

# Central Highlands Council

## Agenda – ORDINARY MEETING – 15<sup>th</sup> May 2018

Agenda of an Ordinary Meeting of Central Highlands Council scheduled to be held at Hamilton Council Chambers, on Tuesday 15<sup>th</sup> May 2018, 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

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.

### 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) or conflict of interest in any Item of the Agenda.

### 5.0 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).

**Moved:**

**Seconded:**

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

The following matters have been listed in the closed meeting section of the Council agenda in accordance with Regulation 15 of the Local Government (Meeting Procedures) Regulations 2015:

- Confirmation of the Closed Meeting Minutes of Council's Ordinary Meeting held on 17 April, 2018 – Regulation 15 (2)(g) - information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
- Confidential correspondence regarding a personal matter – Regulation (15) (2) (g) - information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
- Confidential correspondence - Regulation (15) (2) (g) - information of a personal and confidential nature or information provided to the council on the condition it is kept confidential

## 5.1 MOTION OUT OF CLOSED SESSION

**Moved:**

**Seconded:**

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

## OPEN MEETING TO PUBLIC

The meeting opens to the public at 10.00am.

## 6.0 DELEGATIONS

9.45am	Dr Martin George
10.30am	Derwent Catchment Project
11.00am	Will Chapman, Hamilton Show Committee

## 6.1 PUBLIC QUESTION TIME

## 7.0 MAYORAL COMMITMENTS

11 <sup>th</sup> April 2018	Meeting with Brian Mitchell MP
12 <sup>th</sup> April 2018	Business of Council
17 <sup>th</sup> April 2018	Ordinary Council Meeting- Bothwell
23 <sup>rd</sup> April 2018	Business of Council - Bothwell
	ABC Television Interview Bothwell
25 <sup>th</sup> April 2018	ANZAC Day Dawn Service - Gretna
	ANZAC Day Service- Bothwell
26 <sup>th</sup> April 2018	Business of Council
3 <sup>rd</sup> May 2018	Business of Council
4 <sup>th</sup> May 2018	Business of council
7 <sup>th</sup> May 2018	Business of Council
	ABC Television Interview – Re St Michaels & All Angels Anglican Church
8 <sup>th</sup> May 2018	HATCH Meeting- Bothwell
	Business of Council - Bothwell
10 <sup>th</sup> May 2018	Budget Workshop - Hamilton
	Citizenship Ceremony – Bothwell

## 7.1 COUNCILLORS COMMITMENTS

### **Clr R L Cassidy**

17 <sup>th</sup> April 2018	Ordinary Council Meeting – Bothwell
25 <sup>th</sup> April 2018	ANZAC Day Dawn Service – Gretna
	ANZAC Day Service- Bothwell
4 <sup>th</sup> May 2018	Meeting with Huon Aquaculture with the Deputy General Manager

## 7.2 GENERAL MANAGER'S COMMITMENTS

17 <sup>th</sup> April 2018	Ordinary Council Meeting
23 <sup>rd</sup> April 2018	Staff Budget Workshop
25 April 2018	Anzac Day Service Bothwell
7 <sup>th</sup> May 2018	Audit Panel Meeting
10 <sup>th</sup> May 2018	Council Budget Workshop
14 <sup>th</sup> May 2018	STCA Meeting

### 7.3 DEPUTY GENERAL MANAGER'S COMMITMENTS

1 <sup>st</sup> May 2018	Derwent Valley / Central Highlands - Department of Premier and Cabinet Emergency Management Meeting
3 <sup>rd</sup> May 2018	Site inspection with Works Manager of the scoreboard at New Norfolk
4 <sup>th</sup> May 2018	Huon Aquaculture regarding a tour of Meadowbank Hatchery
7 <sup>th</sup> May 2018	Audit Panel Meeting
8 <sup>th</sup> May 2018	Meeting with Engineer Mr Ross Cumming and Works Manager regarding draft policy on the minimum requirements for consideration when reconstructing or resealing Council's road Network
9 <sup>th</sup> May 2018	Clr Poore and Mr Chris Wisniewski regarding proposed bike track at Great Lake
9 <sup>th</sup> May 2018	Meeting with Southern Midlands regarding Work Health and Safety
10 <sup>th</sup> May 2018	Budget Workshop
14 <sup>th</sup> May 2018	Local Government Shared Services Meeting
15 <sup>th</sup> May 2018	Ordinary Council Meeting

### 8.0 NOTIFICATION OF COUNCIL WORKSHOPS HELD

Budget Workshop 10.00am at Hamilton, 10 May 2018

### 8.1 FUTURE WORKSHOPS

Budget Workshop 10.00am at Hamilton, 22 May, 2018

### 9.0 MAYORAL ANNOUNCEMENTS

The Mayor will provide a verbal update on the process of the proposed disposal/sale of churches and church properties in the Central Highlands.

### 10.0 MINUTES

#### 10.1 RECEIVAL DRAFT MINUTES ORDINARY MEETING

**Moved:**

**Seconded:**

**THAT** the Draft Minutes of the Open Council Meeting of Council held on Tuesday 17<sup>th</sup> April 2018 be received.

#### 10.2 CONFIRMATION OF MINUTES ORDINARY MEETING

**Moved:**

**Seconded:**

**THAT** the Minutes of the Open Council Meeting of Council held on Tuesday 17<sup>th</sup> April 2018 be confirmed.

#### 10.3 RECEIVAL DRAFT MINUTES AUDIT PANEL MEETING

**Moved:**

**Seconded:**

**THAT** the Draft Minutes of the Audit Panel Meeting held on Monday 7<sup>th</sup> May 2018 be received.

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## 11.0 BUSINESS ARISING

- 14.4 Draft budget amended
- 14.6 Lease with Hydro being organised by DES
- 14.7 Mrs Harkin advised of Council's approval
- 15.1 Survey to be undertaken when Dunrobin bridgeworks are completed
- 15.2 Letter sent to Body Corporate Bronte Park
- 15.3 Draft Policy re Road Reconstruction underway
- 15.4 Mr Hallett advised of Council's permission
  - Tasmanian Tartan – Mayor and Deputy Mayor have had meeting
- 16.4 Highlands Power Trail Stage 2 – Hydro advised of Council's assistance
- 16.5 Community Grant forwarded
- 17.1 Letter sent to Mr Zantuck

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## 12.0 DERWENT CATCHMENT PROJECT REPORT

**Moved:**

**Seconded:**

**THAT** the Derwent Catchment Project Report be received.

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## The Derwent Catchment Project

Increasing Productivity. Restoring Landscapes

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### Derwent Catchment Project Report for Central Highlands Council

10<sup>th</sup> April – 8<sup>th</sup> May 2018

#### **General business**

##### *China Summit*

An NRM summit was held last week in Hobart in collaboration with the Chinese Agricultural Academy of Science, NRM South and the Tasmanian Institute of Agriculture. Josie presented the work of the Derwent Catchment Project in a session relating to river restoration and wetland recovery. The Chinese attendees were particularly interested in how to harness the community to achieve good outcomes on the ground.

##### *Lloyd Klumpp meeting*

Josie recently met with the head of Biosecurity Tasmania to discuss the Central Highlands Weed Management Program as a model that could be applied to Statewide weed management. Lloyd was very supportive of the framework based on cross tenure, collaborative partnerships and will follow up with the Minister.

#### **Agricultural best practice program**

##### *Farm planning*

We have undertaken 2 farm planning site visits and are continuing to expand our membership base offering support with agricultural best practice advice.

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### *BBQ series*

A session has been organised for Thursday 31<sup>st</sup> May focusing on catchment river health and farming. We will have a panel of experts to discuss the recent results of the Derwent Catchment water quality study and hope to stimulate local community discussion about water quality in the catchment. The focus will be on practical solutions to support river health. It would be great to have members of the Council come and join us. As always, this will be a good opportunity for the community to get together and catch up over a BBQ and a beer.

### **Central Highlands Weed Management Program**



#### *Dee Lagoon*

Works have been undertaken at Dee Lagoon on broom along the waterfront on Hydro Land. This work is part of a bigger program involving collaboration at the site between Hydro, TasNetworks and Sustainable Timber Tasmania (Forestry Tas). Broom has been cut/paste here in vast quantities as this picture shows!



## Conservation and Restoration

### Ouse River Recovery Project



The Ouse River Project is in full swing. Derwent Catchment staff have been working furiously with Greg and his team over the last month and have undertaken willow removal works and restoration at Watsons Marsh, Millbrook, Corinyah, Ousedale, Ashton and Tor Hill. We are grateful to PGG Wrighton's seeds for donating 150 kilos of rye/clover which we are sewing in conjunction with revegetation works to slow the weed burden in the coming Spring.

Eve has been seeking donations from other seed companies to lend support the project. Josie has been lobbying hard for extra money from State Government and we are likely to hear by the 15<sup>th</sup> of May if we have been allocated more funding.

### Tyenna River Willow Control Program – field day

As part of the Tyenna River Recovery Project with Inland Fisheries we visited river restoration sites with staff from Parks & Wildlife at Mt Field, Inland Fisheries and Norske Skog. The day provided a great opportunity for all parties to see what progress has been made and to discuss strategies for collaboration in the future. The Derwent Catchment Project is providing a facilitation role and will develop a plan to formalise the various Stakeholders' commitment and provide an overarching, long-term strategy for restoration of the river.



**Miena cider gum**

Eve has prepared the necessary Threatened Species Section (DPIPWE) permit and arranged for arborists to collect seed from Hydro land at the Arthurs Flume Road population and from the Ellis's property at St Patrick Plains. This work is expected to occur in the next couple of months. A field day has been organised for the 12th May to complete cage modifications at the Ellis's property which will allow the juvenile trees to continue to grow without sabotage from possums.

**Grants roundup**

- Agri-best Practice in the Derwent – Smart Farming small grants round - \$61,000 - pending
- Dairy Cares for the Derwent: Open Gates - Smart Farming small grants round - \$100,000 – pending
- Pasture Hub: a new model for extension in the Derwent Catchment - \$250,000 - Meat & Livestock Australia – pending
- Stockwise Tasmania – Smart Farming Partnerships – Statewide bid for \$3.8 million with a focus on action in the Derwent - pending

Yours Sincerely,

Josie Kelman, Facilitator, The Derwent Catchment Project 0427 044 700

Eve Lazarus, Projects Officer, The Derwent Catchment Project 0429 170 048





## Budget requests for 2018-19

### **Weed Management: on-ground action - \$17,500**

We have an active collaborative program of weed works happening across the region and have had ongoing investment into control by Hydro, State Growth, Parks & Wildlife, TasNetworks, Sustainable Timbers Tasmania, Norske Skog, Tasmanian Land Conservancy and NRM South. All partners are contributing to weed control across the Central Highlands. This collaborative program has obvious benefits for the Municipality. However, there are several outstanding weed problems on Council managed land. We would like to ensure that Council can meet the targets outlined in the Central Highlands Weed Management Plan as the success of the program relies on commitment from all Stakeholders.

We are requesting a designated weed budget of \$17,500 - *this is for on-ground control work only*. This is the estimated control costs as designated within the plan for Council annually.

The NRM facilitation monies that Council contributes to The Derwent Catchment Project will support the Central Highlands Weed Management Program's coordination, data management and reporting, lobbying for control works as well as the broader NRM program.

### **Ouse River Recovery - \$20,000**

Ongoing support for works at Grace Nichols park and Council land adjoining the Ouse River. The initial budget of \$20,000 provided by Council for willow control under the larger Agricultural Landscape Rehabilitation scheme will shortly be used by the contractor. Unfortunately, this will not cover the full costs of the machine control works and revegetation. The machine works alone will cost \$29,000. I would like to request a further \$20,000 be allocated to allow for the additional costs for control works and to allow for revegetation and maintenance works for the coming year on Council land.

### **Platypus Walk Maintenance program - \$2,500**

We would also like to request an additional \$2,500 be allocated to weed control this year for the Platypus Walk whilst the site is regenerating. It is at this early phase of establishment of the revegetation works that on-going weed control is vital.

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## 13.0 FINANCE REPORT

**Moved:**

**Seconded:**

**THAT** the Finance Report be received.

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## 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:** Clr

**Seconded:** Clr

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

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## 14.1 REVIEW OF PUBLIC COMMENTS ON PLANNING AGENDA ITEMS AT COMMITTEE MEETINGS

### **Background**

Policy No. 2017-49, Public Comment on Planning Agenda Items at Committee Meetings was adopted by Council on 21 November 2017.

### **Current Situation**

The policy has recently been reviewed to clarify further who is entitled to speak at a Planning Committee Meeting and to amend some typographical errors. Council will also need to consider if this policy will apply to planning applications that have been submitted straight to a Council Meeting for consideration without firstly being considered by the Planning Committee.

In the past there has been occasions where it has been necessary to submit a planning application straight to an Ordinary Meeting of Council without it firstly being considered by the Planning Committee. As the current policy only applies to Planning Committee Meeting then the right to speak is limited to that of the "Public Question Time Procedures". Therefore it is considered appropriate that this policy also apply to planning applications that have not firstly been considered by the Planning Committee. It is not intended that this policy apply to those items that have been before the Planning Committee.

### **Conclusion**

Following a review of Policy No. 2017-49 minor amendments have been made to items 4.1, 4.2 and 4.5. It is also being proposed to change the "Note" at the end of the Policy to state that this policy will also apply to those Planning Applications that are being considered at an Ordinary Meeting of Council, without firstly being considered by the Planning Committee.

### **Recommendation**

**Moved:** Clr

**Seconded:** Clr

**THAT** Policy No. 2017-49 Public Comment on Planning Agenda Items at Council Meetings amended May 2018 be adopted.

**Carried**

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## 14.2 ACCEPTANCE OF DOG(S) AGREEMENT : DOGS HOME OF TASMANIA

Council currently has an agreement with the Dogs' Home of Tasmania to accept impounded or relinquished dog(s). A letter has been received from the Dogs' Homes of Tasmania reviewing the agreement.

A copy of the letter and Acceptance of Dogs Agreement is attached. The fee per dog will increase from \$50.00 to \$100.00 (excluding GST).

### Recommendation

Moved: Clr

Seconded: Clr

**THAT** the General Manager be authorised to sign the Acceptance of Dogs Agreement.

**Carried**

## 14.3 KENNEL LICENCE APPLICATION : 4 DENNISTOUN ROAD, BOTHWELL

### Background

Council received an application for a Kennel Licence for four (4) dogs at 4 Dennistoun Road, Bothwell. As required by the Dog Control Act, the applicant advertised the intention to apply for a kennel licence in the Mercury Newspaper on 15<sup>th</sup> February 2018 giving persons residing within 200 metres of the property 14 days to object. During this period one (1) objection was received by Council.

On 15<sup>th</sup> March 2018 Council's Animal Control Officer, Helen Bryant, undertook an inspection of the property and has reported as follows:

On my arrival the dogs barked as would be expected of dogs when a person visits, the dogs soon settled down and accepted my presence without any further protest. All four dogs were friendly, social and appeared to be in good physical condition and very much connected with their Mum.

The property is an older style property with wooden paling fencing that have lost their integrity over the years, as is commonly seen. The property owner and resident, Peta Rainbird, has undertaken substantial repairs to part of the yard where one of the dogs had previously escaped. These repairs are of a permanent nature and should ensure that the dogs don't escape in the future. A walk around the boundary with Peta enabled her to show me vulnerable areas where the ground had fallen below the fence line, these had been filled with sizeable rocks to ensure the dogs can not dig or escape. Peta is aware of the commitment required to regularly check the fence line and make required repairs.

The yard is a sufficient size to accommodate the kind and number of dogs comfortably, given that the dogs are normally housed inside with the owner. There is a 40ft container in the yard, owner advises that this is being removed in the next week, this will greatly increase the area available to the dogs. There were a small number of dog droppings seen in the yard, as would be expected. Peta advises that she bags and disposes of faeces regularly, the absence of a build up of faeces confirms this.

I am fully supportive of the application for a kennel licence subject to an acceptable outcome to the barking complaint process.

One of the issues raised was with regards to barking dogs and the barking complaint process was commenced on 20<sup>th</sup> March 2018 which is as follows:

### **Stage 1**

Upon receipt of a written complaint regarding a barking dog, an initial letter is sent to the dog owner regarding nuisance barking, which sets out the details as to when the barking is occurring, measures that can be put in place to remedy the situation, the legal responsibilities of the dog owner as they relate to the *Dog Control Act 2000*, and the penalties involved for non-compliance. The dog owner has 14 days to mitigate the nuisance barking.

### **Stage 2**

If after 14 days you feel there has been no improvement in the situation please inform the Council and the Animal Management Officer will visit the dog owner to discuss the issues, and assess the situation, making recommendations where needed.

### **Stage 3**

This is the final stage. If there has been no improvement following the previous stages a formal complaint pursuant to Section 47 of the *Dog Control Act 2000* is required to be lodged by the complainant. If a formal complaint is required please contact Council for a formal complaint form. **This form then needs to be lodged with the appropriate fee as outlined in Section 47(b) of the *Dog Control Act 2000*.**

Once the formal complaint has been received, and the fee has been paid, then the Council will formally investigate the situation. This process takes approximately 30 days, and your assistance will be required in accurately completing a "bark diary". At the end of this formal investigation, Council will assess if nuisance barking is occurring, issue penalties for nuisance barking, and/or decide whether legal action will be pursued.

The initial letters were sent both to the owner and objector as outlined in Stage 1. In accordance with Stage 2 the objector has not made any further contact with Council and therefore there is no need to progress to Stage 3.

### **Recommendation**

**Moved:** Clr

**Seconded:** Clr

**THAT** the application for a Kennel Licence for four (4) dogs at 4 Dennistoun Road, Bothwell be approved with the following conditions:

1. No additional dogs over the age of six (6) months are to be kept on the above property.
2. Central Highlands Council is to be notified of any change in the breed or number of dogs.
3. Any change in the breed or number of dogs may require application for a new licence.
4. Adequate provisions for the health, welfare and adequate control of dogs.
5. Compliance with the provisions of the Dog Control Act 2000 or any other relevant ACT, including but not limited to the Animal Welfare Act 1993.
6. The situation and condition of the premises is not to create a nuisance at any time.
7. A sanitary method of disposal of excreta and waste shall be provided.
8. The kennel or yard shall be constructed in such a way as to provide effective methods of cleaning and disinfecting.
9. Provision of items not specifically noted which may be required and/or directed by the General Manager to ensure compliance with the Dog Control Act 2000.

**Carried**

## **14.4 KENNEL LICENCE APPLICATION : 6 DENNISTOUN ROAD, BOTHWELL**

### **Background**

Council received an application for a Kennel Licence for three (3) dogs at 6 Dennistoun Road, Bothwell. As required by the Dog Control Act, the applicant advertised the intention to apply for a kennel licence in the Mercury Newspaper on 8<sup>th</sup> March 2018 giving persons residing within 200 metres of the property 14 days to object. During this period one (1) objection was received by Council.

On 19<sup>th</sup> April 2018 Council's Animal Control Officer, Helen Bryant, undertook an inspection of the property and has reported as follows:

I met with the applicant at the property and he was happy to show me around. The gates and fences at the property were although not very high, they were secure and sufficient for the breed/type of dogs on the property. There is a large grassed well fenced area at the rear of the property that the applicant advised was used as an exercise yard for the two large staghound type dogs. The smaller dog is housed inside and has a sufficiently sized pen for outdoor use.

The yard was clean and free of faeces, the dogs pens were clean, however the large dog pen did have a strong urine odour emanating, advised the applicant that regular disinfecting would be required.

I am fully supportive of the application for a kennel licence for three dogs only, and recommend regular inspections to ensure property owners continue to comply.

### **Recommendation**

**Moved:** Clr

**Seconded:** Clr

**THAT** the application for a Kennel Licence for four (4) dogs at 4 Dennistoun Road, Bothwell be approved with the following conditions:

1. No additional dogs over the age of six (6) months are to be kept on the above property.

2. Central Highlands Council is to be notified of any change in the breed or number of dogs.
3. Any change in the breed or number of dogs may require application for a new licence.
4. Adequate provisions for the health, welfare and adequate control of dogs.
5. Compliance with the provisions of the Dog Control Act 2000 or any other relevant ACT, including but not limited to the Animal Welfare Act 1993.
6. The situation and condition of the premises is not to create a nuisance at any time.
7. A sanitary method of disposal of excreta and waste shall be provided.
8. The kennel or yard shall be constructed in such a way as to provide effective methods of cleaning and disinfecting.
9. Provision of items not specifically noted which may be required and/or directed by the General Manager to ensure compliance with the Dog Control Act 2000.

**Carried**

## 14.5 DRAFT EMERGENCY MANAGEMENT AMENDMENT BILL

The following email has been received from LGAT:

**From:** Georgia Palmer [<mailto:Georgia.Palmer@lgat.tas.gov.au>]  
**Sent:** Monday, 30 April 2018 1:59 PM  
**To:** Lyn Eyles;  
**Subject:** Emergency Management Amendment Bill - for comment

Dear General Managers,

Drafting of the *Emergency Management Amendment Bill 2018* (draft Bill) has been underway since late March 2017 to address a number of recommendations arising from the independent review of Tasmania's emergency Management arrangements by the Department of Justice. The Bill is now available for comment.

I have attached for a number of documents which will support you in providing comment on the Bill. They include;

- a copy of the draft Bill,
- a table including the sections of the Bill that will impact on Councils and Municipal Emergency Management Committees (comparing the existing legislation to the draft Bill) and commentary from LGAT in relation to potential impact and feedback from previous consultations from the sector.
- a copy of the submission LGAT provided to the State as part of previous consultation on the Act
- A copy of the consultation feedback form developed by State Emergency Services (SES).

As this is an important piece of legislation which has potential to impact on the use of council resources, LGAT will develop a sectoral response to the draft Bill. If you could provide comments to me ([georgia.palmer@lgat.tas.gov.au](mailto:georgia.palmer@lgat.tas.gov.au)) by **COB 29 May 2018** that would be appreciated. I have attached a copy of the consultation feedback form which you may like to use in providing feedback.

If you have any queries please do not hesitate to contact me.

Kind regards

Georgia Palmer  
 Senior Policy Officer  
 LGAT  
 Ph: 6233 5965

### Recommendation

**Moved:** Clr

**Seconded:** Clr

**THAT** all comment be forwarded to the Manager Development and Environmental Services by Friday 25<sup>th</sup> May 2018.

**Carried**



## 14.6 DEVELOPMENT AND ENVIRONMENTAL SERVICES FEES AND CHARGES REGISTER REVIEW

The annual review of fees and charges associated with building, plumbing, environmental health and planning services has been undertaken.

The fees and charges schedule below provides all current items previously adopted by Council with recommendations as to whether they should be retained, deleted or modified.

Council officers 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.

It is being proposed the building, plumbing permit and environmental health fees be increased by CPI in most areas. There are also some increases and amendments being proposed to the planning fees as detailed below.

Description	2017/2018	Proposed 2018/2019
<b>Building</b>		
Building Permit (Class 1) *	\$200.00	\$205.00
Building Permit (Class 10) *	\$150.00	\$155.00
Building Permit Commercial (Classes 2 – 9) *	\$200.00	\$205.00
Notifiable Building Work (Class 1) *	\$150.00	\$155.00
Notifiable Building Work (Class 10) *	\$75.00	\$80.00
Notifiable Building Work (Class 2-9) *	\$150.00	\$155.00
Building Permit (Demolition Only) - All Building Classes * (As prescribed by Part 13 of the Building Act 2016)	\$150.00	\$155.00
Staged Building Permit *	\$100.00 / Stage in addition to Permit Authority Fee	\$105.00
Permit of Substantial Compliance - All Building Classes *	\$200.00	\$205.00
Building Permit (Extension of Time) – 1 <sup>st</sup> year	\$150.00	\$155.00
Building Permit (Extension of Time) – each year after 1 <sup>st</sup> extension	\$300.00	\$305.00
Building Permit (Amendment to Permit)	\$120.00	\$125.00
Building Plan - Search / Copy Fee	\$20.00	\$20.00
<b>Description</b>	<b>2017/2018</b>	<b>Proposed 2018/2019</b>
<b>Plumbing</b>		
Plumbing Permit (Class 1 building not including onsite wastewater) Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of completion certificate	\$350.00	\$355.00
Plumbing Permit (Class 10 building not including onsite wastewater) Application fee, Certificate of Likely Compliance, assessment, compliance inspections & issuing of completion certificate	\$300.00	\$305.00
Plumbing Permit (New Dwelling / Outbuilding with Sanitary Fixtures inc onsite wastewater) <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections &amp; issuing of completion certificate</i>	\$500.00	\$505.00
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	\$455.00
Plumbing Permit (Class 10) – stormwater only	\$150.00	\$155.00
Plumbing Permit Commercial (Classes 2 – 9 not including onsite wastewater) Application fee, assessment, compliance inspections & issuing of completion certificate	\$500.00	\$510.00
Plumbing Permit Commercial (Classes 2-9) – including onsite wastewater	\$650.00	\$660.00

Application fee, assessment, compliance inspections & issuing of completion certificate		
Additional inspection required as a result of a Plumbing Inspection Direction	\$100.00	\$105.00
Retrospective Plumbing Permit – illegal plumbing work inc installation of onsite wastewater management system	Applicable Plumbing Permit fee (by Class) plus 50%	Applicable Plumbing Permit fee (by Class) plus 50%
Notifiable Plumbing work as prescribed by Part 9 of the Building Act 2016 <i>Certificate of Likely Compliance, assessment, compliance inspections &amp; issuing of completion certificate</i>	\$75.00	\$300.00
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	\$110.00
<b>Description</b>	<b>2017/2018</b>	<b>Proposed 2018/2019</b>
<b>Building Surveying</b>		
Certificate of Likely Compliance (Class 1) – New Building <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections &amp; issuing of Occupancy &amp; Final Inspection Certificates</i>	\$580.00	\$585.00
Certificate of Likely Compliance (Class 1) – Extension / Alteration <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections &amp; issuing of Occupancy &amp; Final Inspection Certificates</i>	\$460.00	\$465.00
Certificate of Likely Compliance (Class 10) – New Building <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections &amp; issuing of Final Inspection Certificate</i>	\$350.00	\$355.00
Certificate of Likely Compliance (Class 10) – Extension / Alteration <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections &amp; issuing of Final Inspection Certificate</i>	\$300.00	\$305.00
Certificate of Likely Compliance (Class 1) – Notifiable Work <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections &amp; issuing of Certificate of Completion</i>	\$460.00	\$465.00
Certificate of Likely Compliance (Class 10) – Notifiable Work <i>Application fee, Certificate of Likely Compliance, assessment, compliance inspections &amp; issuing of Certificate of Completion</i>	\$300.00	\$305.00
Supplementary Inspection Fee (re-inspection)	\$200.00 per inspection	\$205.00 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.**

<b>Description</b>	<b>2017-2018</b>	<b>Proposed 2018-2019</b>
<b>Planning</b>		
<b>Permitted Development</b>		
All Permitted Development	\$110.00 min & \$1.10 per \$1000 value of works > \$10,000	\$115.00 min & \$1.10 per \$1000 value of works > \$10,000
<b>No Permit Required Compliance Fee</b>		
Planning Certification (where developer wants formal assessment of no permit required works or exempt)	\$85.00	\$85.00
<b>Discretionary Development</b>		
Discretionary Development	\$185.00 min & \$1.10 per \$1000 value of works > \$10,000	\$190.00 min & \$1.10 per \$1000 value of works > \$10,000
Application for Level 2 Activities		\$
Statutory Advertising	\$310.00	\$310.00

<b>Subdivision</b>		
Application for Subdivision or Boundary Adjustment	\$55/lot (minimum fee \$425.00)	\$55/lot (minimum fee \$430.00)
Statutory Advertising	\$310.00	\$310.00
<b>Final Plans</b>		
Sealing Final Plans & Stratum	\$40/lot (minimum fee \$200.00)	\$40/lot (minimum fee \$205.00)
Amendments to Sealed Plans	\$210.00 Plus \$500 if a hearing is required	\$215.00 Plus \$510 if a hearing is required
<b>Other</b>		
Amendments to Permits	50% of Original Planning Fee	\$160.00
Extension of time to Permits	\$100.00	\$105.00
Application for Adhesion Order	\$210.00	\$210.00
Engineering Drawing Assessment Fee	\$250 minimum & 1% value of works	\$255 minimum & 1% value of works
Engineering Inspections	\$125/hour	\$130/hour
<b>Amendments to Planning Scheme</b>		
Assessment of Applicant's Submission	\$800/ minor amendment or \$1600 / all others plus applicable DA/SUB assessment fee for s.43A combined applications	\$800/ minor amendment or \$1600 / all others plus applicable DA/SUB assessment fee for s.43A combined applications
Statutory Advertising & Notification	\$800 per advertisement (2 advertisements required)	\$815 per advertisement (2 advertisements required)
Council Undertakes Changes to Planning Scheme Maps	Council to advise fee when amendment finally approved by TPC	Remove, no longer relevant
Tasmanian Planning Commission Fee	Current fee as set by the TPC	Current fee as set by the TPC

Description	2017-2018	Proposed 2018-2019
<b>Environmental Health</b>		
<b>Registration &amp; Licence Fees</b>		
Food Premises application or annual renewal fee		
• Low Risk Premises [1]	\$155.00	\$160.00
• Medium Risk Premises [2]	\$275.00	\$280.00
• High Risk Premises [3]	\$515.00	\$525.00
• Community Organisation	\$25.00	\$25.00
Transfer of Food Business Licence	\$155.00	\$160.00
Mobile Food Van – Annual Fee		
• Low Risk Premises	\$200.00	\$205.00
• Medium Risk Premises	\$250.00	\$255.00
• High Risk Premises	\$300.00	\$305.00
Temporary Food Licence –(Commercial) Per Day	\$35.00	\$40.00
Temporary Food Licence –(Community) Flat Fee	\$25.00	\$25.00
Food Sampling (Analysis Extra)	\$110.00	\$120.00
Non-Compliance Follow up Inspection	\$100.00	\$110.00
<b>Water, Wastewater, Environmental</b>		
Private Water Supply Licence & Water Carrier Licence	\$155.00	\$160.00
Non-Compliance Follow up Inspection	\$150.00	\$155.00
Water Sampling Charges (analysis are extra)	\$125.00	\$130.00
Environmental Protection Notices (for updating permits or to abate environmental harm)	\$225.00	\$230.00
<b>Public Health</b>		
Place of Assembly Licence (Temporary Event)	\$115.00	\$120.00
Place of Assembly Licence (Community Organisations)	\$25.00	\$25.00
Registration of Premises for Public Health Risk Activity (E.g. Skin Penetration)	\$125.00	\$130.00
Registration of a Regulated System (E.g. Cooling Towers)	\$125.00	\$130.00
Hawkers Licence, Includes Kerb Side Vendors (residents)	\$65.00	\$70.00
Hawkers Licence (non - residents)	\$90.00	\$95.00
Caravans (per van per annum)	\$155.00	\$160.00
Non-Compliance Follow up Inspection	\$100.00	\$105.00

#### Notes

- 1 Premises are ranked in accordance with a Risk Classification system, low risk include B&B and cafes with no cooking.
- 2 Premises are ranked in accordance with a Risk Classification System, med risk include restaurants.
- 3 Premises are ranked in accordance with a Risk Classification System, high risk include nursing homes; there are no high risk food premises in CHC and if a premises performs well then it may move down a category.

#### Recommendation

**Moved:** Clr

**Seconded:** Clr

THAT pursuant to Section 205 of the Local Government Act 1993, Council resolve to adopt the revised Development and Environmental Services fees and charges register and for it to take effect commencing 1 July 2018.

**Carried**

## 14.7 DOG REGISTRATION SCHEDULE OF FEES

In accordance with the Dog Management Policy Council must determine all fees payable under the Dog Control Act 2000. The schedule of fees are to be set annually and are to be in line with the financial year, i.e. 1st July to 30th June.

The dog registration fees have remained unchanged since 2014. Below is a comparison in fees with neighbouring Councils.



Description	Central Highlands		Southern Midlands	Derwent Valley		Brighton	
	Paid by 31 July	Paid after 31 July		Paid by 31 July	Paid after 31 July	Paid by 31 July	Paid after 31 July
Domestic Dog (Desexed)	\$20.00	\$40.00	\$30.00	\$27.50	\$41.00	\$27.00	\$92.00
Domestic Dog (not Desexed)	\$40.00	\$70.00	\$40.00	\$57.00	\$85.50	\$77.00	\$42.00
Pensioner	\$10.00 (1st dog only)	\$20.00 (1st dog only)	50% discount off one dog only	\$14.00 desexed \$28.50 not desexed (2 dogs only per household)	\$20.50 desexed \$43.00 not desexed (2 dogs only per household)	\$25.00 desexed \$52.50 not desexed (1 dogs only per owner)	\$40.00 desexed \$67.00 not desexed (1 dogs only per owner)
Working Dog (used for the purpose of working farm stock)	\$10.00	\$20.00	\$30.00	\$31.50	\$47.50	\$42.00	\$57.00
Hunting Dog (used to flush game)	\$10.00	\$20.00	No Separate Classification	\$31.50	\$47.50	No Separate classification	No Separate classification
Greyhound (TGRA registered)	\$10.00	\$20.00	\$30.00	\$31.50	\$47.50	\$42.00	\$57.00
Registered Breeding Dog (TCA Registered & Dog Owner holding current membership of the TCA)	\$10.00	\$20.00	\$30.00	\$57.00	\$85.50	\$42.00	\$57.00
Special Assistance Dog (Guide Dog / Hearing Dog)	No Charge	No Charge	No Charge	No Charge	No Charge	No Charge	No Charge
Declared Dangerous Dog	\$1,000	\$1,500	\$90.00	\$304.50	\$457.00	\$450.00	\$465.00

<b>Description</b>	<b>Central Highlands</b>	<b>Southern Midlands</b>	<b>Derwent Valley</b>	<b>Brighton</b>
<b>Kennel Licence Application</b>	<b>3-5 Dogs - \$20.00 &gt;5 Dogs - \$30.00</b>	<b>\$120.00 plus \$280.00 advertising fee</b>	<b>\$123.00</b>	<b>\$125.00 (if paid by July 31<sup>st</sup>) \$155.00 (if paid after July 31<sup>st</sup>)</b>
<b>Kennel Licence Renewal</b>	<b>\$10.00</b>	<b>\$50.00</b>	<b>\$50.50</b>	<b>\$125.00</b>
<b>Formal Notice of Complaint Fee</b>	<b>\$10.00 (refundable)</b>	<b>\$60.00</b>	<b>\$52.50 (refundable)</b>	<b>\$90.00 (refundable)</b>
<b>Impounding Reclaim Fee</b>	<b>\$20.00 (First Offence) \$40.00 (Subsequent Offences)</b>	<b>\$30.00</b>	<b>\$40.00 (First Offence) \$60.00 (Subsequent Offences)</b>	<b>\$70.00</b>
<b>Pound Maintenance Fee</b>	<b>\$10.00 per day</b>	<b>\$10.00 per day</b>	<b>\$16.00 per day</b>	
<b>Replacement Tag</b>	<b>\$5.00</b>	<b>\$10.00</b>	<b>\$13.00</b>	<b>\$3.00</b>
<b>Surrender Fee</b>			<b>Cost + 25%</b>	

### Conclusion

Dog Registration fees have remain unchanged since 2014 and following a comparison with neighbouring Council's it is proposed to apply a minimal increase in for 2018/2019 as follows:

Description	2017/2018		Proposed 2018/2019	
	Paid by 31 July 2017	Paid after 31 July 2017	Paid by 31 July 2018	Paid after 31 July 2018
Domestic Dog (Desexed)	\$20.00	\$40.00	\$21.00	\$41.00
Domestic Dog (not Desexed)	\$40.00	\$70.00	\$41.00	\$71.00
Pensioner (1 <sup>st</sup> dog only)	\$10.00	\$20.00	\$11.00	\$21.00
Working Dog (used for the purpose of working farm stock)	\$10.00	\$20.00	\$11.00	\$22.00
Hunting Dog (used to flush game)	\$10.00	\$20.00	\$11.00	\$21.00
Greyhound (TGRA registered)	\$10.00	\$20.00	\$11.00	\$21.00
Registered Breeding Dog (TCA Registered & Dog Owner holding current membership of the TCA)	\$10.00	\$20.00	\$11.00	\$21.00
Special Assistance Dog (Guide Dog / Hearing Dog)	Nil	Nil	Nil	Nil
Declared Dangerous Dog	\$1000.00	\$1500.00	\$1000.00	\$1500.00
Kennel Licence Application Fee	3-5 Dogs - \$20.00 >5 Dogs - \$30.00		\$50.00	
Kennel Licence Renewal Fee	\$10.00		\$30.00	
Impounding Reclaim Fee (First Offence)	\$20.00		\$20.00	
Impounding Reclaim Fee (Subsequent Offences)	\$40.00		\$40.00	
Pound Maintenance Fee	\$10.00 per day		\$10.00 per day	
Replacement Tag (Metal Lifetime Tag)	\$5.00		\$5.00	
Dog Surrender Fee			\$100.00	
Formal Notice of Complaint Fee	\$10.00 (Refundable)		\$20.00 (Refundable)	

**Recommendation****Moved:** Clr**Seconded:** Clr**THAT** Council adopt the following Dog Registration Schedule of Fees and Charges for the 2018/2019 period:

Description	2018/2019	
	Paid by 31 July 2018	Paid after 31 July 2018
Domestic Dog (Desexed)	\$21.00	\$41.00
Domestic Dog (not Desexed)	\$41.00	\$71.00
Pensioner (1 <sup>st</sup> dog only)	\$11.00	\$21.00
Working Dog (used for the purpose of working farm stock)	\$11.00	\$22.00
Hunting Dog (used to flush game)	\$11.00	\$21.00
Greyhound (TGRA registered)	\$11.00	\$21.00
Registered Breeding Dog (TCA Registered & Dog Owner holding current membership of the TCA)	\$11.00	\$21.00
Special Assistance Dog (Guide Dog / Hearing Dog)	Nil	Nil
Declared Dangerous Dog	\$1000.00	\$1500.00
Kennel Licence Application Fee	\$50.00	
Kennel Licence Renewal Fee	\$30.00	
Impounding Reclaim Fee (First Offence)	\$20.00	
Impounding Reclaim Fee (Subsequent Offences)	\$40.00	
Pound Maintenance Fee	\$10.00 per day	
Replacement Tag (Metal Lifetime Tag)	\$5.00	
Dog Surrender Fee	\$100.00	
Formal Notice of Complaint Fee	\$20.00 (Refundable)	

**Carried****14.8 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
2018 / 00014	Rainbow Building Solutions	3 Michael Street, Bothwell	Outbuilding
2018 / 00017	Goldwind Australia Pty Ltd	Shop A, 16 Patrick Street, Bothwell	Information Centre

**NO PERMIT REQUIRED**

DA NO.	APPLICANT	LOCATION	PROPOSAL
2018 / 00015	G S Fry	37 Wilburville Road, Wilburville	Deck
2018 / 00016	I L Mahoney	11 Jillett Road North, Brandum	Outbuilding (Shipping Container)

**ANIMAL CONTROL**

No dogs have been impounded over the past month.

**INFORMATION UPDATE ON SURVEY FOR BANNING SINGLE USE TAKAWAY PACKAGING****Report By**

Environmental Health Officer (Beverley Armstrong)

**Background**

Last year Council provided a response to an informal consultation from the LGAT with respect to single use takeaway packaging. Hobart City Council (HCC) had resolved to lobby the State government to consider an amendment to the *Plastic Shopping Bags Ban Act 2013* to broaden the scope of the legislation to include non-compostable single-use takeaway food packaging.

The preference of all responders to the survey, was that they would support a statewide approach to this issue. HCC agrees that any ban would be viewed as fairer and have a greater environmental impact if it were to be adopted statewide, and hence ***will be putting a motion to that effect for discussion to the LGAT General Meeting in July.***

HCC has completed both a business survey and a community survey on the issue in recent months. The ***business survey*** results indicate that;

- 56% agreed that single-use packaging is unsustainable, and 74% agreed that plastic packaging has a negative environmental impact.
- Businesses chose products predominantly based on functionality.
- Very few businesses believe a local government by-law is the best way to reduce single-use packaging,
- Most businesses would prefer to see a statewide ban.

The online ***community survey*** generated a huge response with close to 3000 respondents taking the time to complete the survey. Results indicate that;

- 96% of the community do not think it is appropriate to use single use plastics
- 69% make choices about where to buy takeaway food based on packaging options offered



- 90% are happy to pay more to ensure sustainable packaging is used, and 45% are happy to pay between 2-5% more
- A statewide law was rated the most effective way to reduce single-use packaging, with 58% of respondents selecting this option above a local by-law or an educational approach.

HCC's waste education team have also conducted significant research into replacement products, suppliers, costs and relevant certifications of compostability. A database of suitable products has been developed and will continue to be refined and expanded and made available to businesses and the public to assist them to make informed choices when purchasing substitute products. The general intent, whether a ban be statewide or local, will be to work with all stakeholders for a period of time to ensure that by the date of enactment, suitable replacement products are readily available and affordable and the ban is understood and supported by businesses and the community.

### ***For Information***

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## **15.0 WORKS & SERVICES**

### **Moved:**

### **Seconded:**

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

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## **WORKS & SERVICES REPORT** **15<sup>th</sup> April 2018 – 09<sup>th</sup> May 2018**

### **Grading & Sheeting**

Bronte Heights Road  
Woodwards Road

Browns Marsh Road

### **Maintenance Grading**

Bradys Lake Road  
Bronte waste transfer station

Victoria Valley Road  
Wihareja Road

### **Potholing / shouldering**

Dennistoun Road  
Wihareja Road  
Strickland Road  
Bashan Road  
Jones River Road

Pelham Road  
Waddamana Road  
Victoria Valley Road  
Dawson Road

### **Spraying**

### **Culverts / Drainage:**

### **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
- 50.5hrs Annual Leave taken
- 25.5 hrs Sick Leave taken
- 0hrs Long Service Leave
- First Aid training for all staff

**Bridges:**

NIL

**Refuse / recycling sites:**

Cover Hamilton Tip twice weekly

**Other:**

Entrance to Bothwell WTS sealed  
 Install guide posts and advisory speed limits Lower Marshers Road  
 Install advisory speed limit signs Victoria Valley Road  
 Gravel driveways Arthurs Lake Road  
 Clean up and set up for ANZAC day services  
 Road construction Ellendale Road  
 Repair ramp Humble Road  
 2 X drum musters  
 Playground inspections

**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:**

NIL

**Plant:**

**PM748 Hino truck (B) serviced and new ring feeder**  
**PM705 Mack truck (H) serviced**  
**PM757 JCB Backhoe (H) new tyres**  
**PM636 Small trailers (H) repairs**  
**PM709 Cat loader (B) new teeth on bucket**  
**PM666 Cat loader (H) new adaptors and teeth for bucket**  
**PM613 Komatsu loader (H) serviced**  
**PM753 Bomag compactor (H) serviced**

**Private Works:**

Cody Bannon truck hire  
 Dave Jones gravel delivery  
 Geoff Herbert gravel delivery  
 Ramsey Ag concrete pre mix  
 Leonard Martin gravel delivery  
 Tony Bailey gravel works  
 David Drystale gravel delivery  
 Stornoway truck and trailer hire  
 A. Van Limbrek gravel delivery  
 Andrew Jones truck hire  
 Kelvin Triffett truck hire  
 Brett Speed tractor and truck hire  
 Chris Ball grader hire

**Casuals**

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

**Program for next 4 weeks**

Grading and re-sheeting Municipal roads  
 Ellendale Road rehabilitation and seal  
 New entrance to Bethune Park  
 Culvert cleaning and drainage issues

**15.1 DRAIN AT ARTHURS LAKE #34 WILBERVILLE**

At the April Council meeting Mrs Teresa Nichols attended requesting Council to give permission to fill in the drain that runs through her property. Council last year diverted the drain from her property. Council advised Mrs Nichols that Councils engineer and Works Manager would give advice to Council on the matter. Advice from Councils engineer Ross Cumming attached.

*"Hi Jason,*

*I confirm the site inspection held at #34 Arthurs Lake Road, Wilburville at 11:30am on Tues 8 May 2018 to inspect the open channel at this property.*

*Ross Cumming Engineering reported on this drain in a report dated 6 July 2016.*

*Subsequently, Council constructed a new DN1050 culvert across Arthurs Lake Road to the east of #34 and a new diversion channel to link to the north to join the existing natural stream at the rear of #34. In addition, the Arthurs Lake table drain that allowed water to spill from the large 185ha catchment to the smaller 40ha catchment towards #34 was filled in.*

*This has been very effective in diverting all of the large 185ha Wilburville stormwater catchment from entering the smaller 40ha catchment that connects to the open channel that flows through #34.*

*I estimate that the flows running through #34 have been reduced by a factor of 5.*

*However the smaller 40ha catchment still connects to the open channel running through #34 and there will be times during major flood events that the channel will convey stormwater. There will be a minor flow from groundwater that will be ongoing.*

*I recommend that the channel be kept functional but its capacity could be significantly reduced, ie the channel could be made shallower, say reduced in depth by no more than one half.*

*Filling in the channel and providing an ag drain is not recommended as at some time a major flood will occur and that will create a significant flow to the channel at #34.*

*Any works undertaken by the owner that reduces the capacity of the drain would be at the owners risk.*

*Regards,*

*Ross Cumming*

*ROSS CUMMING ENGINEERING "*

**16.0 ADMINISTRATION****16.1 RECOMMENDATIONS FROM AUDIT PANEL**

The Audit Panel at its meeting held on Monday, 7 May 2018 has made the following recommendations to Council:

- (a) That Council adopt the Model Code of Conduct for Members of the Audit Panel;
- (b) That Council adopt the following policies as reviewed by the Audit Panel:
  - (i) 2018-53 Asset Management Policy
  - (ii) 2015-37 Records Management Policy

- (iii) 2013-18 Employee Recruitment and Selection Policy
- (iv) 2018-54 Minimum requirements for Consideration when Reconstructing or Resealing Council's Road Network; and
- (c) That the Development & Environment Services Department include a Waste Report in its monthly report to Council

**Recommendation:**

**THAT:**

- (a) Council adopt the Model Code of Conduct for Members of the Audit Panel;
- (b) Council adopt the following policies as reviewed by the Audit Panel:
  - (i) 2018-53 Asset Management Policy
  - (ii) 2015-37 Records Management Policy
  - (iii) 2013-18 Employee Recruitment and Selection Policy
  - (iv) 2018-54 Minimum requirements for Consideration when Reconstructing or Resealing Council's Road Network; and
- (c) That the Development & Environment Services Department include a Waste Report in its monthly report to Council

## 16.2 AUDIT PANEL MEMBERS

Council's Audit Panel Charter covers the appointment of Audit Panel members:

- The Audit Panel comprises 2 councillors and 1 independent member, appointed by the council.
- The council will appoint an independent member as the Chair of the Panel.
- Audit Panel members are appointed for a period of 2 years.
- Audit Panel members may be re-appointed at the approval of the council.

Mr Ian McMichael was appointed as Council's Independent Chair of the Audit Panel at the Council meeting held on 19<sup>th</sup> January 2016.

Mr McMichael initially advised that he did not seek reappointment, but upon further discussions, Mr McMichael has advised that he is happy to be reappointed as the independent chairman of the Central Highlands Audit Panel.

Under the Audit Panel Charter, appointments are for two years, and reappointment is available.

**Recommendation:**

**That:**

- (a) Mr Ian McMichael be reappointment as Independent Chairman of the Central Highlands Audit Panel for 2 years; and
- (b) Council determine that the remuneration payable to the Chairman be set at \$.....per quarter.

### 16.3 CENTRAL HIGHLANDS PHARMACY

Council at its meeting held in June 2017 resolved that Mr Terry Burnett be advised that after the establishment of the pharmacy and upon request, Council will consider support by way of a contribution to any proposed health program/clinic to be held in the pharmacy.

On 11<sup>th</sup> April 2018 the pharmacy promoted influenza injections at the minimum cost of \$5 each. A total of 30 people received the vaccinations with the net cost to the pharmacy being \$171.75.

Mr Burnett is seeking a contribution from Council to cover this amount.

#### Recommendation:

**THAT** Council reimburse the Central Highlands Pharmacy \$171.75 for the influenza vaccination program undertaken on 11 April, 2018.

### 16.4 OUSE COMMUNITY ONLINE ACCESS CENTRE

As reported in the April 2018 agenda, Centralinc will cease operating on 31 May 2018. Centralinc will transfer its remaining assets to Ouse Community Online Access Centre Inc. and this committee will assume responsibility for the production of the Highland Digest commencing with the May edition.

Mrs Victoria Onslow, Chairperson of the Ouse Online Access centre has written seeking the continued support of the Council's annual grant to ensure the financial viability of the Highland Digest.

#### Recommendation:

**THAT** Council continue the allocation of the annual grant of \$10,800 towards the Highland Digest.

The General Manager,  
Central Highlands Council,  
Hamilton 7140,

24<sup>th</sup> April 2018



Dear Lyn,

As you are aware The Central Highlands Community Development Inc is ceasing operation.

As a consequence the production of The Highland Digest is now being undertaken by the Ouse Online Community Access Centre Inc.

The Committee of the OOCAC is seeking the continued support of the Council's annual grant to ensure the financial viability of this highly valued community resource.

Yours sincerely

Mrs. Victoria Onslow  
Chairperson OOCAC



## 16.5 AMENDMENTS TO THE LOCAL GOVERNMENT GENERAL REGULATIONS

LGAT is seeking feedback on the proposed amendments to the Local Government General Regulations.

The key amendments proposed are:

- (1) The introduction of a gifts and donations register as per the new Part 5A of the Local Government Act 1993.

The following classes of gift or donation are prescribed:

- (a) items, services, loans of money, loans of property or any other benefits with a monetary value of \$50 or more;
- (b) items, services or other benefits that are part of a series of gifts or donations received by a councillor from the same donor, where the aggregate monetary value of the series of gifts or donations in a financial year is \$50 or more.

- (2) Amendment to regulation 21 to remove the requirements prescribing poster size and number
  - (3) Amendments to regulation 22 to remove restrictions in regard to limitations on television, radio and newspaper advertising
  - (4) Amendments to regulation 22 to remove two separate electoral expenditure limits replacing these with a single limit of \$10,000 for a candidate, regardless of whether they are running for mayor or deputy mayor or councillor. This amount will be increased each year by the CPI
  - (5) professional development and abide by the principles of good governance
- LGAT request that any feedback be provided by COB on 25 May 2018.

### For Discussion

## 16.6 MODEL CREDIT CARD POLICY

A Draft Model Credit Card Policy for Tasmanian Councils has been prepared by LGAT after consideration of the Auditor General's Report on Credit Card Use; existing council policies and preliminary feedback from councils.

LGAT will work through all feedback and finalise a final Model Policy with the Director of Local Government. Comments and feedback should be forwarded to LGAT by COB Monday 28<sup>th</sup> May 2018.

### For Discussion

## 16.7 OSTERLEY WAR MEMORIAL HALL TOILET FACILITY

The Mayor has received the following email from Tony Bannister, President, Veterans Memorial Centre regarding the provision of an eco friendly toilet for the Osterley Hall.

*"Hi Lou, my name is Tony Bannister, we met at the Bothwell Hotel on Anzac Day, I spoke about an eco friendly toilet ( the same as the Central highlands have installed ) at the Hall to allow us better use of the facilities,*

- a. perhaps you could supply us with a cost to have one installed.*
- b. maybe the council could install one for us and we could maintain it.*
- c. If council were to install it we could provide the labour.*

*Could you please consider this as the hall needs quite a bit of TLC and without the toilet system it make it difficult to spend time and have to many people in attendance .*

*Kind Regards*

*Tony Bannister  
President  
Veterans Memorial Centre"*

### For Discussion



## 16.8 DUNROBIN BRIDGE

Clr Allwright has requested that this item be placed on the agenda for discussion by Council and has provided the following information:

They have significantly narrowed the walk way, on each side, effectively creating a safety issue for pedestrians and fishers. Kevin Bourne (State Growth) assured me that they would fix it back to what it was, but would like Central Highlands Council to write seeking that confirmation in writing and also whether they would consider talking to Council/me (on-site) regarding an idea to increase the walkway width to a safer distance.

### For Discussion

## 16.9 MEMORIAL LATE DEIRDRE FLINT

Clr Allwright would like to provide an update on the progression of the memorial for Deirdre Flint.

In April 2017 Council were advised, that Central Highlands Council had been named a beneficiary in the estate of former Mayor Deirdre Flint OAM.

An amount of \$20,000 was bequeathed to Council to be applied as follows:

- \$10,000 is to be used to construct a piece of furniture in Queens Park, Bothwell in Tasmania in memory of Deirdre and her late husband Tony Flint;
- \$10,000 is to be used to construct a piece of furniture in the Hamilton Recreation Reserve, Hamilton in Tasmania in memory of Deirdre and her late husband Tony Flint.

At the October 2017 Council meeting it was resolved that Clr J R Allwright discuss with the executors of the estate the following suggestions:

- 1) A raised sandstone rose garden with sandstone seating at the Hamilton Park opposite the hall; and
- 2) Wall and roof construction around the barbeque at the top of Queens Park and additional seating.

### For Discussion

## 16.10 BOTHWELL DISTRICT SCHOOL ASSOCIATION

The Treasurer of the Bothwell District School Association has written to Council regarding the major raffle being undertaken for the 2018 school year.

The Association is seeking assistance from businesses in the Bothwell area, in the form of donations of prizes and would appreciate any assistance provided.

### For Discussion

Bothwell District School Association  
c/- Tash Lewis  
PO Box 94  
BOTHWELL TAS 7030

7<sup>th</sup> May 2018

Central Highlands Council  
Att: Lyn Eyles  
6 Tarleton Street  
Hamilton TAS 7140

Dear Mrs Eyles,

I am writing to you on behalf of the Bothwell District School Association, regarding our major raffle for the 2018 School Year.

In previous years, our successful fundraising efforts have provided Bothwell District School with the means to purchase much needed improvements and resources, including a new Play Fort, Blinds for our new classrooms, Uniforms and fun activities like Bricks for Kids.

We will be running our major raffle during Term 2, and in order to make it as successful as possible we are seeking assistance from businesses in the Bothwell area, in the form of donations of prizes.

If you are able to assist us in any way, it would be greatly appreciated. I can be contacted best by phone on 0400 629 887 or by email at [natasha.lewis22@yahoo.com.au](mailto:natasha.lewis22@yahoo.com.au).

Kind Regards,

Tash Lewis  
Treasurer  
Bothwell District School Association

## 16.11 COUNCIL MEETING DATES 2018-2019

The following is a schedule of Council meeting dates and Planning Committee Meeting dates for approval by Council prior to advertising.

### Notice of Council & Committee Meetings July 2018– June 2019

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 17<sup>th</sup> July 2018 - Hamilton  
 Tuesday 21<sup>st</sup> August 2018 – Bothwell  
 Tuesday 18<sup>th</sup> September 2018 – Hamilton  
 Tuesday 16<sup>th</sup> October 2018 – Bothwell  
 Tuesday 20<sup>th</sup> November 2018 – Hamilton  
 Tuesday 4<sup>th</sup> December 2018 – Bothwell  
 Tuesday 15<sup>th</sup> January 2019 – Hamilton  
 Tuesday 19<sup>th</sup> February 2019 – Bothwell  
 Tuesday 19<sup>th</sup> March 2019 – Hamilton  
 Tuesday 16<sup>th</sup> April 2019 – Bothwell  
 Tuesday 21<sup>st</sup> May 2019 – Hamilton  
 Tuesday 18<sup>th</sup> June 2019 – Bothwell

Annual General Meeting – Tuesday 4<sup>th</sup> December 2018 – Bothwell at 8.45 am.

**Planning Committee Meeting of Council:**

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

Tuesday 10<sup>th</sup> July 2018  
 Tuesday 14<sup>th</sup> August 2018  
 Tuesday 11<sup>th</sup> September 2018  
 Tuesday 9<sup>th</sup> October 2018  
 Tuesday 13<sup>th</sup> November 2018  
 Tuesday 8<sup>th</sup> January 2019  
 Tuesday 12<sup>th</sup> February 2019  
 Tuesday 12<sup>th</sup> March 2019  
 Tuesday 9<sup>th</sup> April 2019  
 Tuesday 14<sup>th</sup> May 2019  
 Tuesday 11<sup>th</sup> June 2019

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.

**Recommendation:**

**THAT** Council approve the above meeting dates for the Ordinary Council Meeting and the Planning Committee Meetings for 2018/2019 noting that after the ordinary election in October, that council will need to review the times of commencement of the meetings as required under Regulation 6 (2) of the Local Government (Meeting Procedures) Regulations 2015.

**16.12 2018 NAIDOC WEEK SCHOOL INITIATIVES – REQUEST FOR FINANCIAL PARTNERSHIP**

Dylan Williams, Executive Director NAIDOC Week Initiatives has provided the following information regarding the request for a financial contribution from Council towards the 2018 NAIDOC Week School Initiatives.

Koori Kids is a community organisation (under the umbrella of Koori Kids) that engages young people across Tasmania in a range of school initiatives to promote education and awareness of Aboriginal & Torres Strait Islander culture. Each year Koori Kids conducts the NAIDOC Week School Initiative Competitions for school aged children. This is broken up into primary and secondary school categories being; colouring-in, short story writing and creative and essay writing. Koori Kids is seeking continued support from council and request consideration of council to be an associate partner with a \$400 towards the program.

The initiatives are coordinated in partnership with Department of Education, Department of Education (Federal), Department of Health and Department of Premier & Cabinet. Koori Kids has provided a proposal and draft entry forms for the 2018 initiatives. The contribution sought (\$400) will be utilised towards the costs for printing and distribution of information packs, posters and entry forms to schools across councils LGA. These initiatives are designed to educate all students on cultural diversity and involve a whole of community approach in the spirit of reconciliation and bringing us 'all together as one community'.

## Costing Description Cost

Printing Entry forms – (LGA Schools) 325.00  
Distribution Postage and Delivery 75.00

This worthwhile cross cultural initiative has been operating very successfully since 2001 and is aligned with NAIDOC Week, celebrated in July each year. Hundreds of entries are received each year from schools within councils LGA, and the success of the program is due in part to the support of councils and partner organisations. The contribution sought (\$400) will be utilised towards the costs for printing and distribution of information packs, posters and entry forms for colouring-in, short story writing and creative essay writing competitions held in schools across the local government area (LGA). These initiatives are designed to educate all students on cultural diversity and involve a whole of community approach in the spirit of reconciliation and bringing us 'all together as one community'.

## For Discussion

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### 16.13 USE OF BOTHWELL TOWN HALL

Olivia Salmon, a nutritionist who lives at Gretna is wanting to bring some healthy eating and nutrition plans to rural communities and would like to do some work that ties in with the local get active program in Bothwell. Olivia would like to use the Bothwell Hall for 1-2 hours on a Monday for a 6 week period and is asking whether Council would consider waiving the hall hire fee.

Olivia intends to charge \$15.00 per person to cover her travelling and materials.

## For Decision

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### 16.14 REMISSION OF RATES REQUEST 03-0222-01170 – LAKE AUGUSTA ROAD, CENTRAL PLATEAU

The owners of the above property have written to Council requesting a remission of rates for the period 07/12/17 to 30/06/18.

The owner states that 'Ibbott Hut' at Lake Ada has been restored as a "day use" shelter facility for Thousand Lakes Lodge guests for safety and cultural heritage purposes and is not used for any overnight stays. The owner states that they receive no rubbish removal, water, power, toilet or road access. They ask if Council would consider waiving their rates for this hut.

The rates for the period 07/12/17 to 30/06/18 are \$337.80, which is made up of the following:

- General Rate \$232.26
- Garbage \$ 83.53
- Fire Levy \$ 22.01

It is recommended that no remission be approved unless the owner of the property made the 'Ibbott Hut' at Lake Ada a "day use" shelter facility for the general public, hence Council may wish to consider a 50% remission of the general rates only as the 'Ibbott Hut' would be for community use.

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## 17.0 SUPPLEMENTARY AGENDA ITEMS

**Moved:**

**Seconded:**

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

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## 18.0 CLOSURE

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