



# Central Highlands Council

Minutes – ORDINARY MEETING – 19<sup>TH</sup> MAY 2020

Minutes of an Ordinary Meeting of Central Highlands Council held via a virtual meeting room, on Tuesday 19<sup>th</sup> May 2020, commencing at 9am

## 1.0 OPENING

The Mayor advises the meeting and members of the public that Council Meetings, not including Closed Sessions, are audio recorded and published on Council's Website.

Mayor L Triffitt opened the meeting at 9.00am.

## 2.0 ACKNOWLEDGEMENT OF COUNTRY

## 3.0 PRESENT

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner, Clr J Poore, Mrs Lyn Eyles (General Manger), Mr Adam Wilson (Deputy General Manager), Mr Graham Rogers (Manager DES), Ms Jacqui Tyson (Senior Planning Officer) and Mrs Kathy Bradburn (Minutes Secretary).

## 4.0 APOLOGIES

Clr A Archer

## 5.0 PECUNIARY INTEREST DECLARATIONS

In accordance with Regulation 8 (7) of the Local Government (Meeting Procedures) Regulations 2015, 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) or conflict of interest in any Item of the Agenda.

Nil

## 6.0 CLOSED SESSION OF THE MEETING

Regulation 15 (1) of the *Local Government (Meeting Procedures) Regulations 2015* states that at a meeting, a council by absolute majority, or a council committee by simple majority, may close a part of the meeting to the public for a reason specified in sub-regulation (2).

As per *Regulation 15 (1) of the Local Government (Meeting Procedures) Regulations 2015*, this motion requires an absolute majority

**Moved:** Clr A Bailey

**Seconded:** Clr J Honner

**THAT** pursuant to *Regulation 15 (1) of the Local Government (Meeting Procedures) Regulations 2015*, Council, by absolute majority, close the meeting to the public to consider the following matters in Closed Session

Item Number	Matter	Local Government (Meeting Procedures) Regulations 2015
1	Confirmation of the Minutes of the Closed Session of the Ordinary Meeting of Council held on 21 April 2020	Regulation 15 (2)(g) – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential
2	Consideration of Matters for Disclosure to the Public	Regulation 15 (8) - While in a closed meeting, the Council, or Council Committee, is to consider whether any discussions, decisions, reports or documents relating to that closed meeting are to be kept confidential or released to the public, taking into account privacy and confidentiality issues

**CARRIED BY ABSOLUTE MAJORITY**

**FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

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*Mr G Rogers, Ms J Tyson & Mrs K Bradburn left the meeting at 9.05 am.*

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## 6.1 MOTION OUT OF CLOSED SESSION

**Moved:** Clr R Cassidy

**Seconded:** Clr A Bailey

**That** the Council:

- (1) Having met and dealt with its business formally move out of the closed session; and
- (2) Resolved to report that it has determined the following:

Item Number	Matter	Outcome
1	Confirmation of the Minutes of the Closed Session of the Ordinary Meeting of Council held on 21 April 2020	Minutes of the Closed Session of the Ordinary Meeting of Council held on 21 April 2020 were confirmed
3	Consideration of Matters for Disclosure to the Public	Matters were considered

**CARRIED BY ABSOLUTE MAJORITY**

**FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

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*Mr G Rogers & Mrs K Bradburn returned to the meeting at 9.11 am.*

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## OPEN MEETING TO PUBLIC

Mayor L Triffitt advised that some members of the public will be dialling in at 10.00am to listen to the Planning Items.

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### 7.0 DEPUTATIONS

Nil

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### 7.1 PUBLIC QUESTION TIME

Nil

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### 8.0 MAYORAL COMMITMENTS

16 April 2020	Business of Council
16 April 2020	Tas Health Service Meeting
17 April 2020	Business of Council
20 April 2020	Business of Council
20 April 2020	Councillors Telephone Calls
21 April 2020	Council Meeting VMR
22 April 2020	Teleconference Minister Mark Shelton
23 April 2020	Business of Council
24 April 2020	Premiers Office discussions
24 April 2020	Memorial Visits Wreath Laying – Municipal area location
26 April 2020	Councillor conversation
27 April 2020	Business of Council
28 April 2020	Business of Council
28 April 2020	Tas Health Service
29 April 2020	Business of Council
4 May 2020	Business of Council
5 May 2020	Business of Council, Meeting GM & DGM
7 May 2020	Teleconference Goldwind
8 May 2020	Business of Council
11 May 2020	Business of Council
12 May 2020	Council Budget Workshop via Telstra VMR
13 May 2020	Business of Council
14 May 2020	Business of Council

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### 8.1 COUNCILLOR COMMITMENTS

#### ***Clr J Honner***

21 April 2020 Council Meeting VMR

#### ***Clr J Poore***

21 April 2020 Council Meeting VMR  
12 May 2020 Council Budget Workshop via Telstra VMR

#### ***Clr R Cassidy***

21 April 2020 Council Meeting VMR  
12 May 2020 Council Budget Workshop via Telstra VMR

## STATUS REPORT COUNCILLORS

Item No.	Meeting Date	Agenda Item	Task	Councillor Responsible	Current Status	Completed Date
1	18-Feb-20	12.1	Derwent Catchment Project - Strategic Plan for the development of Agriculture and Tourism	Deputy Mayor Allwright	On going to provide Council with updates each Council meeting	
2	18-Feb-20	16.3	AFLT Statewide Facilities Plan	Deputy Mayor Allwright	On going to provide Council with updates each Council meeting	
3	18-Feb-20	16.5	Cattle Hill Wind Farm Community Fund Committee	Mayor Triffitt, Cllr Campbell & Cllr Honner	On going to provide Council with updates each Council meeting	

## 8.2 GENERAL MANAGER'S COMMITMENTS

21 April 2020	Council Meeting
22 April 2020	Teleconference Mark Shelton
23 April 2020	Southern GM Covid catch up via Microsoft Teams
28 April 2020	Staff Budget meeting via Zoom
7 May 2020	Teleconference Mayor & Goldwind
8 May 2020	Toolbox Meeting Hamilton Office Staff
12 May 2020	Council Budget Workshop via Telstra VMR

## 8.2 ACTING / DEPUTY GENERAL MANAGER'S COMMITMENTS

21 April 2020	Ordinary Council Meeting
21 April 2020	Southern Region Social Recovery Committee Extraordinary Meeting
28 April 2020	Managers Budget Meeting
30 April 2020	Local Government Social Recovery Coordinators Meeting
4 May 2020	Local Government Social Recovery Coordinators Planning Meeting
5 May 2020	Southern Region Social Recovery Committee Meeting
5 May 2020	LGAT Community Health and Wellbeing Meeting
7 May 2020	WHS Meeting to review SWMS due to COVID-19
7 May 2020	TCF - Workforce Engagement - Stage 2 Meeting
8 May 2020	Tool Box Meeting with Hamilton Office Staff to discuss COVID-19 SWMS
8 May 2020	Local Government Social Recovery Coordinators Meeting
12 May 2020	Budget Workshop
12 May 2020	Southern Region Social Recovery Committee Meeting

## 9.0 NOTIFICATION OF COUNCIL WORKSHOPS HELD

12 May 2020	Budget Workshop
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## 9.1 FUTURE WORKSHOPS

2 June 2020	Budget Workshop via Telstra VRM commencing at 11.00am
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## 10.0 MAYORAL ANNOUNCEMENTS

Mayor L Triffitt commended all Council staff for their efforts during the current conditions, which is above what is required of their positions and sharing the burden of keeping their families safe and still going to work. Council is aware of the added pressure.

Mayor L Triffitt state we are a very strong Council, including Councillors, and it is important to thank everyone.

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## 11.0 MINUTES

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### 11.1 RECEIVAL DRAFT MINUTES ORDINARY MEETING

**Moved:** Clr R Cassidy

**Seconded:** Clr A Bailey

**THAT** the Draft Minutes of the Open Council Meeting of Council held on Tuesday 21<sup>st</sup> April 2020 be received.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

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### 11.2 CONFIRMATION OF MINUTES ORDINARY MEETING

**Moved:** Clr J Poore

**Seconded:** Clr S Bowden

**THAT** the Minutes of the Open Council Meeting of Council held on Tuesday 21<sup>st</sup> April 2020 be confirmed subject to the following amendment:

## 16.0 WORKS & SERVICES

**Moved:** Clr A Bailey

**Seconded:** Clr S Bowden

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

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

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## 12.0 BUSINESS ARISING

- 15.1 Correspondence sent by Development & Environmental Services Manager
- 15.2 Correspondence sent by Development & Environmental Services Manager
- 15.4 Development & Environmental Services Manager organising works
- 15.5 Correspondence sent by Development & Environmental Services Manager
- 16.1 Correspondence sent by Works and Service Manager
- 16.2 Correspondence sent by Works and Service Manager
- 17.2 Draft Community and Wellbeing Plan updated and advertised
- 17.3 Correspondence sent by General Manager
- 17.4 Policy on Council website.
- 17.7 Correspondence sent by Deputy General Manager
- 17.9 Correspondence sent by General Manager

### NOTED

**Moved:** Clr J Allwright

**Seconded:** Clr J Poore

**THAT** Page 3 be removed from the draft Community and Wellbeing Plan.

MOTION LOST 4/4

**FOR the Motion:**

Deputy Mayor J Allwright, Clr S Bowden, Clr A Campbell and Clr J Poore

**AGAINST the Motion:**

Mayor L Triffitt, Clr A Bailey, Clr R Cassidy, Clr J Honner

Clr R Cassidy requested that it be recorded that he would like the language changed on page 3 of the draft Community and Wellbeing Plan.

**13.0 DERWENT CATCHMENT PROJECT REPORT****Moved:** Clr J Allwright**Seconded:** Clr A Bailey**THAT** the Derwent Catchment Project report be received.**CARRIED****FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner &amp; Clr J Poore

**14.0 FINANCE REPORT****Moved:** Clr R Cassidy**Seconded:** Clr J Honner**THAT** the Finance Reports be received.**CARRIED****FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner &amp; Clr J Poore

**Moved:** Clr A Bailey**Seconded:** Clr J Honner**THAT** the meeting move to Item 16.0 on the agenda.**CARRIED****FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner &amp; Clr J Poore

**16.0 WORKS & SERVICES****Moved:** Clr A Bailey**Seconded:** Clr J Honner**THAT** the Works & Services Report be received.

**CARRIED****FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

*Mr J Branch joined the meeting at 9.45 am.*

**16.1 VICTORIA ROAD, OUSE- CULVERT COLLAPSE****Moved:** Clr A Bailey**Seconded:** Clr R Cassidy**THAT**

1. Council proceed with Option 1 as this will re-align the road back onto Council land and remove the sweeping bend improving road safety.
2. Council re-allocate the \$30,000 from Victoria Valley drainage to this project and allocate an extra \$20,000 from Council's reserves.

**CARRIED****FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

**16.2 INSTALLATION OF STOCK GRID ROTHERWOOD ROAD****Moved:** Clr R Cassidy**Seconded:** Clr S Bowden

**THAT** Council contribute a third of the cost of the project to a maximum of \$2,000.

**MOTION LOST 4/4****FOR the Motion:**

Mayor L Triffitt, Clr A W Bailey, Clr S Bowden & Clr R Cassidy

**AGAINST the Motion:**

Clr J Allwright, Clr J Honner, Clr J Poore & Clr A Campbell

*Mrs J Malecky joined the meeting at 10.05 am.  
Mr J Branch left the meeting at 10.05 am.*

**Moved:** Clr J Poore**Seconded:** Clr A Campbell

**THAT** the meeting move to Item 15.0 on the agenda.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

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**15.0 DEVELOPMENT & ENVIRONMENTAL SERVICES**

In accordance with Regulation 25(1) of the Local Government (Meeting Procedures) Regulations 2015, 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 J Honner**Seconded:** Clr S Bowden

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

**CARRIED****FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

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**15.1 DA2020/11 : DWELLING AND OUTBUILDING: CT21066/3 TODS CORNER ROAD, TODS CORNER****Moved:** Clr J Poore**Seconded:** Clr J Allwright

**THAT** the proposal is assessed to substantially comply with the requirements of the Central Highlands Interim Planning Scheme 2015 and so in accordance with section 57 of the Land Use Planning and Approvals Act 1993, the Planning Authority is recommended to approve the application for a dwelling and outbuilding at 280 Tods Corner Road, Tods Corner, Certificate of Title 143828/3, subject to the conditions below.

**Conditions****General**

- 1) The use 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 letter or the date of the last letter to any representor, which ever is later, in accordance with section 53 of the Land Use Planning And Approvals Act 1993.

**Approved Use**

- 3) The outbuilding is approved as ancillary to the Residential use only and must not be used for any other purpose unless in accordance with a permit issued by Council or as otherwise permitted by Council's planning scheme.

**External finishes**

- 4) All external colours must have a light reflectance value not exceeding 40%.
- 5) All exposed metal surfaces are to be pre-coloured, or alternatively suitably painted if the item is not available in such a finish.

**Services**

- 6) The developer must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the development. Any work required is to be specified or undertaken by the authority concerned.



Stormwater and wastewater

- 7) Drainage from the proposed development must be retained on site or drain to a legal discharge point to the satisfaction of Council's General Manager and in accordance with any requirements of the Building Act 2016.

Construction Amenity

- 8) The development must only be carried out between the following hours unless otherwise approved by the Council's Manager of Development and Environmental Services:  
 Monday to Friday 7:00 a.m. to 6:00 p.m.  
 Saturday 8:00 a.m. to 6:00 p.m.  
 Sunday and State-wide public holidays 10:00 a.m. to 6:00 p.m.
- 9) All works associated with the development of the land shall be carried out in such a manner so as not to unreasonably cause injury to, or prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of:
- Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, ash, dust, waste water, waste products, grit or otherwise.
  - The transportation of materials, goods and commodities to and from the land.
  - Obstruction of any public roadway or highway.
  - Appearance of any building, works or materials.
  - Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Manager of Development and Environmental Services.
- 10) The developer must make good and/or clean any road surface or other element damaged or soiled by the development to the satisfaction of the Council's Manager of Works and Technical Services.

**The following advice applies to this permit:**

- This permit does not imply that any other approval required under any other legislation has been granted.
- The issue of this permit does not ensure compliance with the provisions of the Threatened Species Protection Act 1995. Further information is available from the Department of Primary Industries, Parks, Water and Environment.
- The issue of this permit does not ensure compliance with the provisions of the Aboriginal Heritage Act 1975. If any suspected Aboriginal heritage items are located during construction the provisions of the Act must be complied with.
- This permit is in addition to a building permit. Construction and site works must not commence until approval has been issued in accordance with the Building Act 2016.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

**15.2 DA2020/13: SUBDIVISION (2 LOTS): 16 FRANKLIN PLACE, HAMILTON**

**Moved:** Clr J Allwright

**Seconded:** Clr A Bailey

**THAT** the proposal is assessed to substantially comply with the requirements of the Central Highlands Interim Planning Scheme 2015 and so in accordance with section 57 of the Land Use Planning and Approvals Act 1993, the Planning Authority is recommended to approve the application for a subdivision (2 lots) at 16 Franklin Place, Hamilton, subject to the conditions below.

**Conditions***General*

- 1) 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.

*Public Open Space Contribution*

- 3) Council requires that an amount equal to five percent (5%) of the unimproved value of Lot 1 must be provided as cash-in-lieu of public open space in accordance with the provisions of Section 117 of the Local Government (Building & Miscellaneous Provisions) Act 1993. The subdivider must obtain a valuation for the unimproved value of the subdivision from a registered Valuer.
- 4) The cash-in-lieu of public open space must be in the form of a direct payment made before the sealing of the final plan of survey.

*Services*

- 5) The Subdivider must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the proposed subdivision works. Any work required is to be specified or undertaken by the authority concerned.
- 6) 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 Senior Planner.

*Access to Lot 1*

- 7) A separate access for Lot 1 from the carriageway of the road onto the subject land must be provided prior to sealing the final plan. The access must have a minimum width of 3.6 metres at the property boundary and be located and constructed in accordance with the standards shown on standard drawings SD 1003 and SD 1012 prepared by the IPWE Aust. (Tasmania Division), to the satisfaction of Council's Works Manager.

*Easements*

- 8) Easements must be created over all drains, pipelines, wayleaves and services in accordance with the requirements of the Council's Municipal Engineer. The cost of locating and creating the easements shall be at the subdivider's full cost.

*TasWater*

- 9) Pursuant to the Water and Sewerage Industry Act 2008 (TAS) Section 56P (2) (b) TasWater impose conditions on the permit as per Form PL05P (attached).

*Final plan*

- 10) A final approved plan of survey and schedule of easements as necessary, together with one copy, must be submitted to Council for sealing. The final approved plan of survey must be substantially the same as the endorsed plan of subdivision and must be prepared in accordance with the requirements of the Recorder of Titles.
- 11) A fee of \$210.00, or as otherwise determined in accordance with Council's adopted fee schedule, must be paid to Council for the sealing of the final approved plan of survey.
- 12) All conditions of this permit, including either the completion of all works and maintenance or payment of security in accordance with this permit, must be satisfied before the Council seals the final plan of survey for each stage.
- 13) It is the subdivider's responsibility to notify Council in writing that the conditions of the permit have been satisfied and to arrange any required inspections.

**The following advice applies to this permit:**

- a) This permit does not imply that any other approval required under any other legislation has been granted.
- b) If you notify Council that you intend to commence the use or development before the date specified above you forfeit your right of appeal in relation to this permit.

**CARRIED****FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

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**15.3 DA2019/88: HOTEL INDUSTRY –DEMOLITION OF EXISTING AND CONSTRUCTION OF A NEW HOTEL; VISITOR ACCOMMODATION – DEMOLITION OF EXISTING AND CONSTRUCTION OF NEW LODGES, HUTS, CARAVAN PARK, CAMPING GROUND AND ASSOCIATED FACILITIES AND GENERAL RETAIL AND HIRE –DEMOLITION OF EXISTING SHOP AND CONSTRUCTION OF NEW RETAIL OUTLETS AND ASSOCIATED ACCESS WORKS, PARKING, LANDSCAPING AND ANCILLARY INFRASTRUCTURE: 3096 MARLBOROUGH ROAD, MIENA**

**Moved:** Clr R Cassidy**Seconded:** Clr J Honner

**THAT** the proposal is assessed to substantially comply with the requirements of the Central Highlands Interim Planning Scheme 2015 and so in accordance with section 57 of the Land Use Planning and Approvals Act 1993, the Planning Authority is recommended to approve the application for DA2019/88 – Hotel Industry: Demolition of Existing & Construction of a New Hotel; Visitor accommodation: Demolition of Existing and Construction of new Lodges, Huts, Caravan Park, Camping Ground & Associated Facilities and General Retail & Hire: Demolition of Existing Shop and Construction of New Retail Outlets and associated access works, parking, a landscaping and ancillary infrastructure at 3096 Marlborough Road, Miena,, subject to the conditions below.

**Recommended Conditions****General**

- 1) The use 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 letter or the date of the last letter to any representor, which ever is later, in accordance with section 53 of the land Use Planning and Approvals Act 1993.
- 3) The development must proceed in the order of stages shown on the endorsed plans unless otherwise agreed in writing by Council's Senior Planning Officer.
- 4) Prior to the commencement of works or application for building and plumbing approval, the developer must provide Council's General Manager with the following documents for approval. Once approved the documents will form part of the permit.
  - a. A Stormwater Management Report prepared by a suitably qualified person detailing how stormwater from the site (including around the fuel dispensing areas) will be managed and disposed of including conveyance, treatment, reuse, and detention.
  - b. An Environmental Site Assessment (ESA) prepared by a suitably qualified person to understand if the existing Underground Petroleum Storage Systems (UPSS) infrastructure has been compromised overtime. This must include invasive soil investigation in the vicinity of the underground storage tanks plus the area surrounding the generator where hydrocarbon containing fuels may have been spilt. Soil surrounding the informal waste dumps should also be tested.

The bore water system should be tested for yield, plus draw down, and further tested for quality parameters including bacteria to determine if the effluent ponds, surface contamination from animals or other sources are impacting water quality.

The assessment must include any measures required to remediate the site.

- c. A wastewater report addressing wastewater disposal for each part of the proposal.

#### External finishes

- 5) All external colours must have a light reflectance value not exceeding 40%.
- 6) All exposed metal surfaces are to be pre-coloured, or alternatively suitably painted if the item is not available in such a finish.

#### Agreements

- 7) Unless otherwise agreed by the General Manager, an agreement pursuant to Part 5 of the *Land Use Planning and Approvals Act 1993* must be entered into, prior to the use commencing, to the effect that:
  - a. stormwater treatment and retention systems must be maintained to ensure quality is maintained and water is conveyed so as not to create any nuisance to adjacent properties.

*Advice: If the Stormwater Management Report (condition 4) identifies that all stormwater can be captured and disposed of onsite, this agreement will not be necessary.*

- 8) Agreement(s) made pursuant to Part 5 of the *Land Use Planning and Approvals Act 1993* must bind the current owner and his/her successors in title and must be prepared on a blank instrument form and registered with the Recorder of Titles in accordance with Section 78 of the *Land Use Planning and Approvals Act 1993* by the applicant at no cost to Council.

#### Department of State Growth

- 9) Prior to works commencing, or application for Building or Plumbing approval, the developer must obtain consent of the Minister under Section 16 of the Roads and Jetties Act 1935 to undertake works within the State road reservation.

*Advice: For further information please visit <http://www.transport.tas.gov.au/road/permits> or contact [permits@stategrowth.tas.gov.au](mailto:permits@stategrowth.tas.gov.au)*

*On sealed State roads all new accesses must be sealed from the road to the property boundary as a minimum.*

*A single access serving multiple properties must be constructed with sufficient width to enable vehicles to enter and leave the roadway simultaneously.*

*Pursuant to Section 16 of the Roads and Jetties Act 1935, where a vehicle access has been constructed from land to a State highway or subsidiary road, the owner of that land is responsible for the maintenance and repair of the whole of the vehicular access.*

- 10) Prior to works commencing, or application for Building or Plumbing approval, the developer must obtain consent of the Minister under Section 17B of the Roads and Jetties Act 1935 to concentrate and discharge drainage to the State road reserve.

*Advice: The proponent must submit a drainage plan, including catchment area, flows and drainage design for any area discharging to the State road reserve. If any enlargement of the existing State road drainage infrastructure is required in order to carry any additional drainage, these works must be undertaken under the supervision and to the satisfaction of an officer designated by the Minister. If such works are required, the costs associated with the works will be payable by the proponent.*

*The proponent is responsible for the ongoing maintenance of their own infrastructure.*

*For further information please contact Road Assets at [roadassets.utilities@stategrowth.tas.gov.au](mailto:roadassets.utilities@stategrowth.tas.gov.au)*

#### Services

- 11) The developer must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the development. Any work required is to be specified or undertaken by the authority concerned.

**Parking and Access**

- 12) The siting of vehicular accesses and car parking spaces must generally accord with the endorsed documents.
- 13) The number of parking spaces must be no less than that shown on the endorsed plans and specified in Traffic Impact Assessment.
- 14) The existing vehicular access to Marlborough Road must be upgraded to a minimum BAR standard in accordance with the Traffic Impact Assessment, Australian Standards and to the requirements of the Department of State Growth.
- 15) The proposed new vehicular access to Marlborough Road must be provided in accordance with the Traffic Impact Assessment, Australian Standards and to the requirements of the Department of State Growth.
- 16) Vehicular accesses from the development site to Marlborough Road must be sealed for a minimum distance of 10m from the edge of the seal along Marlborough Road.
- 17) Parking and vehicle circulation roadways and pedestrian paths serving 5 or more car parking spaces, used outside daylight hours, must be provided with lighting in accordance with clause 3.1 "Basis of Design" and clause 3.6 "Car Parks" in AS/NZS 1158.3.1:2005 Lighting for roads and public spaces Part 3.1: Pedestrian area (Category P) lighting, or as otherwise approved by Council's General Manager.
- 18) Unless approved otherwise by Council's General Manager the internal driveways and areas set-aside for parking and associated access and turning must be provided in accordance with Standards Australia (2004): Australian Standard AS 2890.1 - 2004 – Parking Facilities Part 1: Off Street Car Parking; Standards Australia, Sydney, Standards Australia (2002): Australia Standard AS 2890.2 – 2002, Parking facilities - Part 2: Off-Street, Commercial vehicle facilities, Sydney and include all of the following;
  - (a) Constructed with a durable all weather pavement.
  - (b) Drained to an approved stormwater system.
  - (c) On site turning
  - (d) Provision for two way traffic.
- 19) The internal driveways and areas set-aside for parking and associated access and turning must be designed, constructed and maintained to avoid dust or mud generation, erosion and sediment transfer off site or de-stabilisation of the soil on site or on adjacent properties to the standard required by Council's General Manager.
- 20) The forecourt around the fuel dispensing area must be sealed and drained to the satisfaction of Council's General Manager.
- 21) Detailed plans of all parking and access works required by this permit (including access to the Marlborough Road) must be submitted to Council prior to the commencement of works or application for Building approval. The plans must be prepared and certified by a qualified civil engineer or other person approved by Council's General Manager and include:
  - pavement details,
  - design surface levels and gradients,
  - drainage,
  - turning paths,
  - dimensions,
  - line marking,
  - signage,
  - pedestrian access,
  - lighting
 and shall form part of the permit when approved.
- 22) The completed parking and associated turning areas and access must be certified by a practicing civil engineer to the effect that they have been constructed in accordance with the endorsed drawings and specifications approved by Council before the use commences.
- 23) All areas set-aside for parking and associated turning, and access must be completed before the use commences and must continue to be maintained to the satisfaction of the Council's General Manager.

- 24) The forecourt around the fuel dispensing area must be sealed and drained to the satisfaction of Council's General Manager.
- 25) Prior to the use commencing the available sight distance to the south along Highland Lakes Road for a vehicle turning right into Marlborough Road must be improved via the removal of vegetation to provide a sight distance for all turning traffic of 180m, as recommended by the TIA.

*Advice: The proponent should contact the Department of State Growth to arrange completion of this work.*

### **Stormwater**

- 26) Drainage from the proposed development must drain to a legal discharge point to the satisfaction of Council's General Manager and in accordance with the Building Act 2016.
- 27) The Developer is to incorporate Water Sensitive Urban Design Principles into the development for the treatment and disposal of stormwater. These Principles will be in accordance with the Water Sensitive Urban Design Procedures for Stormwater Management in Southern Tasmania and to the satisfaction of the Council's General Manager.
- 28) The developer must provide a minor stormwater drainage system designed to comply with all of the following:
- a. be able to accommodate a storm with an ARI of 20 years when the land serviced by the system is fully developed;
  - b. stormwater runoff will be no greater than pre-existing runoff or any increase can be accommodated within existing or upgraded public stormwater infrastructure
- 29) The developer is to provide a major stormwater drainage system designed to accommodate a storm with an ARI of 100 years.
- 30) The driveways must be drained to minimise surface runoff over the footpath or to the adjoining road in accordance with the requirements of the General Manager and a Plumbing Permit issued by the Permit Authority in accordance with the Building Act 2016.
- 31) Prior to works commencing, or application for Building or Plumbing approval, detailed plans and calculations of the stormwater drainage system, including treatment, retention and outfalls must be prepared by a suitably qualified civil engineer and be submitted to Council for approval. Once approved the plans shall form part of the permit.
- 32) The completed stormwater retention and treatment elements must be certified by a practicing civil engineer to the effect that they have been constructed in accordance with the endorsed drawings and specifications approved by Council before the use commences.

### **Protection of water quality**

- 33) Before any work commences a soil and water management plan (SWMP) prepared in accordance with the guidelines *Soil and Water Management on Building and Construction Sites*, by the Derwent Estuary Programme and NRM South, must be approved by Council's General Manager. The SWMP shall form part of this permit when approved.
- 34) Before any work commences install temporary run-off, erosion and sediment controls in accordance with the recommendations of the approved SWMP and maintain these controls at full operational capacity until the land is effectively rehabilitated and stabilised after completion of the development in accordance with the guidelines *Soil and Water Management on Building and Construction Sites*, by the Derwent Estuary Programme and NRM South and to the satisfaction of Council's General Manager.

### **Construction amenity**

- 35) The development must only be carried out between the following hours unless otherwise approved by the Council's Manager Strategic Planning:
- Monday to Friday 7:00 a.m. to 6:00 p.m.
  - Saturday 8:00 a.m. to 6:00 p.m.
  - Sunday and State-wide public holidays 10:00 a.m. to 6:00 p.m.

- 36) All works associated with the development of the land shall be carried out in such a manner so as not to unreasonably cause injury to, or prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of:
- (a) Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, ash, dust, waste water, waste products, grit or otherwise.
  - (b) The transportation of materials, goods and commodities to and from the land.
  - (c) Obstruction of any public footway or highway.
  - (d) Appearance of any building, works or materials.
- 37) Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Manager Strategic Planning.
- 38) Public roadways or footpaths must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the project during the construction period.
- 39) The developer must make good and/or clean any footpath, road surface or other element damaged or soiled by the development to the satisfaction of the Council's Municipal Engineer.

**The following advice applies to this permit:**

- a) This permit does not imply that any other approval required under any other legislation has been granted.
- b) A separate permit is required for any signs unless otherwise exempt under Council's planning scheme.
- c) The issue of this permit does not ensure compliance with the provisions of the Threatened Species Protection Act 1995. Further information is available from the Department of Primary Industries, Parks, Water and Environment.
- d) The issue of this permit does not ensure compliance with the provisions of the Aboriginal Heritage Act 1975. If any suspected Aboriginal heritage items are located during construction the provisions of the Act must be complied with.
- e) This permit is in addition to a building permit. Construction and site works must not commence until approval has been issued in accordance with the Building Act 2016.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

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*Ms J Tyson left the meeting at 10.20 am.*

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**15.4 DEVELOPMENT AND ENVIRONMENTAL SERVICES FEES AND CHARGES REGISTER REVIEW**

**Moved:** Clr J Poore

**Seconded:** Clr R Cassidy

**THAT** pursuant to Section 205 of the Local Government Act 1993, Council resolve to adopt the Development and Environmental Services fees and charges register 2020/2021 and for it to take effect commencing 1 July 2020.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

**15.5 DOG REGISTRATION SCHEDULE OF FEES****Moved:** Clr J Poore**Seconded:** Clr A Campbell

**THAT** Council adopt the following Dog Registration Schedule of Fees and Charges for the 2020/2021 period:

Description	2020/2021	
	Paid by 31 July 2020	Paid after 31 July 2020
Domestic Dog (Desexed)	\$22.00	\$42.00
Domestic Dog (not Desexed)	\$42.00	\$72.00
Pensioner (1 <sup>st</sup> dog only)	\$12.00	\$22.00
Working Dog (used for the purpose of working farm stock)	\$12.00	\$22.00
Hunting Dog (used to flush game)	\$12.00	\$22.00
Greyhound (TGRA registered)	\$12.00	\$22.00
Registered Breeding Dog (TCA Registered & Dog Owner holding current membership of the TCA)	\$12.00	\$22.00
Special Assistance Dog (Guide Dog / Hearing Dog)	Nil	Nil
Declared Dangerous Dog	\$1000.00	\$1500.00
Kennel Licence Application Fee	\$52.00	
Kennel Licence Renewal Fee	\$32.00	
Impounding Reclaim Fee (First Offence)	\$22.00	
Impounding Reclaim Fee (Subsequent Offences)	\$42.00	
Pound Maintenance Fee	\$12.00 per day	
Replacement Tag (Metal Lifetime Tag)	\$6.00	
Dog Surrender Fee	\$100.00	
Formal Notice of Complaint Fee	\$50.00 (Refundable)	

**CARRIED****FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

**15.6 DES BRIEFING REPORT****PLANNING PERMITS ISSUED UNDER DELEGATION**



The following planning permits have been issued under delegation during the past month.

**NO PERMIT REQUIRED**

DA NO.	APPLICANT	LOCATION	PROPOSAL
2020 / 00018	S S & W J King	23 Reynolds Neck Road, Reynolds Neck	Garage
2020 / 00019	W B Triffett	6706 Lyell Highway, Ouse	Shed

Noted

**Moved:** Clr R Cassidy

**Seconded:** Clr J Poore

**THAT** the meeting move to Item 17.7 on the agenda.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

## 17.7 COVID-19 SAFETY PLAN

**Moved:** Clr A Campbell

**Seconded:** Clr J Poore

**THAT** in response to the COVID-19 pandemic,

1. Council notes the Cleaning Regime Offices and Works Depot due to COVID-19;
2. Council notes the Cleaning Regime Parks and Public Buildings due to COVID-19;
3. Council agrees to be part of the register for COVID ready window stickers and poster once their COVID-19 Safety Plan is developed and in place. These stickers or posters will provide the Tasmanian community with confidence that Council is prepared to manage and respond to COVID-19;
4. Safety Plan for access to Playgrounds across the municipality, which includes additional signage due to COVID-19, implement and maintain an additional cleaning schedule during the COVID-19 pandemic, and monitor of compliance with breaches reported to Tasmania Police;
5. While developing Council COVID-19 Safety Plans the Development & Environmental Manager and Environmental Health Officer will consider how to manage the risks of a person contracting or spreading COVID-19 in public places within the municipality, develop cleaning schedules for each public area / building, determine the signage requirements and determine how Council should monitor for compliance of COVID-19 to ensure the organisation meets the minimum standards within the new regulations under the Work Health and Safety Act 2012. If risks levels increase in public places within the municipality a third party risk assessment should be undertaken by an Occupational Hygienist.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

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*Ms J Malecky left the meeting at 11.40 am  
The meeting was adjourned at 11.40 am and resumed at 11.55 am*

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## 17.0 ADMINISTRATION

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### 17.1 LETTER FROM AUSTRALIAN SERVICES UNION

**Moved:** Clr J Honner

**Seconded:** Clr J Poore

**That** the correspondence received from the ASU and the General Manager's response be noted.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

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### 17.2 REMISSIONS UNDER DELEGATION

**Moved:** Clr A Bailey

**Seconded:** Clr J Poore

**That** Council note the remissions granted by the General Manager under delegation.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

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### 17.3 RENTAL STEPPES ACCOMMODATION PADDOCK

**Moved:** Clr A Bailey

**Seconded:** Clr J Honner

**THAT** Janet and Robert Monks be granted two years rental of the old Steppes Accommodation paddock from 1<sup>st</sup> July 2020 on the same fencing and grazing conditions as previously for an annual fee of \$10.00, and that they be advised that they will need to reapply at the end of this period.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

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### 17.4 COUNCIL MEETING DATES 2020-2021

**Moved:** Clr J Poore

**Seconded:** Clr S Bowden

**THAT** Council approve the meeting dates for the Ordinary Council Meetings and the Planning Committee Meetings for 2020/2021

## Notice of Council & Committee Meetings July 2020– June 2021

Members of the public are welcome to attend Council and Council Committee meetings.

Ordinary Meetings of Council are held at the Council Chambers as indicated commencing at 9.00am. The meetings are open to the public, but Council is likely to close the meeting to the public between 9.10 – 10.00 am, and therefore the public may wish to consider attending from 10.00 am.

### Ordinary Meeting of Council:

Tuesday 21st July 2020 - Hamilton  
 Tuesday 18th August 2020 – Bothwell  
 Tuesday 15th September 2020 – Hamilton  
 Tuesday 20th October 2020 – Bothwell  
 Tuesday 17th November 2020 – Hamilton  
 Tuesday 8th December 2020 – Bothwell  
 Tuesday 19th January 2021 – Hamilton  
 Tuesday 16th February 2021 – Bothwell  
 Tuesday 16th March 2021 – Hamilton  
 Tuesday 20th April 2021 – Bothwell  
 Tuesday 18th May 2021 – Hamilton  
 Tuesday 15th June 2021 – Bothwell

Annual General Meeting – Tuesday 8th December 2020 – Bothwell at 8.45 am.

### Planning Committee Meeting of Council:

Planning Committee Meetings are at the Bothwell Council Chambers at 9.00 am.

Tuesday 14th July 2020  
 Tuesday 11th August 2020  
 Tuesday 8th September 2020  
 Tuesday 13th October 2020  
 Tuesday 10th November 2020  
 Tuesday 12th January 2021  
 Tuesday 9th February 2021  
 Tuesday 9th March 2021  
 Tuesday 13th April 2021  
 Tuesday 11th May 2021  
 Tuesday 8th June 2021

The schedule of meeting dates is available on Council's website.

It should be noted that should there be any variation to the schedule, such variation will be advertised. Other Committee Meetings will be advertised at least four days before the meeting.

Copies of agendas will be available from Council Offices or on Council's website [www.centralhighlands.tas.gov.au](http://www.centralhighlands.tas.gov.au) four days prior to the date of each meeting.

**CARRIED**

### **FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

## 17.5 POLICY NO. 2020 – 57 FINANCIAL HARDSHIP ASSISTANCE MODEL POLICY

**Moved:** Clr R Cassidy

**Seconded:** Clr J Honner

**THAT** Council approve Policy No. 2020 – 57 Financial Hardship Assistance Model Policy with the updated application form provided by Local Government Association of Tasmania.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

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**17.6 COMMERCIAL ADDENDUM TO FINANCIAL HARDSHIP ASSISTANCE MODEL POLICY**

**Moved:** Clr J Poore

**Seconded:** Clr R Cassidy

**THAT** Council defer the matter until the June Council Meeting.

**CARRIED 5/3**

**FOR the Motion:**

Mayor L Triffitt, Clr A W Bailey, Clr S Bowden, Clr R Cassidy & Clr J Poore

**AGAINST the Motion:**

Clr J Allwright, Clr A Campbell & Clr J Honner

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**17.8 TASMANIAN LOCAL GOVERNMENT LEGISTRATIVE FRAMEWORK REVIEW**

Noted

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**17.9 CENTRAL PLATEAU ORAL HISTORY PROJECT – TASMANIAN ARCHIVES**

**Moved:** Clr J Allwright

**Seconded:** Clr J Poore

**THAT** the permission process be devolved to the State Archivist.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Clr J Allwright, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner & Clr J Poore

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**18.0 SUPPLEMENTARY AGENDA ITEMS**

Nil

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*Mayor L Triffitt stated that concern had been raised with her with regards to safety issues when walking over the bridge at Hamilton. This item to be discussed at the June Council Meeting.*

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**19.0 CLOSURE**

Mayor L Triffitt closed the meeting at 11.26 am

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