

AGENDA – ORDINARY MEETING – 19th June 2012

Agenda of an Ordinary Meeting of Central Highlands Council scheduled to be held at Bothwell Council Chambers, on Tuesday 19th June 2012, commencing at 9.00am and be closed to the public until 10.00am.

I certify under S65(2) of the Local Government Act 1993 that the matters to be discussed under this agenda have been, where necessary, the subject of advice from a suitably qualified person and that such advice has been taken into account in providing any general advice to the Council.

Lyn Eyles General Manager

1.0 OPENING	
2.0 PRESENT	
3.0 APOLOGIES	
4.0 PECUNIARY INTEREST DECLARATIONS	In accordance with Regulation 8 of the Local Government (Meeting Procedures) Regulations 2005, the Mayor requests Councillors to indicate whether they or a close associate have, or are likely to have a pecuniary interest (any pecuniary or pecuniary detriment) in any item of the Agenda.

5.0 COMMITTEE

Regulation 15 of the Local Government (Meeting Procedures) regulations 2005 provides that Council may consider certain sensitive matters is Closed Agenda which relate to:

- Personnel matters, including complaints against an employee of the Council;
- Industrial matters relating to a person;
- Contracts for the supply and purchase of goods and services;
- The security of property of the Council
- Proposals for the Council to acquire land or an interest in the land or for the disposal of land:
- Information provided to the Council on the condition it is kept confidential;
- Trade secrets of private bodies;
- Matters relating to actual or possible litigations taken by or involving the Council or an employee of the Council;
- Applications by Councillors for leave of absence;
- The personal affairs of any person.

The decision to move in Closed Council requires an absolute majority of Council.



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5.1 MOTION INTO COMMITTEE	Moved Clr Seconded Clr
COMMITTEE	THAT Council move into Committee to discuss confidential matters in accordance with Section 15 of the Local Government (Meeting Procedures) Regulations 2005.
	Carried
5.2 MATTERS DISCUSSED IN COMMITTEE	
5.3 MOTION OUT OF COMMITTEE	Moved Clr Seconded Clr
COMMITTEE	THAT Council move out of Committee and resume the Ordinary Meeting.
	Carried
OPEN MEETING TO PUBLIC	The Meeting will be open to the public at 10.00am.
6.0 IN ATTENDANCE	Representatives from the Derwent Catchment NRM Committee will be attending at 10.15 am to provide a formal submission for funding.
6.1 PUBLIC QUESTION TIME	
7.0 NRM REPORT	Moved Clr Seconded Clr
	THAT the NRM Report be received.
	Carried



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8.0 MAYORAL **COMMITMENTS**

Tues 15 th May 2012	Council Meeting
Thurs 17 th May 2012	Bothwell Tourism Action Group
Sat 19 th May 2012	Australasian Heritage Council Welcome to 2 bus loads of visitors
Sat 19 th May 2012	Central Highlands Deer Hunters Dinner
Mon 21 st May 2012	Budget Meeting – Hamilton Audit Workshop
Tues 22 nd May 2012	State Grants Commission Hearing
Wed 23 rd May 2012	Southern Water Meeting
Sat 26 th May 2012	ALGWA Bothwell
Mon 28 th May 2012	Teleconference ALGA Ellendale Hall Committee
Wed 30 th May 2012	Branding Workshop Budget Meeting
Sat 2 nd June 2012	Bothwell Spin-In Meeting
Mon 4 th June 2012	Ellendale Hall – Valuation
Tues 5 th June 2012	LGAT Special Meeting General Management Committee Meeting
Thurs 7 th June 2012	Tourism Action Committee
Thurs 14 th June 2012	Anti-Discrimination Meeting ABC
Fri 15 th June 2012	Planning Workshop
17 th – 18 th June 2012	ALGA Board Meeting

8.1 COUNCILLORS COMMITMENTS

21st May 2012

Clr A J Downie	
15 th June 2012	Planning Workshop
29 th May 2012	Asset Management Workshop at Brighton
30 th May 2012	Budget Workshop Audit Committee
Clr G L Herbert	
15 th May 2012	Council Meeting, Hamilton

30th May 2012 **Budget / Branding Workshop**

15th June 2012 Planning Committee Meeting, Bothwell

Budget Workshop



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	CIr I V McMicha	a <u>el</u>
	21 st May 2012	Budget Workshop
	29 th May 2012	Financial Planning Workshop – Brighton
	30 th May 2012	Budget Workshop – Bothwell
	30 th May 2012	Audit Committee Meeting – Bothwell
	15 th June 2012	Planning Meeting – Bothwell
8.2 GENERAL	15 th May 2012	Council Meeting
MANAGER'S	16 th May 2012	General Manager's Ethical Reference Group Meeting
COMMITMENTS	17 th May 2012	Tourism Action Group Meeting
	21 st May 2012	Budget Workshop
	22 nd May 2012	State Grants Commission Hearing
	23 rd May 2012	Meeting Southern Water
	29 th May 2012	Asset Management & Long Term Financial Planning Seminar
	30 th May 2012	Branding Workshop Budget Workshop Audit Committee Workshop
	4 th June 2012	Meeting HCI Co-Ordinator
	5 th June 2012	LGAT Special Meeting
	7 th June 2012	Tourism Action Group Meeting
	14 th June 2012	Meeting Anti- Discrimination Commissioner
	15 th June 2012	Draft Planning Scheme Workshop
	18 th June 2012	Healthy Communities Initiative Steering Group Meeting
9.0 NOTIFICATION OF COUNCIL		Budget Workshop 2012 / 2013 budget
WORKSHOPS		Budget 2012 / 2013 budget and branding
		Audit Committee workshop on risk management
	15 th June 2012	Draft Planning Scheme Workshop

9.1 FUTURE WORKSHOPS



11.2 CONFIRMATION OF MINUTES ORDINARY MEETING THAT the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 15 th May 20 be confirmed.		AGENDA – ORDINARY MEETING – 19 th June 2012
ANNOUNCEMENTS 11.0 MINUTES 11.1 RECEIVAL MINUTES ORDINARY MEETING Moved Cir Seconded Cir THAT the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 15 th May 20 be received. Carr 11.2 CONFIRMATION OF MINUTES ORDINARY MEETING THAT the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 15 th May 20 be confirmed.		
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OF MINUTES ORDINARY MEETING THAT the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 15 th May 20 be confirmed.		Carried
ORDINARY MEETING THAT the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 15 th May 20 be confirmed.		Moved Clr Seconded Clr
Carr		THAT the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 15 th May 2012 be confirmed.
		Carried
11.3 RECEIVAL Moved Cir Seconded Cir		Moved Clr Seconded Clr
COUNCIL TOURISM 2012 be confirmed.	HIGHLANDS COUNCIL TOURISM	THAT the Minutes of the Tourism Action Committee of Council held on Thursday 17 th May 2012 be confirmed.
ACTION COMMITTEE Carr	ACTION COMMITTEE	Carried
12.0 BUSINESS ARISING		
13.0 FINANCE Moved Cir Seconded Cir		Moved Clr Seconded Clr
REPORT THAT the Finance Report be received.	REPORT	THAT the Finance Report be received.
Carr		Carried
13.1 DISCUSSION	13.1 DISCUSSION	



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13.2 ADOPTION OF BUDGET ESTIMATES 2012 / 2013

Recommendation

Moved Cir Seconded Cir

THAT Council adopt the 2012 / 2013 Budget Estimates as tabled.

Carried

13.3 CENTRAL HIGHLANDS COUNCIL RATES RESOLUTION 2012 / 2013 (SEPARATE ATTACHMENT) Moved Cir Seconded Cir

THAT Council adopt the attached rates resolution.

Carried

13.4 REQUEST FOR REMISSION 01-0859-02576 \$1320.98

Crown Lease changed hands on the 15th October 2009. Council was not notified and no request was made for a rate certificate to determine if any rates were owed.

Rates owing from the 15th October 2009 to date are \$6,196.54 with rates owed before that date being \$637.57 and the total penalties are \$683.41

This property was put into the Solicitors for collection because we could not get a response from the previous Lessee and the Solicitors discovered the changeover. The current owners did not get a rate demand until February 2012.

The previous Lessee was a company that no longer exists so there is no possibility of getting the amount of \$637.57 from them.

I have requested the Solicitors to try and get the \$6,196.54 paid prior to the next Council Meeting and advised I will request Council to consider remitting the rates for the period 1st July 2009 to the 14th October 2009 which are \$637.57 together with all penalties \$683.41 making a total of \$1,320.98.

14.0 COMMUNITY & ECONOMIC DEVELOPMENT REPORT

Moved Cir Seconded Cir

THAT the Community & Economic Development Report be received.

Carried

14.1 BRANDING PROJECT

For Discussion

14.2 TOURISM ACTION COMMITTEE - AGFEST (7-12) For Discussion



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14.3 TOURISM ACTION COMMITTEE - INFORMATION BAYS	For Discussion
14.4 TOURISM ACTION COMMITTEE	Recommendation
HALLMARK EVENT	Moved Clr Seconded Clr
	THAT Council approve the Hallmark Event, to be held at Bothwell on 23 and 24 November, 2013.
	Carried
14.5 RIVERS RUN TOURISM ASSOCIATION	For Discussion
14.6 MT FILED TOURISM GROUP	For Discussion
14.7 HEALTHY COMMUNITIES INITIATIVE	For Discussion
14.8 NEW MEADOWBANK LAKE BOAT RAMP	For Discussion
14.9 5 DAYS OF INNOVATION, LAUNCESTON	For Discussion
14.10 INVWARD INVESTMENT – JAMES FERRETTI, CEO, ENGENIA	For Discussion



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14.11 COMMUNITY GRANTS PROGRAM 2011/2012 WESTERWAY FIRE BRIGADE TEAM POLOS (PAGES 17-22)	For Recommendation		
14.12 COMMUNITY GRANTS PROGRAM 2011/12 ELLENDALE FIRE BRIGADE HEALTH AND HYGIENE ESSENTIALS (PAGES 23-26)	For Recommendation		
14.13 COMMUNITY GRANTS PROGRAM 2011/12 BOTHWELL LICENSED ANGLERS ASSOCIATION ANNUAL DINNER AND PRESENTATION EVENING (PAGES 27-30)	For Recommendation		
14.14 COMMUNITY GRANTS PROGRAM 2011/12 OUSE DISTRICT HIGH SCHOOL BREAKFAST CLUB (PAGES 31-35)	For Recommendation		
15.0 DEVELOPMENT & ENVIRONMENTAL SERVICES	Regulations 2005, the Mayor advis	(1) of the Local Government (Meeting Procedures) ses that the Council intends to act as a Planning Authority Approvals Act 1993, to deal with the following items:	
	Moved Clr S	econded Cir	
	THAT the Development & Enviro	onmental Services Report be received.	
		Carri	ied





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15.1 DA 2012/20: WOOLCOTT SURVEYS: 311 LITTLE DEN ROAD (CT230529/1), MILLERS BLUFF: SUBDIVISION OF ONE LOT AND BALANCE IN THE RURAL ZONE AND RIVERSIDE, LAKESIDE AND WETLAND AREA

Recommendation

Moved Cir Seconded Cir

THAT Central Highlands Council (Planning Authority) in accordance with the provisions of the Central Highlands Planning Scheme 1998 and Section 57 of the Land Use Planning & Approvals Act 1993, approve the application for a Subdivision of One (1) Lot and Balance at 331 Little Den Road, Millers Bluff, Certificate of Title Volume 230529 Folio 1, subject to the following conditions:

General

- The subdivision layout or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
- 2. This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this permit unless, as the applicant and the only person with a right of appeal, you notify Council in writing that you propose to commence the use or development before this date, in accordance with Section 53 of the Land Use Planning and Approvals Act 1993.

Staged development

3. The subdivision development must not be carried out in stages except in accordance with a staged development plan submitted to and approved by Council's General Manager.

Easements

4. Easements must be created over all drains, pipelines, wayleaves and services in accordance with the requirements of the Council's General Manager. The cost of locating and creating the easements shall be at the subdivider's full cost.

Endorsements

5. The final plan of survey must be noted that Council cannot or will not provide a means of drainage, water or sewer services to all lots shown on the plan of survey.

Covenants

6. Covenants or other similar restrictive controls that conflict with any provisions or seek to prohibit any use provided within the planning scheme must not be included or otherwise imposed on the titles to the lots created by this permit, either by transfer, inclusion of such covenants in a Schedule of Easements or registration of any instrument creating such covenants with the Recorder of Titles, unless such covenants or controls are expressly authorised by the terms of this permit or the consent in writing of the Council's General Manager.

Bushfire Management

7. An agreement pursuant to Part 5 of the Land Use Planning and Approvals Act 1993 must





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be entered into prior to the sealing of the final plan of survey to require any residential use or development to be carried out and maintained in accordance with the recommendations of the Bushfire Planning Group (2005): *Guidelines for development in bushfire prone areas of Tasmania*, Tasmania Fire Service, Hobart and constructed in accordance with Level 1 of Standards Australia (1999): AS 3959: *Construction of Buildings in Bushfire Prone Areas Standards Australia*, Sydney.

Agreements

8. Agreements made pursuant to Part 5 of the *Land Use Planning and Approvals Act 1993* must be prepared by the applicant on a blank instrument form to the satisfaction of the Council and registered with the Recorder of Titles. The subdivider must meet all costs associated with the preparation and registration of the Part 5 Agreement.

Final Plan

- **9.** A fee of \$220.00, or as otherwise adopted by Council resolution from time to time, must be paid to Council prior to the sealing of each stage of the final plan of survey.
- **10.** A final plan of survey and two (2) copies must be provided together with the schedule of easements as necessary.
- 11. All conditions of this permit must be satisfied before the Council seals the final plan. It is the subdivider's responsibility to arrange any required inspections and to advise Council in writing that the conditions of the permit have been satisfied. The final plan of survey will not be dealt with until this advice has been provided.

Water Quality

12. Temporary run-off, erosion and sediment controls must be installed and maintained at full operational capacity to the satisfaction of Council's General Manager until the land is effectively rehabilitated and stabilised after completion of the development.

Environmental Health

13. The final plan of survey must be endorsed that the lots are only suitable for the on-site disposal of wastewater using a licensed Aerated Wastewater Treatment System or modified trench septic or other approved system.

Telecommunications, electrical and gas reticulation

- **14.** Electrical reticulation and telecommunication reticulation must be installed underground in accordance with the requirements of Aurora Energy Pty. Ltd., Telstra and the gas authority.
- **15.** Electrical and telecommunications services must be provided to each lot in accordance with the requirements of the responsible authority and the satisfaction of Council's General Manager.

Access

16. A separate vehicle access must be provided from the road carriageway to each lot. Accesses must be of a gravel formation with a minimum width of 3 metres at the property





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boundary and located and constructed in accordance with the standards shown on standard drawings SD-1009 Rural Roads - Typical Standard Access and SD-1012 Intersection and Domestic Access Sight Distance Requirements prepared by the IPWE Aust. (Tasmania Division) (attached) and the satisfaction of Council's Municipal Engineer.

Construction amenity

17. Any works relating to the development must be carried out between the following hours:

Monday to Friday 7.00am to 6.00pm Saturday 9.00am to 6.00pm Sundays & Public Holidays 10.00am to 6.00pm

The applicant shall also be advised that:

- **A.** This permit does not imply that any other approval required under any other legislation or by-law has been granted.
- **B.** Appropriate temporary control measures include, but are not limited to, the following:
 - Minimise site disturbance and vegetation removal;
 - Diversion of up-slope run-off around cleared and/or disturbed areas, or areas to be cleared and/or disturbed, provided that such diverted water will not cause erosion and is directed to a legal discharge point (eg. temporarily connected to Council's storm water system, a watercourse or road drain);
 - Sediment retention traps (e.g. sediment fences, straw bales, grass turf filter strips, etc.) at the down slope perimeter of the disturbed area to prevent unwanted sediment and other debris escaping from the land;
 - Sediment retention traps (e.g. sediment fences, straw bales, etc.) around the inlets to the stormwater system to prevent unwanted sediment and other debris blocking the drains;
 - Rehabilitation of all disturbed areas as soon as possible.
- C. In the event that any suspected item of archaeological significant is inadvertently encountered during works associated with development of the site, then the activity creating the disturbance should cease immediately, and the *Aboriginal Relics Act* 1975 will apply for reporting and management.
- **D.** The issue of this permit does not ensure compliance with the provisions of the *Threatened Species Protection Act 1995* or the Commonwealth *Environmental Protection and Biodiversity Protection Act 1999*. The applicant may be liable to complaints in relation to any non-compliance with these Acts and may be required to apply to the Policy and Conservation Assessment Branch of the Department of Primary Industries, Parks, Water & Environment or the Commonwealth Minister for a permit.
- E. This planning approval shall lapse at the expiration of two (2) years from the date of the commencement of planning approval if the development for which the approval was given has not been substantially commenced. Where a planning approval for a development has lapsed, an application for renewal of a planning



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approval for that development shall be treated as a new application.

Carried

15.2 REMISSION OF FEES: FOOD PREMISES & PLACE OF ASSEMBLY RENEWAL'S:

COUNCIL PREMISES

Moved CIr

Seconded CIr

THAT Council remit the following Renewal Fees for 2012/2013:

Food Premises

Recommendation

Hamilton Recreation Ground \$ 120.00 Bothwell Town Hall \$ 120.00 Bothwell Swimming Pool \$ 120.00

Places of Assembly

Bothwell Recreation Ground \$100.00 Bothwell Swimming Pool \$100.00 **Bothwell Town Hall** \$100.00 Hamilton Hall \$100.00 Hamilton Showgrounds \$100.00 Hamilton Landcare Building \$100.00 Ouse Hall \$100.00 Wayatinah Community Hall \$100.00

Carried

15.3 ENVIRONMENTAL AND PUBLIC HEALTH ACTIVITIES & RESPONSIBILITIES

15.4 DES STATUS REPORT

16.0 WORKS & SERVICES

Moved Clr Seconded Clr

THAT the Works & Services Report be received.

Carried



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16.1 DISCUSSION	
16.3 RECEIVAL OF	Moved Clr Seconded Clr
STATUS REPORT	THAT the Status Report be received.
	Carried
16.3.1 STATUS REPORT DISCUSSIONS	
17.0 ADMINISTRATION	
17.1 CENTRAL HIGHLANDS COUNCIL RISK MANAGEMENT POLICY	The Central Highlands Council Risk Management Policy was last reviewed in December, 2005. The General Manager prepared a new Draft Policy which was circulated to Council's Audit Committee. At the Audit Committee Workshop held on 30 th May 2012, Committee Members recommended that the attached Policy be submitted to Council for adoption.
(PAGES 1-9)	Recommendation
	Moved CIr Seconded CIr
	That the Central Highlands Risk Management Policy No 57/2012 be adopted. Carried
17.2 PAYMENT OF COUNCILLORS	The Payment of Councillors expenses & provision of facilities policy was last reviewed on 16 November, 2010.
EXPENSES & PROVISION OF FACILITIES POLICY	The Policy is submitted for review.
NO. 14/2000 (PAGES 10-14)	
17.3 RENTAL OLD ACCOMMODATION PADDOCK – STEPPES	Robert and Janet Monks have leased the old accommodation paddock at the Steppes since 1981 at an initial 10 cents per year increasing to \$1.00 per year. Staff cannot locate a formal lease and it was felt that Council should have the opportunity to review the annual rental.
(PAGES 15)	For Discussion



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17.4 FOOTPATH
OUTSIDE ST. LUKE'S
CHURCH,
BOTHWELL
(PAGES 16-18)

An onsite inspection was held outside St Luke's Church on Monday, 20th February, 2012 to discuss issues associated with cars blocking pedestrian access by parking on the footpath. As a result a letter was forwarded to Rev Meg Evans with suggestions for discussion with Parish representatives.

Rev. Meg Evans on behalf of St Luke's Uniting Church Congregation has responded urging Council to retain the status quo and outlining the congregation's reasons for no change.

For Discussion

17.5 WASTE LEVY (PAGES 19-24)

As a result of a previous LGAT General Meeting it was agreed that LGAT would liaise with Regional Waste Representatives prior to meeting with the State Government to seek an agreed position on the arrangements and coverage of a statutory waste levy.

LGAT has had a series of meetings culminating in the attached paper. LGAT is proposing that Councils consider the contents of the paper and the recommendations and provide written comments to the Association by 23 June, 2012.

It is proposed by LGAT that upon receipt of feedback, the matter will be dealt with at the July General Meeting. It is proposed that a motion would be presented which represents the collective view of councils and that a position be adopted at the meeting. Due to timing issues, the motion will not be included in the formal papers but will be made available to Councils well in advance of the meeting.

For Discussion

17.6 VACANCIES - UNITS

An update is provided to Councillors on the vacancies at both the Housing Units and the Independent Living Units.

The one bedroom unit and a two bedroom unit are vacant at the Ouse Housing complex. The vacancies were advertised in the Highlands Digest.

Unit 1 at the Ouse Independent Living Units is still vacant and was advertised in the Highlands Digest.

A two bedroom unit at the Bothwell Independent Living Units will shortly become vacant and will be advertised in the next edition of the Highlands Digest.

For Information

18.0 SUPPLEMENTARY AGENDA ITEMS Moved CIr

Seconded CIr

THAT Council consider the matters on the Supplementary Agenda.

Carried



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19.0 COMMITTEE REPORTS	
20.0 CLOSURE	