

Central Highlands Council

Agenda – ORDINARY MEETING – 17th January 2017

Agenda of an Ordinary Meeting of Central Highlands Council scheduled to be held at Hamilton Council Chambers, on Tuesday 17th January 2017, commencing at 9am.

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 (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) in any Item of the Agenda

5.0 CLOSED SESSION OF THE MEETING

Moved: Clr

Seconded: Clr

THAT pursuant to Regulation 15 (1) of the Local Government (Meeting Procedures) Regulations 2015, Council close the meeting to the public.

Items for Closed Session:

- Confirmation of Confidential Minutes of Council's Ordinary Meeting held on 6 December 2016 Regulation 15 (2) (g)
 - Confidential Information Regulation 15 (2) (g)
 - Personnel Matter Regulation (2) (a)
-

5.1 MOTION OUT OF CLOSED MEETING

Moved:

Seconded:

THAT Council move out of Closed Meeting and resume the Ordinary Meeting

OPEN MEETING TO PUBLIC

Meeting opens to the public at 10.00am

6.0 IN ATTENDANCE

10.00am Tracey Turale
11.30am Peter Sylvester on behalf of Flintstone Drive shack owners

6.1 PUBLIC QUESTION TIME

7.0 MAYORAL COMMITMENTS

6th December Ordinary Council Meeting- Bothwell
Bothwell District High School Presentation Awards
10th December Great Lake Community Christmas Party
12th December STCA Meeting- Hobart
13th December Ouse School Presentation awards
14th December Westerway Primary School Awards
Rural Primary Health meeting
22nd December Council Staff Christmas break-up
9th January Site inspection at the Hamilton Recreation Ground
10th January Huon Regional Care meeting- Bothwell

7.1 COUNCILLORS COMMITMENTS

NIL

7.2 GENERAL MANAGER'S COMMITMENTS

6th December Council Meeting and Annual General Meeting
12th December STCA Meeting
14th December Meeting with Insurance Brokers
10th January Meeting Huon regional Care

8.0 NOTIFICATION OF COUNCIL WORKSHOPS HELD

NIL

8.1 FUTURE WORKSHOPS

NIL

9.0 MAYORAL ANNOUNCEMENTS

10.0 MINUTES

10.1 RECEIVAL DRAFT MINUTES ORDINARY MEETING

Moved:

Seconded:

THAT the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 6th December 2016 be received

10.2 CONFIRMATION OF MINUTES ORDINARY MEETING

Agenda 17th January 2017

Moved:

Seconded:

THAT the Minutes of the Ordinary Meeting of Council held on Tuesday 6th December 2016 be confirmed

10.3 RECEIVAL DRAFT MINUTES ANNUAL GENERAL MEETING

Moved:

Seconded:

THAT the Minutes of the Annual General Meeting held on Tuesday 6th December 2016 be confirmed

11.0 BUSINESS ARISING

12.0 NRM REPORT

Moved:

Seconded:

THAT the NRM Report be received



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ABN: 53230571121

NRM Report for Central Highlands Council 1st December to the 12th January 2016

General Business:

We have had our Christmas break and I have just started back at work this week. Eve is on leave until the end of January. Happy New Year to you all.

We held a general meeting in December which was well attended. Eve gave a talk about forage shrubs and their potential application for improving productivity in the region. This was a follow up from her visit to Western Australia where they have been studying how to use shrubs as a grazing resource and which species offer the best palatability and nutrition. The talk was well received and there was considerable interest in this topic.

Central Highlands Weed Management Program

We met with TasNetworks and Forestry Tas to talk about the weed infestation at the Dee. It was decided that a more comprehensive survey was needed. Eve and Ed Parker from TasNetworks undertook this survey in last December. Both TasNetworks and Forestry Tas have agreed to spend resources this year to undertake control at this site and to try to reduce the spread of Gorse and Broom. Council has previously controlled

weeds at this site but without action by the other main landholders it has been difficult to achieve a lasting outcome. We hope that this year will accomplish a major reduction of weeds at the Dee.

We have also started planning for the Poatina project with four team members being employed two new and two from last year. This program will start at the end of the month.

Adopt a Shore at Great Lake has also started with a pre-working bee visit undertaken for planning. Four working bees will be run over the summer period. Two at Cramps Bay and two at Tods Corner. The first will be on the 29th of January at Cramps Bay.

Pasture Hub

The Pasture Information Hub project continues, Eve has been training a student Georga Brenan (an Ag Science Student) to undertaking the pasture monitoring. Georga did her first solo run last week and has fitted in well, learning where all the farms and study sites are located.

Nursery

We have continued working at the Nursery with many more seedlings make it into tube stock and we are on track from production for the platypus walk revegetation project.

Community Grants Fund – Rejuvenating Hamilton’s Platypus Walk

We have met with the Willow control contractor, Greg Jordan, and have discussed what can be achieved with the funding available. We have also discussed how to improve the pathway given the flood damage. The flood damage has meant that more work is involved than originally planned. We have also asked for an extension from Tas Community Fund. We have scheduled the control work for late April early May.

NRM South Naturally Inspired Grants currently open

I have been meeting with farmers and supporting development of applications for this round of Naturally Inspired Grants. These close on the 29th of January.

Yours Sincerely,

Josie Kelman, Facilitator, Derwent Catchment NRM Committee 0427 044 700

Eve Lazarus, Projects Officer, Derwent Catchment NRM Committee 0429 170 048

13.0 FINANCE REPORT

Moved:

Seconded:

THAT the Finance Report be received

14.0 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:

Seconded:

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

14.1 REVIEW OF TASMANIAN BUILDING INDUSTRY

The State Government commenced a comprehensive review into the building industry in 2014. The review was undertaken by representatives of the building industry, building practitioners, Local Government and a consumer advisory group. The intent of the Government's building reform is to maintain high standards whilst making it faster, simpler and cheaper to build in Tasmania. The aim is to welcome investment and encourage job growth in the building and construction industries.

As a result of the review, the Building Act 2016 and Building Regulations 2016 will come into effect from 1 January 2017, and will supersede the existing Building Act 2000, the Building Regulations 2014 and Plumbing Regulations 2014.

Council will continue to be responsible for making the public aware of building and plumbing requirements, and ensuring compliance with the Building Act 2016. Council are also required to issue notices and orders to enforce various provisions of the Act such as dealing with work that has been completed without a permit, addressing the problems of a dilapidated building or dealing with a fire hazard.

Building work has now been categorised by risk. A brief summary of the risk categories is detailed below:-

Low Risk Work (No Permit Required)

Building a small backyard shed, for example, is a low risk project and won't need a building permit or even oversight by a building surveyor. Low risk work can be undertaken by an owner or competent person.

Medium Risk Work (Notifiable Work)

Many building projects that will fall into this category – including a standard house that does not require a planning permit. A Building Surveyor will issue the Certificate of Likely Compliance, authorise the builder to start work and issue the Certificate of Completion at the conclusion of works. The Building Surveyor is required to notify the Permit Authority (Council) when the work will commence, however, the owner won't need to seek a building permit from Council.

Council's role for medium risk work is purely administrative. Council will maintain a file of the documentation, however, we will not be required to assess or approve permits. In addition, Council still maintain its function as the collection agency for the Tasmanian Construction Industry Training Board (TBCITB) Training Levy and Building Administration Levy.

High Risk Work (Permit Work)

Building projects that represent a significant risk – such as most commercial buildings and houses built in hazardous areas or dwellings that are connected to an onsite wastewater management system will still require a building permit from Council. Owner builders are considered to be high-risk, and will require a Building Permit from Council.

A summary of further changes is detailed below:-

- The Building Certificate issued by the General Manager will no longer be applicable;
- The former Special Plumbing Permit (used for the connection of onsite wastewater systems) will cease to exist and will be incorporated into a Plumbing Permit;
- The General Manager will no longer issue a Temporary Occupancy Permit for structures such as marquees. This will be undertaken by a Building Surveyor;
- The Permit Authority (not General Manger) will now be the authorised officer to sign off on Building Orders (the order issued for illegal building work);
- The Permit Authority is required to be licensed as per other building industry practitioners. This will require Council officers to undertake further training to seek the relevant qualifications.
- There will be the requirement for additional inspections to be undertaken by Council's Plumbing Inspector and Environmental Health Officer.

As a result of the changed legislation, it is therefore necessary for council officers to review and amend the fee schedule for building and plumbing permit applications. Council officers have endeavoured to set fees that are comparable with other Councils, based on the level of assessment required, whilst also ensuring that they are affordable to end users

and will not act as deterrence for people obtaining permits, which ultimately lead people to undertake work without permits, and therefore requiring Council to undertake enforcement action.

THE PROPOSED FEES FOR APPLICATIONS MADE POST 1 JANUARY 2017 IS DETAILED BELOW:-

Description	2016-2017
Building	
Building Permit (Class 1) *	\$200.00
Building Permit (Class 10) *	\$150.00
Building Permit Commercial (Classes 2 – 9) *	\$200.00
Notifiable Building Work (Class 1) *	\$150.00
Notifiable Building Work (Class 10) *	\$75.00
Notifiable Building Work (Class 2-9) *	\$150.00
Building Permit (Demolition Only) - All Building Classes * (As prescribed by Part 13 of the Building Act 2016)	\$150.00
Staged Building Permit *	\$100.00 / Stage in addition to Permit Authority Fee
Permit of Substantial Compliance - All Building Classes *	\$200.00
Building Permit (Extension of Time) – 1 st year	\$150.00
Building Permit (Extension of Time) – each year after 1 st extension	\$300.00
Building Permit (Amendment to Permit)	\$120.00
Plumbing	2016-2017
Plumbing Permit (Class 1 building not including onsite wastewater) Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of completion certificate	\$350.00
Plumbing Permit (Class 10 building not including onsite wastewater) Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of completion certificate	\$300.00
Plumbing Permit (New Dwelling / Outbuilding with Sanitary Fixtures inc onsite wastewater) <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of completion certificate</i>	\$500.00
Plumbing Permit (Installation of onsite wastewater management system or upgrade of existing onsite wastewater management system) Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of completion certificates	\$450.00
Plumbing Permit (Class 10) – storm water only	\$150.00
Plumbing Permit Commercial (Classes 2 – 9 not including onsite wastewater) Application fee, assessment, compliance inspections & issuing of completion certificate	\$500.00
Plumbing Permit Commercial (Classes 2-9) – including onsite wastewater	\$650.00

Application fee, assessment, compliance inspections & issuing of completion certificate	
Additional inspection required as a result of a Plumbing Inspection Direction	\$100.00
Retrospective Plumbing Permit – illegal plumbing work inc installation of onsite wastewater management system	Applicable Plumbing Permit fee (by Class) plus 50%
Notifiable Plumbing work as prescribed by Part 9 of the Building Act 2016	\$75.00
Amendment to special plumbing permit issued in accordance with the Building Act 2000 or a Plumbing Permit issued in accordance with the Building Act 2000 or Building Act 2016	\$100.00
Building Surveying	2016-2017
Certificate of Likely Compliance (Class 1) – New Building <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of Occupancy & Final Inspection Certificates</i>	\$580.00
Certificate of Likely Compliance (Class 1) – Extension / Alteration <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of Occupancy & Final Inspection Certificates</i>	\$460.00
Certificate of Likely Compliance (Class 10) – New Building <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of Final Inspection Certificate</i>	\$350.00
Certificate of Likely Compliance (Class 10) – Extension / Alteration <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of Final Inspection Certificate</i>	\$300.00
Certificate of Likely Compliance (Class 1) – Notifiable Work <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of Certificate of Completion</i>	\$460.00
Certificate of Likely Compliance (Class 10) – Notifiable Work <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of Certificate of Completion</i>	\$300.00
Supplementary Inspection Fee (re-inspection)	\$200.00 per inspection

*** For building work with a value of work greater than \$20,000 the TBCITB Training Levy (0.2% of the value of work) and Building Administration Levy (0.1% of the value of work) is applicable in addition to Council fees.**

LEGISLATIVE REQUIREMENTS

In accordance with Section 205 of the Local Government Act 1993, a council may impose fees and charges in respect of any one or all of the following matters:

- (a) The use of any property or facility owned, controlled, managed or maintained by the council;*
- (b) Services supplied at a person's request;*
- (c) Carrying out work at a person's request;*
- (d) Providing information or materials, or providing copies of, or extracts from, records of the council;*
- (e) Any application to the council;*
- (f) Any licence, permit, registration or authorization granted by the council;*
- (g) Any other prescribed matter.*

Recommendation**Moved:****Seconded:**

THAT Council resolve to amend the fee types and amounts payable for building and plumbing permit applications and Building Surveying fees as detailed below:-

Description	2016-2017
Building	
Building Permit (Class 1) *	\$200.00
Building Permit (Class 10) *	\$150.00
Building Permit Commercial (Classes 2 – 9) *	\$200.00
Notifiable Building Work (Class 1) *	\$150.00
Notifiable Building Work (Class 10) *	\$75.00
Notifiable Building Work (Class 2-9) *	\$150.00
Building Permit (Demolition Only) - All Building Classes * (As prescribed by Part 13 of the Building Act 2016)	\$150.00
Staged Building Permit *	\$100.00 / Stage in addition to Permit Authority Fee
Permit of Substantial Compliance - All Building Classes *	\$200.00
Building Permit (Extension of Time) – 1 st year	\$150.00
Building Permit (Extension of Time) – each year after 1 st extension	\$300.00
Building Permit (Amendment to Permit)	\$120.00
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Plumbing Permit (Class 10 building not including onsite wastewater) Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of completion certificate	\$300.00
Plumbing Permit (New Dwelling / Outbuilding with Sanitary Fixtures inc ons wastewater) <i>Application fee, Certificate of Likely Compliance, assessment, compliance</i>	\$500.00

<i>inspections & issuing of completion certificate</i>	
Plumbing Permit (Installation of onsite wastewater management system or upgrade of existing onsite wastewater management system) Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of completion certificates	\$450.00
Plumbing Permit (Class 10) – storm water only	\$150.00
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Plumbing Permit Commercial (Classes 2-9) – including onsite wastewater Application fee, assessment, compliance inspections & issuing of completion certificate	\$650.00
Additional inspection required as a result of a Plumbing Inspection Direction	\$100.00
Retrospective Plumbing Permit – illegal plumbing work including installation of onsite wastewater management system	Applicable Plumbing Permit fee (by Class) plus 50%
Notifiable Plumbing work as prescribed by Part 9 of the Building Act 2016	\$75.00
Amendment to special plumbing permit issued in accordance with the Building Act 2000 or a Plumbing Permit issued in accordance with the Building Act 2000 or Building Act 2016	\$100.00
Building Surveying	2016-2017
Certificate of Likely Compliance (Class 1) – New Building <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of Occupancy & Final Inspection Certificates</i>	\$580.00
Certificate of Likely Compliance (Class 1) – Extension / Alteration <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of Occupancy & Final Inspection Certificates</i>	\$460.00
Certificate of Likely Compliance (Class 10) – New Building <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of Final Inspection Certificate</i>	\$350.00
Certificate of Likely Compliance (Class 10) – Extension / Alteration <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of Final Inspection Certificate</i>	\$300.00
Certificate of Likely Compliance (Class 1) – Notifiable Work <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of Certificate of Completion</i>	\$460.00
Certificate of Likely Compliance (Class 10) – Notifiable Work	\$300.00

Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of Certificate of Completion	
Supplementary Inspection Fee (re-inspection)	\$200.00 per inspection

*** For building work with a value of work greater than \$20,000 the TBCITB Training Levy (0.2% of the value of work) and Building Administration Levy (0.1% of the value of work) is applicable in addition to Council fees.**

Carried

14.2 DELEGATIONS UNDER THE BUILDING ACT 2016 & BUILDING REGULATIONS 2016

BACKGROUND

The Building Act 2016 and Building Regulations 2016 will come into effect on 1 January 2017, and supersede the existing Building Act 2016, the Building Regulations 2014 and Plumbing Regulations 2014.

Section 8(3) of the Building Act 2016 states that a General Manager may delegate to any person any of their powers and functions under the Act, other than his power of delegation. The legislation also has provisions for the General Manager to appoint an employee of another Council or a Permit Authority for the municipal area for another Council as a Permit Authority.

The specific role of the Permit Authority is to grant or refuse Building Permits and Plumbing Permits and to issue Certificate of Completion for building work and plumbing work. The permit authority must also sure that the public is aware of building and plumbing requirements to ensure compliance with the legislation and to keep registers in accordance with the Act.

With the inception of the new legislation, some of the statutory functions have been transferred from the General Manager to the Permit Authority. For example, the Building Order that was previously issued by the General Manager for building work undertaken without Council approval will now be issued by the Permit Authority.

The person appointed as Permit Authority will now require an occupational licence under the *Occupational Licensing Act 2005* and must complete an approved training programme. All existing permit authorities will automatically be deemed to have a license for a period of two years.

CURRENT SITUATION

Simmons Wolfhagen, on behalf of LGAT, has prepared a list of delegations under the Building Act 2016 and Building Regulations 2016 to assist Council in updating the Delegation Registers. The attached list outlines the function or power along with who the delegation is given by, Council or the General Manager.

Recommendation**Moved:****Seconded:**

THAT Council resolve to authorise the following persons as the Central Highlands Council Permit Authority pursuant to Section 24(2) of the Building Act 2016 for building and plumbing matters:-

Manager Development & Environmental Services – Graham Rogers
 Building & Development Senior Administration Officer – Kathy Bradburn
 Environmental Health Officer – Beverley Armstrong

And that Council's Delegation Registers be amended in accordance with the Delegations Register – Building Act 2016 and Building Regulations 2016 prepared by Simmons Wolfhagen current as at 21/12/2016.

Carried**14.3 DES BRIEFING REPORT****PLANNING PERMITS ISSUED UNDER DELEGATION**

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

PERMITTED USE

DA NO.	APPLICANT	LOCATION	PROPOSAL
2016/59	P & J Sheds	Highlands Lakes Road Steppes	2 Outbuildings
2016/60	P E Piuselli	RA 6937 Lyell Highway Ouse	Boundary

DISCRETIONARY USE

DA NO.	APPLICANT	LOCATION	PROPOSAL
2016/56	R W Marriott	48 Leasons Road Westerway	Dwelling Extension & Outbuildings
2016/43	P Granquist	Arthurs Lake Road Arthurs Lake	Holiday Cabin (Visitor Accom)
2016/58	A J Pithouse	19 Dolerite Crescent Flintstone	Garage
2016/57	S Currant	Lyell Highway Derwent Bridge	Workers Accommodation
2016/62	Crusader Homes	3506 Lyell Highway Gretna	Dwelling & Garage

NO PERMIT REQUIRED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2016/63	Longview Design & Drafting	Meredith Springs Road Miena	Dwelling

IMPOUNDED DOGS

Following a request by Council to be advised of all dogs impounded at Council's Bothwell and Hamilton pounds and the outcome of the impoundment, please be advised as follows:

14/12/2016 Impounded at Bothwell Beagle Cross, Owner unknown was taken to Dogs Home.

16/12/2016 Impounded at Hamilton Staffy Cross, Dog released to Owner once Registered.

15.0 WORKS & SERVICES

Recommendation

Moved:

Seconded:

THAT the Works & Services Report be received

WORKS & SERVICES REPORT

6th December 2016 –11th January 2017

Grading & Sheetting

Maintenance Grading

Potholing / shouldering

Thousand Acre Lane

Arthurs Lake Road

Wilburville Road

Spraying

Culverts / Drainage:

Repair culvert Bothwell Township

Drainage Interlaken Road

Occupational Health and Safety

- Monthly Toolbox Meetings
- Day to day JSA and daily pre start check lists completed
- Monthly work place inspections completed
- Playground inspections
- 637.5hrs Annual Leave taken
- 0hrs Sick Leave taken
- 0hrs Long Service Leave

Bridges:

Refuse / recycling sites:

Cover Hamilton Tip twice weekly

Other:

Jet patching Wilburville Road
 Jet Patching Flintstone Drive
 Clean up Bothwell waste transfer station
 Clean up of the Miena waste transfer station

Slashing**Municipal Town Maintenance:**

- Collection of town rubbish twice weekly
- Maintenance of parks, cemetery, recreation ground and Caravan Park.
- Cleaning of public toilets, gutters, drains and footpaths.
- Collection of rubbish twice weekly
- Cleaning of toilets and public facilities
- General maintenance
- Mowing of towns and parks
- Town Drainage

Buildings:**Plant:**

PM654 New Holland tractor (B) serviced
 PM710 JCB Backhoe (B) repair hose and serviced
 PM723 Cat Traxcavator (B) serviced
 PM703 New Holland mower (B) new water pump

Private Works:

VEC Civil truck and float hire
 The Fence Makers concrete premix
 Ron Brown mowing

Casuals

- Toilets, rubbish and Hobart
- Bothwell general duties
- Hamilton general duties
- Mowing and brush cutting

Program for next 4 weeks

Install BBQ and shelters for Bothwell Lions Club at Queens Park
 Stabilization of Wayatinah Road including drainage and line marking
 Arthurs Lake road seal and construction to Boat Ramp
 Stabilization of Victoria Valley Road
 Installation of Cricket nets Bothwell Recreation grounds
 Tender for footpath construction at Market Place Bothwell
 Quotes for new bin on dog trailer
 Irrigation system Hamilton Park

For Discussion

Road Construction Ouse Township

15.1 ROAD CONSTRUCTION OUSE TOWNSHIP

StateGrowth are currently reconstructing a 5km section of the Lyell Highway that ends at the hotel in Ouse. Gradco are the contractors undertaking the project. StateGrowth have contacted the Works Manager in regards to Council having Gradco complete some reconstruction works at the same time in Ouse.

The Lyell Highway is a State Government owed asset.

Before the bridge at Ouse, StateGrowth will construct the full width of the road, as well as the road edge width out to the curb alongside the health center and Ash Cottage.

After the bridge in Ouse until the hotel because there is a footpath off the highway, StateGrowth will only reconstruct the 7.2m of road and not out to the curb and channel of the footpath.

This is the law when a State owned road passes through towns that have footpaths. The works Manager has had a price from Gradco to do the road construction works from the bridge to Ouse hotel on both sides of the road and will table this price at the meeting.

For Discussion

16.0 ADMINISTRATION

16.1 RESIGNATION OF DEPUTY MAYOR

Clr Andrew Downie resigned from Council as Councillor and Deputy Mayor effective 15 December 2016.

Clr Lana Benson was appointed Acting Deputy Mayor whilst Clr Downie was on Leave of Absence. As Clr Downie resigned, Clr Benson is no longer Acting Deputy Mayor.

A by-election for the position of Councillor is to be held and conducted by the TEC:

Nominations open.....	9 am Monday 16 January 2017
Enrolment closes.....	6 pm Thursday 19 January 2017
Nominations close.....	12 noon Thursday 2 February 2017
Nominations announced.....	12 noon Friday 3 February 2017
Ballot material delivered to electors by post (if required).....	7-10 February 2017
Close of poll.....	10am Tuesday 7 March 2017

The successful candidate for Councillor will serve until the 2018 ordinary election.

Section 44(4) of the Local Government Act 1993 provides that if the office of Deputy Mayor becomes vacant for any reason, the councillors are to elect one of their number to the office of Deputy Mayor in the prescribed manner for the balance of the term.

The Local Government Regulations (Division 1) provides the process to be followed for the election of the Deputy Mayor by Councillors. The General Manager will issue to all councillors a notice of election for the office of Deputy Mayor and a nomination form for that election. At the close of nominations, the General Manager will advise each councillor of the nominations received and whether a ballot is required. The ballot will be held at a council meeting.

I have sought advice regarding when this election is to be held and have been advised that there is no mandatory time frame for the holding of an election for the office of Deputy Mayor, the decision on timing remains one for the Council to determine.

If Council determines to hold the election immediately, the earliest that a new Deputy Mayor will be elected would be at the Council Meeting on 21 February, 2017 should there be more than one nomination.

Council may consider delaying the election until the 21 March 2017 Council meeting, which would enable the new elected councillor to participate.

As there is no Acting Deputy Mayor, Councillors may appoint a Councillor as Acting Deputy Mayor until the election of a new Deputy Mayor.

For Discussion

16.2 REMISSIONS UNDER DELEGATION

The following remissions were made by the General Manager under delegation:

08-0218-01971	\$31.91	Penalty – rates paid & forwarded to Northern Midlands Council
03-0224-04027	\$31.74	Penalty – rates paid & forwarded to Northern Midlands Council
09-0500-03607	\$14.85	Penalty – rates paid & forwarded to Northern Midlands Council

For Noting

16.3 DEED OF VARIATION

As requested by Council, the General Manager sought an extension of time to expend the grant funding for the netball/tennis court.

The Date of Completion has been changed to 31 March 2018. A Deed of Variation has been received for signing.

Recommendation:

THAT the General manager and mayor be authorised to sign the Deed of Variation for the grant of \$38,560 from Communities, Sport and Recreation.

16.4 STATE OF ROAD REPAIRS IN FLINTSTONE VILLAGE

A petition has been received from residents at Flintstone requesting Council to take immediate action during this summer sealing programme to return the roads to their previous condition, advising that failure to do so will almost certainly result in more costly remediation in the future.

The petition has 99 signatures.

Mr Peter Sylvester is attending Council's meeting to speak to this matter.

The General Manager and Councillors,
Central Highlands Council,
Tarlton Street,
Hamilton Tas 7140

Re State of Road Repair in Flintstone Village

We, as signed attached, being residents and or property owners in the Flintstone Village petition the council to take urgent action to repair the roads within the village perimeter.

Background

The village roads were sealed and some new ones constructed as part of the then Labour Government's "Shacks Sites Project" in 2000 and 2001. Then, once completed, handed to the council for ongoing care and maintenance. Since that time, however, the council has spent only a minimum of time on basic repairs. This has resulted in surface deterioration with 15 years of normal wear. The situation has compounded due to the severe weather conditions of our last winter.

The road seal is now breaking up completely in many places. In addition and of more concern there is evidence in some parts that structural integrity of the foundation has been compromised by last winter's weather.

Remedial Action Needed

We ask the council to take immediate action during this summer sealing programme to return the roads to their previous condition. Failure to do so will almost certainly result in more costly remediation in the future.

16.5 FINANCIAL SUPPORT – BOTHWELL SPININ FESTIVAL

An amount of \$4,000 has been allocated in the 2016/17 budget for the Bothwell Spin-in. The Spinin Committee has emailed requesting that we make this payment for the 2017 Bothwell Spinin.

Recommendation:

That Council provide \$4,000 to the Bothwell Spinin Committee for the 2017 Bothwell Spinin Festival.

16.6 REVIEW OF AUDIT PANELS

LGAT, in conjunction with the Audit Office, Local Government Division and Governance Institute, have now successfully delivered Audit Panel workshops in 2015 and 2016. The feedback from this year's workshops (in September) was positive, but it was clear that now the Audit Panels had been operating for a reasonable period of time that there is a desire amongst Audit Panel Members (and the staff within councils that support them) for a "review" on how they are functioning, what further material may be required to support them, such as updating the Guidelines (attached) or further template documentation, and if any legislative amendments are required.

LGAT, the Audit Office and the Local Government Division have committed to seek feedback on these matters and determine what further things can be done to support Audit Panels. We will commence by collecting feedback from Audit Panel Members (council and independent), staff supporting Audit Panels and other relevant Senior Managers within councils.

Feedback to the following high level questions is requested Friday 17th February 2017.

1. How do you feel your Audit Panel is functioning? Is it providing value to council across the areas of financial management and broader council performance (e.g. corporate governance, legislative and policy compliance, risk management and decision-making) and is it able to meet all of the requirements of the Ministerial Order?
2. What aspects require improvement, further work, clarification or refinement?
3. What additional support do you or your Audit Panel require, e.g. guidance material, template documents, other?
4. What further legislative reform do you think is required?

Recommendation:

That Council's Audit Panel be asked to address the questions and respond to LGAT.

16.7 2017 HEARINGS & VISITS PROGRAM – STATE GRANTS COMMISSION

The State Grants Commission has prepared discussion papers that will form the basis of its consultations with councils during the Commission's 2017 Hearings and Visits program.

For 2017, there are two discussion papers for discussion. Links to the two discussion papers are attached as follows:

[DP17-01 - Tourism Impacts and the future of the Tourism Cost Adjustor](#)

[DP17-02 Road Preservation Model - Urbanisation Allowance and Cost Adjustor Reviews](#)

Also attached is a link to a Commission information paper, [IP16-25 - 2018-19 Triennium Work Plan - Progress Update 1](#), which informs councils on how the Commission is progressing with the issues it undertook to review over the 2018-19 Triennium.

The Commission would appreciate written submissions on the discussion papers being provided on or before **Friday 27 January 2017**, either:

- Electronically, to pam.marriott@treasury.tas.gov.au; or
- Physically, to 21 Murray Street Hobart TAS 7000 or GPO Box 147 Hobart TAS 7001.

This will enable the Commission to consider and respond to comments during the upcoming 2017 Hearings and Visits.

Please note that any submissions received at a hearing or visit or immediately prior to meeting with the Commission will make it difficult for the Commission to respond fully to matters raised and may limit the scope for informed discussion on relevant issues.

Councils will also have the opportunity to provide verbal submissions, discuss their written submissions, and raise other matters of interest with the Commission at the Commission's 2017 Hearings and Visits. These are expected to occur during February – March 2017.

The Commission has scheduled its 2017 Hearings and Visits program for the periods as follows:

Northern Region	13-15 February 2017
Southern Region	6-8 March 2017
Northwest Region	20-22 March 2017

In 2017, invitations for Commission **visits** are due to be issued to the following councils:

North: Meander Valley Council, Dorset Council, Break O'Day Council

South: Derwent Valley Council, Hobart City Council, Tasman Council, Clarence City Council

North West: King Island Council, Devonport City Council, Latrobe Council

All councils not scheduled for a visit by the Commission, or choosing to not be visited by the Commission in 2017, will be invited to participate in the Commission's 2017 Hearings program. The Commission encourages all councils to participate in its hearings and visits program each year.

Recommendation:

That Councillors forward comments to the General Manager by Wednesday 25 January, 2017 and that the mayor & General Manager attend the hearings.

16.8 EDMUND RICE FOUNDATION

Clr Lana Benson will provide a verbal update on the Edmund Rice Foundation.

16.9 POLICIES FOR REVIEW

The following policies have been reviewed and submitted for adoption:

2013-08	Public Open Space
2015-32	Fire Abatement Policy

Recommendation:

That Council adopt the following policies:

2013-08	Public Open Space
2015-32	Fire Abatement Policy

17.0 SUPPLEMENTARY AGENDA ITEMS

Moved:

Seconded:

THAT Council consider the matters on the Supplementary Agenda

18.0 CLOSURE
