



Central Highlands Council

MINUTES – ORDINARY COUNCIL MEETING – 16 APRIL 2024

Minutes of the Ordinary Meeting of the Central Highlands Council held in the Council Chamber, **Bothwell** on **Tuesday 16th April 2024**, commencing at **9.00am**.

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1. OPENING

2. AUDIO RECORDING DISCLAIMER

As per Regulation 33 (2) (a) of the Local Government (Meeting Procedures) Regulations 2015, audio recordings of meetings will be made available to Councillors, staff and members of the wider community including Government Agencies at no charge and will be made available on Council's website as soon as practicable after each Council Meeting. Unlike Parliament, Council meetings are not subject to parliamentary privilege, and both Council and the individual may be liable for comments that may be regarded as offensive, derogatory and/or defamatory.

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 in accordance with Council's Policy 2017-50.

The Mayor also advises, that members of the public are not permitted to make audio recordings of Council Meetings without prior approval being granted.

3. ACKNOWLEDGEMENT OF COUNTRY

4. PRESENT

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller

5. IN ATTENDANCE

Mrs Kim Hossack (General Manager); Mr Adam Wilson (Deputy General Manager), Graham Rogers (Development & Environmental Services Manager) and Mrs Katrina Brazendale (Minute Secretary).

6. APOLOGIES

Nil

7. LEAVE OF ABSENCE

Nil

8. PECUNIARY INTEREST DECLARATIONS

In accordance with Regulation 8 (7) of the *Local Government (Meeting Procedures) Regulations 2015*, the Chairperson requests Councillors to indicate whether they or a close associate have or are likely to have a pecuniary interest (any pecuniary or pecuniary detriment) or conflict of interest in any Item of the Agenda.

Nil

9. PERCEIVED INTEREST DECLARATIONS

Under the **Model Code of Conduct** made by Order of the Minister responsible for Local Government the following will apply to a Councillor –

PART 2 – Conflict of Interest that are not Pecuniary.

(6) A Councillor who has an actual, potential or perceived conflict of interest in a matter before the Council must –

- (a) Declare the conflict of interest and the nature of the interest before discussion on the matter begins; and
- (b) Act in good faith and exercise reasonable judgement to determine whether a reasonable person would consider that the conflict of interest requires the Councillor to remove himself or herself physically from any Council discussion and remain out of the room until the matter is decided by the Council.

Cr A Archer indicated a Perceived Interest in Item 26.2 at the time of this item being discussed.

10. CLOSED SESSION OF THE MEETING

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

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

RESOLUTION 01/04.2024/C

Moved: Cr J Honner

Seconded: Cr Y Miller

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

Item Number	Matter	Outcome
1	<i>Confirmation of the Minutes of the Closed Session of the Ordinary Meeting of Council held on 19 March 2024.</i>	<i>Regulation 15 (2)(G) of the Local Government (Meeting Procedures) Regulations 2015 – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.</i>
2	<i>Confirmation of the Minutes of the Closed Session of the Special Meeting of Council held on 9 April 2024.</i>	<i>Regulation 15 (2)(G) of the Local Government (Meeting Procedures) Regulations 2015 – information of a personal and confidential nature or information provided to Council on the condition it is kept confidential.</i>
3	<i>Deputations</i>	<i>Regulation 15 (2)(G) of the Local Government (Meeting Procedures) Regulations 2015 – Commercial information of a confidential nature.</i>
4.1	<i>Tender CHC 01-24 Supply and Stockpile of Crushed Red Gravel</i>	<i>Regulation 15 (2)(D) of the Local Government (Meeting Procedures) Regulations 2015 - Contracts, and tenders, for supply of goods and services and their terms, conditions, approval and renewal.</i>
4.2	<i>Transfer of Land to the Tasmanian Fire Service at Miena</i>	<i>Regulation 15 (2)(F) of the Local Government (Meeting Procedures) Regulations 2015 – Proposals for the council to acquire land or an interest in land or for the disposal of land.</i>

5	<i>Supplementary Agenda Items</i>	<i>Part 2 Regulation 8 (6) of the Local Government (Meeting Procedures) Regulations 2015.</i>
6	<i>Consideration of Matters for Disclosure to the Public.</i>	<i>Regulation 15 (8) of the Local Government (Meeting Procedures) Regulations 2015 – Wile in a closed meeting, the Council, or Council Committee, is to consider whether any discussions, decisions, reports or documents relating to that closed meeting are to be kept confidential or released to the public, taking into account privacy and confidentiality issues.</i>

CARRIED**For the Motion**

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

MEETING CLOSED to the public at **9.10am**.

11. MOTION OUT OF CLOSED SESSION**RESOLUTION 05/04.2024/CC****Moved:** Cr J Honner**Seconded:** Cr Y Miller***THAT*** the Council:

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

Item Number	Matter	Outcome
1	<i>Confirmation of the Minutes of the Closed Session of the Ordinary Meeting of Council held on 19 March 2024.</i>	<i>THAT</i> the Minutes of the Closed Session of the Ordinary Meeting of Council held on 19 March 2024 be confirmed.
2	<i>Confirmation of the Minutes of the Closed Session of the Special Meeting of Council held on 5 April 2024.</i>	<i>THAT</i> the Minutes of the Closed Session of the Special Meeting of Council held on 5 April 2024 be confirmed.
4.1	<i>Tender CHC 01-24 – Supply and Stockpile of Crushed Red Gravel</i>	<i>THAT</i> Council accept the Tender CHC 01-24 Supply and Stockpile of Crushed Red Gravel from Fieldwicks Crushing Pty Ltd for the sum of \$408,144 (including GST).
4.2	<i>Transfer of Land to the Tasmanian Fire Service at Miena</i>	<i>THAT</i> the matter was discussed.
5.1	<i>Purchase of Land Ellendale for ILU</i>	<i>THAT</i> Council agreed to the purchase price for the land at Ellendale and to meet all costs.

For the Motion

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

12. RE-OPEN MEETING TO THE PUBLIC

The meeting re-opened to the public at **10.00am**. The Mayor again advises, to the meeting and members of the public that Council Meetings, not including Closed Sessions, are audio recorded and published on Council's Website.

Members of the public are not permitted to make audio recordings of Council Meetings without prior approval being granted.

*There were five members (5) of the public in the gallery
Steve Loring (Miena), Stefan Frazik (Fentonbury), Colin Cunningham (Gretna), Micheal Tierney (Fentonbury) and Damien Bester (New Norfolk News)*

13. DEPUTATIONS

Stefan Frazik (Fentonbury), Colin Cunningham (Gretna) and Micheal Tierney (Fentonbury) addressed Council concerning the local BushWatch Group. BushWatch is a crime-prevention initiative that encourages users of the bush or recreational areas to report unusual, suspicious or criminal activity and vandalism to the police.

They took this opportunity to present Council with a large print of the Fentonbury War Memorial site, in appreciation of Council's support in establishing this site for the local community.

14. PUBLIC QUESTION TIME

In accordance with the *Local Government (Meeting Procedures) Regulations 2015*, the Council conducts a Public Question Time Forum to enable members of the public to ask question on Council related matters.

A period of 15 minutes, if required, will be set aside at the beginning of each Ordinary Council Meeting to conduct Public Question Time. If a response to a question cannot be provided at the meeting a written response will be provided as soon as practicable.

A member of the public may give written notice to the General Manager, 7 days before a meeting of a question to be put to the Meeting.

The Chairman may invite any member of the public present at a meeting to ask questions, without notice, relating to activities of the Council, subject to the provisions of Clause 2 below.

1. Once Question Time commences the Chairman will determine the order in which questions are heard.
2. Questions may relate to any business of the Council capable of being discussed in the open portion of the meeting, and which is not listed as an item for consideration on the Agenda for the Council Meeting.
3. Members of the public proposing a question are required to be present at the Council Meeting at which their question is to be read. Where a person submits a question for Public Question Time but fails to attend the meeting, the question will be treated as general correspondence and a written response will be provided at the earliest opportunity.
4. A person asking a question, when called upon by the Chairman is requested to:

- Stand,
 - State their name and address,
 - Read out their question.
5. The Chairman retains the right to accept or decline questions and to determine if the question is to be answered at the meeting by the appropriate Councillor or employee or written down and taken on notice. The decision to take the question on notice may also be taken by the Councillor or employee to whom the question is directed. Questions taken on notice will be answered at a later meeting.
 6. The Chairman may rule a question inappropriate, and thus inadmissible if in his or her opinion it has already been asked, is unclear, irrelevant, insulting, improper or relates to any matter which would normally be discussed in the closed portion of the meeting as defined in the *Local Government (Meeting Procedures) Regulations 2015*.
 7. Public Question Time forum will be limited to a maximum of 15 minutes in duration and will be declared closed following the expiration of the allocated time period, or where all valid questions have been dealt with, whichever is the sooner.
 8. Each question is to be asked by the proponent who will be allowed a maximum of three minutes in which to put the question.
 9. The Chairman will **not allow** any discussion or debate on either the question or the response.
 10. Where a person proposes more than one question at any one forum, and there are a number of persons wishing to lodge questions, the Chairman may take the questions in such order so as to hear as many members of the public as practical during the time allocated.
 11. The minutes of the Council Meeting will contain a summary of each question asked by members of the public and the response given.
 12. Public Statements (as opposed to questions) **will not** be accepted for the reason that statements could be considered a form of participation.

Pertaining to any Planning Authority agenda item within this agenda, Council will do so in accordance with Council's Policy 2017-49.

Both the Public Question Time Procedure above and Council's Policy 2017-49 'Public Comment on Planning Agenda Items' will be available for the public to view at the meeting.

The following questions were raised by members of the public:-

1. Steve Loring – Question to Mayor L Triffitt

Earlier in the year the Mayor attended the Shackowners Meeting at Miena, which you attended along with Cr J Honner and Cr D Meacheam. At that meeting there was some disquiet about the fact that the Lake area hadn't been included in the Town Structure Plan meetings / workshops that took place at Bothwell, Hamilton and Ouse. If I remember rightly, you agreed that you would bring the matter back to the Council Workshop that was coming up in a few days later. Did this take place, and what was the outcome? What can I go back and tell the people at Miena?

Council Response

Cr R Cassidy, Deputy Mayor J Allwright, Cr D Meacheam, Cr Y Miller all provided comments in relation to this question.

Council applied for Government Funding to undertake the project which originally included other township areas as well as Miena. That funding was cut back and only allowed for the townships of Bothwell, Hamilton and Ouse to be undertaken.

Council will discuss the other townships missed, during it's upcoming budget deliberation process and that Council can possibly undertake further township structure plans in-house.

Consultation for the Miena area would be best suited for the summer periods due to the peak period of property owners in the area.

2. Damian Bester – Closed Session Decisions

Regulation 15 of the Local Government Meeting Procedures provides that at the end of a closed council meeting Councillors should consider what items are to be disclose and what decisions they disclose to the public when it re-opens. In what section of the open agenda does this occur that public announcement of what was decided in a close meeting? Sometimes it can be a two month wait.

Council Response

Kim Hossack (General Manager) provided comment to Damian Bester in relation to his question.

It appears in our Council Minutes under Item 11 to Motion out of Closed and is currently made public once the minutes are approved and then placed on our website. Council will consider other options for this in the future.

15. NOTICE OF MOTIONS

Under Regulation 16 of the *Local Government (Meeting Procedures) Regulations 2015* relating to Motions on Notice. It states the following:

- (5) *A Councillor may give to the general manager, at least 7 days before a meeting, give written notice of a motion, together with supporting information and reasons, to be included on the agenda of that meeting. general manager of a question in respect of which the councillor seeks an answer at that meeting.*

15.1 NOTICE OF MOTION – DEPUTY MAYOR J ALLWRIGHT

NOTICE OF MOTION

Under Division 2 – Motions, Section 16 (5) of the Local Government (Meeting Procedures) Regulations 2015, a Councillor may give to the General Manager, at least 7 days before a meeting, written notice of a motion, together with supporting information and reasons, to be included on the agenda of that meeting.

Date of Meeting:	April 16, 2024
Councillor Name:	James Allwright
Proposed Motion:	<p>1) That the Mayor formally retracts her allegations of collusion and corruption by all Councillors, the General Manager and Ms Lynn Mason; and a personal or emotional attachment to the General Manager by some Councillors, which was made at the Special Meeting of Council held on Friday, 5th April 2024.</p> <p>2) That at her own expense and forthwith, the Mayor has published in the Highlands Digest and the New Norfolk and Derwent Valley News a notice of her retraction in relation to the same matters.</p>
Background Details:	Councillors and the Public are referred to the recording of the open session part of the Council meeting on 5 th April 2024.
Signature:	<i>JimAllwright</i> (via email)
Date:	10/4/24

RESOLUTION 02/04.2024/C

Moved: Deputy Mayor J Allwright

Seconded: Cr R Cassidy

1. **THAT** the Mayor formally retracts her allegations of collusion and corruption by all Councillors, the General Manager and Ms Lynn Mason; and a personal or emotional attachment to the General Manager by some Councillors, which was made at the Special Meeting of Council held on Friday, 5th April 2024.
2. **THAT** at her own expense and forthwith, the Mayor has published in the Highlands Digest and the New Norfolk and Derwent Valley News a notice of her retraction in relation to the same matters.

For the Motion

Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr D Meacheam and Cr Y Miller.

Against the Motion

Mayor L Triffitt and Cr J Honner (Abstained)

RESOLUTION 03/04.2024/C

Moved: Cr D Meacheam

Seconded: Cr Y Miller

THAT the Mayor have published at her own expense forthwith, her retraction of her comments made at the meeting of 5th April 2024 in the Mercury Newspaper, on page one.

CARRIED 7/2

For the Motion

Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr D Meacheam and Cr Y Miller.

Against the Motion

Mayor L Triffitt and Cr J Honner (Abstained)

16. COMMITMENTS

16.1 MAYORAL COMMITMENTS

14 March 2024 to 10 April 2024

18 March 2024	Telemeeting – Confidential x 4
19 March 2024	Ordinary Council Meeting (Hamilton)
22 March 2024	State Grants Commission Workshop (Hamilton)
5 April 2024	Special Council Meeting (Bothwell)
9 April 2024	Workshop (Bothwell)

- Business of Council **12**
- Ratepayer and community members - communications **4**
- Elected Members - communications **17**
- Council Management communications **0**

NOTED

16.2 COUNCILLOR COMMITMENTS

Deputy Mayor J Allwright

19 March 2024	Ordinary Council Meeting (Hamilton)
19 March 2024	Drought Relief Meeting Joe Palmer (Hamilton)
5 April 2024	Special Council Meeting (Bothwell)
9 April 2024	Workshop (Bothwell)

Cr A Archer

19 March 2024 Ordinary Council Meeting (Hamilton)
 19 March 2024 Drought Relief Meeting Joe Palmer (Hamilton)
 5 April 2024 Special Council Meeting (Bothwell)

Cr A Bailey

19 March 2024 Ordinary Council Meeting (Hamilton)
 19 March 2024 Drought Relief Meeting Joe Palmer (Hamilton)
 5 April 2024 Special Council Meeting (Bothwell)
 9 April 2024 Workshop (Bothwell)

Cr R Cassidy

19 March 2024 Ordinary Council Meeting (Hamilton)
 19 March 2024 Drought Relief Meeting Joe Palmer (Hamilton)
 5 April 2024 Special Council Meeting (Bothwell)
 9 April 2024 Workshop (Bothwell)

Cr J Hall

14 March 2024 Planning for the future workshop (Hamilton)
 19 March 2024 Ordinary Council Meeting (Hamilton)
 19 March 2024 Drought Relief Meeting Joe Palmer (Hamilton)
 22 March 2024 State Grants Commission Workshop (Hamilton)
 5 April 2024 Special Council Meeting (Bothwell)
 9 April 2024 Workshop (Bothwell)

Cr J Honner

19 March 2024 Ordinary Council Meeting (Hamilton)
 5 April 2024 Special Council Meeting (Bothwell)
 9 April 2024 Workshop (Bothwell)

Cr D Meacheam

19 March 2024 Ordinary Council Meeting (Hamilton)
 19 March 2024 Drought Relief Meeting Joe Palmer (Hamilton)
 22 March 2024 State Grants Commission Workshop (Hamilton)
 5 April 2024 Special Council Meeting (Bothwell)
 9 April 2024 Workshop (Bothwell)

Cr Y Miller

19 March 2024 Ordinary Council Meeting (Hamilton)
 19 March 2024 Drought Relief Meeting Joe Palmer (Hamilton)
 21 March 2024 HATCH Meeting (Ouse)
 5 April 2024 Special Council Meeting (Bothwell)
 9 April 2024 Workshop (Bothwell)
 10 April 2024 CWA Meeting (Bothwell)
 15 April 2024 HATCH Meeting (Ouse)

16.3 GENERAL MANAGER'S COMMITMENTS

Date	With Whom	Subject / Comment
19 March 2024	Council and Management Members	Ordinary Council Meeting
22 March 2024	State Grants Commission Board Members with Councillors	Annual Federal Grant Funding
4 April 2024	Westpac Public Sector Representative & Deputy General Manager	Investments and financial options
5 April 2024	Council and Management Members	Special Council Meeting
9 April 2024	Council and Management Members	Council Workshop

NOTED

Kim Hossack (General Manager) and Graham Rogers (Development & Environmental Services Manager) left the meeting at 10.49am.

16.4 DEPUTY GENERAL MANAGER COMMITMENTS

Date	With Whom	Subject / Comment
4 April 2024	Westpac Public Sector Representative & General Manager	Investments and financial options
9 April 2024	Council and Management Members	Council Workshop
9 April 2024	State Government and Council Officers	Central Highlands Bushfire Recovery Meeting
16 April 2024	Council and Management Members	Council Meeting

NOTED

17. NOTIFICATION OF COUNCIL WORKSHOPS HELD

A Council Workshop was held on **9 April 2024**. The following items were discussed –

- Anzac Day
- Youth Week
- National Volunteer Week
- 2024-25 Budget Deliberations & Workshop dates

18. FUTURE WORKSHOPS

The proposed next Council Workshop will be held on the following date/s –

- 23 April 2024 (Budget)
- 30 April 2024 (Budget)
- 7 May 2024 (Budget)
- 14 May 2024

19. MAYORAL ANNOUNCEMENTS

Nil

20. MINUTES

20.1 CONFIRMATION OF DRAFT ORDINARY COUNCIL MEETING MINUTES – 19 MARCH 2024

RESOLUTION 04/04.2024/C

Moved: Cr J Honner

Seconded: Cr A Bailey

THAT the Draft Minutes of the Ordinary Meeting of Council held on Tuesday 19 March 2024 be confirmed.

For the Motion

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

20.2 CONFIRMATION OF DRAFT SPECIAL COUNCIL MEETING MINUTES – 5 APRIL 2024

RESOLUTION 05/04.2024/C

Moved: Deputy Mayor J Allwright

Seconded: Cr J Hall

THAT the Draft Minutes of the Special Meeting of Council held on Friday 5 April 2024 be confirmed.

CARRIED

For the Motion

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

21. BUSINESS ARISING – MARCH 2024 COUNCIL MEETING

Business Arising - actions undertaken.

11	TARRALEAH REDEVELOPMENT PROJECT BY HYDRO TASMANIA REQUEST FOR STAGED APPLICATION FEES	Actioned
15.1	NOTICE OF MOTION – COMMUNITY GRANTS PROGRAM	Policy and Procedures will be reviewed
15.2	NOTICE OF MOTION – EMERGENCY MANAGEMENT FUNDING	Actioned & will be considered at Budget Deliberations
26.1	TRAFFIC COUNTER DATA CENTRAL HIGHLANDS COUNCIL	Actioned & will be included in the 2024/25 Budget
27.2	COMMUNITY GRANT – HAMILTON DISTRICT AGRICULTURAL SHOW SOCIETY	Actioned
27.3	REQUEST FOR RATES REMISSION AND ADDITIONAL SUPPORT	Actioned
27.4	FEES AND CHARGES WAIVER FOR PLAYGROUP TASMANIA	Actioned
27.5	COMMUNITY GRANT – CAMPDRAFTING TASMANIA	Actioned
27.6	IMMUNE DEFICIENCIES FOUNDATION AUSTRALIA FUNDING SUPPORT 2024 ANNUAL FUNDRAISING EVENT “RAZZAMATAZZ”	Actioned

NOTED

22. DERWENT CATCHMENT PROJECT



Derwent Catchment Project Monthly Report for Central Highlands Council

March 5th – April 10th, 2024

Unfortunately, members of our team have been called out to the field and have been unable to add to the report at this time. We apologise for the missing information for Agriculture and Grant Applications. We shall include the relevant information for these in the next reporting period. We appreciate the Central Highlands Councils understanding with this matter.

General Business

Clyde River Resilience Project – Disaster Ready Fund, Australian Government - \$1.97 million

This project will build on significant stormwater upgrades in Bothwell and two bridge infrastructure projects on the Clyde River being undertaken by Council to reduce flood risk. The project will remove 20 km of willows in 2 phases: 1) targeted control through the townships of Hamilton and Bothwell and 2) drill and fill and/removal of willows at 5 pinch points along the Clyde River. There will be 5 kms of control undertaken either side of Bothwell township (10 in total). 5 km will be undertaken through Hamilton building on the willow control and revegetation adjacent to Platypus Walk and 1 km of drill and fill will be undertaken at each of the 5 deep pool pinch points. Willow control will be followed by strategic revegetation efforts to improve riverbank stability. Individual flood plans will be developed in consultation with key landholders to improve community preparedness.

Central Highlands Weeds Program

Strategic Actions 4.4 Continue the program of weed reduction in the Central Highlands, and 4.7 Support and assist practical programs that address existing environmental problems and improve the environment.

Planning Our Future: Bothwell, Hamilton & Ouse

On the 14th of March our Nursery Manager Karen Phillips attended the Planning Our Future workshop held by the CHC at Hamilton Hall. The expansion of the nursery was discussed, and it was a fantastic to receive positive feedback from the broader community about what they thought of this project. Additionally, it was a great opportunity for the DCP to hear about the future vision that the residents of Hamilton wanted for the township and surrounding area.

Tarraleah Broom Program – Supported by WAF, Parks, Hydro and STT

Controlling extensive infestations of broom at Tarraleah is now underway with ground crew on site. Treatment of the site will continue over the next few weeks with follow up intensive mechanical mulching once initial herbicide applications have taken affect.

Central Highlands Roadside Weed Management

The roadside weed management program has begun expanding its operation to target weed species on Victoria Valley Road & Bashan Road. Weeds such as: Californian thistle, gorse and blackberry have been receiving treatment with DCP ground crews observing a reduction in the level of weed burden along these roadsides following successive treatments.

Restoration and Conservation

Strategic Actions: 4.1 Continue to fund and support the Derwent Catchment Project and 4.7 Support and assist practical programs that address existing environmental problems and improve the environment.

Tyenna River Recovery – Willow Warriors – supported by IFS, SFM, DV council and Tassal



Willow Warriors and TAFE students undertaking willow removal and restoration along the Tyenna.

The willow warriors were back in the river last month tackling willows above Weir Road. The willows are sparser in this area, but the riverbanks are much steeper making the work challenging.

The DCP also hosted a special Willow Warrior Day for teaching TAFE students how to manage willows and other weeds along the Tyenna. The workshop was very successful and is the start of a partnership between TAFE and the DCP which will allow students to have a hands-on real-world experience with river restoration projects.

Nursery update

Concrete work has begun for the shed site and potting bay with construction to be completed by end of the month. Nursery sales are continuing steadily with tube stock going out to restoration sites or through sales. Potential buyers have expressed interest in the nursery expansion and the future availability of increase native tube stock.

Clyde River Resilience Project – Disaster Ready Fund, Australian Government - \$1.97 million

This project will build on significant stormwater upgrades in Bothwell and two bridge infrastructure projects on the Clyde River being undertaken by Council to reduce flood risk. The project will remove 20 km of willows in 2 phases: 1) targeted control through the townships of Hamilton and Bothwell and 2) drill and fill and/removal of willows at 5 pinch points along the Clyde River. There will be 5 kms of control undertaken either side of Bothwell township (10 in total). 5 km will be undertaken through Hamilton building on the willow control and revegetation adjacent to Platypus Walk and 1 km of drill and fill will be undertaken at each of the 5 deep pool pinch points. Willow control will be followed by strategic revegetation efforts to improve riverbank stability. Individual flood plans will be developed in consultation with key landholders to improve community preparedness.

Please don't hesitate to call us if you have any queries about our programs.

Yours Sincerely,

The Derwent Catchment Team

Key Contacts:

Josie Kelman (Co Executive Officer) 0427 044 700
 Eve Lazarus (Co Executive Officer) 0429 170 048
 Morgan McPherson (Works Manager) 0418 667 426
 Stuart Rose (Restoration Manager) 0401 098 080
 Karen Phillips (Nursery Manager) 0400 039 303

RESOLUTION 06/04.2024/C

Moved: Cr J Honner

Seconded: Cr D Meacheam

THAT the Derwent Catchment Project Report for March 2024 be received.

CARRIED

For the Motion

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

Graham Rogers (Development & Environmental Services Manager) returned to the meeting at 10.52am.

23. COUNCIL ACTING AS A PLANNING AUTHORITY

N/A

24. ORDINARY COUNCIL MEETING RESUMED

N/A

25. DEVELOPMENT & ENVIRONMENTAL SERVICES

25.1 NATIONAL ADAPTION PLAN – ISSUES PAPER

A copy of the National Adaption Plan Issues Paper has been included in the attachments for information.

NOTED

25.2 DEVELOPMENT & ENVIRONMENTAL SERVICES (DES) REPORT

Reports By

Graham Rogers, Development & Environmental Services Manager

PLANNING PERMITS ISSUED UNDER DELEGATION

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

NO PERMIT REQUIRED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2024 / 00014	F Courbet	29 Lochiel Drive, Miena	Dwelling Addition
2024 / 00019	Kings Outdoor Living	960 Ellendale Road, Ellendale	Dwelling Addition (Awning)
2024 / 00005	Bison Construction	460 Dry Poles Road, Ellendale	Rural Machinery Shed

PERMITTED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2024 / 00015	M & S Pearce	29 Reynolds Neck Road, Reynolds Neck	Visitor Accommodation

DISCRETIONARY

DA NO.	APPLICANT	LOCATION	PROPOSAL
2024 / 00007	Catalyst Design & Drafting (Peter Brown)	25 Drysdale Road, Miena	Dwelling & Outbuildings (2)
2023 / 00044	G L Herbert	16 Patrick Street, Bothwell	Signage

ANIMAL CONTROL

Total Number of Dogs Registered in 2022/2023 Financial Year – 968

Total Number of Kennel Licences Issued for 2022/2023 Financial Year – 29

2023/2024 Dog Registration & Kennel Licence Renewals have been issued and were due by 31 July 2023.

2023/2024 Statistics as of 10 April 2024	
Number of Dogs Impounded during last month	0
Number of Dogs Currently Registered	988
Number of Dogs Pending Re-Registration	11
Number of Kennel Licences	35

Infringement Notices have been issued for the dogs pending re-registration.

RESOLUTION 07/04.2024/C

Moved: Cr J Honner

Seconded: Cr A Bailey

THAT the Development & Environmental Services Monthly Report for March 2024 be received.

CARRIED

For the Motion

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

Graham Rogers (Development & Environmental Services Manager) left the meeting at 10.57am.

26. WORKS & SERVICES

Jason Branch (Works and Services Manager) and Barry Harback (Works Supervisor) attended the meeting at 11.05am.

26.1 SUSPENSION BRIDGE - WADDAMANA

Reports By

Jason Branch, Works and Services Manager

Background

On the early hours of Saturday morning the 23rd of April, the suspension bridge over the Ouse River at Waddamana collapsed.

No one was injured in this incident. Permanent barriers have been put in place at either end to prevent traffic from travelling through, and the concrete ford remains open.

For Councillors that may not be aware Council is the asset owner, but this bridge is one of the declared structures on a local highway i.e. council managed road around the State. It is declared under Section 23 of the *Local Government (Highways) Act 1982* that the bridge is to be maintained and renewed by the State.

The Ouse River suspension bridge was built in 1934 and is constructed with steel cables supporting a steel truss and a timber deck. The timber deck was totally renewed in 2005 has deteriorated since and requires constant maintenance. State Growth recently undertook some maintenance in July 2022 which included replacement of some running planks and cross timber beams and a fibre reinforced polymer (FRP) grating placed above the timber deck as well. The load limit on the bridge was further downgraded from 10 tonnes to 4 tonnes to ensure that there was no overloading.

As Council are the owner of the bridge, the replacement will involve the following from Council

State Growth will be in discussion on the following aspects:

- Application for funding through the Australian Government Bridge Renewal Program by the Council with State Growth assisting in preparing the application.
- A Development Application will be organised by State Growth on behalf of the Council.
- Concept design organised by State Growth in consultation with the Council for the new structure.
- Detailed design organised for delivery of the project upon obtaining the necessary approvals.

- Option for delivery via Council's tendering process possibly with funding made available via the Bridge Renewal Program and co-funding from the State. There will be a Deed of Agreement between the Council and the Crown to formalise the funding allocation and handover.

In a phone conversation with the Department of State Growth, it was advised the initial investigation from Pitt and Sherry may suggest that one of the cables became loose and that this then dominoed to hangers breaking and then the structure pulling forward.

They also advised at the moment they will be concentrating on removing the existing structure and looking at feasible temporary options. One feasible option may be to work on the concrete ford (install more culverts through the ford and make higher). This is to mitigate the ford flooding during the winter months. However, this still may impose long delays if there is a wet winter as the ford would still flood.

There will be some large agriculture businesses, windfarm employees and suppliers as well as forestry stakeholders, that will be inconvenienced, if the ford is closed during the winter months with no access.

NOTED

26.2 BOTHWELL ROAD RACE

Reports By

Jason Branch, Works and Services Manager

Background

Hobart Wheelers Cycle Club seek to conduct a race out of Bothwell on Saturday May the 18th. For this purpose, they need approval from the administering body of the roads they seek to use, such that they can then obtain a Police Permit for the event.

They seek to use roads under Central Highlands Council administration. Their intended course is as detailed below.

The race will begin with cyclists departing from the centre of Bothwell heading north on Dennistoun Rd. Cyclists will then turn left (west) onto Nant Lane and then continuing to another left turn to then head south on Highland Lakes Road, returning to Bothwell. Within Bothwell cyclists will turn left (east) onto Alexander Street to complete their first lap. At the western end of Alexander Street, they will then head north on Dennistoun Road again.

Cyclists will complete this circuit 6 times, for 72 km in total.

Cyclists will always be making left-hand turns, and hence will have to yield to any traffic approaching from right. All turns will be marshalled by an official.

On the completion of the last lap, when heading south on Highland Lakes Road, cyclists will pass through the finish line on Highland Lakes Road itself.

Please see attached event details, public liability insurance and risk and emergency management procedure.

RESOLUTION 08/04.2024/C

Moved: Cr J Honner

Seconded: Cr J Hall

THAT Council grant permission and provide a letter of support, for the usage of Dennistoun Road, Nant Lane and Alexander Street Bothwell for the Bothwell Road Race, to the Hobart Wheelers Cycle Club.

CARRIED 6/2

For the Motion

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Bailey; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

Against the Motion

Cr R Cassidy and Cr A Archer (Abstained)

26.3 WORKS & SERVICES MONTHLY REPORT – MARCH 2024

Report By Jason Branch, Works & Services Manager

Background

The following activities were performed during **March 2024** by Works & Services –

Grading & Sheetting	Thousand Acre Lane
Maintenance Grading	Corrugation Victoria Valley Road
Potholing / shouldering	Bridges Dennistoun Road, Old Mans Head, Interlaken Road, Bridges on Dawson Road, Tor Hill Road, 14 Mile Road
Spraying:	
Culverts / Drainage:	Extend culvert Pelham Repair culvert Meadsfield Road Install culvert Victoria Valley Road Clean culverts Victoria Valley Road Repair major washout and Install new culvert Victoria Valley
Occupational Health and safety	<ul style="list-style-type: none"> • Monthly Toolbox Meetings • Day to day JSA and daily prestart check lists completed. • Monthly workplace inspections completed.
Bridges:	Precast inspection undertaking for Wentworth Creek bridge
Refuse / recycling sites:	Cover Hamilton Tip twice weekly
Other:	Improve safety of entrance for resident Pelham Hot mix edge break Pelham Road Repair washed drain Pelham Road Carting gravel Thousand Acre Lane re-construction Asphalt entrances Thiessen Crescent Set up VMS boards north and south 14 Mile Road 1 x burial Replace sign Morass Bay Replace street blade Thousand Acre Lane Install sign Bethune campground. Install signs Bothwell waste transfer station. Remove drums Hamilton and Bothwell Drum Muster sheds Repair water leaks Hamilton Show Grounds Cold mix hole's various locations Install engine brake sign Strickland Removed dangerous tree Hamilton Clean and brushcut Cemetery's Clean Hamilton works Depot Replace cricket pitch wicket Replace cricket wicket Trim pine hedge Bothwell township Trim trees Mt Adelaide Clean up Bothwell cemetery and top up sunken graves

Slashing:	Hamilton Plains Thousand Acre Lane Pelham Road Langloh Road
Municipal Town Maintenance:	<ul style="list-style-type: none"> • 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:	Unblock toilet Hamilton toilets
Plant:	PM824 Toyota Hilux repair indicators PM671 Water cart new Honda pump PM676 Kobelco excavator repair air conditioning PM843 Toyota Hilux install driving lights.
Private Works:	
Casuals	<ul style="list-style-type: none"> • Toilets, rubbish and Hobart • Hamilton general duties
Program for next 4 weeks	Old Mans Head widening, Black Spot Funding Wentworth Creek Bridge widening Continue with Thousand Acre Lane reconstruction

RESOLUTION 09/04.2024/C

Moved: Cr J Honner

Seconded: Cr D Meacheam

THAT the Works & Services monthly report for March 2024 be received.

CARRIED

For the Motion

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

Cr A Archer left the meeting at 11.14am.

Jason Branch (Works and Services Manager) and Barry Harback (Works Supervisor) left the meeting at 11.19 am.

27. ADMINISTRATION SERVICES

27.1 MONTHLY FINANCE REPORT TO 31 MARCH 2024

Report by

Kim Hossack, General Manager

Background

The monthly finance reports to 31 March 2024 are below for Councillors reference -

Comprehensive Income Statement				
At 31 March 2024				
Recurrent Income	Actual to Date	Budget 2023-2024	Variation from YTD Budget %	Comments
Rates Charges	\$4,477,140	\$4,469,863	0%	
User Fees	\$211,519	\$355,450	(15)%	
Grants - Operating	\$274,432	\$124,860	145%	
Other Revenue	\$616,696	\$453,200	61%	
Grants received in Advance	\$3,031,386	\$2,998,566		FAGs received Jun 2023 for 2023/24
Total Revenues	\$8,611,173	\$8,401,939	27%	
Expenditure				
Employee Benefits	\$1,997,782	\$2,553,663	3%	
Materials and Services	\$1,965,818	\$2,012,016	23%	
Other Expenses	\$1,364,650	\$1,715,852	5%	
Depreciation and Amortisation	\$1,606,545	\$2,260,000	(4)%	
Total Expenditure	6,934,794	8,541,531	6%	
Operating Surplus(Deficit)	1,676,379	(139,593)		



Rates Reconciliation as at 31 March 2024

	<u>2023</u>	<u>2024</u>
Rates in Debit 30th June	\$100,036.35	\$135,606.82
Rates in Credit 30th June	-\$139,127.10	-\$171,244.88
Balance 30th June	-\$39,090.75	-\$35,638.06
Rates Raised	\$4,110,809.76	\$4,486,365.49
Penalties Raised	\$25,164.48	\$42,213.36
Supplementaries/Debit Adjustments	\$32,291.19	\$20,617.21
Total Raised	\$4,129,174.68	\$4,549,196.06
Less:		
Receipts to Date	\$3,182,818.68	\$3,593,872.80
Pensioner Rate Remissions	\$110,356.31	\$119,626.72
Remissions/Supplementary Credits	\$42,514.53	\$18,651.14
Balance	\$793,485.16	\$781,407.34

BANK ACCOUNT BALANCES AS AT 31 MARCH 2024

No.	Bank Accounts	Investment Period	Current Interest Rate %	Due Date	BALANCE	
					2023	2024
11100 Cash at Bank and on Hand						
	11105 Bank 01 - Commonwealth - General Trading Account				1,882,667.30	1,433,345.25
	11106 Bank 02 - Westpac - Direct Deposit Account				226,282.65	167,900.99
	11110 Petty Cash				350.00	350.00
	11115 Floats				200.00	200.00
	11199 TOTAL CASH AT BANK AND ON HAND				2,109,499.95	1,601,796.24
11200 Investments						
	11207 Bank 05				1,035,589.77	2,639,988.75
	11207 Bank 06	30 Days			2,029,235.48	-
	11214 Tascorp	183 Days	4.60%	21/06/2024	78,294.58	82,259.93
	11216 Bank 16	60 Days	4.59%	12/04/2024	4,064,061.65	2,227,431.27
	11299 TOTAL INVESTMENTS				7,207,181.48	4,949,679.95
TOTAL BANK ACCOUNTS AND CASH ON HAND					9,316,681.43	6,551,476.19

RESOLUTION 10/04.2024/C**Moved:** Cr R Cassidy**Seconded:** Cr A Bailey**THAT** the Monthly Finance Report to 31 March 2024 be received.**CARRIED****For the Motion**

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

Cr A Archer returned to the meeting at 11.20am.

Cr D Meacheam left the meeting at 11.21am.

27.2 LICENCE AGREEMENT WITH TASMANIAN WATER AND SEWERAGE CORPORATION PTY LTD (TASWATER)**Report by**

Adam Wilson, Deputy General Manager

Background

The draft licence agreement between Tasmanian Water and Sewerage Corporation Pty Ltd and Central Highlands Council is attached for Council's approval. The licence agreement will allow Council to install a 6.5 metre galvanised pipe on the external wall of the Tasmanian Water and Sewerage Corporation Pty Ltd water pump station for the purpose of mounting a multisensory camera with a dedicated power circuit fed from the Tasmanian Water and Sewerage Corporation Pty Ltd distribution switchboard.

The term of the agreement is 10 years and the licence fee is \$1,000.00 plus GST for the term.

Annexure A



Notes:

1. 1 Pro WV-S8544L Multisensor Camera on pendant mount 40 mm Nb Medium Duty Galv Pipe, with 1 ½ NPS thread for camera pendant mount.
2. Cambium PTP 670 Radio
3. 400 x 400 Stainless Steel Pad lockable Enclosure for CCTV Active equipment
4. 6.5 meter length of 100 mm Nb Medium duty Galvanised Pipe 114 OD use P1000 Unistrut channel on wall with 3 x M12 Galvanized U-bolt camps
5. Dedicated power circuit fed from Taswater distribution switchboard terminated on power outlet inside enclosure
6. Earth pole to dedicated earth stake

RESOLUTION 11/04.2024/C

Moved: Cr R Cassidy

Seconded: Cr J Honner

THAT Council approve the General Manager to sign the Licence Agreement between Tasmanian Water and Sewerage Corporation Pty Ltd and Central Highlands Council which will allow all parties to the agreement to work co-operatively on the installation, operation and maintenance of the multisensory camera.

For the Motion

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; and Cr Y Miller.

Cr D Meacheam returned to the meeting at 11.22am.

27.3 INQUIRY INTO LOCAL GOVERNMENT SUSTAINABILITY

Report by

Adam Wilson, Deputy General Manager

Background

Mr Luke Gosling OAM MP the Chair of the House Committee on Regional Development, Infrastructure and Transport - Inquiry into local government sustainability has written to Council on the 22 March 2024 stating the following:

“The House of Representatives Standing Committee on Regional Development, Infrastructure and Transport has commenced a new inquiry into local government sustainability.

As part of the inquiry the Committee will examine financial sustainability and funding frameworks of local governments, alongside changing infrastructure requirements and service delivery obligations. The Committee is seeking to understand the challenges faced by local governments in servicing infrastructure requirements across regional, rural, and remote locations.

Workforce shortages across Australia relating to infrastructure and other service areas more broadly, particularly in regional, rural, and remote areas, will also be a focus of the inquiry. The Committee will also inquire into issues relating to skills development and job security, along with labour hire and retention trends and practices to identify barriers and opportunities to support job security and local government service delivery obligations.

The Terms of Reference of the The House of Representatives Standing Committee on Regional Development, Infrastructure and Transport will inquire into and report on local government matters, with a particular focus on:

- *The financial sustainability and funding of local government*
- *The changing infrastructure and service delivery obligations of local government*
- *Any structural impediments to security for local government workers and infrastructure and service delivery*
- *Trends in the attraction and retention of a skilled workforce in the local government sector, including impacts of labour hire practices*
- *The role of the Australian Government in addressing issues raised in relation to the above*
- *Other relevant issues.*

The Committee welcomes your views on any or all of the attached terms of reference, depending on your areas of interest and expertise. Further information about the inquiry is available at: www.aph.gov.au/rdit .

If you have an interest in any of these issues, we encourage you to lodge a submission to the inquiry by close of business Friday 3 May 2024. It is preferred that submissions are uploaded electronically, through: www.aph.gov.au/Committee/Submissions .

Further information is available from the inquiry website. Please contact the Committee Secretariat on 02 6277 2232 or rdit.reps@aph.gov.au if you have any questions.”

RESOLUTION 12/04.2024/C**Moved:** Cr J Honner**Seconded:** Cr D Meacheam

THAT Councillors provide their comments on the House Committee on Regional Development, Infrastructure and Transport - Inquiry into Local Government Sustainability to the General Manager by Friday the 26 April 2024, so that Council can provide comments to the House Committee on Regional Development, Infrastructure and Transport before Friday, 3 May 2024.

CARRIED**For the Motion**

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

27.4 COMMUNITY DONATIONS APPLICATION – COOPER SMYTHE**Report by**

Kat Cullen, Community Development Officer

Purpose

The purpose of this report is to consider a request for a Council donation for Cooper Smythe to attend the 2024 Australian Track and Field Championships.

Background

An application has been received from Cooper who has been selected to represent Tasmania at the 2024 Chemist Warehouse Australian Track and Field Championships in Adelaide on the 15-17 April 2024. This will be Coopers' third year in a row representing Tasmania at a National level. He will be competing in the U18 men's 200m sprint and the U18 4 x 100m relay.

The total request is for \$500.

RESOLUTION 13/04.2024/C**Moved:** Cr J Honner**Seconded:** Cr A Bailey

THAT Council provide a donation of \$500 to assist Cooper Smythe attend the 2024 Australian Track and Field Championships.

CARRIED**For the Motion**

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

27.5 COMMUNITY DONATIONS APPLICATION – HUDSON STOTT**Report By**

Kat Cullen, Community Development Officer

Purpose

The purpose of this report is to consider a request for a Council donation for Hudson Stott to attend the 2024 National Indoor Cricket championships.

Background

An application has been received from Hudson Stott from Ellendale who has been selected to attend the 2024 Australian Junior Indoor Cricket Championships being held at Cranbourne, Victoria on the 7-14 July 2024. Hudson has been selected for the U14 State team.

The total donations request in the attached application form is for \$500.

RESOLUTION 14/04.2024/C

Moved: Cr J Honner

Seconded: Cr R Cassidy

THAT Council provide a donation of \$500 to assist Hudson Stott attend the 2024 Australian Junior Indoor Cricket Championships.

CARRIED

For the Motion

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

28. SUPPLEMENTARY AGENDA ITEMS

In accordance with the requirements of Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2015*, the Council by absolute majority may decide to deal with a matter that is not on the agenda if, where the General Manager has reported either:

- a) The reason it was not possible to include the matter on the agenda;
- b) That the matter is urgent; or
- c) That advice of a qualified person has been obtained and taken into account in providing advice to Council under Section 65 of the *Local Government Act 1993*.

RESOLUTION 15/04.2024/C

Moved: Cr Y Miller

Seconded: Cr J Honner

THAT the Council resolve by absolute majority to deal with any supplementary items not appearing on the agenda, as reported by the General Manager in accordance with the Local Government (Meeting Procedures) Regulations 2015.

CARRIED

For the Motion

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

28.1 MOTION FROM AUDIT PANEL – RISK MANAGEMENT REGISTER

Report by

Adam Wilson, Deputy General Manager

Background

The Audit Panel met on Monday 5 February 2024 and reviewed the Risk Management Register.

The Risk Management Register has been updated with Audit Findings on Financial Reporting Risks. This is added at Item 4.18. The Climate Risk Assessment table will also be included to the Risk Register which then need formal endorsement from full Council.

The Audit Panel recommended that the Risk Management Register be updated with Audit Findings on Financial Reporting Risks and the Climate Risk Assessment table be included into the Register.

The risk management register was included in the attachments.

RESOLUTION 16/04.2024/C

Moved: Cr D Meacheam

Seconded: Cr Y Miller

THAT Council adopt the Risk Management Register.

CARRIED

For the Motion

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

28.2 POLICY NO. 2015-06 TENDERING AND PROCUREMENT

Report by

Adam Wilson, Deputy General Manager

Background

The previous Policy No. 2015-06 Tendering and Procurement was approved by Council in September 2023.

This Policy applies to all tendering and procurement which the Council is obliged to conduct under the Local Government Act 1993 (the Act). The Policy gives guidance for tendering and procurement procedures.

Central Highlands Council is committed to a tendering and procurement system that will produce the best value for money, quality goods and services to our residents and ratepayers, open and effective competition, enhancement of the capabilities of local business and industry and that treats all tenderers in a timely and fair manner. To help achieve this, this Policy sets out the steps that the Council will follow when procuring and tendering goods, services or works.

To achieve its objective the Council will ensure that the tender process is fair to all parties, and use its best endeavours to demonstrate that fairness to tenderers and potential tenderers. More specifically, it will:

- produce tender documents that clearly specify the Council's required outcomes to allow tenderers to bid for and price work accurately;
- package work put to tender in a manner which encourages competition and the best outcome for residents and ratepayers;

- not participate in, and actively discourage other parties from, improper tendering practices such as collusion, misrepresentation and disclosure of confidential information;
- require any conflict of interest to be disclosed immediately;
- have regard to the cost of tendering to tenderers, residents and ratepayers and seek to constrain that cost.

Council promotes a policy of supporting local business, i.e. within the municipal area, in the first instance where the local business is able to supply goods and services which are equivalent value and standard to external sources.

Council also has the opportunity to procure selected items through NPN (National Procurement Network); a service made available through LGAT. Prices may be significantly lower due to the increased purchasing power and there may also be significant time savings as specifications, tenders and contracts are all dealt with by NPN.

This policy restates the ethical principles applying to all parties in the tendering process and then describes all steps in the tendering process under the headings of obligations of the principal and of tenderers.

Adherence to this code provides for minimum acceptable levels of behaviour from those involved in the tender process but does not minimise all areas of potential risk and associated liability.

The tendering and procurement thresholds have been updated within the policy due to new officer positions within the organisation.

RESOLUTION 17/04.2024/C

Moved: Cr J Honner

Seconded: Deputy Mayor J Allwright

THAT Council approve Policy No. 2015-06 Tendering and Procurement.

CARRIED

For the Motion

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

28.3 POLICY NO. 2016-44 PURCHASING AND PAYMENT CONTROL

Report by

Adam Wilson, Deputy General Manager

Background

The previous Policy No. 2016-44 Purchasing and Payment Control was approved by Council in September 2023.

The purpose of this policy is to:

- Provide clear guidelines when purchasing goods and services from external suppliers/contractors;
- Ensure Council employees engaged in purchasing will at all times undertake their duties in an ethical manner and act responsibly and exercise sound judgement;
- Clarify conditions for payment of invoices received by Central Highlands Council; and
- Clarify when an unscheduled payment can be made.

The objective of Council's Purchasing and Payment Control Policy is to:

- Coordinate Internal Procedures for purchasing and payments;
- Ensure compliance with Central Highlands Council's Tendering and Procurement Policy; and

- Ensure an appropriate process is in place for the ordering of goods and services from external suppliers/contractors.

This policy applies to the procurement of goods and services from external suppliers/contractors in accordance with Central Highlands Council's Tendering and Procurement Policy.

RESOLUTION 18/04.2024/C

Moved: Cr J Honner

Seconded: Deputy Mayor J Allwright

THAT Council approve Policy No. 2016-44 Purchasing and Payment Control.

CARRIED

For the Motion

Mayor L Triffitt; Deputy Mayor J Allwright; Cr A Archer; Cr A Bailey; Cr R Cassidy; Cr J Hall; Cr J Honner; Cr D Meacheam and Cr Y Miller.

29. CLOSURE

Mayor Triffitt thanked everyone for their contribution and declared the meeting closed at **11.45am**.

Signed as Confirmed:

Mayor L Triffitt

Dated: 21 May 2024