



# Central Highlands Council

## AGENDA – ORDINARY MEETING – 17<sup>TH</sup> SEPTEMBER 2013

Agenda of an Ordinary Meeting of Central Highlands Council scheduled to be held at Hamilton Council Chambers, on Tuesday 17<sup>th</sup> September 2013, commencing at 9am 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

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### 2.0 PRESENT

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### 3.0 APOLOGIES

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### 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.

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### 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**

**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**

**THAT** Council move out of Committee and resume the Ordinary Meeting.

**Carried**

### OPEN MEETING TO PUBLIC

The Meeting will be opened to the public at 10.00am

### 6.0 IN ATTENDANCE

Brenton West – CEO Southern Councils Authority will be in attendance at 9.30am.

### 6.1 PUBLIC QUESTION TIME

### 7.0 MAYORAL COMMITMENTS

20 <sup>th</sup> August 2013	Council Meeting – Bothwell
21 <sup>st</sup> August 2013	Mr John Berrins & Mr Peter Murphy – Rotary (Bushfire Appeal)
27 <sup>th</sup> August 2013	General Management Committee – LGAT Premiers Local Government Council Meeting
28 <sup>th</sup> August 2013	Westerway Bush Watch
29 <sup>th</sup> August 2013	Interview ABC Radio Breakfast Program
3 <sup>rd</sup> September 2013	Ms Denise Peeling Central Highlands Tourism Meeting
4 <sup>th</sup> September 2013	Philip Hoysted – Director of Local Government
6 <sup>th</sup> September 2013	Combined Planning Authority (Inspection of Upgrade of Power Lines from Waddamana with Transend)



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10 <sup>th</sup> September 2013	Planning Meeting Fraud Workshop Fracking Information Session Plant Meeting
12 <sup>th</sup> September 2013	Mrs Jenny Rayner – LINC
14 <sup>th</sup> September 2013	Opening of Hamilton Fire Station

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### 7.1 COUNCILLORS COMMITMENTS

**Clr L M Triffitt**

20 <sup>th</sup> August 2013	Council Meeting
10 <sup>th</sup> September 2013	Planning Meeting Fraud Seminar Fracking Meeting
11 <sup>th</sup> September 2013	Bothwell Cemetery Meeting

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### 7.2 GENERAL MANAGER COMMITMENTS

20 August 2013	Council Meeting
21 August 2013	Senior Managers Role of Local Government Workshop Survey
26 August 2013	Inspection Ouse Units with Clr McMichael
3 September 2013	Highlands Tasmania Tourism Committee Meeting
4 September 2013	Meeting Philip Hoysted, Director of Local Govt.
10 September 2013	Planning Committee Meeting Inspection ILU Bothwell Plant Committee Meeting
11 September 2013	Cemetery Committee Meeting
12 September 2013	Meeting Noelene Kelly LINC
16 September 2013	Healthy Communities Meeting

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### 8.0 NOTIFICATION OF COUNCIL WORKSHOPS

22 August 2013	Role of Local Government Survey – Councillors completion of survey
10 September 2013	Training on Fraud Policy & Procedures

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### 8.1 FUTURE WORKSHOPS

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### 9.0 MAYORAL ANNOUNCEMENTS

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### 10.0 MINUTES

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### 10.1 RECEIVAL DRAFT MINUTES ORDINARY MEETING

Moved **Clr**

Seconded **Clr**

**THAT** the Draft Minutes of the **Ordinary Meeting** of **Council** held on **Tuesday 20<sup>th</sup> August 2013** be **received**.

**Carried**

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### 10.2 CONFIRMATION OF DRAFT MINUTES ORDINARY MEETING

Moved **Clr**

Seconded **Clr**

**THAT** the Draft Minutes of the **Ordinary Meeting** of **Council** held on **Tuesday 20<sup>th</sup> August 2013** be **confirmed**.

**Carried**

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### 10.3 RECEIVAL DRAFT MINUTES PLANNING COMMITTEE MEETING

Moved **Clr**

Seconded **Clr**

**THAT** the Draft Minutes of the **Planning Committee Meeting** of **Council** held on **Tuesday 10<sup>th</sup> September 2013** be **received**.

**Carried**

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### 10.4 RECEIVAL DRAFT MINUTES CEMETERY COMMITTEE MEETING

Moved **Clr**

Seconded **Clr**

**THAT** the Draft Minutes of the **Cemetery Committee Meeting** of **Council** held on **Wednesday 11<sup>th</sup> September 2013** be **received**.

**Carried**

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### Recommendation

**Moved Cllr**

**Seconded Cllr**

**THAT** Birch Trees be planted along the road into the new section of the Bothwell Cemetery to create a second “Birch Avenue” to match the existing entrance off Market Place.

**Carried**

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### 10.5 RECEIVAL DRAFT MINUTES TOURISM COMMITTEE MEETING

**Moved Cllr**

**Seconded Cllr**

**THAT** the Draft Minutes of the **Tourism Committee Meeting** of **Council** held on **Tuesday 3rd September 2013** be received.

**Carried**

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### 10.6 RECEIVAL DRAFT MINUTES PLANT COMMITTEE MEETING

**Moved Cllr**

**Seconded Cllr**

**THAT** the Draft Minutes of the **Plant Committee Meeting** of **Council** held on **Tuesday 10<sup>th</sup> September 2013** be received.

**Carried**

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### 11.0 BUSINESS ARISING

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### 12.0 NRM REPORT

**Moved Cllr**

**Seconded Cllr**

**THAT** the **NRM Report** be received.

**Carried**

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### 13.0 FINANCE REPORT

**Moved Cllr**

**Seconded Cllr**

**THAT** the **Finance Report** be received.

**Carried**

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### 13.1 REMISSION OF RATES P.I.D 1743535

Moved **Clr**

Seconded **Clr**

**THAT** Council remit rates on property PID 1743535 for the amount of \$445.06

**Carried**

### 14.0 DEVELOPMENT & ENVIRONMENTAL SERVICES

In accordance with Regulation 25(1) of the Local Government (Meeting Procedures) Regulations 2005, the Mayor advises that the Council intends to act as a Planning Authority under the Land Use Planning and Approvals Act 1993, to deal with the following items:

Moved **Clr**

Seconded **Clr**

**THAT** the **Development & Environmental Services Report** be received.

**Carried**

### 14.1 DA 2012/58 : LARK & CREESE SURVEYORS : RA 2780 DENNISTOUN ROAD, INTERLAKEN: SUBDIVISION – THIRTEEN LOTS & BALANCE IN THE RURAL ZONE

This item has been deferred to October Meeting to resolve some issues.

### 14.2 ENDORSEMENT OF PUBLIC EXHIBITION AND CONSULTATION PROCESS FOR THE DRAFT LAKE MEADOWBANK PLANNING PROJECT

**Recommendation**

Moved **Clr**

Seconded **Clr**

**THAT** Council resolve to:

Endorse the public exhibition and consultation process for the draft Lake Meadowbank Planning Project Background Report; and

Prior to public consultation the boundary is to be amended to include the entire Lake curtilage.

**Carried**



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### 14.3 PROPOSED AMENDMENTS TO LEGISLATION

#### Recommendation

Moved **Clr**

Seconded **Clr**

**THAT** Councillors provide their concerns in the form of dot points to Mr J Dryburgh who will prepare a submission on behalf of Council.

**Carried**

### 14.4 TASMANIAN CONSERVATION TRUST INC. : RESONSIBLE CAT OWNERSHIP

#### For Recommendation

### 14.5 NAMING OF ROAD AT DOCTORS POINT

#### Recommendation

Moved **Clr**

Seconded **Clr**

**THAT** Council write to the Nomenclature Board seeking approval to name the unnamed road off Highland Lakes Road at Doctors Point contained in CT 139070/102 as follows:

Preference 1 – Hampton Court

Preference 2 – Wilkies Court

**Carried**

### 14.6 NAMING OF ROAD OFF CIDER GUM ROAD, MIENA

#### Recommendation

Moved **Clr**

Seconded **Clr**

**THAT** Council write to the Nomenclature Board seeking approval to name the unnamed road off Cider Gum Road at Miena contained in CT 164721/799 as follows:

Preference 1 – Meredith Springs Road

Preference 2 –

**Carried**



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**14.7 MAPBOOK FOR  
USE BY EMERGENCY  
SERVICES**

**For Information**

**14.8 DES STATUS  
REPORT**

**15.0 COMMUNITY &  
ECONOMIC  
DEVELOPMENT  
REPORT**

**Moved Clr**

**Seconded Clr**

**THAT the Community & Economic Development Report be received and noted.**

**Carried**

**15.1 THE TASMANIAN  
EYE**

**For Discussion**

**15.2 HIGHLANDS  
TASMANIA DVD**

**Recommendation:**

**Moved Clr**

**Seconded Clr**

That the \$10,000 allocated to television and radio commercial advertising of Highlands Bushfest be re-allocated to the production of a Highlands Tasmania promotional DVD.

**Carried**

**15.3 HEADMASTER'S  
HOUSE**

**For Discussion**

**15.4 PCYC CHILD  
SAFETY HANDBOOK  
ADVERTISEMENT**

**For Approval**





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### 15.5 COMMUNITY GRANT APPLICATIONS ELLENDALE CERT

**For Discussion**

### 15.6 ROYAL FLYING DOCTOR SERVICE

**For Discussion**

### 16.0 WORKS & SERVICES

Moved **Clr**

Seconded **Clr**

**THAT the Works & Services Report be received.**

**Carried**

### 16.1 ELLENDALE ROAD – STABILIZATION TENDERS

**Recommendation**

Moved **Clr**

Seconded **Clr**

**THAT** Council allocate another \$28,248.20 and this will allow the 4.2 km to be reached; and

**THAT** The Works Manager informs the contractor to stop at Councils allocated budget and this will mean that 1 section will come up short of the 1km.

**Carried**

### 16.2 PLANT TENDERS BACKHOE AND TRUCK REPLACEMENT

**Recommendation**

Moved **Clr**

Seconded **Clr**

**THAT** Council purchase the Kenworth truck from CJD Equipment with 525 HP and with the tray built in Hercules at Melbourne for a price of \$272,809 (inc gst) + \$4,576 for on road costs and that Council accept the Tender price from Mick Mundy of \$50,765 for Councils CH Mack truck; and

**THAT** Council purchase the JCB 4WD 4W Steer backhoe with tilter hitch from JF Machinery for a price of \$196,829.60 and with extra warranty at a cost of 3,275 and except the trade in price from JF Machinery for \$41,800 for Councils current JCB backhoe.

**Carried**





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### Summary

Meetings held since the above resolution was passed:

7 February, 2013  
Agfest sub committee 14 March 2013  
23 May 2013  
6 June 2013  
20 June 2013  
4 July 2013  
23 July 2013  
3 September 2013.

Mr Frank Pearce (RRTA) has attended the meeting of 7 February, 2013 and the meeting of 3 September, 2013. Mr Phipps Onslow attended the meeting of 7 February, only. There has been no one attending from Mt Field Tourism Group.

Current members of the Committee are Clr G Herbert, Clr T H Jacka, Mayor DE Flint, Pauline Cairns and Elaine Herlihy.

### 17.2 RECOMMENDATION TO AGREE TO DEREGISTER SOUTHERN WATER CORPORATION (Pages 1-4)

Attached is a briefing paper from Miles Hampton, Board Chairman, Southern Water regarding the winding up of the four water corporations after the normal end of year processes are completed.

Mr Hampton advises that the simplest option for the current water corporations is to have them deregistered as dormant companies.

The owner councils in each region need to formally resolve to agree to deregister their corporation.

### Recommendation:

**Moved Clr**

**Seconded Clr**

**THAT** Central Highlands Council being a member of Tasmanian Water and Sewerage Corporation (Southern region) Pty Limited (ACN 133 654 976) (the “Company”) hereby agree that as the Company is not carrying on business, that the Company apply to the Australian Securities and Investments Commission for voluntary deregistration.

**Carried**



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### 17.3 LOCAL GOVERNMENT ENERGY EFFICIENCY PROGRAM (LGEEP) GRANT FUNDING

Council submitted a grant application to install 4 heat pump hot water systems at the following locations:

- (a) Council residence, Cumberland Street, Hamilton
- (b) Caravan Park Showers/Toilets, Hamilton
- (c) Caravan Park Showers/toilets, Bothwell
- (d) Council Offices, Hamilton

Total project cost is \$22,623.64 comprising \$19,380.09 grant funds and \$3,243.55 Council contribution.

The Funding Agreement has been forwarded and is required to be signed and returned by 22 September, 2013.

#### Recommendation:

**Moved Clr**

**Seconded Clr**

**THAT** the General Manger be authorised to sign and seal the Funding Agreement for the Local Government Energy Efficiency Program.

**Carried**

### 17.4 UNIT 1, ARCHER DRIVE, BOTHWELL (PAGE 5)

The occupant of Unit 1 of the Independent Living Units at Bothwell, Ms Denise Peeling has requested that Council consider placing some fencing around the unit for privacy. Ms Peeling is specifically asking for fencing from her shed to the carport and a screen of some sort across her sliding door.

An inspection of the units at Bothwell was carried out by the General Manager and Clr Ian McMichael on Tuesday, 10 September, and a verbal report on this request will be provided.

### 17.5 SNOW FALLS ARTHURS LAKE (PAGES 6-9)

A letter was presented to Council's August meeting from Teresa Nichols regarding her concerns re having roads cleared during heavy snowfalls. It was resolved that her letter be discussed at this meeting and that a copy of the Grading of Snow Off Council Roads Policy be provided for Councillors.

**For Discussion**



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### 17.6 REQUEST FOR CONSIDERATION OF A BOUNDARY ADJUSTMENT (PAGES 10-13)

Southern Midlands Council has sought Council's views on whether a minor boundary adjustment would be supported for a property on Pelham Road. A letter from Mr Rex Bannister has outlined his concerns with his property being split over two municipal areas. 28.44 Ha is in Central Highlands and the balance of his property comprising 56.65 ha is in Southern Midlands. Access to the portion in our municipal area is through his access to his house in Southern Midlands section. Due to the portion on Central Highlands only being accessible from Southern Midlands, it would seem feasible to agree with Southern Midlands and support a boundary adjustment with the 28.44 ha being part of Southern Midlands.

#### Recommendation:

**Moved Clr**

**Seconded Clr**

**THAT** Southern Midlands Council be advised that Central Highlands Council agree to a minor boundary adjustment between the two municipal boundaries in that, the portion of land in Property ID 5467443 at P561B Pelham Road Pelham be included in the Southern Midlands Municipal area.

**Carried**

### 17.7 POLICIES – (SEPARATE ATTACHMENT)

Staff are currently reviewing policies. As policies are reviewed or new policies drafted, new Policy Numbers have been adopted.

Attached are the following policies for consideration and adoption by Council:

1. Risk Management Policy 2013-01 (replaces 57/12)
2. Use of Council Halls Policy 2013-02 (replaces 9/98)
3. Fraud Control Policy 2013-03 (new policy)
4. Gift and Acceptance Policy 2013-04 (replaces 37/05)
5. Use of Council Vehicles Policy 2013-05 (replaces 16/02)
6. Tendering and Procurement Policy 2013-06 (replaces 33/06)
7. Council Camping Ground Facilities Policy 2013-07 (replaces policy 53/11)
8. Public Open Space Policy 2013-08 (replaces 58/12)
9. Payment of Councillors Expenses & Provision of Facilities Policy 2013-09 (replaces 14/2000)

#### Recommendation:

**Moved Clr**

**Seconded Clr**

**THAT** Council adopt Policies 2013-01 to 2013-09 as listed.

**Carried**



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### 17.8 COUNCIL OWNED DOCTORS HOUSE OUSE

Clr McMichael has requested that this item be listed on the agenda and has supplied the following information:

I put forward the following proposition for the use of the house to be included as an option for Respite Care for residents within the Central Highlands.

#### **Current Use:**

The house is used primarily used for:

- Visiting Locums for the Central Highlands Practise
- Visiting trainee Medical Students
- Visiting trainee Nursing Students

All costs (Maintenance, Electricity, Insurance etc) are borne by the Council with a few exceptions. The house is used on a limited basis.

#### **Proposed future use:**

To maintain the current use but include an option for community members to be able to use the premises for Respite Care.

Under an arrangement between the Council, Central Highlands Practise and the Central Highlands Community Health Centre, utilise the accommodation in a more meaningful way.

Such an arrangement would include but not limited to:

- Coordinated booking arrangements between CHP & CHCHC
- Cleaning & provision of linen etc.
- Provision for maintenance etc.
- Reimbursement for use.

It would appear that all parties are in general agreement and both the CHP and the CHCHC have flagged the need for such a facility.

I would ask that this be put to the next Council Meeting for a resolution

#### **For Discussion**

### 17.9 END OF YEAR AWARDS (PAGE 14)

Glenora District High School has written seeking Council's interest in sponsoring awards for 2013. Council last year provided the following sponsorship:

#### **Bothwell District High School**

- Primary Encouragement Award - \$50
- Citizenship Award - \$50
- Bursary Award - \$250

#### **Ouse District School**

- 2 x Value Awards @ \$50 each - \$100
- Bursary Primary Student Award - \$100

#### **For Discussion**



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**18.0  
SUPPLEMENTARY  
AGENDA ITEMS**

Moved **Clr**

Seconded **Clr**

**THAT** Council consider the matters on the Supplementary Agenda.

**Carried**

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**19.0 COMMITTEE  
REPORTS**

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**20.0 CLOSURE**

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