Future Search Conference held in March 2004. Over 80 community, business and government representatives participated in the Conference and post-conference meeting. The outcomes from, and values identified at, the Conference were used to develop the Council's new ten-year strategic plan.*

**8. Implement a Tip Site Rehabilitation Plan and re-develop a Waste Management Strategy.**

*A preliminary rehabilitation plan was developed in late 2003 and this is being implemented by the Council's Environmental Health Officer. Council has adopted the Southern Waste Strategy Authority plan and has introduced a weekly kerbside domestic waste and recycling collection. Waste is now transferred to the Copping landfill site.*

**9. Upgrade the new comprehensive road asset management program.**

*Ongoing.*

**10. Continue the process of a new partnership agreement on a range of issues with State Government, Port Arthur Historical Site Management Authority, Logging Companies and various other municipality stakeholders.**

*The Council signed a partnership agreement with the State Government on 11 May 2004. That agreement contains major actions and initiatives for environment and land management; culture, tourism and the arts; community safety and well-being; education, employment and training; business and information technology; and financial management.*

## Appendix 1: Council Meetings

Date of Meeting	Mayor P. Wilson	Deputy Mayor R. Self	Cr G. Alexander	Cr G. Dobner	Cr J. Fazackerley	Cr. K Heyward	Cr D. Mansfield	Cr K. Spaulding	Cr B. Wiggins
21 July 2003	X	X	X	X	X	X	X	X	X
18 August 2003	X	X	X	X	X	X	X	X	X
15 September 2003	X	X	X	X	X	X	X	X	X
20 October 2003	X	X	X	X	X	X	X	X	X
17 November 2003	X	X	X	X	X	X	X	X	X
15 December 2003	X	X	X	X	—	X	X	X	X
19 January 2004	X	X	X	X	X	X	X	X	X
16 February 2004	X	X	X	X	X	—	X	X	X
15 March 2004	X	X	X	X	X	X	X	X	X
19 April 2004	X	X	X	X	X	X	X	X	X
17 May 2004	X	X	X	X	X	X	—	X	X
21 June 2004	X	X	X	X	X	—	X	X	X
<b>Total attended</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>11</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>12</b>
Special meeting 31 July 2003	—	X	X	X	X	X	X	X	X
Special meeting 1 September 2003	X	X	X	X	X	X	X	X	X
Special meeting 24 May 2004	—	X	X	X	X	—	—	X	X
Annual General Meeting 15 December 2003	X	X	X	X	X	X	X	X	X

## Appendix 2: Reports from Council Committees

*(Note: Reports have not been provided for the Business Enterprise Committee and Tasman Entertainment Centre Committee as these committees were not set up as formal committees of Council until 2004/2005)*

### ENGINEERING SERVICES COMMITTEE

The Engineering Services Committee was appointed by Council by resolution in accordance with Sect 23 of the *Local Government Act 1993* to liaise with Council on matters pertaining to waste management, replacement of major items of plant, major capital road development and provide an oversight of the development of new infrastructure such as water and sewerage.

The members of the committee appointed by Council are:-

Cr Bruce Wiggins – Chairman  
Cr Denis Mansfield  
Cr Roger Self  
Cr Guy Dobner  
Cr Joan Fazackerly

General Manager – David Laughler (advisory capacity)  
Manager Technical Services – Merv Graham (advisory capacity)

There were ten (10) meetings held during the year and the attendance record of each member was as follows:-

Cr Bruce Wiggins	-	90%
Cr Denis Mansfield	-	100%
Cr Roger Self	-	80%
Cr Guy Dobner	-	90%
Cr Joan Fazackerly	-	90%

The major areas of involvement and liaison with Council were:-

(i) Waste Management

The responsibility was a very important area of participation for the committee especially with their involvement with the implementation of the kerbside collection service and the development of the Nubeena Waste Transfer Station.

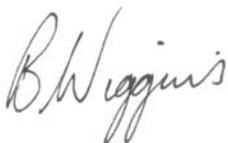
(ii) Plant Replacement

The committee investigated and made recommendation to Council for the funding and the purchase of a roller to increase the productivity and efficiency of Council's road construction and asset management.

(iii) Policy Development

As part of its asset management responsibility the committee undertook to implement operational and directional policies for adoption by Council relating to road management.

The outcome for the year was very constructive and many valuable policy directives from Council can be attributed to the performance of the members of this committee.

A handwritten signature in cursive script that reads "B. Wiggins".

**BRUCE WIGGINS**  
**CHAIRMAN**

## Planning & Tourism Committee

The main issue dealt with by the Committee during the year was to provide input to, and comment on, the development of the Draft Tasman Planning Scheme by the consultant, Mr Bob Graham.

<b>Date of Meeting</b>	<b>Voting Members Attendance</b>	<b>Comments</b>
11 Dec 2002	Guy Dobner Keith Heywood Kelly Spaulding Peter Wilson Steve Gray (GM)	
11 March 2003	Guy Dobner Keith Heywood Kelly Spaulding Peter Wilson Steve Gray (GM)	
12 May 2003	Guy Dobner Keith Heywood Kelly Spaulding Peter Wilson Steve Gray (GM)	
16 June 2003	Guy Dobner Kelly Spaulding Peter Wilson Steve Gray (GM)	
18 August 2003	Guy Dobner Kelly Spaulding	No quorum
3 March 2004	Guy Dobner Kelly Spaulding Peter Wilson David Laughher (GM)	
20 May 2004	Guy Dobner Kelly Spaulding David Laughher (GM)	

### No of meetings

7

### Attendance

Cr Guy Dobner	7
Cr Kelly Spaulding	7
Cr Keith Heywood	3
Mayor Cr Peter Wilson	5
General Manager	6

### Major decisions

- Endorsed the list of nominations for the new Planning Scheme Reference Group
- Expand the role of the committee to include economic development

### Councillor Kelly Spaulding

#### CHAIR

## Tasman MPS Community Advisory Committee Annual Report for the year 1/7/03 – 30/6/04

### 1. Introduction

The Community Advisory Committee is established to play a key role in:

- Identifying and prioritising community need;
- Providing input and advice to the MPS Manager in relation to key services assessed to be essential to the delivery of services;
- Promoting and marketing the Tasman MPS within the community and
- Monitoring community satisfaction with the Tasman MPS.

### 2. Meetings Attendance:

DATE	ATTENDANCE	APOLOGIES
28 June 2004	Meeting with Tasman Council Councillors - Committee Members	
24 June 2004	John Forster, Marion Florence, Ruth Noye, Dot Wiggins, Len Barton, Margaret Poulson, Denis Mermet, Marina Campbell, David Laugher, Peter Wilson	
25 May 2004	John Forster, Marion Florence, Ruth Noye, Dot Wiggins, Len Barton, Margaret Poulson	Denis Mermet, Marina Campbell
28 April 2004	John Forster, Marion Florence, Ruth Noye, Dot Wiggins, Len Barton, Denis Mermet	Margaret Poulson, Sally Wise, Marina Campbell
24 March 2004	Margaret Poulson, Marion Florence, Ruth Noye, Dot Wiggins, Len Barton, Marina Campbell	Denis Mermet, Sally Wise, John Forster,
25 February 2004	John Forster, Margaret Poulson, Marion Florence, Ruth Noye, Dot Wiggins, Jean Stagg, Marina Campbell	Denis Mermet, Sally Wise
28 January 2004	John Forster, Len Barton, Dot Wiggins, Denis Mermet, Marion Florence, Marina Campbell, David Laugher	Jean Stagg, Sally Wise, Ruth Noye, Tim Gibbons
7 January 2004	John Forster, Margaret Poulson, Marion Florence, Jean Stagg, Sally Wise, Marina Campbell MPS Manager, David Laugher General Manager	Dot Wiggins, Denis Mermet, Tim Gibbons
3 December 2003	John Forster, Dot Wiggins, Denis Mermet, Ruth Noye, Tim Gibbons, Margaret Poulson, Jean Stagg, Marina Campbell Visitor: Marcelle Watts	Sally Anne Wise
5 November 2003	John Forster, Ruth Noye, Dot Wiggins, Len Barton, Margaret Poulson, Denis Mermet, Sally Wise, Marion Florence, Tim Gibbons, Marina Campbell	Jean Stagg

DATE	ATTENDANCE	APOLOGIES
2 October 2003	Ruth Noye, Dot Wiggins, Len Barton, Margaret Poulson, Denis Mermet, Marina Campbell	Marion Florence
29 August 2003	Ruth Noye, Len Barton, Margaret Poulson, Marion Florence, Denis Mermet, Marina Campbell, Geoff Jamieson (A/General Manager)	Dot Wiggins
15 August 2003	Ruth Noye, Len Barton, Margaret Poulson, Dot Wiggins, Marina Campbell	

### 3. Major issues considered and agreed to:

- Terms of Reference Ratification
- Promotion of the Tasman MPS
- Community Voice Radio Program
- Female doctor
- Communication Strategy
- Participation in the Tasman Council Future Search Conference
- Stall at the Tasman Country Fair
- Youth Week participation
- Participation in the MPS symposium
- Development of a community questionnaire

### 4. Conclusion

The committee will continue to seek wider representation from the community. During the year two members resigned and it was with regret that we accepted their resignations. The Terms of Reference provide for a committee of 12 members, it is hoped that in the 2004 – 2005 year we will achieve our maximum numbers. We have many challenges ahead but the committee is well positioned to meet these tasks.

It would be remiss of me if I did not pass on the community's appreciation for the excellent work achieved by the staff during the year. The committee received many comments of praise for their work.

It has been a pleasure working with the committee over the past year, which has included changes in members.

Overall our year has been a successful one and congratulations to all the members of the Community Advisory Committee who have put in their time and effort in ensuring the Tasman MPS continues to be a success.



**John E Forster**  
**Community Advisory Committee Chairperson**

## Tasman Community Centre Committee

*(Note: This committee, and other hall and grounds committees, are the subject of a review by Council in 2004-2005, to develop terms of reference in line with the Local Government Act 1993 and Tasman Council By-Law No. 1, 2003)*

Three meetings of the Committee were held during 2003-2004. A quorum was present at each meeting.

<b>Date of Meeting</b>	<b>Members attending</b>	<b>Major matters arising / Issues discussed</b>
9 September 2003	L. Kingston R. Self K. Sakariassen H. Stone N. Wilson P. Wilson	Childcare centre maintenance Funding for possible squash court Council to take over bookings General maintenance
18 November 2003	R. Self H. Stone N. Wilson P. Wilson R. Carter C. Dell	Maintenance of power supply pole Lighting for badminton games General maintenance Security
20 April 2004	L. Kingston R. Self P. Campbell H. Stone N. Wilson P. Wilson R. Carter	Broken windows Purchase of lights / donation of \$3,000 from <i>Tasman Gazette</i> Move of childcare centre to Nubeena Committee association with Council

**T. Kingston**  
Chair